



Technology Executive Committee

30 August 2019

Nineteenth meeting

Bonn, Germany, 16-19 September 2019

Annotations to the provisional agenda

1. Opening of the meeting

1. The Chair of the Technology Executive Committee (TEC) will open the 19th meeting of the TEC (TEC 19) on 16 September 2019.

2. Organizational matters

(a) Adoption of the agenda

2. **Background:** In accordance with the rules of procedure, the TEC shall, at the beginning of each meeting, adopt the meeting agenda. A draft provisional agenda for TEC 19 was prepared by the TEC Chair and Vice-Chair for 2019, with the assistance of the secretariat, and was circulated to TEC members for comments prior to the meeting.¹
3. **Expected action:** The TEC will be invited to adopt the agenda for TEC 19.

TEC/2019/19/1	<i>Provisional agenda for the 19th meeting of the Technology Executive Committee</i>
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(b) Organization of work

4. **Background:** TEC 19 will be held from 16 to 19 September 2019, scheduled to begin at 9:00 on 16 September. The meeting will be open to attendance by Parties and accredited observer organizations as observers, except where otherwise decided by the TEC. There will be a live webcast of the meeting.
5. A tentative work schedule for the meeting presents the proposed sequence and indicative timeline for the agenda items.
6. **Expected action:** The TEC will be invited to take note of the proposed organization of the work of the meeting.

TEC/2019/19/3	<i>Tentative work schedule for the 19th meeting of the Technology Executive Committee</i>
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(c) Membership matters

7. **Background:** At TEC 19, the TEC will be updated on the status of the TEC membership.
8. **Expected action:** The TEC will be invited to take note of the membership status.

¹ All documents prepared for TEC 19 are accessible at <http://unfccc.int/tclear/tec/meetings.html>.

3. Update on relevant meetings, events and initiatives

(a) Outcomes of the Bonn climate change conference of June 2019

9. **Background:** The fiftieth sessions of the Subsidiary Body for Implementation (SBI) and the Subsidiary Body for Scientific and Technological Advice (SBSTA) took place from 17 to 27 June 2019, in Bonn, Germany. The conference also included many other meetings and events.
10. At TEC 19, the secretariat will present the main outcomes of the conference, with highlights on those relevant to the work of the Technology Mechanism, in particular the TEC. The TEC Chair and Vice-chair for 2019 will also report on their participation in relevant meetings and events.
11. **Expected action:** The TEC will be invited to take note of the information provided and provide initial reflections regarding the outcomes.

(b) Outlook of the Santiago climate change conference of December 2019

12. **Background:** The twenty-fifth session of the Conference of the Parties (COP), the fifteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol, the second session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), SBI 51 and SBSTA 51 will be held in Santiago, Chile, from 2 to 13 December 2019.
13. At TEC 19, the secretariat will be invited to provide an overview of the preparation of the Santiago climate change conference of December 2019 including events which are of relevance to the work of the TEC.
14. **Expected action:** The TEC will be invited to take note of the information provided.

(c) Events organised by the Technology Executive Committee in 2019

15. **Background:** In 2019, the TEC, in collaboration with the Executive Committee of the Warsaw International Mechanism on Loss and Damage (ExCom), organized an in-session expert dialogue on technologies for averting, minimizing and addressing loss and damage in coastal zones (17 June 2019) during SB 50.
16. The TEC has also organized two regional technical expert meetings in collaboration with the CTCN: one in Salvador, Brazil (19 August 2019) during the Latin America and Caribbean Climate Week and one in Bangkok, Thailand (6 September 2019) during the Asia Pacific Climate Week.
17. At TEC 19, the secretariat will present the main findings of the events referred to in paragraph 15-16 above. TEC members participating in these events will be invited to report on their participation.
18. **Expected action:** The TEC will be invited to take note of the information provided

(d) Technology Facilitation Mechanism

19. **Background:** The Technology Facilitation Mechanism (TFM) was launched at the UN Summit in September 2015 with the adoption of the post-2015 development agenda, to support the achievement of the Sustainable Development Goals (SDGs). The TFM comprises: (i) a UN inter-agency task team on science, technology and innovation for the SDGs; (ii) a collaborative annual multi-stakeholder forum on science, technology and innovation (STI) for the SDGs; and (iii) an online platform as a gateway for information on existing STI initiatives, mechanisms and programs.
20. At TEC 19 a representative from the UNDESA, as a co-convener of the UN inter-agency task team, will be invited to provide an update on the progress of the TFM that may be of relevance to the work of the TEC.
21. **Expected action:** The TEC will be invited to take note of the information provided.

