

FIFTY-FOURTH SESSION OF THE IPCC
Electronic Session, 26 July – 6 August 2021

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Agenda Item: 2
ENGLISH ONLY

DRAFT REPORT OF THE FIFTY-THIRD SESSION OF THE IPCC

Electronic and Written, 7 – 14 December 2020

IPCC Secretariat

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DRAFT REPORT OF THE FIFTY-THIRD SESSION OF THE IPCC

Electronic and Written, 7 – 14 December 2020

1. OPENING OF THE SESSION

The Chair opened the 53rd Session of the IPCC through a letter (Ref. 5406-20/IPCC/P53) sent to registered delegates of Member countries, Observer Organizations and IPCC Bureau members to welcome them to the first virtual session of the Panel due to the COVID-19 pandemic. He thanked the IPCC members for their flexibility in holding a virtual Plenary Session and the Secretariat for organizing this session while making sure that it has a sound legal foundation. He thanked the IPCC members who have contributed to the Trust Fund noting that there were some who have increased their contributions.

In his opening letter, he asked delegates to approve the Provisional Agenda ([IPCC-LIII/Doc. 1](#)) for the Session per the silence procedure. He also invited the Finance Task Team (FiTT) to discuss the IPCC Trust Fund Programme and Budget in virtual format noting that the Plenary Session will reconvene in writing to consider and approve the Final Draft Decision of the FiTT per silence procedure, as explained in the [Explanatory Note](#). He invited the FiTT Co-Chairs Amjad Abdulla (Maldives) and Helen Plume (New Zealand), to convene the FiTT and to report back to the Plenary when their deliberations are complete.

2. IPCC TRUST FUND PROGRAMME AND BUDGET

2.1. Budget for the years 2020, 2021, 2022 and 2023

The FiTT met five times from 7-11 December 2020 for two hour meetings that were scheduled taking into account the different time zones.

Despite this being the first virtual meeting, the FiTT was very well attended with 188 government delegates, 30 Observer Organizations, and 33 Bureau from different parts of the world. On the first day, the FiTT Co-Chair Ms Helen Plume noted that this was the highest attended meeting of the FiTT so far.

Over the course of the week, the FiTT had fruitful discussions and agreed on:

- the revisions on 2020 budget which had changed due to the COVID-19 pandemic.
- the proposed budget for 2021.
- the indicative budget for 2022 and budget forecast for 2023.

The FiTT agreed on these despite some pending decisions from the Panel that would be discussed during the second part of the 53rd Session of the Panel (IPCC-53). Detailed FiTT discussions are attached as Annex 2 to this report.

Following the end of the meeting on 11 December, the FiTT Co-Chairs wrote a letter to the IPCC Chair transmitting the agreed on draft decision to be forwarded to the Panel.

On 11 December, the IPCC Chair submitted through a letter (Ref. 5410-20/IPCC/P53) the Final Draft Decision on the IPCC Trust Fund Programme and Budget (Decision IPCC-LIII-2) for adoption by the Panel, through the Heads of Delegations or their alternate using the silence procedure of 72 hours.

There being no objection during the 72 hour silence period, the Panel adopted the budget for 2020 while recognizing the exceptional circumstances arising from the COVID-19 pandemic resulted in a lower utilization of the budget. The Panel also adopted the budget for 2021 and noted the indicative

budget for 2022 and forecast budget for 2023 and adopted Decision IPCC-LIII-2 on the IPCC Trust Fund Programme and Budget as contained in Annex 1.

4. CLOSING OF THE SESSION

Through his letter to delegates sent on 11 December 2020 (Ref: 5410-20/IPCC/P53) with the Final Draft Decision of the FiTT, the Chair confirmed to the delegates that the Provisional Agenda of the Session ([IPCC-LIII/Doc. 1](#)) had been adopted.

The Chair through a letter (Ref. 5412-20/IPCC/P53) sent on 14 December 2020 that confirmed the adoption of the Final Draft Decision following the expiration of the 72-hour silence procedure period, announced the end of the first part of the 53rd Session of the IPCC.

In the letter, the Chair thanked delegates for their flexibility and collegial spirit which they worked with during their discussions in the FiTT whose decision helped put the IPCC on a solid financial base for the completion of the sixth assessment cycle despite the COVID-19 pandemic.

