

Fourth Meeting of the Technology Executive Committee

Siam City Hotel, Bangkok, Thailand

6-8 September 2012

I. Provisional agenda

- 1. Opening of the meeting**
- 2. Organizational matters**
 - a) Adoption of the agenda and minutes of the last meeting;
 - b) Organization of the work of the meeting;
 - c) Brief update by TEC members and the secretariat on their participation in relevant meetings and events.
 - d) Responses to the call for inputs from relevant stakeholders;
- 3. Thematic dialogue on enabling environments and barriers to technology development and transfer**
 - a) Continued dialogue with relevant stakeholders;
 - b) Key messages by the TEC to the COP.
- 4. Consideration of progress on the implementation of the rolling work plan of the TEC for 2012-2013**
 - a) Inventory of relevant work of institutions in the technology area;
 - b) Technology roadmaps: Brief report from the TEC task team;
 - c) Technology information platform;
 - d) Overview of on-going work and support for activities relating to technology needs assessments;
 - e) Modalities on linkages with other relevant institutional arrangements;
 - f) Possible topics for technical paper(s).
- 5. Deliverables and other key messages by the TEC for COP 18**
- 6. Other matters**
 - a) Report on activities and performance of the TEC for 2012;
 - b) Dates and venue of the next meeting;
 - c) Issues for further consideration at the next meeting.
- 7. Closure of the meeting**

II. Annotations to the provisional agenda

1. Opening of the meeting

1. The fourth meeting of the Technology Executive Committee (TEC) will be opened by the Chair of the TEC on Thursday, 6 September 2012.

2. Organizational matters

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

2. The provisional agenda was prepared by Chair and Vice-Chair with assistance of the secretariat and was circulated to the TEC prior to the meeting.
3. The minutes of the third meeting of the TEC, including the summary of the thematic dialogue, have been circulated for comments prior to the meeting.
4. Action: The TEC may wish to adopt the agenda for the fourth meeting and the minutes of its third meeting.

TEC/2012/4/1	<i>Provisional agenda and annotations for the Fourth Meeting of the Technology Executive Committee.</i>
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TEC/2012/4/2	<i>Minutes of the Third Meeting of the Technology Executive Committee.</i>
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(b) Organization of the work of the meeting

5. *Background:* The fourth meeting of the TEC will be held from 6 to 8 September 2012 in Bangkok, Thailand. 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. The meeting will not be webcasted due to the very high cost implications for organizing this service in a venue outside Bonn. Under this circumstance, the secretariat has requested the IISD Reporting Service or the Earth Negotiations Bulletin (ENB) to provide the media coverage of this meeting.
6. *Action:* The TEC will be invited to take note of the organization of the work of the meeting.

(c) Brief update by TEC members and the secretariat on their participation in relevant meetings and events

7. The TEC Chair, Vice-Chair and other members are invited to provide an update or share information on their participation in any events that may be of relevance to the work of the TEC.
8. *Action:* The TEC may wish to take note of the information provided and determine any necessary follow-up action, as appropriate.

(d) Responses to the call for inputs from relevant stakeholders

9. *Background:* The TEC, at its third meeting, agreed to launch a call for inputs on activities undertaken by accredited observer organizations relevant to the TEC in performing its functions¹. Such inputs assist the TEC in identifying

¹ 1/CP.16, paragraph 121 (a-g).

possible partner organizations for undertaking any future collaborative activities.

10. As requested by the TEC, the secretariat issued a call for inputs through the UNFCCC website on 18 June 2012, and invited interested organizations to provide their submissions by 31 July 2012 on the following three areas:
 - a. Ways to promote enabling environments to address barriers to technology development and transfer, including the role that the TEC could possibly play in this area of work;
 - b. Actions undertaken by accredited observer organizations relevant to the work of the TEC in performing its functions;
 - c. Technology road maps and action plans
11. The secretariat will provide a brief overview of the results of this call for inputs to the TEC at the meeting. The in-depth consideration of these inputs will be considered under each relevant agenda item. All submissions can be found at <http://unfccc.int/ttclear/jsp/CallforInputs.jsp>.
12. *Action:* The TEC may wish to take note of the outcomes of the call for inputs and determine any necessary follow-up action, including possible discussion on its key messages for the COP, linkage modalities with organizations outside the Convention, technology road maps, and other key messages, as appropriate.

