

DEVELOPMENT AND TRANSFER OF TECHNOLOGIES**“Seventh Meeting of the Expert Group on Technology Transfer”**

UNFCCC secretariat offices, Bonn, Germany

12 - 13 May 2005

PROPOSED AGENDA**Thursday, 12 May 2005**

10:00 – 13.00	<p>1. Opening of the meeting</p> <p>2. Organizational matters</p> <p style="padding-left: 40px;">a) Adoption of the agenda and minutes of the last meeting</p> <p style="padding-left: 40px;">b) Organization of the work of the meeting</p> <p>3. Technology needs assessments</p> <p style="padding-left: 40px;">a) Update on progress of UNDP’s preliminary analysis of the results of the technology needs assessments.</p> <p>4. Technology information</p> <p style="padding-left: 40px;">a) Scope of work to initiate a pilot network of national and regional technology information centres.</p>
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Lunch

15:00 - 18:00	<p>5. Enabling environments</p> <p style="padding-left: 40px;">a) Consideration of the informal paper on issues surrounding publicly owned technologies and those in the public domain;</p> <p style="padding-left: 40px;">b) Outcomes of the event organized by business and industry at COP 10 and discussion on possible ways forward;</p>
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Friday, 13 May 2005

09:30 - 13:00	<p>6. Cross-cutting activities</p> <p>A. Innovative financing</p> <ul style="list-style-type: none">a) Terms of reference for the practitioner's guide to assist project developers in developing countries and relevant stakeholders in preparing project proposals that will meet the standards of international finance providers;b) Exchange of views on the workshop focusing on solutions to reach financial closure of actual proposals drawn from the results of the technology needs assessments and to take forward the ongoing work on innovative public private financing mechanisms identified in the Montreal workshop;c) Preparation of the technical paper on innovative options for financing the development and transfer of technologies. <p>B. Technologies for adaptation to climate change</p> <ul style="list-style-type: none">a) Update on the seminar on the development and transfer of environmentally sound technologies for adaptation to be held in Trinidad and Tobago in June;
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Lunch

15:00 - 18:00	<p>7. Other matters</p> <ul style="list-style-type: none">a) Response to the request by the COP (decision 6/CP.10) to make recommendations for enhancing implementation of the framework for effective and meaningful actions to enhance the implementation of Article 4.5 of the Convention prior to SBSTA 24 (May 2006). <p>8. Conclusions and report to the SBSTA</p>
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ANNOTATIONS TO THE PROPOSED AGENDA

Agenda item 1. Opening of the meeting

The seventh meeting of the EGTT is scheduled to be opened by the Chair on Thursday, 12 May 2005. He will also provide a brief overview of the meeting.

Agenda item 2. Organizational matters

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

Background: The EGTT agreed, at its sixth meeting (Buenos Aires, 2-4 December 2004), on the main items to be included in the provisional agenda for its seventh meeting according to the programme of work for 2005. The provisional agenda was prepared by the secretariat under the guidance of the EGTT Chair.

To facilitate the discussion of the EGTT, the Chair of the EGTT requested the secretariat to prepare minutes of all its meetings. The minutes of the sixth meeting of the EGTT have been made available through TT:CLEAR prior to the seventh meeting and will be also included in the documents folder.

Documents:

- Minutes of the sixth meeting of the EGTT (EGTT/2005/1)
- Provisional agenda and annotations of the seventh meeting of the EGTT (EGTT/2005/2)

Action: The EGTT may wish to adopt the provisional agenda for the seventh meeting and confirm the minutes of its sixth meeting held in Buenos Aires.

(b) Organization of the work of the meeting

The secretariat will present the background and anticipated work of the EGTT as indicated in the programme of work of the EGTT for 2005. It will also provide a debriefing on the issues relating to the EGTT that were discussed at SBSTA 21 and COP 10.