He added that because of the uncertainties poised by the pandemic, the Secretariat will consult with delegates on suitable dates and modalities for the Sessions to be held in 2021. He thanked the Secretariat for developing channels for this important consultation such as the newsletter and Focal Point's portal. He added that he hoped for a face to face meeting when conditions allowed as such meetings are important in the work of the IPCC especially to ensure that all Member countries can participate in IPCC Sessions in an inclusive manner.

He expressed deep gratitude to the Secretary of the IPCC and his team for their hard work in preparing for the Session ensuring that it ran smoothly.

The Session closed at 11:59 p.m on Monday 14 December 2020.

**53rd SESSION OF THE IPCC
Electronic and Written 7 – 14 December 2020**

Decisions adopted by the Panel

Decision IPCC-LIII-1. Adoption of the Provisional Agenda

Documents: IPCC-LIII/Doc.1 and IPCC-LIII/Doc.1, Add.1

The Intergovernmental Panel on Climate Change at its 53rd Session adopts the provisional agenda as contained in document IPCC-LIII/Doc.1.

Decision IPCC-LIII-2. IPCC Trust Fund Programme and Budget for the years 2020, 2021, 2022 and 2023

Document: IPCC-LIII/Doc. 2, Rev. 1

Based on the recommendations of the Financial Task Team (FiTT), the 53rd Session of the Intergovernmental Panel on Climate Change:

1. Takes into account the current exceptional circumstances related to the global coronavirus disease (COVID-19) pandemic, and without setting a precedent;
2. Notes that discussions and agenda items on several issues have been postponed owing to circumstances related to the global COVID-19 pandemic;
3. Appreciates the support that the Secretariat of the IPCC provides to the IPCC process, while especially noting the challenges imposed by the global COVID-19 pandemic;
4. Appreciates the extraordinary contribution and commitment of authors, Working Group Bureaux, Task Force Bureau on GHG Inventories, Technical Support Units, and the Scientific Steering Committee to the Synthesis Report, including working through virtual means, under these exceptionally challenging circumstances;
5. Approves the revised budget for 2020, as contained in **Annex 1**, while recognizing the exceptional circumstances arising from the COVID-19 pandemic resulted in a lower utilization of the budget;
6. Approves the revised proposed budget for 2021, as contained in **Annex 2**;
7. Notes the forecast budget for 2022, as contained in **Annex 3**;
8. Notes the indicative budget for 2023, as contained in **Annex 4**;
9. Welcomes with gratitude all contributions and pledges from members, especially from developing countries, UN bodies and intergovernmental organizations and encourages all members of the IPCC to maintain or increase their financial support, also through multi-year pledges, so as to ensure the financial stability of the IPCC;

10. Encourages members to make first-time contributions to the IPCC Trust Fund in order to broaden the donor base;
11. Expresses its gratitude to members that support the Technical Support Units (TSUs) and a number of IPCC activities, including data centres, meetings and outreach activities;
12. Encourages members to transfer funds as soon as practical, while noting that contributions from IPCC members are due on 1 January of each calendar year, noting that when transferring funds to WMO, members should indicate that the contribution is “for the IPCC Trust Fund” to ensure proper identification of the recipient;
13. Expresses its gratitude to the World Meteorological Organization (WMO) and the United Nations Environment Programme (UNEP) for their cash contribution to the Trust Fund, financing one Secretariat position each, and to WMO for hosting the Secretariat and for its continuing support for the IPCC;
14. Expresses its gratitude to the United Nations Framework Convention on Climate Change (UNFCCC) for its contribution to the IPCC Trust Fund;
15. Decides to continue preparing the budget of the IPCC Trust Fund using the standard costs, bearing in mind that expenditures may be lower than the budget;
16. Requests that the Secretariat presents, in addition to statements according to IPSAS, the statement of financial position and financial performance on a modified cash basis which categorizes expenditures per activity as well as by natural account;
17. Requests the Secretariat to provide the Panel with interim statements of expenditure covering the first six months of the year, as well as the projection of expenditure for the rest of the year;
18. Requests the Secretariat to provide detailed information on expenditures for activities held virtually due to the COVID-19 pandemic, including those related to connectivity in the budget document presented to the Panel at the next session;
19. Notes the basis for the significant reduction in the 2020 budget is due to implications of the COVID-19 pandemic, including travel restrictions and the inability to hold meetings in-person, which resulted in meetings either being held in virtual mode, being cancelled or being postponed to 2021;
20. Notes the budgetary implications related to IPCC-53bis which was introduced by the IPCC Chair’s letter (Ref: 5406-20/IPCC/P53 dated 7 December 2020) (attached as **Annex 5**).

