Fifth Meeting of the Technology Executive Committee

Bonn, Germany

26-27 March 2013

I.   Provisional agenda

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7. **Thematic dialogue**

    a)   Possible follow-up activities on enabling environments for and barriers to technology development and transfer

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8. **Overview of on-going work and support for activities relating to technology needs assessments**

    a)   Update on the current support and implementation of TNAs by UNEP/GEF

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II. Annotations to the provisional agenda

1. Opening of the meeting

1. The fifth meeting of the Technology Executive Committee (TEC) will be opened by the Chair of the TEC on Tuesday, 26 March 2013.

2. Organizational matters

(a) Election of the Chair and Vice-Chair of the TEC for 2013

2. The COP, at its sixteenth and seventeenth sessions, agreed on the composition and mandate of the TEC and endorsed the rules of procedure of the TEC with the similar provision regarding the election of a chair and a vice-chair (see decision 1/CP.16, annex IV, paragraph 5 and decision 4/CP.17, annex II, paragraph 9):

"The TEC shall elect annually a chair and a vice-chair from among its members for a term of one year each, with one being a member from an Annex I Party and the other being a member from a non-Annex I Party. The positions of chair and vice-chair shall alternate annually between a member from an Annex I Party and a member from a non-Annex I Party".

3. *Action:* The TEC will be invited to take note of this provision and elect Mr. Antonio Pflüger as Chair and Mr. Gabriel Blanco as Vice-chair for 2013 which will be effective as of 26 March 2013.

(b) Adoption of the Agenda and minutes of the last meeting

4. The provisional agenda was prepared by the Chair and Vice-Chair with assistance of the secretariat and was circulated to the TEC prior to the meeting.

5. The minutes of the fourth meeting of the TEC have been circulated for comments prior to the meeting.

6. *Action:* The TEC will be invited to adopt the agenda for the fifth meeting and the minutes of its fourth meeting.

TEC/2013/5/1	*Provisional agenda and annotations for the Fifth Meeting of the Technology Executive Committee.*
TEC/2013/5/2	*Minutes of the Fourth Meeting of the Technology Executive Committee.*

(c) Information about newly appointed members

7. *Background:* Decision 1/16, Appendix IV, paragraph 8 stipulates that if a member of the TEC resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, the TEC may decide, bearing in mind the proximity of the next session of the COP, to appoint another member from the same constituency to replace said member for the remainder of that member's mandate, in which case the appointment shall count as one term.

8. The members from Algeria, Australia, Iran and United States of America resigned after the fourth meeting of the TEC and were replaced by new members.

9. *Action*: The secretariat will inform the TEC on the communication received from those relevant constituencies including names of the newly appointed

members. The new members will be invited to introduce themselves and to convey their aspirations for the TEC.

(d) Organization of the work of the meeting

10. *Background:* The fifth meeting of the TEC will be held from 26 to 27 March 2013 in Bonn, Germany. A detailed schedule of the meeting will be communicated to the TEC members prior to the meeting. The meeting will be open to attendance by Parties and accredited observer organizations as observers, except where otherwise decided by the TEC. In accordance with its rules of procedure, the TEC may decide at any time that a meeting or part thereof should be closed to observers. There will be a live webcast of the meeting. The secretariat has requested the IISD Reporting Service to provide the media coverage of this meeting.

11. *Action:* The TEC will be invited to take note of the organization of the work of the meeting.

3. Brief update by TEC members and the secretariat on their participation in relevant meetings and events

12. *Background*: The TEC members may wish to provide an update or share information on their participation in any meetings or events that may be of relevance to the work of the TEC.

13. *Action:* The TEC may wish to take note of the information provided and determine any necessary follow-up action, as appropriate.

4. Outcomes of COP 18 and implications for the work of the TEC

14. *Background*: The COP 18, by its decision 13/CP.18, considered the annual report of the TEC and provided some further guidance on its future work. At the same session, the COP also agreed on several other decisions that are of relevant to the work of the TEC including those relating to the CTCN.

15. The secretariat will provide an overview of the key outcomes of the Doha Conference, in particular those related to the work and mandates of the TEC.