3. Thematic dialogue on enabling environments and barriers to technology development and transfer.

(a) Continued dialogue with relevant stakeholders

13. *Background:* The rolling work plan of the TEC includes the organization of thematic dialogues in order to seek cooperation with other relevant technology initiatives, stakeholders and organizations. The TEC, at its third meeting, agreed to organize a follow-up dialogue on enabling environments and barriers to technology development and transfer at the fourth meeting of the TEC, focussing on the gaps identified by the TEC members during the first dialogue.
14. Representatives from relevant initiatives, stakeholders, and organizations will be invited to present issues surrounding the gaps identified in the first thematic dialogue including the need to focus on issues related to enabling environments to technology development and transfer that address the needs of developing countries in general rather than a limited number of countries; the importance of also addressing issues related to enabling environments in developed countries to promote technology development and transfer; and issues related to enabling environments for adaptation to the adverse impacts of climate change.
15. The TEC will be invited to also consider the inputs on ways to promote enabling environments to address barriers to technology development and transfer, including the role that the TEC could possibly play in this area as referred to in paragraph 9 above. To facilitate the discussion, the Chair and Vice-Chair have requested the secretariat to present the highlights of the submissions received in response to this call for inputs.
16. *Action:* The TEC will be invited to actively engage in the discussion in the dialogue, provide a reflection on the dialogue, consider the information contained in the submissions, and determine any necessary follow-up action, as appropriate.

TEC/2012/4/2

Minutes of the Third Meeting of the Technology Executive Committee, Annex II: Summary of the thematic dialogue on enabling environments and barriers to technology development and transfer.

(b) Key messages by the TEC to the COP

17. *Background:* The TEC organized its first thematic dialogue on the enabling environments and barriers to technology transfer in conjunction with its third meeting held in May 2012 in Bonn. The TEC will also organize a follow-up dialogue on this topic at its fourth meeting to be held in September in Bangkok. Several stakeholders including observers participated in the TEC meetings have actively engaged in the discussion in the dialogue. In addition, the call for inputs on this topic was also issued to solicit information on relevant activities undertaken by those relevant organizations including their views on the role that the TEC could possibly play in this area.
18. *Action:* The TEC may wish to take note of the rich information generated during the dialogue and the submissions received from interested organizations and agree on key messages or findings from the thematic dialogue that the TEC would like to report to the COP.

4. Consideration of progress on the implementation of the rolling work plan of the TEC for 2012-2013:

(a) Inventory of relevant work of institutions in the technology area

19. *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.
20. The inventory may be differentiated by institutions in the technology area within and outside the Convention. The first is limited in scope while the latter covers a wide spectrum of institutions. During the third meeting of the TEC, the secretariat introduced a background paper on experiences and lessons learned from the work of relevant constituted bodies under the Convention and the secretariat teams that provide support to for the work of the LEG and the CGE were invited to make short presentations on past and on-going activities undertaken by these bodies which may be of relevancy for the work of the TEC. The TEC agreed to identify areas for possible collaboration between the TEC, CGE and LEG based upon their respective work programmes.
21. The deliberation of the TEC on this matter could be informed by the inputs from interested organizations as referred to in paragraph 9 above. The secretariat will be invited to present the highlights of these submissions at the meeting.
22. *Action:* The TEC may wish to take note of the information provided and determine any necessary follow-up action, including by possibly establishing linkages with institutions outside the Convention.

<p><i>TEC/2012/4/3 Background paper on Inventory of relevant work of institutions in the technology area under the Convention: Identify areas for collaboration between the TEC, the LEG and the CGE based on their respective work programmes.</i></p>

(b) Technology roadmaps: Brief report from the TEC task team

23. *Background:* The TEC at its second meeting elaborated its rolling workplan for 2012-2013, as contained in document FCCC/SB/2012/1, Annex I. The rolling workplan of the TEC includes activities related to the development and use of technology roadmaps, including preparing an inventory of existing technology roadmaps in 2012 and reviewing this inventory with a view to identifying benefits from, and gaps/barriers in the development and use of technology roadmaps in 2013.

