

Sixth Meeting of the Technology Executive Committee

Bonn, Germany

26–28 June 2013

I. Provisional agenda

- 1. Opening of the meeting**
- 2. Organizational matters**
 - a) Adoption of the agenda and minutes of the last meeting;
 - b) Information about newly appointed members;
 - c) Organization of work of the meeting.
- 3. Brief update by TEC members and the secretariat on their participation in other relevant meetings and events**
 - a) The second session of the Ad Hoc Working Group on the Durban Platform for Enhanced Action;
 - b) Other related events.
- 4. Matters relating to the Climate Technology Centre and Network (CTCN)**
 - a) Update on the first meeting of the Advisory Board of the CTCN;
 - b) Procedures for preparing a joint annual report of the TEC and the CTCN.
- 5. Overview of on-going work and support for activities relating to technology needs assessments (TNAs)**
 - a) Update by UNEP on the current support and implementation of TNAs;
 - b) Update by the secretariat on the preparation of the third synthesis report on technology needs assessments.
- 6. Preparation of technology briefs**
 - a) Draft technology brief on the results of the technology needs assessments and on the integration of TNAs with NAMAs and NAPs, prepared by the TNA taskforce;
 - b) Draft technology brief on technology roadmaps, prepared by the TRM taskforce;
 - c) Possible topics and key elements for technology briefs on adaptation, prepared by the linkage taskforce.
- 7. Collaboration with other relevant institutional arrangements under and outside the Convention**
 - a) Linkages with other relevant institutional arrangements under the Convention;
 - i. Priority areas, specific topics and modalities to engage relevant bodies under the Convention – report by the linkage taskforce;
 - ii. Submission of the TEC on their views on long term finance.

- b) Areas of work or topics and modalities to collaborate with other relevant organizations outside the Convention – report by the linkage taskforce.
- 8. Thematic dialogue on research, development and demonstration of environmentally sound technologies**
- 9. Further follow-up activities on issues relating to:**
- a) Technology needs assessments;
 - b) Technology Roadmaps;
 - c) Enabling environments and barriers to technology development and transfer.
- 10. Technology information platform**
- 11. Other matters**
- a) Dates and venue of the next meeting;
 - b) Issues for further consideration at the next meeting.
- 12. Closure of the meeting**

II. Annotations to the provisional agenda

1. Opening of the meeting

1. The 6th meeting of the Technology Executive Committee (TEC) will be opened by the Chair of the TEC on Wednesday, 26 June 2013.

2. Organizational matters

(a) Adoption of the agenda and minutes of the last meeting

2. The provisional agenda was prepared by the Chair and Vice-Chair with assistance of the secretariat and was circulated to TEC members prior to the meeting.
3. The minutes of the 5th meeting of the TEC were circulated for comments prior to the meeting.
4. *Action:* The TEC will be invited to adopt the agenda for the 6th meeting and the minutes of its 5th meeting.

TEC/2013/6/1	<i>Provisional agenda and annotations for the Sixth Meeting of the Technology Executive Committee</i>
TEC/2013/6/2	<i>Minutes of the Fifth Meeting of the Technology Executive Committee</i>

(b) Information about newly appointed members

5. *Background:* Decision 1/CP.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 Conference of the Parties (COP), to appoint another member from the same constituency to replace the said member for the remainder of that member's mandate, in which case the appointment shall count as one term.
6. The members from Algeria and Ecuador resigned after the 4th meeting of the TEC and were replaced by new members. The member from Ukraine also resigned after the 4th meeting of the TEC, but the secretariat has not yet been informed of his replacement.
7. *Action:* The secretariat will be invited to 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.

(c) Organization of the work of the meeting

8. *Background:* The 6th meeting of the TEC will be held from 26 to 28 June 2013 in Bonn, Germany. A detailed schedule of the meeting will be communicated to 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 Reporting Service of the International Institute for Sustainable Development to provide the media coverage of this meeting.
9. *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

(a) The second session of the Ad Hoc Working Group on the Durban Platform for Enhanced Action

10. *Background:* The Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP) held the first and second parts of its second session in Bonn, Germany, ADP 2.1 from 29 April to 3 May 2013 and ADP 2.2 from 4 to 13 June 2013, respectively.
11. At ADP 2.2, the Chair of the TEC made a presentation on the on-going and planned work of the TEC, as part of a series of briefings of institutions and arrangements relevant to the provision of support for mitigation and adaptation action under the Convention.
12. The secretariat and the Chair will be invited to provide an overview of the key outcomes of the session related to the work and mandates of the TEC.
13. *Action:* The TEC may wish to take note of the information provided by the Chair and the secretariat.