Agenda item 3. Technology needs assessments

(a) Technology needs assessment

Background: The work programme for 2005 (WP-2005) includes one main activity and two actions in the area of technology needs assessments:

- Integrate the results of the TNAs in the work of the EGTT:
 - (i) Consider the preliminary analysis of the results of the TNA studies prepared by United Nations Development Programme (UNDP)
 - (ii) Continue to draw on the results of the TNAs as a resource for future work of the EGTT in consideration of its activities and work programme.

At the sixth meeting of the EGTT, the UNDP representative informed the group that it had received to date less than 10 reports from countries completed technology needs assessments and that it had also initiated a preliminary analysis of these reports with the purpose of identifying technology priorities that may be common across countries and regions. The EGTT agreed to consider the result of this preliminary analysis at its eight meeting (November 2005).

UNDP has been invited to nominate a representative to present an update on the progress of this activity at the meeting.

Action: The EGTT may wish to take note of the information provided by the UNDP, and on the basis of this information, it may wish to determine what further actions are needed for the advancement of its work in this area.

Agenda item 4. Technology information

Background: The WP-2005 includes two main activities on technology information:

- (i) Progress in the implementation of the TT:CLEAR survey and
- (ii) Initiate a pilot network of national and regional technology information centres.

The SBSTA at its twenty-first session took note of document FCCC/SBSTA/2004/10 prepared by the secretariat containing information on resource implications for maintaining and further developing TT:CLEAR and acknowledged the useful contribution made by TT:CLEAR in assisting Parties to gain access to relevant technology information. In view of the importance of this activity, it concluded that funds for maintaining and improving TT:CLEAR would need to be provided on a more secure and continuous basis in a manner consistent with the TT:CLEAR survey outcomes (FCCC/SBSTA/2004/INF.8) and the recommendations of the EGTT (FCCC/SBSTA/2004/INF.17). In light of the above conclusions the secretariat continued its work on maintaining and improving TT:CLEAR, in line with the results of the TT:CLEAR survey. The secretariat will provide an update on the progress of its work in this area.

On the second activity, the EGTT at its sixth meeting requested the secretariat to present its scope of work with regard to networking TT:CLEAR with technology information clearing houses in developing countries.

Documents:

- Short paper on a scope of work to initiate a pilot network of national and regional technology information centres (EGTT/2005/3)

Action: The EGTT may wish to take note of the progress made by the secretariat in implementing the results of the TT:CLEAR survey and to consider the above-mentioned scope of work on networking prepared by the secretariat, with a view to providing further advice to the secretariat, as appropriate.

Agenda item 5. Enabling environments

Background: The WP- 2005 contains two main activities in this area:

- (i) Define and better understand the issues surrounding publicly owned technologies and those in the public domain; and
- (ii) Continue to cooperate with business and industry and public private partnerships in the organization of sector-specific workshops

In implementing the first activity, one EGTT member (Mr. Elmer Holt) volunteered at the sixth meeting of the EGTT (December 2004) to take the lead in drafting an informal paper to facilitate the discussion on this subject within the group. It is expected that this paper would be made available to members prior to the seventh meeting.

In response to SBSTA's request, business and industry, through the International Chamber of Commerce (ICC), organized a side event during SB21 on Monday 13 December 2004.

Documents:

- Informal paper on issues surrounding publicly owned technologies and those in the public domain (EGTT/2005/4);

Action: The EGTT may wish to consider the informal paper to be prepared by Mr. Elmer Holt for the meeting, with a view to discussing possible further steps in this area. The EGTT may also wish to discuss the outcome of the event organized by business and industry and determine what further strategies should be initiated to broader participation of the business and industry in technology transfer activities under the Convention and in the future work of the EGTT.

Agenda item 6. Cross-cutting activities

Background: The WP- 2005 contains two main activities in this area:

- (i) Innovative financing: begin to address the outcome of the workshop on innovative options to finance the development and transfer of technologies; and
- (ii) Technologies for adaptation: address key issues encompassing technologies for adaptation to climate change, including endogenous technologies.

