

REPORT OF THE THIRTEENTH SESSION
OF THE
INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE (IPCC)

MALDIVES, 22 & 25-28 SEPTEMBER 1997

(Approved at the Fourteenth Session, Vienna, 1-3 October 1998)

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OF THE
INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE
(IPCC)

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OPENING CEREMONIES

The Opening Ceremonies took place at the Dharubaaruge Rannabadeyri Hall in Male' on the morning of Monday, 22 September 1997.

Recitation of the Holy Quoran

ADDRESSES BY

Mr A. Majeed
Deputy Minister
Ministry of Planning, Human Resources and Environment
Government of Maldives

Prof. G.O.P. Obasi
Secretary-General
World Meteorological Organization

Ms E. Dowdeswell
Executive Director
United Nations Environment Programme

Prof. B. Bolin
Chairman of the IPCC

Dr R.T. Watson
Chairman-Elect of the IPCC

Mr N. Kakar
Resident Co-ordinator, United Nations Systems
And
Resident Representative, United Nations Development
Programme, Maldives

Hon. Mr A.R. Hussein
Minister of Planning, Human Resources and Environment
Government of Maldives

INAUGURAL ADDRESS BY

His Excellency Mr Maumoon Abdul Gayoom
President of the Republic of the Maldives

VOTE OF THANKS TO THE HOST GOVERNMENT BY

Dr N. Sundararaman
Secretary of the IPCC

The addresses of His Excellency Mr Maumoon Abdul Gayoom, the President of the Republic of Maldives, Hon. Mr Abdul Rasheed Hussein, the Minister of Planning, Human Resources and Environment and Mr Abdullahi Majeed, the Deputy Minister of Planning, Human Resources and Environment, and the statements of Prof. G.O.P. Obasi and Ms E. Dowdeswell, are available on request from the IPCC Secretariat.

1. OPENING OF THE SESSION

1.1 Prof. B. Bolin, the Chairman of the IPCC, opened the session at Bandos Island on the afternoon of Monday, 22 September 1997 at 1520 hours.

1.2 A statement on behalf of the Hon. Chen Chimutengwende (MP), Minister of Information, Posts and Telecommunications of the Government of Zimbabwe and President of the Second Session of the Conference of the Parties (COP) to the United Nations Convention on Climate Change (UN FCCC) was read by Mrs R.P. Karimanzira. Messages from the Executive Secretary of the UN FCCC, Mr Michael Zammit Cutajar and on behalf of the UN FCCC Secretariat were also read. Copies of the statement and the messages are available on request from the IPCC Secretariat. Statements were made by Mr Daniel Reifsnyder and Mr Suphavit Piampongsant on behalf of the Ad-Hoc Group on the Berlin Mandate (AGBM) of the COP, by Dr Tibor Farago on behalf of the Subsidiary Body for Scientific and Technological Advice (SBSTA) of the COP and by Dr Bert Metz and Mr Jose Romero on behalf of the Subsidiary Body for Implementation (SBI) of the COP.

1.3 The agenda as adopted is attached in Appendix A.

2. ADOPTION OF THE DRAFT REPORT OF THE TWELFTH SESSION (MEXICO CITY, 11-13 SEPTEMBER 1996)

2.1 The Panel adopted the Report with amendments to paragraphs 5.23(e), 5.23(e)-bis and 5.28. The new paragraphs remove the explicit square brackets and indicate in footnotes that they are to be read as though they are in square brackets. The paragraphs as amended are:

"Contributions

5.23 The resources of the IPCC shall comprise:

- (e)¹ annual cash contributions provided by governments to the IPCC Trust Fund;
(e)-bis² annual cash contributions provided by governments to the IPCC Trust Fund on the basis of an indicative scale, adopted by consensus by the Panel, and based on such a scale of assessments of the United Nations as may be adopted from time to time by the General Assembly, adjusted so as to ensure that no Party contributes less than 0.01 per cent of the total; that no one contribution exceeds 25 per cent of the total; and that no contribution from a least developed country exceeds 0.01 per cent of the total;

³Working Capital Reserve

5.28 Within the IPCC Trust Fund there shall be maintained a working capital reserve at a level to be determined from time to time by the Panel by consensus. The purpose of the working capital reserve shall be to ensure continuity of operations in the event of a temporary shortfall of cash. Drawdowns from the working capital reserve shall be restored from contributions as soon as possible."

3. ACCEPTANCE OF THE ACTIONS OF WORKING GROUP II ON THE SUMMARY FOR POLICYMAKERS AND THE UNDERLYING SCIENTIFIC-TECHNICAL ASSESSMENT OF THE SPECIAL REPORT ON REGIONAL CLIMATE CHANGE IMPACTS

3.1 The Summary for Policymakers (SPM) of the Special Report, Regional Climate Change Impacts: An assessment of Vulnerability, had been approved line-by-line by Working Group II at its Fourth Session (Maldives, 23-24 September 1997). The underlying scientific-technical assessment report (the underlying report) had been accepted by the Working Group at the same session. The approved SPM and the accepted underlying report were submitted to the Panel for acceptance by the Co-Chairmen of the Working Group, Dr R.T. Watson and Dr M. Zinyowera.