(b) Other related events

14. *Background:* 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. The Chair of the TEC was invited to participate in the Durban Forum on Capacity Building by providing an update on current activities and future plans of the TEC relating to Capacity Building. In addition, the Vice-Chair of the TEC was invited by the Adaptation Committee to provide an update on the work undertaken by the TEC and possible areas of collaboration.
15. *Action:* The TEC may wish to take note of the information provided.

4. Matters relating to the Climate Technology Centre and Network (CTCN)

(a) Update on the first meeting of the Advisory Board of the CTCN

16. *Background:* The COP, by its decision 14/CP.18, constituted the Advisory Board of the Climate Technology Centre and Network (CTCN). The COP requested the United Nations Environment Programme (UNEP), as the host of the Climate Technology Centre (CTC), to convene and facilitate the first meeting of the Advisory Board as soon as possible in 2013, preferably prior to the thirty-eighth session of the subsidiary bodies (SBs). The COP also requested the Advisory Board to determine at its first meeting its operational modalities and rules of procedure for consideration by the subsidiary bodies at their subsequent sessions. The first meeting of the Advisory Board took place in Copenhagen, Denmark, on 14–15 May 2013. A progress report on modalities and procedure of the CTCN was submitted for consideration by the subsidiary bodies at their thirty-eighth sessions.¹
17. The Chair and Vice-Chair of the TEC will be invited to provide an update on their participation in the first meeting of the Advisory Board.
18. *Action:* The TEC may wish to take note of the information provided by the Chair and Vice-Chair of the TEC and determine any appropriate follow-up action arising from this meeting

(b) Procedures for preparing a joint annual report of the TEC and the CTCN

19. *Background:* The COP, at its seventeenth and eighteenth sessions, requested the TEC and the CTC to establish procedures for preparing a joint annual

¹ FCCC/SB/2013/INF.5

report and also requested the secretariat to make the joint annual report available for consideration by the COP through its SBs.

20. The TEC, at its 5th meeting, requested its Chair and Vice-Chair to consult with the Chair and Vice-Chair of the Advisory Board of the CTCN regarding possible procedures for preparing the joint annual report to the COP. The TEC also requested the secretariat, under the guidance of the Chair and Vice-Chair, to prepare a short paper with options on possible procedures for preparing this joint annual report, including the timeline for consideration by the TEC at its sixth meeting.
21. *Action:* The TEC may wish to take note of the paper prepared by the secretariat and agree on possible procedures for preparing such joint annual report, with a view to recommending it for further consideration and agreement by the CTC and its Advisory Board.

TEC/2013/6/3 *Procedures for preparing a joint annual report by the TEC and the CTCN*

5. Overview of on-going work and support for activities relating to technology needs assessments (TNAs)

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

22. *Background:* The work on the global TNA project under the Poznan Strategic Program supported by the Global Environment Facility (GEF) and implemented by UNEP was completed in 2013. The project supported 36 non-Annex I Parties in conducting their TNA reports.
23. The GEF council has approved in April 2013 a project by UNEP supporting additional TNAs focusing on 24 low-and medium-income countries. The project will take into consideration the lessons learned from the previous TNA project supported by the Poznan strategic program.
24. UNEP will be invited to provide an update on the experiences gained and lessons learned from the global TNA project and on the upcoming TNA project.
25. *Action:* The TEC may wish to take note of the information provided.

(b) Update by the secretariat on the preparation of the third synthesis report on technology needs assessments

26. *Background:* The rolling workplan of the TEC for 2012-2013 contains an activity to review technology needs from various sources through an inventory and synthesis of technology needs with a view to strengthening the understanding of technology needs, complement the processes for national communications, NAMAs and NAPs, and to support the TEC in preparing its recommendations on guidance on policies and programmes.
27. SBSTA 35 requested the secretariat to prepare an updated TNA synthesis report, including second round TNAs supported under the Poznan strategic programme on technology transfer for consideration by the SBSTA. The secretariat is in the process of preparing the updated TNA synthesis report with a view to present it at SBSTA 39.
28. The secretariat will be invited to provide an update on the status of its work regarding the updated TNA synthesis report.
29. *Action:* The TEC may wish to take note of the information provided by the secretariat on the preparation of the updated TNA synthesis report and provide any guidance to the secretariat on the key elements to be included in this report, as appropriate.