(e) Others

22. **Background:** At TEC 19, TEC members will be invited to share information on other meetings, events or initiatives that they attended in 2019 or that will take place late in 2019 or in 2020 that may be relevant to the work of the TEC, including possible TEC's participation in G-STIC conference in November 2019.
23. **Expected action:** The TEC will be invited to take note of the information provided.

4. Matters relating to the Climate Technology Centre and Network.

24. The 14th meeting of the Advisory Board of the Climate Technology Centre and Network (CTCN) took place from 11 to 13 September 2019 in Paris, France.
25. At TEC 19, the CTCN Advisory Board's Chair and the Director of the CTCN will be invited to share the main outcomes of the 14th meeting of the CTCN Advisory Board and provide an update on the operations and progress of work of the CTCN.
26. **Expected action:** The TEC will be invited to take note of the information provided.

5. Rolling workplan of the Technology Executive Committee for 2019-2022(a) Introduction to draft rolling workplan of the Technology Executive Committee for 2019-2022

27. **Background:** At TEC 18, in response to the outcomes of COP 24 and CMA 1, and in order to ensure the delivery of work in line with Parties' expectations, the TEC discussed the high-level structure of its workplan for 2019-2022 and agreed to organize its workplan into three workstreams: mitigation, adaptation and cross-cutting issues, and that each workstream will incorporate the key themes of the technology framework.
28. At the same meeting, the TEC developed an initial list of specific activities under each workstream, including their potential deliverables, indicative timelines and modalities for implementation, and requested its Chair and Vice-chair to finalize the draft TEC rolling workplan for 2019-2022 on the basis of the discussion that took place at TEC 18 for consideration and approval at TEC 19.
29. At TEC 19, the TEC Chair and Vice-chair will be invited to present the draft rolling workplan, including a proposal for task force arrangements, for the TEC's consideration.
30. **Expected action:** The TEC will be invited to consider the draft and agree on its rolling workplan for 2019-2022 including its taskforce arrangements to support the implementation of the workplan.

TEC/2019/19/4	<i>Draft rolling workplan of the Technology Executive Committee for 2019-2022</i>
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(b) Work of the Technology Executive Committee in 2019

31. **Background:** At TEC 18, the TEC developed an initial list of specific activities taking into account the key themes of the technology framework: innovation, implementation, enabling environment and capacity building, collaboration and stakeholder engagement, support. The list included activities to be undertaken in 2019, some of which are carried-over from the previous workplan and others are ongoing and recurring/yearly activities. These activities constitute the work of the TEC in 2019 and are being carried out under the guidance of current relevant task forces or working group, as new task force arrangement have not yet been put in place. In addition, under the guidance of the Chair and Vice Chair, the secretariat prepared concept notes for several proposed activities included in the current draft workplan, where further guidance are sought from the TEC on the scope (focus) of the activities to facilitate the preparation of future work.
- i. Paper on good practices in conducting technology needs assessments and implementing their results
32. **Background:** At TEC 18 the TEC considered, as part of the discussion on the initial list of activities of its rolling workplan for 2019-2022, to conduct an analysis of experiences, lessons

learned and good practices in conducting technology needs assessments (TNAs) and implementing their results.

33. At TEC 19, the task force on TNAs, with the support from the secretariat, will be invited to present a draft paper on experiences, lessons learned and good practices in conducting TNAs and implementing their results, for the TEC's consideration.
34. **Expected action:** The TEC will be invited to consider the draft, and:
 - a) Identify follow-up actions, including agreeing on a process for finalising the paper after TEC 19;
 - b) Provide guidance to the task force on TNAs on possible elements of draft key messages and recommendations to the COP and the CMA on this matter.