3.2 The Panel accepted these actions of Working Group II.

4. THE IPCC THIRD ASSESSMENT REPORT (TAR)

4.1 Dr R.T. Watson, Chairman-Elect, introduced the draft decision paper on the TAR.

4.2 After extensive discussions and amendments, the Panel approved the draft decisions line-by-line, except on part of Decision 4 (see paragraph 4.3 below). The Decisions on the TAR as approved are attached in Appendix B.

4.3 The Panel deferred the decision on the adoption procedure for the report underlying the Summary for Policymakers of the Synthesis Report.

5. IPCC AND COP-3

5.1 The Chairman informed the Panel that he and the Chairman-Elect would both speak at the Third Session of the Conference of the Parties to the UN FCCC (Kyoto, 1-12 December 1997). Printed copies of the Special Report, Regional impacts of Climate Change: An assessment of

¹ The Panel deferred decision on this sub-paragraph. The sub-paragraph is to be treated as if it is in square brackets.

² The Panel deferred decision on this sub-paragraph. The sub-paragraph is to be treated as if it is in square brackets.

³ The Panel deferred decision on this sub-paragraph. The sub-paragraph is to be treated as if it is in square brackets.

Vulnerability, and the four Technical Papers (Technologies, Policies and Measures for Mitigating Climate Change; An Introduction to Simple Climate Models used in the IPCC Second assessment Report; Stabilization of Atmospheric Greenhouse Gases: Physical, Biological and Socio-Economic Implications; Implications of Proposed CO₂ Emissions Limitations) would be distributed to the COP. The first Technical Paper had been made available to the AGBM in 1996 and the two following Technical Papers to SBSTA in the first half of 1997. The SPM of the Special Report would be made available in the six official languages of the UN and the Technical papers in English, French and Spanish.

6. CONTINUING IPCC WORK PROGRAMME

6.1 Status of the IPCC Trust Fund and Other Support

6.1.1 The Secretary reported that a carry-over in the amount of CHF 740,500 was expected from 1997 into 1998. He also reported that UNEP was making every effort to fill the vacancy for the Deputy Secretary.

6.2 Continuing IPCC Work Programme and Budget for 1998-2000

6.2.1 An open-ended Committee for Programme & Budget was established under the co-chairmanship of Mr Daniel Reifsnyder (USA) and Dr L.G. Meira Filho (Brazil). Its recommendations, which the Panel approved, follow.

6.2.2 The IPCC agreed that the (i) translation and publication of the Summary for Policymakers of the Special Report on Regional Impacts of Climate Change (CHF 150,000 for 22 pages, 5 languages, 8000 copies), (ii) translation and publication of Technical Paper No. 4, Implications of Proposed CO₂ Emissions Limitations (CHF 120,000 for 45-odd pages, 2 languages, 4000 copies) and (iii) purchase of additional copies of the Second Assessment Report for free distribution to the developing countries and countries with economies in transition (CHF 10,000) be funded from its 1997 budget.

6.2.3 The IPCC further agreed to include a contingent item in its 1998 budget in the amount of CHF 150,000 to support the work of the Co-Chairs of Working Groups I, II and III from the developing countries in their regions; up to CHF 50,000 could be made available in 1998 to each developing country Co-Chair for expenses such as staff contracts, staff travel, telecommunications and equipment. The IPCC requested its Bureau to consider at its Fifteenth Session a specific proposal to be developed by the respective Co-Chairs. The IPCC agreed that this budget item would no longer be considered contingent if the Bureau agreed on a specific proposal. The IPCC further agreed to evaluate this category of expenditure, based on experience in its implementation at its Fourteenth Session.

6.2.4 Taking the above into consideration, the IPCC adopted the budget shown in table 1 below for 1998. The details for table 1 are to be found in table 2.

6.2.5 The IPCC took note of the forecast level for 1999 and the indicative level for 2000 each of CHF 6,400,000 and requested the Bureau to work out more specific budget estimates for 1999 and 2000 at its Fifteenth Session.

Table 1
BUDGET FOR 1998

Activity	Amount (CHF)
JWG Meetings	40,200
National GHG Inventories	475,000
Bureau-15	140,800
Scoping Meeting for TAR	550,500
IPCC-14 & WG sessions	1,752,000
Meetings of Review Editors	107,100
Workshop: Non-linear Climate Change	196,500
Workshop: Integrated Assessment	330,000
Task Group on Climate Scenarios	211,200
Meetings of Lead Authors	800,100
IPCC Secretariat	550,000
Contingency for Support of Developing Country Co-Chairs	150,000
TOTAL	5,303,400

Table 2
BUDGET DETAILS FOR 1998

Activity	Purpose	DC/EIT support ⁴	Other expenditure ⁵	TOTAL
Meetings of the JWG ⁶	Co-ordinate between the IPCC & UN FCCC	37,800	2,400 (Secretary of the IPCC)	40,200
National GHG ⁷ Inventories (see Appendix C)	Ongoing		475,000	475,000
Working Group Bureaux (2 days)	Choose Lead Authors	75,600		
Bureau-15 (1 day)	Various	25,200	40,000	140,800
ca. Feb. 98				

⁴ DC - Experts/Representatives from the Developing Countries.

EIT - Experts/Representatives from Countries with Economies in Transition.

⁵ Includes interpretation and other services such as normal photocopying, normal mailing, temporary staff, and hiring of vans, photocopying equipment and computers.