(a) Innovative financing

Background: The WP-2005 contains one action with the target date of the seventh meeting of the EGTT. This action is to prepare and agree on terms of reference for the practitioner's guide to assist project developers in developing countries and relevant stakeholders in preparing project proposals that will meet the standards of international finance providers.

During the EGTT at its sixth meeting in considering this activity one EGTT member (Mr. Thomas Verhey) volunteered to prepare a first draft of the terms of reference for the practitioner's guide to facilitate the discussion of the EGTT on this subject. The draft terms of reference were circulated to the EGTT members for comments and a revised version of the TORs will be made available prior to the EGTT meeting.

The WP-2005 contains one action, with the target date of prior to SBSTA 23, to organize and conduct with the assistance of the secretariat a workshop focusing on solutions to reach financial closure of actual proposals drawn from the results of the technology needs assessments and to take forward the ongoing work on innovative public private financing mechanisms identified in the Montreal workshop. The secretariat will provide an update on the preparation of this workshop.

The WP-2005 also contains one action with the target date of the eight meeting of the EGTT. This action is to prepare a technical paper on innovative options for financing the development and transfer of technologies, drawing on, inter alia, the outcome of the Montreal workshop and the background paper prepared by the secretariat for the workshop. The secretariat will provide an update of its work on this technical paper.

Documents:

- Draft terms of reference for the practitioner's guide (EGTT/2005/5)

Action: 1. The EGTT may wish to consider and agree on the terms of reference for the practitioner's guide prepared for the meeting. 2. The EGTT may also wish to have an initial exchange of views on possible arrangement for the follow-up workshop on options for financing the development and transfer of technologies including draft agenda for the workshop. 3. The EGTT may also wish to consider on the basis of the background paper prepared by the secretariat for the Montreal workshop and the workshop report (FCCC/SBSTA/2004/11) which additional elements should be included in the forthcoming technical paper on innovative financing with a view to providing further advice to the secretariat, as appropriate.

(b) Technologies for adaptation to climate change

Background: The WP-2005 contains the action to organize a seminar on the development and transfer of environmentally sound technologies for adaptation to climate change based on the terms of reference agreed at the sixth meeting of the EGTT.

The secretariat following the kind offer of Trinidad and Tobago made at COP 10 to host the seminar, has planned the seminar in Tobago from 14 to 16 June, on the basis of the terms of reference for the seminar agreed at the sixth meeting of the EGTT in Buenos Aires. The secretariat will provide an update on the status of the organization of the seminar.

Documents:

- Draft agenda for the seminar

Action: The EGTT may wish to consider the information provided by the secretariat with regard to the status of the preparations for the seminar and to provide additional advice to the secretariat on the organization of the seminar, as appropriate.

Agenda item 7. Other matters

Background: With its Decision 6/CP.10 the COP requested the EGTT to make recommendations for enhancing implementation of the framework for effective and meaningful actions to enhance the implementation of Article 4.5 of the Convention prior to SBSTA 24 (May 2006), including innovative public and/or private partnerships, enhanced cooperation with the private sector, cooperation with the relevant conventions and intergovernmental processes, and medium- and long-term planning of the Expert Group on Technology Transfer, based on the terms of reference for these recommendations to be agreed upon at the twenty-second session of the SBSTA (May 2005).

Action: The EGTT may wish to discuss a possible work plan, including document needs and a detailed schedule, to address the above request of the COP.

Agenda item 8. Conclusions and report to the SBSTA

Background: At each session of the SBSTA, the Chair of the EGTT will provide an oral report, which contains information on progress of its work including recommendations for further consideration by the SBSTA in some areas of its WP. In the past, the oral report was also made available in the SBSTA plenary and in the technology contact group or informal meetings.

Action: The EGTT may wish to agree on the main points to be reported to the SBSTA at its twenty-second session.