REVISED 2020 BUDGET ADOPTED BY IPCC-LIII

Activity	Purpose	DC/EIT support	Other Expenditure	Sub-total
Governing Bodies				
IPCC-52 5 days		480,000 120 journeys	100,000	580,000
IPCC-53 4 days		0	5,000	5,000
Bureau 4 days	2 sessions	0	5,000	5,000
TFB	1 session	0 9 journeys	0	0
UNFCCC and other UN meetings		0 20 journeys	0	0
SUB-TOTAL				590,000
Lead Authors, Scoping, Expert Meetings and Workshops				
WG I AR6 LAM 4	CLA/LA meeting (moved to 2021)	0 110 journeys	0	0
WG I AR6 SPM Drafting Meeting	CLA, drafting authors, Co-Chairs (moved to 2021)	0 30 journeys	0	0
WG II AR6 LAM 3 and LAM 4	CLA/LA meeting (LAM 4 moved to 2021)	460,000 115 journeys	0	460,000
WG III AR6 LAM 3	CLA/LA meeting (LAM 4 moved to 2021)	460,000 115 journeys	0	460,000
Expert Meeting - Science of Communicating Science	1 meeting (moved to 2021)	0 20 journeys	0	0
SYR AR6	CWT-1 (moved to 2021) CWT-2 (moved to 2021)	0 15 journeys	0	0
TG-Data	1 meeting	0 12 journeys	0	0
EFDB Editorial Board	1 meeting	0 24 journeys	0	0
EFDB Data meeting	1 meeting	0 10 journeys	0	0
EFDB and Software Users Feedback (Japan)	1 meeting	0 22 journeys	0	0
TFI Expert Meeting on Short-lived Climate Forcers	2 meetings (moved to 2021)	0 80 journeys	0	0
TFI Expert meeting	1 meeting (contingency)	0 25 journeys	0	0
SUB-TOTAL				920,000
Other Expenditure				
2006 GL software	maintenance/development			18,000
EFDB maintenance	update/management			7,000
Publications/Translations	IPCC publications			200,000
Communication I	AR6 material/travel/events			105,000
Communication II	AR6 outreach events*			3,960
Distribution	IPCC publications			100,000
IT Infrastructure	web hosting/cloudflare/upgrades			50,628
External Audit	fee			20,000
Advisory Services	Conflict of Interest			15,000
Co-Chairs	support			200,000
SUB-TOTAL				719,588
Secretariat				
Secretariat	staff costs/misc expenses			2,037,500
Resource Mobilization	travel costs (Phase II: 2020-2022)			0
SUB-TOTAL				2,037,500
TOTAL				4,267,088