⁶ Two meetings are assumed per year. On the IPCC side, the IPCC Chairman, the 3 pairs of Co-Chairmen of the WGs, the IPCC Secretary (and the 3 TSUs and the Unit on GHG Inventories) participate in the JWG. The cost includes travel for 3 Co-Chairmen from the developing countries and the IPCC Secretary.

⁷ GHG - Greenhouse Gas

Scoping Meeting	Develop TAR/WG outlines and schedule	378,000 (60 experts)	78,000	
Ca. June 98		94,500 (Bureau)		550,000
WGI WGII WGIII & IPCC-14 & Bureau-16: Day 1: A.m. - IPCC-14 P.m. - WGI Day 2: A.m. - WG II (WGI drafting) P.m. - WG III (WGI&II drafting) Day 3: A.m. - WG I (WGII&III drafting) P.m. - WG II (WGIII drafting) Day 4: A.m. - WG III P.m. - Bureau-17 Days 5&6: IPCC-14	Agree on the work plans of the 3 WGs and of the IPCC	1,512,000 (210 representatives, 30 experts)	240,000 (one interpretation team)	1,752,000
Ca. July 98	Agree on procedures			
Meetings of Review Editors ⁸	For Aviation Special Report (9 chapters)	31,500 (5 journeys)		
	For Technology Transfer Special Report (15 chapters)	75,600 (12 journeys)		107,100
Workshop on Rapid Non-linear Climate Change WG I, 30March - 1 April 1998, The Netherlands	Examine the issue - possible input to TAR ⁹	157,500 (25 experts)	39,000	196,500

⁸ Pending approval by IPCC. For the Special Reports on Aviation & the Global Atmosphere, Methodological and Technological Aspects of Technology Transfer and Emission Scenarios.

⁹ TAR - IPCC Third Assessment Report.

2 nd IPCC Workshop on Integrated Assessment Modelling, WG III, Zimbabwe	Possible input to TAR	252,000 (40 experts)	78,000	330,000
Task Group on Climate Scenarios for Impact Assessment	Ongoing work on regional climate scenarios	151,200 (12 experts, 2 sessions)	60,000 (Translation 2 languages & Publication, 15-page report)	211,200
Meetings of Lead Authors	Preparing TAR	384,300		
LAs for Emissions Scenarios		37,800 (6)		
LAs for Technology Transfer		378,000 (60)		
Support costs of the IPCC Secretariat ¹⁰			550,000	550,000
Contingency for Support to Developing Country Co-Chairs				150,000
TOTAL				5,303,400

Table 3
CONTRIBUTIONS NEEDED IN 1998

Item	Amount
Total budget proposed for 1998 (from Table 2)	5,303,400
Less Carry-over from 1997	740,500
Less expected WMO cash contribution	190,000
Less expected UNEP cash contribution	280,000 (\$200,000)
Less expected UN FCCC cash contribution	490,000 (\$350,000) ¹¹
FUNDS NEEDED	3,602,900

¹⁰ Includes renewal of contracts for a year beginning the second half of 1998.

¹¹ Subject to approval by COP. Amount given is that proposed by the UN FCCC Secretariat.

6.3 Amendments to the Principles Governing IPCC Work and the IPCC Procedures to bring the language in line with WMO/UN practice

6.3.1 At the Twelfth Session (Mexico City, 11-13 September 1996), the Panel had requested the Bureau to consider the item. The Bureau at its Twelfth Session (Geneva, 3-5 February 1997) established an Ad-Hoc Group on Procedures under the chairmanship of Mr David Warrilow of the United Kingdom. Mr Warrilow had prepared a draft of proposed amendments for the consideration of the Bureau at its Thirteenth Session (Geneva, 9-11 July 1997). The Bureau at the time had recommended that the draft be revised and circulated as an information document to the IPCC.

6.3.2 The Panel was informed by the Chairman of the Ad-Hoc Group and took note of the revised draft of proposed amendments.

7. ELECTION OF THE BUREAU OF THE IPCC

7.1 It may be recalled that the Panel had elected by acclamation Dr Robert T. Watson of the United States of America as its next Chairman.

7.2 Nominations from governments for the other positions on the Bureau had been requested by letter dated 19 March 1997. Nominations received as of the beginning of this session had been compiled by the IPCC Secretariat and made available to the Panel.

7.3 The Chairman announced the following operating guidelines, inter alia, for the nominations:

- * nominations without specific names would not be accepted;
- * nominations for a position on the Bureau could be broadened for consideration for other Bureau positions, with the nominee's consent;
- * nominations would close by the end of the business day on 23 September 1997.

7.4 A Nominations Committee was constituted under the chairmanship of Prof. B. Bolin to examine the nominations received and, after due consultations, to make recommendations to the Panel on the slate of candidates for election. The membership of the Committee was: Prof. B. Bolin (Chairman); Mr Yusuf Salahu (Nigeria; representing Region I, Africa); Mr Suphavit Piampongsant (Thailand; representing Region II, Asia); Mr Javier Paulinich (Peru; representing Region III, South America); Mr James Bruce (Canada, representing Region IV, North and Central America and the Caribbean); Mr Ah Look Chong (Malaysia; representing Region V, Southwest Pacific); Mrs. Cornelia Quennet-Thielen (Germany; representing Region VI, Europe).