TEC/2019/19/5 *Draft paper on experiences, lessons learned and good practices in conducting TNAs and implementing their results*

ii. *Development and enhancement of endogenous capacities and technologies*

35. **Background:** At TEC17, the TEC agreed to publish a summary report and communicate the findings of its work on technology stakeholders' perspectives on elements and features of endogenous capacities and technologies and ways to develop and enhance them, to Parties and relevant bodies, institutions and stakeholders. The TEC at this meeting also agreed to continue, in collaboration with the CTCN, its work on this issue in 2019, building on the work done so far and taking into account possible future mandates given by the COP and the CMA, with a view to delivering key messages and recommendations to COP 25. The TEC further agreed to explore possible collaboration with other UNFCCC bodies, including the Paris Committee on Capacity-building (PCCB), in working on this issue.
36. The TEC communicated the main findings of the document and sought feedback from the PCCB through a letter sent to PCCB and a presentation of the TEC representative at the third meeting of the PCCB in June 2019.
37. AT TEC19, the task force on emerging and cross-cutting issues will provide an oral report on the feedback received from relevant bodies and institutions as well as initial ideas on potential collaboration with PCCB.
38. **Expected action:** The TEC will be invited to take note of the report provided by the taskforce and consider any possible further follow-up activities on this matter when finalizing its work plan for 2019–2021.

iii. *Joint work with the Executive Committee of the Warsaw International Mechanism on Loss and Damage*

39. **Background:** At TEC 17, the TEC agreed to develop a joint policy brief on technologies for averting, minimising, and addressing loss and damage in coastal zones, in collaboration with the ExCom. At TEC 18, the TEC agreed with the outline of the joint policy brief. To support the development of this policy brief, an expert dialogue was held on 17 June 2019 during SB 50 (see also item 3(a) above). During the dialogue, participants discussed available technologies for coastal zones, case studies, opportunities and challenges related to risk assessments, risk retention, and recovery and rehabilitation.²
40. At TEC 19, TEC members participating in the joint working group of the ExCom-TEC established to lead this work, will present the draft joint policy brief developed by a group of experts under the guidance of the joint work group, taking into account the outcomes of the expert dialogue.
41. **Expected action:** The TEC will be invited to provide guidance to further improve the draft.

² <https://unfccc.int/topics/adaptation-and-resilience/workstreams/loss-and-damage-ld/workshops-meetings/expert-dialogue-on-technologies-for-averting-minimizing-and-addressing-loss-and-damage-in-coastal>

iv. Recommendations to Parties on ways forward and actions to be taken based on the outcomes of the Technical Expert Meetings on mitigation

42. **Background:** In response to decision 13/CP.23 paragraph 4, the TEC is requested to provide recommendations to Parties on ways forward and actions to be taken based on the outcomes of the TEMs on mitigation, in consultation with the high-level champions.
43. At TEC 19, the Chair and Vice Chair of the TEC, with the support from the secretariat, will be invited to present draft recommendations to the COP as part of the TEC annual report.
44. **Expected action:** The TEC will be invited to consider and agree on the recommendations on ways forward and actions to be taken based on the outcomes of the TEMs on mitigation.

TEC/2019/19/6 *Draft recommendations on ways forward and actions to be taken based on the outcomes of the technical expert meeting on mitigation*

v. Technical Expert Meetings on adaptation

45. **Background:** At TEC 18 the TEC considered, as part of the discussion on the initial list of activities of its rolling workplan for 2019-2022, to continue engaging and contributing to the work of the Adaptation Committee in the preparation of future TEMs on adaptation.
46. At TEC 19, the TEC member participating in the technical examination process on adaptation (TEP-A) Working Group will be invited to present an update on the work of the Adaptation Committee on TEMs on adaptation and the possible contribution of the TEC on this matter.
47. **Expected action:** The TEC will be invited to take note of the update provided and exchange views on further inputs or contributions that the TEC could provide to the TEMs-A.