All activities subject to Panel approval in IPCC-53

* Regional/local events

Revised/new activity

REVISED PROPOSED 2021 BUDGET ADOPTED BY IPCC-LIII

Activity	Purpose	DC/EIT support	Other Expenditure	Sub-total
Governing bodies				
IPCC-53 bis¹ 4 days		480,000 120 journeys	280,000	760,000
IPCC-54 5 days	AR6 WG I	480,000 120 journeys	350,000	830,000
IPCC-55 5 days	AR6 WG III	480,000 120 journeys	350,000	830,000
IPCC-56 5 days	AR6 WG II (moved to 2022)	0 120 journeys	0	0
Bureau 6 days	3 sessions	432,000 108 journeys	180,000	612,000
TFB	1 session	36,000 9 journeys	6,120	42,120
UNFCCC and other UN meetings		80,000 20 journeys	0	80,000
SUB-TOTAL				3,154,120
Lead Authors, scoping, expert meetings and workshops				
WG I AR6 LAM 4	CLA/LA meeting	440,000 110 journeys	74,800	514,800
WG I AR6 SPM Drafting Meeting I	CLA, drafting authors, Co-Chairs (moved from 2020)	120,000 30 journeys	20,400	140,400
WG I AR6 SPM Drafting Meeting II	CLA, drafting authors, Co-Chairs (back-to-back P-54)	120,000 30 journeys	20,400	140,400
WG II AR6 LAM 4	CLA/LA meeting	460,000 115 journeys	78,200	538,200
WG II AR6 SPM Drafting Meeting I	CLA, drafting authors, Co-Chairs	140,000 35 journeys	23,800	163,800
WG II AR6 SPM Drafting Meeting II	CLA, drafting authors, Co-Chairs (back-to-back P-56) (moved to 2022)	0 35 journeys	0	0
WG III AR6 LAM 4	CLA/LA meeting (moved from 2020)	460,000 115 journeys	78,200	538,200
WG III AR6 SPM Drafting Meeting I	CLA, drafting authors, Co-Chairs	120,000 30 journeys	20,400	140,400
WG III AR6 SPM Drafting Meeting II	CLA, drafting authors, Co-Chairs (back-to-back P-55)	120,000 30 journeys	20,400	140,400
SYR AR6	CWT-1 meeting (moved from 2020)	144,000 36 journeys	24,480	168,480
SYR AR6	CWT-2 meeting (moved from 2020)	144,000 36 journeys	24,480	168,480
SYR AR6	CWT-3 meeting	164,000 41 journeys	27,880	191,880
SYR AR6	CWT-4 & CWT-4 bis meetings (moved to 2022)	0 30 journeys	0	0
Expert Meeting - Science of Communicating Science	1 meeting (moved from 2020)	80,000 20 journeys	13,600	93,600
TG-Data	1 meeting	48,000 12 journeys	8,160	56,160
EFDB Editorial Board	1 meeting	96,000 24 journeys	16,320	112,320
EFDB Data meeting	1 meeting	40,000 10 journeys	6,800	46,800
EFDB and Software Users Feedback (Japan)	1 meeting	88,000 22 journeys	0	88,000
TFI Expert Meeting on Short-lived Climate Forcers	3 meetings	480,000 120 journeys	81,600	561,600
TFI Expert meeting	1 meeting (contingency)	100,000 25 journeys	17,000	117,000
SUB-TOTAL				3,920,920
Other Expenditure				
2006 GL software	maintenance/development			15,000
EFDB maintenance	update/management			35,000
Publications/Translations	IPCC publications (WG I/III/TFI/SRs)			1,000,000
Communication I	AR6 material/travel/events			672,040
Communication II	AR6 outreach events*			153,960
Distribution	IPCC publications			100,000
IT Infrastructure	web hosting/cloudflare/upgrades			40,628
External Audit	fee			20,000
Advisory Services	Conflict of Interest			15,000
Co-Chairs	support			200,000
SUB-TOTAL				2,251,628
Secretariat				
Secretariat	staff costs/misc expenses			2,037,500
Resource Mobilization	travel costs (Phase II: 2020-2022)			15,800
SUB-TOTAL				2,053,300
TOTAL				11,379,968

All activities subject to Panel approval in IPCC-53

* Regional/local events
Revised/new activity

Footnote

¹ The details and modalities will be determined through consultations with Panel members.

Ref IPCC Chair's letter 5406-20/IPCC/P53 dated 7 December 2020

FORECAST 2022 BUDGET NOTED BY IPCC-LIII

Activity	Purpose	DC/EIT support	Other Expenditure	Sub-total
Governing bodies				
IPCC-56 ² 5 days	WG II	480,000 120 journeys	350,000	830,000
IPCC-57 5 days	SYR AR6	480,000 120 journeys	350,000	830,000
IPCC-58 4 days		480,000 120 journeys	280,000	760,000
IPCC-59 ³ 4 days	(contingency)	480,000 120 journeys	280,000	760,000
Bureau 4 days	2 sessions	288,000 72 journeys	120,000	408,000
TFB	1 session	36,000 9 journeys	6,120	42,120
UNFCCC and other UN meetings		80,000 20 journeys	0	80,000
SUB-TOTAL				3,710,120
Lead Authors, scoping, expert meetings and workshops				
WG II AR6 SPM Drafting Meeting II	CLA, drafting authors, Co-Chairs (back-to-back P-56) (moved from 2021)	140,000 35 journeys	23,800	163,800
SYR AR6	CWT-4 meeting (moved from 2021)	164,000 41 journeys	27,880	191,880
TG-Data	1 meeting	48,000 12 journeys	8,160	56,160
EFDB Editorial Board	1 meeting	96,000 24 journeys	16,320	112,320
EFDB Data meeting	2 meetings	80,000 20 journeys	13,600	93,600
EFDB and Software Users Feedback (Japan)	1 meeting	44,000 11 journeys	0	44,000
TFI Expert Meeting on Short-lived Climate Forcers	1 meeting	160,000 40 journeys	27,200	187,200
TFI Scoping Meeting on Short-lived Climate Forcers	1 meeting	160,000 40 journeys	27,200	187,200
TFI Expert meeting	1 meeting (contingency)	100,000 25 journeys	17,000	117,000
SUB-TOTAL				1,153,160
Other Expenditure				
2006 GL software	maintenance/development			15,000
EFDB maintenance	update/management			35,000
Publications/Translations	IPCC publications (WG II/SYR)			400,000
Communication I	AR6 material/travel/events			672,040
Communication II	AR6 outreach events*			150,000
Distribution	IPCC publications			100,000
IT Infrastructure	web hosting/cloudflare/upgrades			13,128
External Audit	fee			20,000
Advisory Services	Conflict of Interest			15,000
Co-Chairs	support			200,000
SUB-TOTAL				1,620,168
Secretariat				
Secretariat	staff costs/misc expenses			2,037,500
Resource Mobilization	travel costs (Phase II: 2020-2022)			15,800
SUB-TOTAL				2,053,300
TOTAL				8,536,748