7.5 The Panel decided by Decision 14 (see paragraph 4.2 and Appendix B) to reconstitute the Bureau as follows:

- * Chairman of the IPCC;
- * 5 Vice-Chairpersons, two representing the developed world including countries with economies in transition, and three - with one each - from the developing Regions Africa, Asia/Southwest Pacific, and South America/North and Central America and the Caribbean;
- * 2 Co-Chairpersons for each Working Group, one from the developed world and the other from the developing world;

- * 6 Vice-Chairpersons for each Working Group, one from each IPCC Region, except that a person from a Region other than that of a Co-Chairperson could be a Vice-Chairperson.

7.6 For the position of Vice-Chairman from Asia, there were two candidates: Dr R.K. Pachauri of India and Dr Nizar Tawfik of Saudi Arabia. Voting by secret ballot was held to elect the member. The rules followed were the General Regulations of the World Meteorological Organization, in accordance with Principle 6 of the Principles Governing IPCC Work. Drs John Zillman (Australia) and Zou Jingmeng (China) – the current and the past President of WMO – were appointed as tellers. By a vote of 71 to 35, Dr Pachauri was elected as the Vice-Chairman of the IPCC from the Asian region.

7.7 Candidates for the balance of the Bureau positions were unopposed and were elected by acclamation.

7.8 The membership of the IPCC Bureau elected at this Thirteenth Session is attached in Appendix D. The Bureau is expected to hold office until the Third Assessment Report is completed.

8. OTHER BUSINESS

8.1 Task Group on Climate Scenarios for Impact Assessment

8.1.1 The Bureau at its Fourteenth Session (Maldives, 21 September 1997) had examined the issue of the establishment of a Data Distribution Centre for Climate Scenarios for Impact Assessment (DDC). Governments had been invited, by letter dated 22 July 1997, to nominate institutions to act as DDC. Several responses had been received.

8.2.1 The Panel accepted the recommendation of the Ad-Hoc Committee on the Data Distribution Centre, which it had constituted earlier in the session, that both Germany and the United Kingdom could act as DDC. The specific institutions would be identified and made known later.

9. TIME AND PLACE OF THE NEXT SESSION

9.1 The time and place of the next session would be announced by the Secretary.

10. ADOPTION OF THE REPORT OF THE SESSION

10.1 The Panel adopted paragraphs 6.2.2 to 6.2.5 including the accompanying tables 1, 2 and 3 (Continuing IPCC Work Programme and Budget for 1998-2000).

10.2 The balance of the report, in draft form, would be submitted to the Fourteenth Session for adoption.

11. CLOSING OF THE SESSION

11.1 The Panel agreed unanimously that Prof. B. Bolin, the outgoing Chairman, be Chairman-Emeritus.

11.2 The Chairman-Elect, Dr Robert T. Watson assumed the chairmanship and declared the session closed at 1810 hours on Sunday, 28 September 1997.

11.3 The list of participants is attached in Appendix E.

LIST OF ACRONYMS USED

AGBM	Ad-Hoc Group on the Berlin Mandate of the COP
COP	Conference of the Parties to the UN FCCC
GHG	Greenhouse Gas
JWG	IPCC/UNFCCC Joint working Group
SBSTA	Subsidiary Body for Scientific and Technological Advice of the COP
SBI	Subsidiary Body for Implementation of the COP
SPM	Summary for Policymakers
TAR	IPCC Third Assessment Report
TSU	Technical Support Unit of an IPCC Working Group
UN	United Nations Organization
UNEP	United Nations Environment Programme
UN FCCC	United Nations Framework Convention on Climate Change
WG	IPCC Working Group
WMO	World Meteorological Organization



INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE



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ON CLIMATE CHANGE

IPCC-XIII/Doc. 1, Rev. 1
(25-IX-1997)

THIRTEENTH SESSION
Maldives, 22 and 25-28 September 1997

ANNOTATED AGENDA

OPENING CEREMONIES

1. OPENING OF THE THIRTEENTH SESSION

- 1.1 Opening remarks by Prof. B. Bolin, the Chairman of the IPCC
- 1.2 Remarks by Dr. R.T. Watson, the Chairman-Elect of the IPCC
- 1.3 Statements by the representatives of the UN Framework Convention on Climate Change and its secretariat
- 1.4 Adoption of the agenda (Doc. 1)

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

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

It is suggested that the working hours be from 1000 to 1300 hours and from 1500 to 1800 hours for the morning and afternoon meetings, respectively, with appropriate breaks.

2. ADOPTION OF THE DRAFT REPORT OF THE TWELFTH SESSION (MEXICO CITY, 11-13 SEPTEMBER 1996) (Doc. 2)

3. ACCEPTANCE OF THE ACTIONS OF WORKING GROUP II ON THE SUMMARY FOR POLICYMAKERS AND THE UNDERLYING SCIENTIFIC-TECHNICAL ASSESSMENT OF THE SPECIAL REPORT ON REGIONAL CLIMATE CHANGE IMPACTS (Doc. 3a and Doc. 3b)

- 3.1 Presentation of the Summary for Policymakers and the underlying scientific-technical assessment of the Special Report on Regional Impacts of Climate Change, approved and accepted respectively, at the Fourth Session of Working Group II (Bandos - Maldives,

23-24 September 1997) by Dr. R.T. Watson (USA) and Dr. M. Zinyowera (Zimbabwe), the Co-Chairmen of the Working Group.

