

# ipcc

INTERGOVERNMENTAL PANEL ON climate change

**FIFTY-FOURTH (BIS) SESSION OF THE IPCC**  
**Written Session, 14 – 16 December 2021**

IPCC-LIV(bis)/INF. 3  
(7.XII.2021)  
Agenda Item: 1  
ENGLISH ONLY

**PROVISIONAL ANNOTATED AGENDA**

**Proposal for the organization of work**

(Submitted by the Secretary of the IPCC)

**IPCC Secretariat**

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		Agenda Item	Additional Description	Documents	Papersmart Written comments	Written session
<b>Tuesday 14 December 2020</b>						
Morning	Opening of the Session	1	The Chair will open the session (morning) in writing by sending a written communication to all registered participants. An advance copy of this written communication will be sent ahead of the official start of the session to all registered participants for their information and to familiarize with the organization of work. In the written communication, the Chair will request the Co-Chairs of the Financial Task Team (FiTT) to convene its meeting and report back in writing after deliberations with a Final Draft Decision by Friday 17th December.  Provisional Agenda Provisional Annotated Agenda	IPCC-LIV/Doc. 1 IPCC-LIV/Doc. 1, Add. 1		Written communication
09:00 - 18:00 (CET)	Meeting of the Financial Task Team (FiTT)	2	IPCC Trust Fund Programme and Budget	IPCC-LIV/Doc. 2 IPCC-LIV/Doc. 2, Add. 1 IPCC-LIV/Doc. 2, Add. 2	Comments until 3 December 2021 (23:59 CET)	Written communication
		2	The Co-Chairs of the FiTT will open the FiTT meeting in writing,  A revised version of the IPCC Trust Fund Programme and Budget including comments received before the deadline of 3 December 2021, an annex providing responses to comments as well as a Draft Decision will be made available in PaperSmart for review by Member countries. Heads of Delegations will be invited to submit their comments in PaperSmart by 18:00 (CET) on the same day.	IPCC-LIV/Doc. 2, Rev, 1 IPCC-LIV/Doc. 2, Rev,1, Add. 1 Draft Decision	Comments until 18:00 (CET)	
<b>Wednesday 15 December</b>						
09:00 - 18:00 (CET)	Meeting of the Financial Task Team (FiTT)	2	If there are comments on the Draft Decision of 14 December, the Secretariat will post at 9:00 (CET) a revised version of the Draft Decision on the IPCC Trust Fund Programme and Budget for review by Member countries. Heads of Delegations will be invited to submit their comments in PaperSmart by 18:00 (CET) on the same day.	Revised Draft Decision	Comments until 18:00 (CET)	
<b>Thursday 16 December</b>						
09:00 - 18:00 (CET)	Meeting of the Financial Task Team (FiTT)	2	If there are further comments on the Draft Decision of 15 December, the Secretariat will post at 9:00 (CET) a revised version of the Draft Decision on the IPCC Trust Fund Programme and Budget for review by Member countries. Heads of Delegations will be invited to submit their comments in PaperSmart by 18:00 (CET) on the same day.	Revised Draft Decision	Comments until 18:00 (CET)	
<b>Friday 17 December</b>						
09:00 - 18:00 (CET)	Report back of the Financial Task Team (FiTT)	2	After comments are concluded the Final Draft Decision will be submitted in writing by the Chair to the Heads of Delegation for adoption by 72 hour silence procedure.	Final Draft Decision	72hour silence Procedure	Written communication
<b>Weekend 18- 19 December</b>						
<b>Monday 20 December 2020</b>						
	Closing of the Session	3	The closing of the Session will take place by written means. The Chair will formally inform the Panel of the approved and adopted Final Decisions which will be posted in Papersmart.	Decision IPCC-LIV(bis)-1 Decision IPCC-LIV(bis)-2		Written communication