All activities subject to Panel approval in IPCC-55

* Regional/local events

Revised/new activity

Footnotes

² This meeting was originally scheduled for 2021 but due to COVID-19 it has been tentatively moved to 2022 (dates are to be confirmed).

³ Dates are to be confirmed.

INDICATIVE 2023 BUDGET NOTED BY IPCC-LIII

Activity	Purpose	DC/EIT support	Other Expenditure	Sub-total
Governing bodies				
IPCC-60 4 days		480,000 120 journeys	280,000	760,000
IPCC-61 4 days		480,000 120 journeys	280,000	760,000
Bureau 4 days	2 sessions	288,000 72 journeys	120,000	408,000
TFB	1 session	36,000 9 journeys	6,120	42,120
UNFCCC and other UN meetings		80,000 20 journeys	0	80,000
SUB-TOTAL				2,050,120
Lead Authors, scoping, expert meetings and workshops				
TG-Data	1 meeting	48,000 12 journeys	8,160	56,160
EFDB Editorial Board	1 meeting	96,000 24 journeys	16,320	112,320
EFDB Data meeting	2 meetings	80,000 20 journeys	13,600	93,600
EFDB and Software Users Feedback (Japan)	1 meeting	44,000 11 journeys	0	44,000
TFI Expert meeting	1 meeting (contingency)	100,000 25 journeys	17,000	117,000
SUB-TOTAL				423,080
Other Expenditure				
2006 GL software	maintenance/development			6,000
EFDB maintenance	update/management			7,000
Publications/Translations	IPCC publications (SYR)			200,000
Communication	AR6 material/travel/events			745,000
Distribution	IPCC publications			100,000
IT Infrastructure	web hosting/cloudflare/upgrades			13,128
External Audit	fee			20,000
Advisory Services	Conflict of Interest			15,000
Co-Chairs	support			200,000
SUB-TOTAL				1,306,128
Secretariat				
Secretariat	staff costs/misc expenses			2,037,500
Resource Mobilization	travel costs (Phase II: 2020-2022)			15,800
SUB-TOTAL				2,053,300
TOTAL				5,832,628

All activities subject to Panel approval in IPCC-55

* Regional/local events

Revised/new activity



Hoesung Lee
Chair

Our ref.: 5406-20/IPCC/P53

To Delegates from Member Countries
and IPCC Observer Organizations

Seoul, 7 December 2020

**Subject: Fifty-third Session of the IPCC, 7-14 December 2020
Opening of the Session**

Distinguished Delegates,

Welcome to this 53rd Session of the IPCC.

In the challenging circumstances of the COVID-19 pandemic, which make it impossible to meet in person, we are making IPCC history: this is the first time that we have convened a virtual meeting of the Panel.

I would like to express my deep gratitude and appreciation to you, our Members, for showing the necessary flexibility to enable us to convene the Panel in this way in order to transact urgent business.

In doing so, we have had to surmount several challenges, to ensure that our meeting has a sound legal foundation, and to make sure that our technology solutions do not disadvantage any delegates because of problems with connectivity, or because we are participating in different time zones.

We have found a way of meeting that is consistent with the Principles and Procedures of the IPCC. I would like to thank the Secretary and his staff for putting this meeting on a robust legal basis, consulting extensively on best practice with other intergovernmental bodies and agencies in the UN system, including our sponsoring organizations, determining the most appropriate technology solutions and processes, and working with delegates to make you familiar and comfortable with the online platforms through a series of pre-Session briefings

Their determination to keep the business of the IPCC flowing smoothly parallels the huge efforts and creativity of the Working Groups and their authors and Technical Support Units to advance work on the Sixth Assessment Report despite the pandemic.

As you know, we are holding our meeting in a hybrid format blending written and virtual means. Our Plenary Session will be conducted in writing: this letter to you, formally opening the Session, is part of that process.