3.2 Acceptance of the actions taken at the Fourth Session of Working Group II

The Chairman will invite the Panel to accept the actions taken at the Fourth Session of Working Group II.

4. THE IPCC THIRD ASSESSMENT REPORT (Doc. 4)

The Chairman will invite the Chairman-Elect to introduce the item. The discussion may be rescheduled after the IPCC regional groups have had an opportunity, should the Panel wish it, to meet on the issue.

5. IPCC AND COP-3

6. CONTINUING IPCC WORK PROGRAMME

The Chairman will introduce the agenda item. He will establish an ad-hoc committee to discuss the details of the IPCC programme and budget and report on its conclusions to the Panel.

6.1 Status of the IPCC Trust Fund and other support (Doc. 5)

The Secretary will briefly report on the status of the WMO/UNEP IPCC Trust Fund and other support.

6.2 Continuing IPCC work programme and budget for 1998-2000 (Doc. 6)

The Secretary will briefly introduce the document.

6.3 Amendments to the Principles Governing IPCC Work and the IPCC Procedures to bring the language in line with WMO/UN practice (Doc. 7)

The IPCC Bureau had considered the issue of the amendments at its Tenth Session (Geneva, 28-29 March 1996) and established an ad-hoc group to look into the issue. The Chairman will invite the Chairman of the ad-hoc group to introduce the item and will then invite the Panel to discuss and agree to the amendments.

7. ELECTION OF THE BUREAU OF THE IPCC

It may be recalled that the Panel, at its Eleventh Session (Rome, 11-15 December 1995) extended the term of office of the IPCC Bureau until the election of a new Bureau (which should be held no later than 1997).

The Chairman will introduce the agenda item. The Secretary will report on the nominations received. A full discussion may be rescheduled after the IPCC regional groups have had an opportunity, should the Panel wish it, to meet on the issue.

8. OTHER BUSINESS

8.1 Task Group on Climate Scenarios for Impact Analyses

9. TIME AND PLACE OF THE NEXT SESSION

10. ADOPTION OF THE REPORT OF THE SESSION

11. CLOSING OF THE SESSION

The session is expected to close at 1800 hours on Sunday, 28 September 1997.

The IPCC Third Assessment Report

Decision Paper

Decisions

1. Scope of the Third Assessment Report

- (i) The IPCC agrees that the Third Assessment Report will be comprehensive and cover the complete range of scientific, technical, economic and social issues associated with the climate system and climate change deemed important by the expert or policy-making communities;
- (ii) The IPCC agrees that the Third Assessment Report will summarize the state of knowledge covered in previous IPCC reports, but will primarily assess information generated since the Second Assessment Report, recognizing that climate change is a global issue, but emphasizing the assessment of the regional aspects of climate change.

2. Structure of the Third Assessment Report

- (i) The IPCC agrees that the Third Assessment Report will consist of reports of the three IPCC Working Groups (each with a brief Summary for Policymakers, a technical summary, and a series of chapters, each with an executive summary) and a Synthesis Report.
- (ii) The IPCC agrees that:

Working Group I will assess the scientific aspects of the climate system and climate change;

Working Group II will assess the scientific, technical, environmental, economic and social aspects of the vulnerability (sensitivity and adaptability) to climate change of, and the negative and positive consequences (impacts) for, ecological systems, socio-economic sectors and human health, with an emphasis on regional sectoral and cross-sectoral issues;

Working Group III will assess the scientific, technical, environmental, economic and social aspects of the mitigation of climate change, and through a task group (multidisciplinary team), will assess the methodological aspects of cross-cutting issues (e.g., equity, discount rates and decision making frameworks);

The Synthesis Report will provide a policy-relevant synthesis and integration of the three Working Group Reports (see also decision number 4).

3. Scope of the Working Groups and Nomination of Lead Authors

- (i) The IPCC agrees that the proposed scope of each of the three Working Groups (outlined in the Background section of IPCC-XIII/Doc. 4) is adequate for the IPCC Secretary to promptly request governments and IPCC focal points, as well as organizations and experts to propose Lead Authors for the Third Assessment Report;
- (ii) The IPCC agrees that the Working Group Bureaux will meet early in 1998 to provisionally identify Lead Authors for the Third Assessment Report primarily based on written proposals received from governments, organizations and experts (curriculum vitae should accompany nominations to assist the Bureaux select the most appropriate experts);

- (iii) The IPCC agrees that the chapter structures of each Working Group will be developed at a scoping meeting that will be attended by the Working Group Bureaux and the provisionally identified Lead Authors, and later approved by the IPCC Working Groups in mid-1998.