24. The TEC at its third meeting agreed on the terms of reference on technology roadmaps and decided to establish a task team within the TEC to coordinate the work on this matter with the support from the secretariat. The task team consists of the following six members of the TEC: Albert Binger (Jamaica), Krzysztof Klincewicz (Poland), Kanat Baigarin (Kazakhstan), Matthew Kennedy (Ireland), Omedi Moses Jura (Kenya), and Sufyan Emiroglu (Turkey).
25. During the teleconference organized on 6 July 2012, the task team had an exchange of views on ways and means to implement various activities agreed in the terms of reference as well as resource implications in particular in the preparation of the background paper on technology roadmaps. The task team further elaborated the terms of reference and the time line for preparing and delivering the background paper on technology road maps.
26. The task team will be invited to report on the progress made of the work of the task team and the secretariat will present the highlights of the submissions from interested organizations as referred to in paragraph 9 above. The secretariat will also present its work on a pilot online inventory of technology road maps.
27. *Action:* The TEC will be invited to review the progress made by the task team and provide necessary guidance to the task team to further advance its work. The TEC may also wish to take note of the status of an online inventory of technology road maps and determine any further necessary follow-up action, as appropriate.

TEC/2012/4/4	<i>Terms of reference for preparing a background paper on technology roadmaps.</i>
TEC/2012/4/5	<i>Annotated outline of the background paper on technology roadmaps.</i>
TEC/2012/4/6	<i>Development of an online inventory of technology roadmaps.</i>

(c) Technology information platform

28. *Background:* The TEC at its third meeting discussed and agreed on the main features of the information platform and on the approach for developing the information platform within TT:CLEAR for the TEC, with a view to disseminating the outcomes of the TEC and promote information exchange among various stakeholders.
29. *Action:* The TEC will be invited to review the progress made and provide further guidance as needed.

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

30. *Background:* The rolling workplan of the TEC 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 (NCs) , nationally appropriate mitigation actions (NAMAs) and national adaptation plans (NAPs), and to support the TEC in preparing its recommendations on guidance on policies and programmes.
31. The United Nations Environment Programme (UNEP) in collaboration with the secretariat will organize an experience sharing TNA workshop from 10 to 12 September in Bangkok. The TEC is invited to also participate in this workshop.
32. The secretariat and relevant organizations will be invited to provide a comprehensive overview of the TNA process including:
 - a. The experiences and lessons learned from the TNA process including the 2nd synthesis report on TNAs²;

² (FCCC/SBSTA/2009/INF.1) available at: <http://unfccc.int/resource/docs/2009/sbsta/eng/inf01.pdf>

- b. The on-going TNA work including the global TNA project under the Poznan Strategic Program supported by the GEF and implemented by UNEP, and the experience gained at this stage of the project;
 - c. The experience sharing TNA workshop organized from 10 to 12 September 2012 in Bangkok.
33. *Action:* The TEC may wish to take note of the information provided and determine any necessary follow-up action including possible linkages between TNA activities and other relevant activities and processes, and prioritization of possible topics for technology briefs/papers.

<i>FCCC/SBSTA/2011/INF.10</i>	<i>Report on the workshop on technology needs assessments. Note by the secretariat.</i>
<i>FCCC/SBSTA/2009/INF.1</i>	<i>Second synthesis report on technology needs identified by Parties not included in Annex I to the Convention. Note by the secretariat.</i>

(e) Modalities on linkages with other relevant institutional arrangements

34. *Background:* The COP, by its decision 4/CP.17, adopted the modalities and procedures of the TEC and 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, and to provide such modalities for consideration by the subsidiary bodies at their thirty-sixth sessions, with a view to recommending the modalities for adoption by COP-18.
35. At its second and third meetings, the TEC, in response to the request by the COP, further elaborated its modalities on linkages with other institutional arrangements under and outside the Convention and made available its initial ideas on possible modalities for its linkages with other relevant institutional arrangements under the Convention.
36. The SBSTA and the SBI at their thirty sixth session, invited the TEC to further elaborate and fine-tune its initial ideas on modalities on linkages with the institutional arrangements under and outside the Convention.
37. The SBSTA and the SBI further noted that the TEC will consult with the relevant institutional arrangements, once they become operational, to seek their views and mutual agreement on the proposed linkage modalities. Some of the institutions under the Convention are operational, such as the LEG, CGE, EB-CDM, while others are about to become operational such as the board of the Green Climate Fund, the Adaptation Committee, and the Standing Committee. The latter institutions have included linkages to the TEC in their modalities. The TEC may consider its early engagement with the institutions operational under the Convention. The call for inputs may provide information to discuss linkage modalities with institutions outside the Convention.
38. The SBSTA and the SBI also noted that the TEC will report on the results of its consultations with these relevant institutional arrangements on the linkage modalities in its report on activities and performance for 2012, through the subsidiary bodies, for consideration by the COP at its eighteenth session.
39. The TEC Chairs will elaborate on their approach to consult with relevant bodies in line with the agreed modalities.
40. *Action:* The TEC will be invited to continue its consideration on this matter and determine any appropriate further action.