16. *Action*: The TEC may wish to exchange view on all relevant decisions adopted in Doha and determine any follow-up activities, as appropriate.

| TEC/2013/5/3 | *Background paper on the Doha outcomes* |

5. Collaboration with other relevant institutional arrangements under and outside the Convention

(a) Linkages between TEC and CTCN

i. Interactive collaboration for the effective and coherent implementation of the Technology Mechanism: Update on the CTCN

17. *Background:* The COP, by its decision 1/CP.16, paragraph 127, decided that the Climate Technology Centre and Network and the TEC shall relate so as to promote coherence and synergy.

18. The COP by its decision 14/CP.18, paragraph 2, also decided that the United Nations Environment Programme (UNEP), as the leader of the consortium of partner institutions, was selected as the host of the CTC.

19. A representative of UNEP as host of the CTC will be invited to provide an update on the status of its preparatory work to support the work of the CTCN.

20.   *Action:* The TEC may wish to take note of the information provided and determine any necessary follow-up action, as appropriate.

ii.   Procedures for preparing a joint annual report of TEC and CTCN

21.   *Background:* The COP, at its seventeenth session, requested the TEC and the CTC to establish procedures for preparing a joint annual report, and also requested the secretariat to make the joint annual report available for consideration by the COP through its SBs. At the same session, the COP also decided that CTC shall provide an annual report on the activities of the CTCN in order to facilitate the preparation of a joint annual report by the TEC and the CTCN on the activities of the Technology Mechanism, consisting of the report of the CTCN and the TEC in accordance with their respective functions (see decision 2/CP.17, paragraph 142, and annex VII, paragraph 10).

22.   The COP, by its decision 14/CP.18, paragraph 11, requested the CTC to consult with the TEC on establishing procedures for preparing a joint annual report as requested by decision 2/CP.17, with a view to making their joint annual report available to the COP through the SB-39.

23.   *Action:* 1. The secretariat will be invited to provide an overview of the normal procedures and timeline for preparing and publishing an official UNFCCC document for the session.

24.   *2.* The TEC may wish to exchange view on possible procedures for preparing a joint annual report of TEC and CTCN and determine any appropriate follow-up action regarding its interaction with the CTCN on this matter.

(b) Linkages with other relevant institutional arrangements under the Convention

i.   Brief presentation by representatives of other thematic bodies on their relevant work and activities

25.   *Background:* The COP, by decision 1/CP.16, paragraph 125, decided that there is a need for the TEC to achieve coherence and maintain interactions with other relevant institutional arrangements under and outside of the Convention.

26.   The TEC in its report on the linkage modalities[1] to the SBSTA-36 proposed that its modalities for close interaction with relevant thematic bodies established under the Convention, may include cross-participation in the meetings of the relevant bodies, including workshops and events organized by such bodies, or jointly organized, on issues of common interest.

27.   At its fourth meeting the TEC agreed to invite the chairs of the relevant thematic bodies under the Convention to participate in the next meeting of the TEC.

28.   The Chairs or representatives of relevant thematic bodies, including the Adaptation Committee (AC), the Standing Committee on finance (SC), the Board of the Green Climate Fund (GCF), and the Least Developed Countries Expert Group (LEG) are invited to attend the meeting and will be invited to present their relevant activities to the TEC.

29.   *Action:* The TEC may wish to exchange views on areas for possible collaboration with those bodies.

ii.   Discussion on the modalities on linkages with other relevant institutional arrangements under the Convention

30.   *Background:* The COP by its decision 4/CP.17 welcomed the report on modalities and procedures of the TEC, and adopted the modalities of the TEC as contained in Annex I to this decision. The COP, by the same decision

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[1] FCCC/SB/2012/1, Annex II, paragraph 1.(a)

requested the TEC to further elaborate its modalities on linkages with other relevant institutional arrangements under and outside the Convention, in the light of the agreed outcome of the COP-17.

31.   The COP by its decision 13/CP.18 encouraged the TEC to continue to consult relevant institutional arrangements under the Convention, including AC, SC, the board of GCF, LEG and to initiate consultations with the advisory board of the CTCN as soon as it is established, in order to seek their views on and coordinate the proposed modalities of the TEC on linkages with other relevant institutional arrangements under the Convention.

32.   The COP by its decision 13/CP.18 requested the TEC to report on the outcomes of its consultations with other relevant institutional arrangements in its report on activities and performance for 2013, in order to inform the consideration and approval by the COP-19 of the modalities of the Committee on linkages with other relevant institutional arrangements under and outside the Convention.