4. Scope and Structure of the Synthesis Report

- (i) The IPCC agrees that the Third Assessment Report should include a Synthesis Report that will be written in a non-technical style suitable for policymakers and will address a broad range of key policy-relevant questions;
- (ii) The IPCC agrees that the IPCC Chairman and the Working Group Co-Chairs will develop a list of key policy-relevant scientific questions in consultation with the President of the Conference of the Parties (COP) and the chairs of the subsidiary, and other, bodies of the COP, using the mechanism of the IPCC/FCCC Joint Working Group. The list will be circulated to governments for comment and the IPCC will approve the list at its Fourteenth Session. This list can be revised at a later date under the responsibility of the IPCC Chair, and with the approval of the IPCC;
- (iii) The IPCC agrees that the Working Groups will be asked to include assessment information relevant to those key policy-relevant scientific questions in their contributions to the TAR and to bring forward the key points in their Summaries for Policymakers;
- (iv) The IPCC agrees that the Synthesis Report should synthesize/integrate material contained within the assessment reports of the three Working Groups;
- (v) The IPCC agrees that the Synthesis Report should consist of a short SPM and a longer report;
- (vi) The IPCC agrees that the SPM of the Synthesis Report will undergo a simultaneous expert/government review, and then be approved line by line by the IPCC;
- (vii) The IPCC agrees that the IPCC Chair will chair a geographically balanced writing team for the Synthesis Report, with the writing team composition being agreed by the IPCC Bureau.

5. Responsibility for Ongoing Special Reports

- (i) The IPCC agrees that the Special Report entitled "Aviation and the Global Atmosphere" will continue to be developed under the Co-Chairs and TSUs of the past (1992-1997) Working Groups I and II, but in close collaboration with the new Co-Chairs and TSUs of Working Groups I and III, and will be submitted for approval/acceptance to a joint session of the new Working Groups I and III;
- (ii) The IPCC agrees that the Special Report entitled "Methodological and Technological Issues Related to Technology Transfer: Opportunities for Technology Cooperation" will continue to be developed under the Co-Chairs and TSU of the past (1992-1997) Working Group II, but in close collaboration with the new Working Group III Co-Chairs and TSU, and will be submitted for approval/acceptance to a session of the new Working Group III;
- (iii) The IPCC agrees that the Special Report entitled "Emissions Scenarios" will be transferred for further development to the new Working Group III after the Thirteenth Session of the IPCC (Maldives, 22 and 25-28 September 1997) and will be submitted for approval/acceptance to a session of the new Working Group III.

6. Peer-review Process for the Working Group Reports of the Third Assessment Report

- (i) The IPCC agrees that Working Group Reports (chapters, chapter executive summaries, and technical summaries) should undergo sequential open expert and expert/government peer reviews and then be accepted by the Working Groups;
- (ii) The Summaries for Policymakers will undergo simultaneous expert/government reviews and then be approved line-by-line by the Working Groups.

7. The Editorial Review Process

- (i) The IPCC agrees that Review Editor(s) should be selected for the chapters (including their executive summaries) and technical summary of each Working Group Report;
- (ii) The IPCC agrees that the Review Editors should be selected from both members of the Working Group Bureaux and independent experts. Review Editors should not be involved in the preparation or review of material for which they are a Review Editor;
- (iii) The IPCC agrees that there should be one or two Review Editors per chapter and per technical summary;
- (iv) The IPCC agrees that the Working Group Bureaux are responsible for the selection of the Review Editors, ensuring appropriate representation from developed countries, developing countries and countries with economies in transition;
- (v) The IPCC agrees that the primary responsibilities of the Review Editors include: (i) assisting the Working Group Bureaux in identifying reviewers for the "expert" review process; (ii) ensuring that all substantive expert and government review comments are afforded appropriate consideration; (iii) advising Lead Authors on how to handle contentious/controversial issues; and (iv) ensuring genuine scientific controversies are reflected adequately in the text;
- (vi) The IPCC agrees that the Review Editors communicate their findings to the Working Group sessions;
- (vii) The IPCC agrees that responsibility for the final text is that of the Lead Authors. Where significant differences of opinion remain unresolved, the Review Editors should ensure that such differences are described in an Annex to the report.

8. Timing of the Third Assessment Report

- (i) The IPCC agrees that the three Working Group Reports of the Third Assessment Report should be approved/accepted by late 2000/early 2001;
- (ii) The IPCC agrees that the Synthesis Report should be completed during the second quarter of the year 2001.

9. Promoting Enhanced Participation of Experts from Developing Countries and Countries with Economies in Transition

- (i) The IPCC agrees that the IPCC Vice-Chairs and Working Group Bureau members from developing countries and countries with economies in transition work with IPCC focal points

within their regions to identify appropriate Review Editors, Lead Authors, Contributing Authors and peer-reviewers; in addition, all members of the Bureaux are encouraged to assist in this process;

- (ii) The IPCC agrees that the Working Group Bureaux should ensure balanced representation of Lead Authors (experts from developed and developing countries, and countries with economies in transition);
- (iii) The IPCC agrees that the Working Group Bureaux should be encouraged to increase the number of expert meetings and workshops in developing countries and countries with economies in transition, thus contributing to enhancing the networks of scientists and other experts in these regions.

10. Promoting the Participation of Experts from Business/Industry/Finance, Development and Environmental Organizations

- (i) The IPCC agrees that non-government experts, including those from business, industry, finance and development and environmental organizations, with relevant expertise, should be involved in the preparation and review of the Third Assessment Report;
- (ii) The IPCC agrees that its Bureau and the TSUs assist the IPCC Secretary in identifying those experts;
- (iii) The IPCC agrees that it will be critical to have balance, including geographic balance, within and between experts from various non-governmental organizations. These experts will act in their personnel capacity, bring to bear their scientific, technological and economic expertise.

11. Utilization of the Non-English Language Literature

- (i) The IPCC agrees that the Working Group Bureaux, in conjunction with the chapter Lead Authors, should make every effort to assess the non-English language literature.