vi. Collaboration with the GCF on support for climate technologies

48. **Background:** At TEC 18 the TEC considered, as part of the discussion on the initial list of activities of its rolling workplan for 2019-2022, to continue collaboration with the GCF on support for climate technologies, including through continuing work on climate technology incubators and accelerators and participation in the GCF annual meeting with UNFCCC constituted bodies to enhance coherence.
49. At TEC 19, a representative of the GCF secretariat will be invited to provide information on the support provided by the GCF for climate technologies and on the focus of the upcoming annual meeting of the GCF with the constituted bodies to be organised in conjunction with COP 25.
50. **Expected action:** The TEC will be invited to:
- (a) take note of the information provided by the GCF secretariat referred to in paragraph 49 above;
 - (b) exchange views on the strategic issues the TEC may wish to discuss at the annual meeting of the GCF with constituted bodies with a view to enhancing collaboration and ensuring coherent delivery of support from the GCF and the UNFCCC thematic bodies to developing country Parties to enhance their mitigation and adaptation action.

vii. Follow-up key messages and relevant recommendations of the updated PSP evaluation report

51. **Background:** At the 50th session of the Subsidiary for Implementation (SBI), the SBI considered the updated evaluation report of the Poznan strategic programme (PSP),³ undertaken by the TEC with the aim of enhancing the effectiveness of the Technology Mechanism.
52. SBI 50 invited the CTCN and the TEC to include in their joint annual report for 2019 information on how they will address the key messages and relevant recommendations contained in the updated PSP evaluation report. Further, SBI 50 agreed to continue to consider the recommendations contained in the updated PSP evaluation report at SBI 51 (December 2019).

³ <https://unfccc.int/sites/default/files/resource/7e.pdf?download>

53. At TEC 19, the task force on climate technology financing will be invited to present proposals on how the TEC could address the key messages and relevant recommendations contained in the updated PSP evaluation report.
54. **Expected action:** The TEC will be invited to consider the proposals of the task force on climate technology financing and agree on how to address the key messages and relevant recommendations contained in the updated PSP evaluation report.

<i>TEC/2019/19/7</i>	<i>Follow-up of the key messages and relevant recommendations of the updated evaluation report of the Poznan strategic programme on technology transfer</i>
<i>FCCC/SBI/2019/7</i>	<i>Updated evaluation of the Poznan strategic programme on technology transfer. Report by the Technology Executive Committee</i>

viii. *Inputs to the Standing Committee on Finance on draft guidance for the operating entities of the Financial Mechanism*

55. **Background:** At TEC 18 the TEC considered, as part of the discussion on the initial list of activities of its rolling workplan for 2019-2022, to continue providing inputs to the Standing Committee on Finance (SCF) on draft guidance for the Operating Entities (OEs) of the Financial Mechanism (FM) to COP 25 and CMA 2.
56. In its invitation to the TEC, the SCF further elaborated on the scope, format, and timing of the inputs to be provided and how these will be processed. In doing so, it highlighted that the annual reports of the OEs to the COP and the CMA should form the basis for the inputs to be provided, using a revised template as compared to last year's one.
57. At TEC 19, the task force on climate technology financing will be invited to present the draft inputs into the draft guidance to the OEs of the FM.
58. **Expected action:** The TEC will be invited to consider the draft inputs prepared by the task force and agree on the TEC's inputs for the draft guidance to the OEs of the FM.

<i>TEC/2019/19/8</i>	<i>Draft inputs for the draft guidance to the operating entities of the Financial Mechanism</i>
<i>FCCC/CP/2019/3</i>	<i>Report of the Green Climate Fund to the Conference of the Parties. Note by the secretariat</i>
<i>FCCC/CP/2019/5</i>	<i>Report of the Global Environment Facility to the Conference of the Parties. Note by the secretariat</i>

ix. *Analysis of policy and technology options for encouraging behavioural changes*