33.   *Action:* The TEC may wish to exchange views with representatives of the thematic bodies on its proposed modalities on linkages with other relevant thematic bodies under the Convention.

| *FCCC/SB/2012/1* | *Report on the linkage modalities and the rolling workplan of the TEC for 2012-2013.* |

(c) Areas for further work and collaboration with other relevant organizations outside the Convention

34.   *Background:* The rolling work plan of the TEC includes an activity to prepare an inventory of relevant work of the institutions that are active in the area of technology collaboration with a view to informing the work of the TEC and to identifying possible partner organizations for their future activities.

35.   The TEC, at its third meeting launched a call for inputs on activities undertaken by accredited observer organizations relevant to the TEC in performing its functions. The outcomes of this call for inputs were considered by the TEC at its fourth meeting. The input received assisted the TEC in identifying possible partner organizations for undertaking any future collaborative activities, taking into account the responses to the call for inputs from various organizations and institutions.

36.   The secretariat will present an overview of possible partner organizations which could support the TEC in implementing its workplan.

37.   *Action:* The TEC may wish to take note of the information provided by the secretariat and determine any necessary follow-up action to structure its collaboration to ensure their effective interaction with those potential partner organizations in a sustainable manner.

| *TEC/2013/5/4* | *Identification of possible partner organizations for the Technology Executive Committee* |

6.   Technology roadmaps

(a) Report of the task-force on technology roadmaps

38.   *Background:* The TEC, at its third meeting, agreed on the terms of reference for work on technology roadmaps, including the preparation of a background paper on this issue. At this meeting a taskforce of the TEC was established to lead this task with support from the secretariat.

39.   The TEC, at its fourth meeting, agreed on the terms of reference for the background paper, and initial findings of the paper were presented by consultants engaged to assist the work of the TEC with regards to this issue.

40.   The task force will be invited to report on the outcomes of its work to support the preparation of the background paper on technology roadmaps.

41.   *Action:* The TEC may wish to consider the findings of the background paper with a view to identifying possible follow up activities in the area of technology roadmaps (item 6 (c)).

TEC/2013/5/5	*Background paper on technology roadmaps.*

(b) Outcomes of the expert meeting on technology roadmaps

42.   *Background:* As part of its follow-up activities on technology roadmaps, the TEC agreed to organize an expert meeting with a focus on technology roadmaps in the area of adaptation to climate change.

43.   On 25 March, 2013, the TEC held an expert meeting on technology roadmaps in Bonn, Germany, attended by experts in the areas of technology roadmaps and adaptation and members of the TEC.

44.   *Action:* The TEC may wish to consider the outcomes of the expert meeting and determine how these may assist the Committee in determining possible follow-up activities in this area.

(c) Possible follow-up activities

45.   The TEC may wish to take note of the information provided on technology roadmaps and determine any necessary follow-up action.

7. Thematic dialogue

(a) Possible follow-up activities on the thematic dialogue

46.   *Background:* The TEC organized its first thematic dialogue on enabling environments and barriers to technology development and transfer in conjunction with its third meeting. The TEC also organized a follow-up dialogue on this topic at its fourth meeting.

47.   Several stakeholders including observers have actively engaged in the discussions in the two dialogues. In addition, a call for inputs on this topic was also issued to solicit information on ways to promote enabling environments and to address barriers to technology development and transfer including views on the role that the TEC could possibly play in this area.

48.   The TEC at its fourth meeting agreed on the key messages and its following follow-up activities that should be undertaken in 2013:

   a. Continue the dialogue with relevant stakeholders on this matter, with a view to broadening the scope of engagement,

   b. Further mobilize support and seek further inputs from relevant stakeholders through issuing another call for inputs,

   c. Undertake further comprehensive analysis of the information generated from various sources, including presentations and discussions that took place during the dialogue and the submissions from relevant stakeholders in response to the call for inputs on this matter,

   d. Organize workshops on specific issues to enable in-depth discussion, with a view to elaborating on strategic and policy advice on ways to address those issues,

e. Explore the possibility of developing a technical paper on enabling environments.