6. Preparation of technology briefs

(a) Draft technology brief on the results of the technology needs assessments and on the integration of TNAs with NAMAs and NAPs, prepared by the TNA task force

30. *Background:* The TEC, at its fifth meeting, agreed to establish a TNA task force to prepare the first draft of a technology brief on the results of the TNAs and a technology brief on the integration of TNAs with other NAMAs and NAPs, for consideration by the TEC at its sixth meeting. The TNA task force consists of the following TEC members: Mr. Gabriel Blanco, Mr. Kunihiko Shimada, Mr. Tim Sill and Mr. Can Wang.
31. The TNA task force will be invited to report on the outcomes of its work on a draft technology policy brief on the results of the TNAs and the integration of TNAs with other NAMAs and NAPs.
32. *Action:* The TEC will be invited to provide comments and/or suggestion for the improvement of the draft technology policy brief, with a view to finalizing the brief at its next meeting in order to making it available in time for COP 19.

<i>TEC/2013/6/4 TEC technology policy brief. The results of the TNAs and the integration of TNAs with NAMAs and NAPs.</i>

(b) Draft technology brief on technology roadmaps, prepared by the TRM task force

33. *Background:* The TEC, at its third meeting, agreed to set up a task force on technology road maps (TRMs) to lead the work on TRMs with support from the secretariat. The TRM task force consists of the following TEC members: Mr. Kanat Baigarin, Mr. Albert Binger, Mr. Süfyan Emiroğlu, Mr. Omedi Moses Jura, Mr. Matthew Kennedy and Mr. Krzysztof Klineciewicz.
34. The TEC, at its fifth meeting, agreed to extend the mandate of the TRM task force to elaborate the first draft of a technology brief on TRMs for consideration by the TEC at its sixth meeting.
35. The TRM taskforce will be invited to present a draft technology brief on TRM that has been prepared by the TRM task force.
36. *Action:* The TEC will be invited to provide comments and/or suggestion for the improvement of the draft technology brief, with a view to finalizing the technology brief at its next meeting in order to making it available in time for COP 19.

<i>TEC/2013/6/5 Technology brief on technology roadmaps.</i>
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(c) Possible topics and key elements for technology briefs on adaptation, prepared by the Linkage task force

37. *Background:* The TEC, at its fifth meeting, agreed to establish a Linkage task force to identify priority areas and specific topics for collaboration with other relevant institutional arrangements under the Convention as well as to propose modalities to engage other relevant institutional arrangements under the Convention for these priority areas and specific topics, for consideration by the TEC at its sixth meeting.
38. The Linkage task force consists of the following TEC members: Mr. Nagmeldin Goutbi Elhassan, Mr. Antonio Pflüger, Mr. Seyed Mohammad Sadeghzadeh and Mr. Griffin Thompson.
39. At its fifth meeting, the TEC also agreed to request the Linkage task force to propose two possible topics for technology briefs on adaptation, for consideration of the TEC at its sixth meeting.

40. The Linkage task force will be invited to present the outcomes of its work related to possible topics for technology briefs on adaptation.
41. *Action:* The TEC may wish to agree on the possible topics for technology briefs on adaptation, and on a possible time line for the first draft of the brief.

TEC/2013/6/6 Background paper on collaboration with other relevant institutional arrangements under and outside the Convention

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

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

- i. Priority areas, specific topics and modalities to engage relevant bodies under the Convention – report by Linkage task force
 42. *Background:* The COP, by its decision 1/CP.16, requested the TEC, as one of its functions, to seek cooperation with relevant international technology initiatives, stakeholders and organizations, and promote coherence and cooperation across technology activities, including activities under and outside of the Convention.
 43. The COP, by its decision 13/CP.18, encouraged the TEC to continue to consult relevant institutional arrangements under the Convention, 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. By the same decision, the COP also 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 COP 19 of the modalities of the TEC on linkages with other relevant institutional arrangements under and outside the Convention.
 44. Representatives of the Adaptation Committee (AC), the Least Developed Countries Expert Group (LEG) and the Standing Committee on Finance (SCF), participated in the fifth meeting of the TEC, including by presenting activities of the work plans of the respective Bodies that are of relevance to the TEC.
 45. The TEC noted that there are some possible overlapping activities between the work undertaken by the various bodies, which may require further coordination and collaboration among the bodies to ensure coherence. In response to this need, the TEC agreed to establish a Linkage task force within the TEC to.
 - a. Identify priority areas and specific topics for collaboration with other relevant institutional arrangements under the Convention, for consideration by the TEC at its sixth meeting;
 - b. Propose modalities to engage other relevant institutional arrangements under the Convention for these priority areas and specific topics, for consideration by the TEC at its sixth meeting.
 46. The Linkage task force will be invited to present the outcomes of its work on this matter.
 47. *Action:* The TEC may wish to consider the report by the task force and determine any appropriate follow-up action on:
 - a. Priority areas and specific topics for collaboration with other relevant institutional arrangements under the Convention;
 - b. Proposed modalities to engage other relevant institutional arrangements under the Convention.