59. **Background:** At TEC 18 the TEC considered, as part of the discussion on the initial list of activities of its rolling workplan for 2019-2022, to conduct an analysis of policy and technology options for encouraging behavioural changes to stimulate the uptake of existing clean technology solutions, including indigenous knowledge and technology.
60. To facilitate the preparation of future work in this topic, at TEC 19 the Chair and Vice Chair of the TEC, with the support from the secretariat, will be invited to present a concept note elaborating possible scope of the activities related to policy and technology options for encouraging behavioural changes.
61. **Expected action:** The TEC will be invited to consider the concept note and provide guidance on further work on this issue

<i>TEC/2019/19/9</i>	<i>Concept note on policy and technology options for encouraging behavioural changes to stimulate the uptake of existing clean technology solutions, including indigenous knowledge and technologies</i>
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x. *Relationship between gender and technology*

62. **Background:** At TEC 18 the TEC considered, as part of the discussion on the initial list of activities of its rolling workplan for 2019-2022, the promotion of awareness on the

relationship between gender and technology with a view to enhance effectiveness of the TEC policy recommendations.

63. To facilitate the preparation of future work in this topic, at TEC 19, the Chair and Vice Chair of the TEC, with the support from the secretariat, will be invited to present a concept note elaborating possible scope of the activities related to the relationship between gender and technology.
64. **Expected action:** The TEC will be invited to consider the concept note and provide guidance on further work on this issue

TEC/2019/19/10 Concept note on the integration of gender in the work of the Technology Executive Committee

(c) Proposals for joint activities of the Technology Executive Committee and the Climate Technology Centre and Network

65. **Background:** Decisions 15/CMA.1 and 16/CMA.1 emphasize the importance of strengthening the collaboration of the two bodies of the Technology Mechanism for supporting the implementation of the Paris Agreement. Decision 13/CP.24 “Enhancing climate technology development and transfer through the Technology Mechanism” encourages the TEC and the CTCN to enhance their collaboration, including to ensure the coherence and synergy of their work.
66. At TEC 18, the TEC and the CTCN Advisory Board met in a joint and identified possible joint activities in four areas: research, development and demonstration; uptake of existing climate technologies; long-term technology transition; and technology needs assessment.
67. The TEC and the Advisory Board requested their Chairs and Vice-Chairs to further elaborate, with the support of the UNFCCC and CTCN secretariats, the identified possible joint activities of the TEC and CTCN for inclusion in their workplan and programme of work respectively.
68. At TEC 19, the TEC Chair and Vice-chair will be invited to present the draft list of joint activities, including possible contribution of the TEC and the CTCN and indicative timeline for their implementation, for the TEC’s consideration.
69. **Expected action:** The TEC will be invited to consider the draft and agree on activities to undertake jointly with the CTCN.

TEC/2019/19/11 Proposals for joint activities of the TEC and the CTCN for 2019–2022

6. Monitoring and evaluation of the impacts of the work of the Technology Executive Committee

70. **Background:** The COP, by decision 15/CP.23, paragraph 5, requested the TEC to monitor and evaluate the impacts of the implementation of its mandates.
71. At TEC 17, the TEC initiated consideration on this matter and agreed to continue its consideration at TEC 18 so as to link the matter to the development of its next rolling workplan, taking into account outcomes of COP 24 on the technology framework and on the scope of and modalities for the periodic assessment of the Technology Mechanism.
72. At TEC 18, The TEC and the CTCN Advisory Board agreed to collaborate on developing a system for monitoring and evaluating the activities of the Technology Mechanism. After TEC 18, the TEC and CTCN engaged the services of a monitoring and evaluation expert and worked together to develop a monitoring and evaluation system, including a Theory of Change exercise, a logical framework, indicators and accompanying methodologies.
73. At TEC 19, the Chair and Vice Chair will invite the monitoring and evaluation expert to present the draft monitoring and evaluation system of the TEC for TEC’s consideration.
74. **Expected action:** The TEC will be invited to consider the draft monitoring and evaluation system and determine any possible follow-up action on this matter.