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But we will also hold some discussions – in this case the meetings of the Financial Task Team, or FiTT – by virtual means.

This meeting will have one single substantive agenda item: consideration of the IPCC Trust Fund Programme and Budget; we have found a consensus to proceed on that basis.

There are many other urgent items of business that merit consideration by the Panel. This Session will therefore reconvene, with a tentative date in March next year, to consider such items, and we will consult further with you on the dates. And that Session will benefit from the lessons we learn from running this hybrid meeting.

At the 59th Session of the Bureau held in October, members made suggestions for agenda items for the Panel. Preparation of the agenda for IPCC-53-bis will start after this meeting: we will not discuss possible agenda items for 53-bis during this meeting, in order to focus on the budget.

This letter serves to open the Session and to submit the provisional agenda for adoption. We will be using all the legal tools afforded by this hybrid format, with use of a silence procedure applying a 72-hour window for adoption of all decisions of the Panel. During this window we will proceed to operate on the basis of the provisional agenda. Further details on the silence procedure may be found in the [Explanatory Note](#).

With this letter opening the Session, I am also inviting the Co-Chairs of the FiTT, Amjad Abdulla (Maldives) and Helen Plume (New Zealand), to convene the FiTT and to report back to Plenary when their deliberations are complete. The FiTT will operate according to its Terms of Reference, which are paragraphs 6 and 7 of [Appendix B](#) to the Principles Governing IPCC Work.

The FiTT will meet in an online format, deliberating in three sessions of two hours each, with a fourth optional session if needed. These FiTT sessions will not be extended.

As you also know, participation in the FiTT is open to all delegations.

I strongly urge all of you to take part in the FiTT discussions this week. In order to facilitate broad participation in the discussion, we have scheduled the three meetings of the FiTT taking into account different time zones.

We are planning for final comments on the draft decision document to be submitted by Thursday, 10 December.

The Plenary Session will reconvene in writing to consider the draft decision of the FiTT. The draft decision will be shared with you as a letter by email, and also posted in the Paper Smart system, for your approval by silence procedure of 72 hours.

I believe we have found a good way to continue implementing the IPCC Work Programme in these challenging conditions, and to provide the institutional preconditions for bringing the assessment to completion.

Let me also take this opportunity to thank those Members that have contributed to the Trust Fund, in some cases with significant increases in contribution. This too is an essential way of putting the work of the IPCC on a sound footing.

I thank you again for your flexibility and collegial spirit, and wish you positive and fruitful deliberations at this Session of the IPCC.

Yours faithfully,



Hoesung Lee
Chair of the IPCC

Detailed discussions of the meetings of the FiTT held on 7 – 11 December 2020

The first meeting took place on 7 December 2020 from 19.00 to 21.00 CET.

Ms Judith Ewa introduced document, IPCC-LIII/Doc. 2, Rev.1 on the – [IPCC Trust Fund Programme and Budget](#). She gave an overview of income and budgets for 2020, 2021, 2022 and 2023, noting that the proposed revised budget is based on Panel decisions, Strategic Planning Schedule which remains tentative after the first quarter (Q1) of 2021 and the progress reports as presented at the 59th Session of the IPCC Bureau (BUR-59).

France, Germany, Netherlands, Saudi Arabia, South Africa, Switzerland, United Republic of Tanzania, United Kingdom and United States of America took the floor. Clarity was sought on meetings cancelled, held virtually and postponed in 2020. Also, there were concerns about the implications for the work of the IPCC if certain meetings were cancelled. The issue of costs associated with enabling conditions for people to attend virtual meetings was also raised.

Mr Jonathan Lynn, IPCC Senior Communications Manager, acknowledged the underspend budget and asked the amounts to be rolled over to 2022 and 2023. The Working Group Co-Chairs and the Heads of Technical Support Units for the Synthesis Report and Task Force on Greenhouse Gas Inventories (TFI) clarified the meetings that were held virtually and those which were postponed.

After the presentation of the proposed 2021 budget by the Secretariat, France, Germany, Saudi Arabia, South Africa and United Kingdom took the floor. Issues raised included an objection to holding IPCC Bureau sessions back to back with Panel sessions, Secretariat staffing, the Expert Meeting on the Science of Communicating Science, resource mobilization, costs of additional sanitary measures at physical meetings due to COVID-19, work of the Gender Action Team, and the need to consult governments on the 53rd (bis) Session of the IPCC (IPCC-53bis) including the date and format.