ii. Submission of the TEC on their views on long term finance

48. *Background:* The COP, by its decision 14/CP.18, paragraph 5, invited Parties and the thematic and expert bodies under the Convention to submit to the secretariat their views on long-term finance, taking into account the report on the workshops of the work programme on long-term finance, with a view to the secretariat preparing an information document for consideration by the co-chairs of the work programme.²
49. The TEC, at its fifth meeting, agreed to be responsive to any request or mandated activities by the COP or other relevant bodies. The TEC also requested its Chair and Vice Chair, with the assistance of the secretariat, to prepare a draft submission on the TEC's views on long term finance as invited by the COP, for consideration by the TEC at its sixth meeting.
50. The Chair/Vice-Chair of the TEC will be invited to present a draft submission of the TEC on long-term finance.
51. *Action:* The TEC will be invited to consider the draft submission and agree on possible next steps.

<i>TEC/2013/6/7 Submission of the Technology Executive Committee on long term finance.</i>
<i>FCCC/CP/2012/3 Report on the workshops of the work programme on long term finance.</i>

(b) Areas of work or topics and modalities to collaborate with other relevant organizations outside the Convention – report by the Linkage task force

52. *Background:* The rolling work plan of the TEC for 2012-2013 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.
53. The TEC, at its fifth meeting, discussed areas for further work and collaboration with other relevant organizations outside the Convention. Members were of the view that the activities of the workplan of the TEC would need to be more specific in order to enable effective support and inputs from relevant partner organizations.
54. The TEC, at its fifth meeting, agreed that the Linkage task force shall, by the sixth meeting of the TEC, consider the following elements:
- a. Propose specific areas of work or specific topics in which the TEC could benefit from inputs from relevant stakeholders outside the Convention;
 - b. Propose modalities to engage these stakeholders.
55. The Linkage task force will be invited to present the outcomes of its work on this matter.
56. *Action:* The TEC may wish to consider the report by the task force and agree on priority areas and specific topics for collaboration with other relevant institutional arrangements outside of the Convention and on modalities to engage those relevant institutional arrangements.

² The submissions are available at: <http://unfccc.int/documentation/submissions_from_parties/items/5916.php>.

8. Thematic dialogue on research, development and demonstration of environmentally sound technologies

57. *Background:* The rolling work plan of the TEC for 2012-2013 includes an activity on the organization of a thematic dialogue on research, development and demonstration (RD&D) of environmentally sound technologies, with a view to seeking cooperation with other relevant technology initiatives, stakeholders and organizations, and to identifying possible follow-up activities.
58. The TEC, at its fifth meeting, considered a draft agenda of the thematic dialogue on RD&D, and agreed that the thematic dialogue will take place at its the sixth meeting.
59. *Action:* The TEC may wish to consider the outcomes of the thematic dialogue on RD&D, and determine any appropriate follow-up action.

TEC/2013/6/8 <i>Agenda of the thematic dialogue on RD&D.</i>
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9. Further follow-up activities on issues relating to:

(a) Technology needs assessments

60. *Background:* The TEC, at its fifth meeting, considered a presentation made by the secretariat on the current status of the implementation of the results of TNAs, including success stories. The TEC welcomed the information provided, and exchanged views on possible follow-up activities, including activities related to climate technology financing, providing policy recommendations based upon the success/failure factors and lessons learned from the survey.
61. The TEC, at its fifth meeting, also considered a presentation made by Joint Implementation Network on inter-linkages between TNAs and national and international climate policy making processes. The presentation identified possible inter-linkages between TNAs and NAMAs, NAPs and Low Emission Development Strategies, and also between TNAs and other processes, such as low-emission and climate-resilient development strategies, TRMs and green growth plans. During the discussion, members suggested some possible follow up activities including the preparation of a technical paper and organization of a workshop on matters relating to climate technology financing.
62. *Action:* The TEC may wish to discuss and agree on possible further follow-up activities with regard to TNAs.