(f) Possible topics for technical papers

41. *Background:* The rolling workplan of the TEC includes an activity to initiate the preparation of technical papers with a view to provide guidance on policies and programmes.
42. During its 3rd meeting, the TEC members had an initial exchange of views on possible topics of its technical papers. The TEC requested the secretariat to

prepare an overview of technical papers which were elaborated within the UNFCCC process with possible relevancy to the work of the TEC.

43. *Action:* The TEC will be invited to continue its consideration on this matter, with a view to determining topic(s) for the preparation of its technical papers, taking into account its on-going work in various areas.

TEC/2012/4/7 *Background paper on overview of technical papers within the UNFCCC technology development and transfer process.*

5. Deliverables and other key messages by the TEC for COP 18

44. *Background:* The COP, by its decision 1/CP.16, paragraph 126, decided that the TEC and the Climate Technology Centre and Network (CTCN) shall report, on an interim basis, and without prejudice to the relationship between the TEC and the CTCN, to the COP, through the subsidiary bodies, on their respective activities and on the performance of their respective functions.
45. *Action:* The TEC will be invited to consider and agree on key deliverables that should be highlighted as its achievements for 2012 to be included in its report for Doha and to be used for its outreach activities such as side event in Doha, including possible key messages from the thematic dialogue and its work on technology road maps.

6. Other matters

(a) Report on activities and performance of the TEC for 2012

46. *Background:* The COP, by its decision 1/CP.16, paragraph 126, decided that the TEC and the Climate Technology Centre and Network (CTCN) shall report, on an interim basis, and without prejudice to the relationship between the TEC and the CTCN, to the COP, through the subsidiary bodies, on their respective activities and on the performance of their respective functions.
47. *Action:* The TEC will be invited to consider the structure and main elements to be included in its annual report for 2012.

(b) Dates and venue of the next meeting

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

(c) Issues for further consideration at the next meeting

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

7. Closure of the meeting

50. The fourth meeting of the TEC is scheduled to be closed on Saturday 8 September 2012 at 15:30. There will be an opportunity provided for statements by observers at the closing of the meeting.

III. Tentative timetable for the fourth meeting of the TEC

Day 1 (6 September)
10.00 - 11.00 Registration ³
11.00 - 11.15 Agenda item 1
11.15 - 12.30 Agenda item 2 (a, b, c, d)
12.30 - 14.00 Lunch
14.00 - 16.15 Agenda item 3 (a)
16.15 - 16.30 Coffee break
16.30 - 18.00 Agenda item 3 (b)
Day 2 (7 September)
09.00 - 10.00 Agenda item 4 (a)
10.00 - 11.15 Agenda item 4 (b)
11.15 - 11.30 Coffee break
11.30 - 12.00 Agenda item 4 (b)
12.00 – 12.30 Agenda item 4 (c)
12.30 - 14.00 Lunch
14.00 - 15.30 Agenda item 4 (d)
15.30 - 15.45 Coffee break
15.45 - 16.15 Agenda Item 4 (e)
16.15 - 17.00 Agenda item 4 (f)
17.00 -17.30 Agenda item 3 (b)
17.30 – 18.00 Agenda item 4 (b) ⁴
Day 3 (8 September)
09.00 - 09.45 Agenda item 4 (b)
09.45 - 11.15 Agenda item 5
11.15 - 11.30 Coffee break
11.30 – 12.30 Agenda item 5
12.30 - 14.00 Lunch
14:00 - 15:00 Agenda Item 6 (a, b, c)
15.00 - 15.30 Closure of the meeting

³⁻⁴ Task team meeting on road maps