49. The COP by its decision 13/CP.18 took note of the TEC's planning for further follow-up activities on issues relating to enabling environments and barriers, including those issues referred to in document FCCC/SB/2012/2, paragraph 35.

50. The COP by its decision 1/CP.18 requested the TEC, in elaborating its future workplan, to initiate the exploration of issues relating to enabling environments and barriers, including those issues referred to in document FCCC/SB/2012/2, paragraph 35.

51. *Action:* The TEC may wish to exchange view on its strategy to further its work on this matter including undertaking any further comprehensive analysis, organizing workshops and/or defining the topic/s of technical papers on this matter.

(b) Agenda of the thematic dialogue on research, development and demonstration

52. *Background:* The work plan of the TEC includes an activity on the organization of a thematic dialogue on research, development and demonstration (RD&D), with a view to seeking cooperation with other relevant technology initiatives, stakeholders and organizations, and to identify possible follow-up activities. The TEC will organize an expert meeting on technology roadmaps on 25 March 2013 and consider its background paper and the outcome of the expert meeting at its fifth meeting. The information generated from its work on technology roadmaps are highly relevant and could contribute to frame the scope of its work on the thematic dialogue on technology R&D.

53. During the fifth meeting of the TEC, the secretariat under the guidance of the chair and Vice-Chair will present a draft agenda of the thematic dialogue on RD&D for discussion by the TEC.

54. *Action:* The TEC will be invited to discuss possible focus of the dialogue on RD&D, the agenda and potential speakers at the dialogue, with a view to organize the thematic dialogue on RD&D at its sixth meeting.

| TEC/2013/5/6 | *Draft agenda of the thematic dialogue on RD&D* |

8. Overview of on-going work and support for activities relating to technology needs assessments

(a) Update on the current support and implementation of TNAs by UNEP/GEF

55. *Background:* The work on the global TNA project under the Poznan Strategic Program supported by the GEF and implemented by UNEP is about to be finalized. The project aims to support 36 non-Annex I Parties in conducting their TNA reports.

56. The UNEP will be invited to provide an update on the experience gained at lessons learned from the global TNA project.

57. *Action:* The TEC may wish to take note of the information provided and determine any necessary follow-up action

(b) Implementation of the results of the TNAs including success stories

58. *Background:* The COP by its decision 3/CP.13 requested the secretariat to provide regular updates on progress of the implementation of the results of technology needs identified in TNAs, including success stories for consideration by the SBSTA at its subsequent sessions, as appropriate.

59.   The COP by its decision 1/CP.16 decided that the TEC shall further implement the framework for meaningful and effective actions to enhance the implementation of Article 4.5 of the Convention adopted by decision 4/CP.7 and enhanced by decision 3/CP.13.

60.   In response to these decisions, the secretariat conducted two surveys to collect information on the status of the implementation of the results of TNAs of non-Annex I Parties as identified and reported in the first round of TNAs, from 1999 to 2009, including success stories and factors.

61.   The secretariat will be invited to provide an overview of the results of these surveys.

62.   *Action:* The TEC may wish to take note of the information provided and determine any necessary follow-up action.

TEC/2013/5/7	*Background paper on TNA implementation status including success stories.*

(c)   Integration of TNAs with other relevant processes under the Convention, including NAMAs and NAPs

63.   *Background:* The rolling work plan of the TEC for 2012-2013 includes an activity on review of technology needs from various sources to strengthen the understanding of technology needs, to complement the processes for national communications, NAMAs and NAPs, and to support the TEC in preparing its recommendations on guidance on policies and programmes.

64.   At its fourth meeting, the TEC offered a set of key messages regarding the TNAs including that the development and implementation of TNAs should continue and become integrated with other UNFCCC related processes, including NAMAs and NAPs.

65.   As an input to the TNA workshop organized in June 2011, the secretariat prepared a background paper on inter-linkages between TNAs and national and international climate policy making processes.

66.   As the processes under the Convention, including TNAs, NAMAs and NAPs further evolved since the preparation of the background paper, the secretariat initiated an update of the existing paper, taking into account these evolvements, and relevant COP-17 and COP-18 decisions on this matter.

67.   The consultant will be invited to present the updated background paper.

68.   *Action:* The TEC may wish to take note of the information provided by the consultant and determine any necessary follow-up action, as appropriate.