12. Publication Procedures

- (i) The IPCC agrees that its Secretary, in conjunction with the Working Group TSUs, should examine the potential of placing IPCC publications on Internet while using a commercial publisher.

13. Translation Procedures

- (i) The IPCC agrees that the IPCC Secretary should invite all governments (developed, developing and countries with economies in transition) to contribute to the work of the IPCC by translating accepted Working Group Reports into non-English languages, in particular the official UN languages.

14. Structure of the IPCC Bureau

- (i) The IPCC agrees that the Bureau should consist of thirty members: the IPCC Chairman, the five IPCC Vice-Chairmen, and the Bureaux of the three Working Groups;

- (ii) The IPCC agrees that the Bureau should be balanced, i.e., between developed countries, countries with economies in transition and developing countries; and between regions;
- (iii) The IPCC agrees that there will be five IPCC Vice-Chairs: two developed countries, one being a country with an economy in transition; and three from developing countries (one each from WMO regions 1, 2 or 5, 3 or 4);
- (iv) The IPCC agrees that each Working Group has two Co-Chairs (one from a developed country and one from a developing country);
- (v) The IPCC agrees that there is one developing country Working Group Co-Chair from each of Africa, Asia and Latin America/Caribbean;
- (vi) The IPCC agrees that each Working Group Bureau will consist of two Co-Chairs and six Vice-Chairs (one from each of the WMO regions not covered by the Co-Chairs, wherever possible);
- (vii) The IPCC agrees that each WMO region may nominate their candidates for the IPCC Vice-Chairs and its representatives on each Working Group Bureau (Co-Chairs and Vice-Chairs), taking into account the relevant expertise/qualifications needed to perform the roles and responsibilities assigned to the IPCC Vice-Chairs and Working Group Bureaux.

15. Funding for Technical Support Units

- (i) The IPCC agrees that the traditional approach be largely continued, whereby the government of the developed country Co-Chair assumes the primary responsibility for funding the TSU (office space, equipment, postage, communications, publications, travel, expert meeting facilities, and 1-2 professional and 3-4 support staff);
- (ii) The IPCC agrees that the IPCC Trust Fund should fund, to the extent needed and financially feasible, the agreed costs to assist the developing country Co-Chairs perform their duties;
- (iii) The IPCC agrees that secondments and/or financial assistance to the TSUs from the developed country Vice-Chairs is highly desirable.

16. Financial Task Team

- (i) The IPCC agrees to establish a small financial task team to review income and expenditures, to assist in preparing the annual budget and to develop other recommendations on matters related to finance and administration for consideration by the IPCC;
- (ii) The IPCC agrees that the team should be co-chaired by two government representatives from countries represented on the IPCC Bureau: one from a developed country, and one from either a developing country or country with economy in transition. The Co-Chairs, and other members of the team (about four government representatives from countries represented on the Bureau), will be selected by the Bureau.

IPCC Programme and Budget

National GHG Inventories

- (i) *The IPCC agrees that its work on methods assessment for GHG inventories is important to understanding the sources and sinks of greenhouse gases and to the implementation of the UNFCCC, and that the IPCC should continue this work in 1998 at the level (see attached Table 1) contained in the 1998 IPCC budget; the IPCC took note of the level forecast for 1999 and indicated for 2000.*
- (ii) *The IPCC welcomes the annual financial contribution from the UNFCCC which partially offsets the cost to the IPCC of its continuing work on methods assessment for GHG inventories; the IPCC urges that this financial contribution be increased in the future, particularly as it becomes necessary to revise and update the IPCC Guidelines for National GHG Inventories (Guidelines), to approximate the cost to the IPCC of undertaking this work.*
- (iii) *The IPCC agrees that timely translation into and publication in languages other than the original, distribution, training and field testing of the Guidelines is essential to ensure their greatest possible dissemination and usefulness. The IPCC is not able to undertake these tasks, but, in consultation with the UNFCCC, will work with governments, international organizations and institutions to highlight the importance of these tasks and identify alternative means by which they can be accomplished.*
- (iv) *The IPCC agrees that the Guidelines should be updated periodically, nominally at five year intervals; the IPCC also agrees that the Guidelines may be updated earlier, with the approval of the IPCC.*
- (v) *The IPCC notes that decisions that may be reached by the Third Session of the Conference of the Parties under the UNFCCC may result in requests for the IPCC to expand its work on inventory and other methodologies; the IPCC agrees that it will assist the UNFCCC to the fullest possible extent, consistent with the resources available to support this additional work.*