Ms Judith Ewa provided responses to all the comments which were submitted on Papersmart. The IPCC Secretary, clarified that the proposal to hold the IPCC-53bis was accepted during BUR-59 adding that there would be further engagements with Focal Points on the subject including through the Newsletter and IPCC Focal Point platform.

The second meeting took place on 8 December 2020 from 11.00 to 13.00 CET. The Secretariat presented changes in the 2022 forecast budget and indicative budget for 2023.

Canada, China, Japan, France, Germany, Luxembourg, Netherlands, Norway, Saudi Arabia, Switzerland, United Republic of Tanzania, Ukraine, United Kingdom, and United States of America took the floor. Among issues raised on the 2021 budget were the consultations on IPCC-53bis; clarification on the time between the Working Group I (WGI) Sixth Assessment Report (AR6) and Synthesis Report (SYR) approval; clarity on the number of trips budgeted for Core Writing Team (CWT) meetings; flexibility for an additional Plenary in 2021; the omission of the contribution from the Republic of Korea in Annex 6; the report of BUR-59 ; contingency for the 2021 budget to allow the Secretariat to hire consultants or increase capacity in some way; and the need to consider all viable options to hold the Working Group I approval Session in case the COVID-19 pandemic continues.

The Secretary reiterated the plan to undertake further consultations on the IPCC-53bis. He committed to include the contribution from the Republic of Korea in the revised documents. The SYR Technical Support Unit (TSU) head explained the rationale for only two CWT meetings in 2021 noting that CWT-2 would preferably be held after the completion of the all the Working Groups final drafts to avoid clashes with other AR6 activities. She further requested 21 additional journeys to be included in the

2021 budget to cater for the travel of the SYR Scientific Steering Committee (SSC) members to attend the CWT-2. The Secretariat confirmed that as per para 5 of decision IPCC/XLI-4 of 41st Session of the IPCC the interval between the release of all parts of the AR6 is within one year but no more than 18 months.

Following the presentation of the 2022 forecast budget delegates suggested that the 58th Session of the IPCC (IPCC-58) should be kept in the 2022 budget forecast instead of 2023. Other issues raised included: a request to draw a list of the events and activities with budgetary implications for 2022 and 2023 to enable the FiTT to make an informed decision; a suggestion to establish a Contact Group to deliberate on the competing events and prepare proposals for the Panel's consideration; the need to save time between the completion of the AR6 and the election of the next IPCC Bureau; and a suggestion that the savings from travel could be converted to reducing the carbon footprint of the IPCC .

The SYR TSU requested that 26 journeys be added to CWT-3 and CWT-4 to fund the travel for developing country SSC members and Review Editors. The Head of the Task Force on National Greenhouse Gas Inventories (TFI) TSU informed the FiTT that the outline of the Short-lived Climate Forcers (SLCF) Methodology Report should tentatively be approved by the Panel at IPCC-58 which should be preceded by the SYR approval Session (IPCC-57). Given the tentative nature of the budget and the need for flexibility, the FiTT agreed that IPCC-58 should still remain in 2022. The Secretariat was requested to post the draft decision text in PaperSmart.

The third meeting took place on 9 December 2020 from 18:00 to 20:00 CET. Ms Helen Plume summarized the comment received noting that the FiTT would only consider comments which are related to the budget.

Ms Ewa summarized the changes made to the budget tables. Among the changes were those related to connectivity costs associated with IPCC-53bis; Working Group I Fourth Lead Author Meeting, SYR CWT-1; the Expert Meeting on the Science of Communicating Science; splitting the costs of publications between 2020 and 2021; and consultancy costs based on a needs assessment carried out by the Secretariat.

Canada, China, Denmark, France, Germany, Kenya, Luxembourg, Netherlands, Norway, United Republic of Tanzania, Saudi Arabia, Switzerland and United States of America took the floor. Further revisions were requested to Annex 1 and 2 and some of the text of the draft decision document which were discussed on the previous day. The Secretariat informed the FiTT that the revised draft decision text would be posted for the FiTT members to submit written comments not later than two hours before the next session.

The fourth meeting of the FiTT took place on 10 December 2020 from 19.00 to 21.00 CET. Ms Judith Ewa introduced the revised decision document. She informed the FiTT that nine comments were received which were introduced in the new decision text and related annexes.

France, Germany, Kenya, Netherlands, Saudi Arabia and South Africa took the floor. Concerns were raised on that the decision document had a considerable amount of new text that some delegates needed more time to consider.