TEC/2013/5/8	*Background paper on inter-linkages between technology needs assessments and national and international climate policy making processes.*

(d)   Possible follow-up activities

69.   The TEC may wish to take note of the information provided on the TNAs and determine any necessary follow-up action.

9.   Technology briefs

(a)   Topics and preparatory work for the technology briefs

70.   *Background:* The rolling work plan of the TEC includes an activity to initiate the preparation of technical papers, with a view to providing guidance on policies and programmes.

71.   The TEC, at its third and fourth meetings, exchanged views on the preparation of its technical papers. The TEC agreed that the technical papers should be concise, policy oriented, cost-effective and visually attractive, involve relevant stakeholders, build on existing knowledge and be useful for policymakers and the Technology Mechanism.

72.   The TEC agreed that the second synthesis report on technology needs provides a fundamental basis for identifying possible topics for technical briefs to address the priority needs of non-Annex I Parties. The TEC also agreed that the topics of the technical briefs should initially focus on technologies for adaptation and be targeted at policymakers as their primary audience.

73.   The TEC at its fourth meeting agreed that the following activities should be undertaken in 2013:

   a.   To conduct a literature review focussing on key adaptation sectors and technologies for adaptation and the main barriers as identified in the second synthesis report on technology needs with a view to provide input to the preparation of technical briefs;

   b.   To organise a workshop/expert meeting on barriers for technologies for adaptation and enabling factors;

   c.   To organise a call for input from observers;

   d.   To agree on specific topics of the technical briefs and prepare draft TORs.

74.   *Action:* The TEC will be invited to continue its consideration on this matter, and determine any specific activities and time line, with a view to present its technology briefs at COP-19.

TEC/2013/5/9   Background note on technology briefs.

(b) Possible follow-up activities

75.   The TEC may wish to take note of the information provided and determine any necessary follow-up action.

10.   Technology information platform

76.   *Background:* The secretariat, at the fourth meeting of the TEC, presented the progress made in the development of the main features of the information platform of the TEC, TT:CLEAR, which is being developed with a view to disseminating the outcomes of the TEC and promoting information exchange among stakeholders.

77.   *Action:* The TEC will be invited to review the progress made and provide further guidance as necessary.

11.   Other matters

(a) Dates and venue of the next meeting

78.   The TEC may wish to consider and agree on the dates and venue of its next meetings in 2013.

(b) Issues for further consideration at the next meeting

79.   Any other matters arising from this meeting will be taken up under this item.

12.   Closure of the meeting

80.   The fifth meeting of the TEC is scheduled to be closed on Wednesday 27 March 2013 at 18:00. There will be an opportunity provided for statements by observers at the closing of the meeting.

III. Tentative timetable for the fifth meeting of the TEC

Day 1 (26 March)
09.00 - 10.00 Registration
10.00 - 10.15 Agenda item 1
10.15 - 10.45 Agenda item 2 (a, b, c, d)
10.45 - 11.15 Agenda item 3
11.15 – 11.45 Agenda item 4
11.45 - 12.30 Agenda item 5 (a.i)
12.30 - 14.00 Lunch
14.00 - 14.30 Agenda item 5 (a.ii)
14.30 - 15.30 Agenda item 5 (b.i)
15.30 – 16.15 Agenda item 5 (b.ii)
16.15 - 16.30 Coffee break
16.30 - 17.00 Agenda item 5 (b.ii)
17.00 – 17.30 Agenda item 5 (c)
17.30 – 18.30 Agenda item 6 (a, b,c)
Day 2 (27 March)
09.00 - 10.00 Agenda item 7 (a)
10.00 - 11.15 Agenda item 7 (b)
11.15 - 11.30 Coffee break
11.30 - 11.45 Agenda item 8 (a)
11.45 - 12.30 Agenda item 8 (b)
12.30 - 14.00 Lunch
14.00 - 14.30 Agenda item 8 (c)
14.30 - 15.00 Agenda item 8 (d)
15.00 - 15.30 Agenda item 9 (a)
15.30 - 15.45 Coffee break
15.45 -16.15 Agenda item 9 (b)
16.15 - 16.45 Agenda item 10
16.45 – 17.30 Agenda item 11 (a, b)
17.30 – 18.00 Closure of the meeting