(b) Technology Roadmaps

63. *Background:* The report on activities and performance of the TEC for 2012 contains a number of key messages and follow-up activities on TRMs, including:
- Continue its efforts to improve the inventory of TRMs in collaboration with relevant organizations;
 - Complete the review of TRMs contained in the inventory, with a view to identifying gaps and making recommendations to address these gaps;
 - Organize an expert meeting with a focus on TRMs in the area of adaptation to climate change;
 - Develop practical guidelines and relevant tools for the development and use of TRMs.
64. The TEC, at its fifth meeting, agreed to make the background paper on TRMs public, requested the secretariat to prepare a report on the expert meeting on TRMs for consideration by the TEC at its sixth meeting, and agreed to

continue the consideration on how to integrate TRMs activities with other processes under the convention, such as TNAs, TAPs, NAPs and NAMAs.

65. The secretariat has made publicly available the background paper on TRMs and, prepared and sent to TEC members prior to the sixth meeting of the TEC a report on the expert meeting on TRMs.
66. *Action:* The TEC may wish to determine any appropriate follow-up activities with regard to its work on TRMs

<i>TEC/2013/6/9 Report on the expert meeting on technology roadmaps</i>

(c) Enabling environments and barriers to technology development and transfer

67. *Background:* The TEC, at its third and fourth meetings, held a thematic dialogue on enabling environments and barriers to technology development and transfer. The TEC, in its report to the COP on its activities and performance for 2012, included key messages and follow up activities on enabling environments for and barriers to technology development and transfer, including:
- Continue the dialogue with relevant stakeholders on this matter, with a view to broadening the scope of engagement;
 - Further mobilize support and seek further inputs from relevant stakeholders through issuing another call for inputs;
 - 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;
 - 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;
 - Explore the possibility of developing a technical paper on enabling environments.
68. 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.
69. The TEC, at its fifth meeting, requested the secretariat to prepare a compilation and synthesis of information contained in the completed second round of TNAs, with particular focus on enabling environments for and barriers to mitigation and adaptation technologies in order to making informed consideration by the TEC on its follow-up activities on this matter.
70. *Action:* The TEC may wish to consider the information contained in the compilation and synthesis report prepared by the secretariat and determine any possible follow-up activities on enabling environments for and barriers to technology development and transfer to be included in its work plan for 2014-2015.

<i>TEC/2013/6/10 Compilation and synthesis of information contained in the second round of TNAs, with particular focus on enabling environments for and barriers to technology development and transfer.</i>
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10. Technology information platform

71. *Background:* The secretariat, at the fifth meeting of the TEC, presented a summary on the work undertaken to improve the technology information

platform (TT:CLEAR). The improved TT:CLEAR has been made live and online before the June session of the SBs.

72. At its fifth meeting, the TEC requested the secretariat to investigate the possibility of creating a page of the TT:CLEAR dedicated to TEC members only.
73. *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

74. The TEC, at its fifth meeting, agreed to hold its seventh meeting on 4-6 September, 2013. The TEC also exchanged view on a possibility of holding meetings of the TEC and Advisory Board of the CTCN back to back in the same location. The Chair and Vice-Chair of the TEC requested the secretariat to explore this possibility with a view to making informed consideration by the TEC on this matter.
75. *Action:* The TEC will be invited to take note of the information provided and determine any appropriate follow-up action.

(b) Issues for further consideration at the next meeting

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

12. Closure of the meeting

77. The sixth meeting of the TEC is scheduled to be closed on Friday 28 June 2013 at 15:30. There will be an opportunity provided for statements by observers at the closing of the meeting.

III. Tentative timetable for the sixth meeting of the TEC

Day 1 (26 June)
08.00 - 09.00 Registration
09.30 - 09.45 Agenda item 1
09.45 - 10.15 Agenda item 2 (a, b, c)
10.15 - 10.45 Agenda item 3 (a, b)
10.45 - 11.00 Coffee break
11.00 - 12.30 Agenda item 4 (a, b)
12.30 - 14.00 Lunch
14.00 - 15.30 Agenda item 5 (a, b)
15.30 - 15.45 Coffee break
15.45 - 18.00 Agenda item 6 (a, b)
Day 2 (27 June)
09.00 - 10.00 Agenda item 6 (c)
10.00 - 10.45 Agenda item 7 (a)
10.45 - 11.00 Coffee break
11.00 - 12.30 Agenda item 7 (b)
12.30 - 14.00 Lunch
14.00 - 15.30 Agenda item 8
15.30 - 15.45 Coffee break
15.45 - 18.00 Agenda item 8
Day 3 (28 June)
09.00 - 10.45 Agenda item 9 (a, b)
10.45 - 11.00 Coffee break
11.00 - 12.30 Agenda item 9 (c)
12.30 - 14.00 Lunch
14.00 - 14.30 Agenda item 10
14.30 - 15.15 Agenda item 11 (a, b)
15.15 - 15.30 Closure of the meeting