TEC/2019/19/12	<i>Draft monitoring and evaluation of the impacts of the implementation of the mandates of the Technology Executive Committee</i>
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7. Communication and outreach activities

75. **Background:** The COP, by decision 15/CP.23, paragraph 11, requested the TEC to enhance its communication and outreach strategy. At TEC17, the TEC agreed to continue its consideration of this issue at TEC18 so as to link the enhancement of the strategy to the development of its next rolling workplan.
76. **Expected action:** The TEC will be invited to discuss and provide guidance on how to enhance communication and outreach strategy of the TEC to support the implementation of the new rolling workplan for 2019-2022

8. Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2019

(a) Key messages and recommendations of the Technology Executive Committee to the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

77. **Background:** COP 20, by its decision 17/COP.20, decided that the TEC and the CTCN shall continue to prepare a joint annual report to the COP, through the subsidiary bodies, on their respective activities and the performance of their respective functions. COP 21, by its decision 1/COP.21, decided that the TEC and the CTCN shall report to the CMA, through the subsidiary bodies, on their activities to support the implementation of the Paris Agreement. CMA, through its decision 15/CMA.1, took note of the recommendation of the TEC and the CTCN to prepare and submit their joint annual report to both the COP and CMA. The TEC annual report includes key messages and recommendations to the COP and CMA.
78. At TEC 19, draft key messages and recommendations to COP 25 and CMA 2 will be considered and finalized by the TEC.
79. **Expected action:** The TEC will be invited to agree on its key messages and recommendations to COP 25 and CMA2, to be part of its 2019 annual report.

TEC/2019/19/13.1	<i>Draft key messages and recommendations on TNA by the Technology Executive Committee to COP 25 and CMA 2</i>
TEC/2019/19/13.2	<i>Draft key messages and recommendations on endogenous capacity and technology by the Technology Executive Committee to COP 25 and CMA 2</i>

(b) Report on activities and performance of the Technology Executive Committee

80. **Background:** In accordance with the agreed procedures for preparing the joint annual report,⁴ a section of the joint annual report shall contain the annual report of the TEC.
81. At TEC 19, the TEC Chair and Vice-Chair will be invited to present the draft annual report of the TEC for 2019 for the TEC's consideration, including information on how it incorporated the guidance contained in the technology framework into its workplan as well as information on challenges and lessons learned in implementing the technology framework.
82. **Expected action:** The TEC will be invited to provide guidance and to authorize the Chair and Vice-Chair of the TEC to finalize the section on annual report of the TEC for 2019.

TEC/2019/19/14	<i>Draft joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2019</i>
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⁴ See the Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2013 (http://unfccc.int/documentation/documents/advanced_search/items/6911.php?preref=600007368).

(c) Joint chapter of the joint annual report

83. **Background:** In accordance with the agreed procedures for preparing the joint annual report, the report shall contain a section as the joint chapter of the TEC and the CTCN. The procedures also note that the Chairs and Vice-Chairs of the TEC and the CTCN Advisory Board are to prepare and finalize this joint chapter, taking into account any comments received from members of the TEC and the CTCN Advisory Board.
84. At TEC 19, the TEC Chair and Vice Chair will be invited to present the draft joint chapter prepared by the Chairs and Vice-Chairs of the TEC and the CTCN Advisory Board.
85. **Expected action:** TEC members will be invited to consider the draft joint chapter and provide inputs for the Chairs and Vice-Chairs of the TEC and the CTCN Advisory Board to take into account in finalizing the joint chapter.

TEC/2019/19/15 *Draft joint chapter prepared by the Chairs and Vice-Chairs of the TEC and the CTCN Advisory Board*

9. Other matters

86. **Background:** At TEC 19, TEC members and observers will be invited to raise any other matters.
87. **Expected action:** The TEC may wish to consider any other matters raised and agree on any follow-up activities, as appropriate.

10. Date and venue of the next meetings

88. **Background:** In accordance with the rules of procedure, paragraph 29, the TEC shall meet at least twice a year, resources permitting. Additional meetings may be organized as necessary to enable it to discharge its responsibilities.
89. At TEC 19, the TEC Chair and Vice-Chair will be invited to propose a provisional meeting date for TEC 20.
90. **Expected action:** The TEC will be invited to take note of the date for TEC 20.

11. Closure of the meeting

91. The TEC Chair will be invited to summarise the key outcomes of the meeting and close the meeting.