Ms Judith Ewa introduced the changes made in Annex 1 on the revised budget for 2020 which consisted of a revision of the budget to reflect the connectivity costs which might be used to reimburse expenses which were incurred by people who participate in virtual meetings. While presenting Annex 2, the proposed budget for 2021, she highlighted changes related to the number of connectivity costs for CWT-1; moving CWT-3 from 2022 to 2021; adjustment of the costs for "other expenditure" for Summary for Policymakers (SPM) Drafting Meetings across the Working Groups; and providing further clarification for consultancies in Budget line D2.

Canada, France, Germany, Kenya, Luxembourg, Namibia, Netherlands, Norway, Saudi Arabia, South Africa, Switzerland, United Kingdom and United States of America took the floor.

Concerns were raised on the proposed estimated amount to allow the Secretariat to hire temporary staff to cushion the increased work load due to the COVID-19 pandemic as per the procedure it requires consideration by the Panel ahead of the FiTT meeting. Delegates also discussed the date, format and agenda of IPCC-53bis. FiTT Co-Chair Helen Plume clarified that the FiTT only has a mandate to budget for IPCC-53bis as a full Plenary Session. There was a proposal to include footnotes in this annex, indicating that details and modalities will be determined through consultation with Panel members”.

In her presentation of Annex 3, the indicative budget for 2023, Ms Ewa noted that the main change was to include the 59th Session of the IPCC (IPCC-59) as a contingency.

China, Germany, Saudi Arabia and Switzerland took the floor. Concerns were raised on budgeting for any session (e.g. IPCC-59) which was not previously approved by the Panel. It was mentioned that the FiTT could include indicative budget lines in the forecast budget which would still be discussed further.

Following the concerns raised, FiTT Co-Chair Ms Helen Plume suggested adding a paragraph clarifying the nature of indicative budgets to the decision text. She further encouraged the FiTT to continue its practice of forward planning and providing for contingencies.

The fifth meeting of the FiTT took place on 11 December 2020 from 19.00 CET to 22.00 CET.

Co-Chair Ms Helen Plume opened the Session and invited the Secretariat to introduce changes in the draft decision. The Secretariat introduced the revisions made to the decision document noting that the revised decision document captured all the comments and concerns raised in previous discussions which include: inserting footnotes regarding IPCC-53bis, IPCC-56 and IPCC-59; deleting the consultantices budget line noting that a request for additional Secretariat staff and support would be submitted to the Panel at the next IPCC Session; bracketting those paragraphs which seemed redundant or dealt with issues already addressed.

Co-Chair Helen Plume led the discussions on to the Annexes, the proposed budget for 2021, the indicative budget for 2022 and the budget forecast for 2023.

Denmark, Germany, Norway, Kenya, United Republic of Tanzania and Saudi Arabia took the floor. Among the issues discussed was the possibility of the Secretariat using the 20% allowance as stated in paragraph 12 of Annex B to Principles Governing the IPCC to address the need for consultants to boost its capacity in 2021 instead of introducing a budget in the absence of a Panel decision on the matter. Other issues dicussed include a suggestion to refer the footnote addressing IPCC-53bis to relevant paragraph; suggestions to refer to the IPCC Chair’s letter.

FiTT Co-Chair Mr Amjad Abdallah led the rest of the discussions on the decision text

Jim Skea (Co-Chair of Working Group III); Kiyoto Tanabe (Co-Chair of the TFI), Canada, Denmark, France, Germany, Luxembourg, Namibia, Norway, Mexico, United Republic of Tanzania, Saudi Arabia, South Africa, Switzerland, United Kingdom and United States of America took the floor. Issues which were raised included: rewording the footnotes referring to IPCC-56 and IPCC-59 to mention that these are subject to the Panel’s decision, desisting from using the footnotes in Annex 3 because the 2022 budget was only indicative and would be discussed further; and an observation that below the tables there is text mentioning that “all activities were subject to the Panel’s approval”; lack of consensus whether or not meetings in 2021 would be held in physical or virtual mode.

Following the discussions, the text was refined using onscreen editing and all changes are reflected in the decision document.

FITT Co-Chairs thanked all the participants for their active participation. They committed to writing a letter to the IPCC Chair transmitting the outcome of IPCC-53 at the decisions taken. The Secretary of the IPCC suggested that the IPCC Chair's letter would be Annexed to the decision text. The meeting was officially closed.

INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE

**53rd SESSION OF THE INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE
Electronic and Written 7 to 14 December 2020**

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