TABLE 1: REVISED SUMMARY OF WORK PROGRAMME

Background: <p>The IPCC Unit on GHG Inventories is managed by WG I and is housed at the OECD/IEA. The first objective of the inventories programme is methods assessment for the improvement of the <i>IPCC Guidelines for National GHG Inventories</i>. Assessments include review of the scientific literature, inventory data and methods, feedback from countries, and approaches to address uncertainties in the inventory methods. The second objective is to ensure that the Revised 1996 IPCC Guidelines for National GHG Inventories (Revised Guidelines) enable Parties under the UNFCCC to prepare and periodically update national inventories that are accurate, complete, comparable and transparent.</p>				
Specific Objectives	Budget (k CHF)			Products
	1998	1999	2000	
1. METHODS ASSESSMENT	315	380	320	
1.1 To improve the <i>Revised Guidelines</i> and the accuracy of national GHG inventories.	50	-	-	1998 Report: <i>Methods for the Assessment of Inventory Quality</i> (Part II) providing recommendations for improving the quality of national GHG inventory data.
1.2 To identify and ease difficulties countries may encounter in the application of the <i>Revised Guidelines</i> To strengthen the links between <i>Guidelines Users and Developers</i>	215	120	60	1998 Report: <i>Assessment of National Feedback on the Revised Guidelines</i> to develop guidance for countries on how to address data needs and recommendations to improve the user-friendliness of the <i>Revised Guidelines</i> . 1999 Report (to be based on 1998 recommendations).
1.3 To assess and recommend for the <i>Revised Guidelines</i> monitoring procedures and methods for improving the transparency and verification of GHG inventories	30	110	0	1999 Report: <i>Assessing Methods for Monitoring, Improving Transparency and Verification</i> with recommendations for methods to include in the <i>Revised Guidelines</i> – Reporting Instructions.
1.4 To assess and recommend uncertainty estimation methods for incorporation into the <i>Revised Guidelines</i> ¹	20	25	135	2000 Report: <i>Assessing Methods for the Estimation of Uncertainties</i> , with recommendations to improve the <i>Revised Guidelines</i> – Annex 1 in the Reporting Instructions on Managing Uncertainties
1.5 To improve the Land-use Change and Forestry Chapter of the <i>Revised Guidelines</i> .	(61) ²	-	-	1998 Report: <i>Assessment of Methods for the Estimation of GHG Emissions from Harvested Wood Products</i> -to assess inventory methods for harvested wood products
1.6 To improve the Land-use Change and Forestry Chapter of the <i>Revised Guidelines</i> .	-	100	40	1999 Report: <i>Land-use Change and Forestry Methods</i> , possibly with recommendations to improve the Land-use Change and Forestry Chapters of the <i>Revised Guidelines</i> (will depend on the outcome of the Australian meeting)
1.7 To update default emission factors and activity data in the <i>Revised Guidelines</i>	0	25	85	2000 Report: <i>Assessment of IPCC Default Emissions Factors and Default Data</i> , with recommendations to update the IPCC default data contained in the <i>Revised Guidelines</i> .

¹ In response to the UNFCCC (FCCC/SBSTA/1997/6), the IPCC's work to address uncertainties related to GHG inventories will be accelerated by beginning this work in 1998 instead of 1999.

² Funding for expert group meetings is included in the approved 1997 budget and is therefore not included in 1998 budget.

Specific Objectives	Budget (k CHF)			Products
	1998	1999	2000	
2. SUPPORT FOR DEVELOPING AND TRANSITION ECONOMY COUNTRIES	100	100	100	
2.1 To support participation in regional workshops for assessment of the <i>Revised Guidelines</i>	40	40	40	Participation of Visiting Scientist at up to 5 regional workshops per year.
2.2 To broaden participation by developing and transition economy countries in the management and oversight of the programme	60	60	60	Support for approx. 10-12 developing and transition economy countries at 2 GILG/yr.
3. PUBLICATIONS³	10	10	10	Publication, copying and distribution of reports
4. CORE SUPPORT To implement the agreed IPCC programme (1997-2000)	290	290	290	IPCC staff unit to support all activities of the Inventories Programme (programme manager, including travel and secretary)
TOTAL	715	780	720	
CARRY-OVER FROM 1997	240	-	-	
TOTAL REQUEST	475	780	720	

³ Approved funds from the 1997 budget will be used for the *Workbook* instead of the *Reference Manual*.

IPCC BUREAU

<p>Chairman Robert T. Watson</p>

IPCC VICE-CHAIR	IPCC VICE-CHAIR	IPCC VICE-CHAIR	IPCC VICE-CHAIR	IPCC VICE-CHAIR
Katsuo Seiki (Japan)	Richard Odingo (Kenya)	Rajendra Pachauri (India)	Gylvan Meira Filho (Brazil)	Yuri Izrael (Russian Federation)

WORKING GROUP I
Co-Chairs
Ding Yihui (China)
Sir John Houghton (UK)
Vice-Chairs
Buruhani Nyenzi (Tanzania)
Hassan Nasrallah (Kuwait)
Armando Ramirez (Venezuela)
John Stone (Canada)
John Zillman (Australia)
Fortunat Joos (Switzerland)

WORKING GROUP II
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James McCarthy (USA)
Vice-Chairs
Alioune Ndiaye (Senegal)
Abdullahi Majeed (Maldives)
Skander Ben Abdallah (Tunisia)
Jan Pretel (Czech Republic)
Martin Manning (New Zealand)
Michel Petit (France)

WORKING GROUP III
Co-Chairs
Bert Metz (The Netherlands)
Ogunlade Davidson (Sierra Leone)
Vice-Chairs
Eberhard Jochem (Germany)
Mohan Munasinghe (Sri Lanka)
Eduardo Calvo (Peru)
Ramón Pichs Madruga (Cuba)
R.T.M. Sutarnihardja (Indonesia)
Lorents Lorentsen (Norway)

LIST OF PARTICIPANTS

(Distributed during the Thirteenth Session of IPCC and not attached here in order to save bulk.
The list is available upon request from the IPCC Secretariat)