

8th meeting of the Technology Executive Committee

Langer Eugen, Bonn, Germany
5–7 March 2014

Provisional agenda and annotations

I. Provisional agenda

- 1. Opening of the meeting.**
- 2. Organizational matters:**
 - a) Election of the Chair and Vice-Chair of the Technology Executive Committee for 2014;
 - b) Adoption of the agenda for the 8th meeting;
 - c) Adoption of the minutes of the 7th meeting;
 - d) Membership matters;
 - e) Organization of work of the meeting.
- 3. Outcomes of other relevant meetings and events:**
 - a) Warsaw climate change conference;
 - b) Other meetings and events.
- 4. Implementation of the Technology Mechanism:**
 - a) Update on the Climate Technology Centre and Network;
 - b) Update on national designated entities;
 - c) Linkages between the Technology Mechanism and the financial mechanism.
- 5. On-going work of the Technology Executive Committee:**
 - a) Technology needs assessments;
 - b) Barriers to and enabling environments for technology development and transfer;
 - c) Technologies for adaptation.
- 6. Elaboration of the workplan of the Technology Executive Committee for 2014–2015.**
- 7. Collaboration with other relevant institutional arrangements:**
 - a) Adaptation Committee – Taskforce on National Adaptation Plans;
 - b) Executive committee of the Warsaw international mechanism on loss and damage;
 - c) Other bodies.
- 8. Technology information platform.**
- 9. Other matters:**
 - a) Other matters raised by members of the Technology Executive Committee;
 - b) Opportunity for final statement by observers;
 - c) Dates and venue of the next meeting of the Technology Executive Committee;
 - d) Other issues by the secretariat.
- 10. Closure of the meeting.**

II. Annotations to the provisional agenda

1. Opening of the meeting

1. **Background:** In accordance with the “Rules of procedure of the Technology Executive Committee” (Rules of procedure of the TEC), at least two thirds of the members of the Technology Executive Committee (TEC), representing a two-thirds majority of members from Annex I Parties and a two-thirds majority of members from non-Annex I Parties, must be present to constitute a quorum.
2. **Action:** The Chair of the TEC for 2013 will ascertain whether the TEC members present constitute a quorum, and open the 8th meeting of the TEC (TEC 8).

2. Organizational matters

a) Election of the Chair and Vice-Chair of the Technology Executive Committee for 2014

3. **Background:** In accordance with the Rules of procedure of the TEC, the TEC shall elect annually a Chair and a Vice-chair from among its members for a term of one year each, with one being a member from an Annex I Party and the other being a member from a non-Annex I Party. The positions of Chair and Vice-chair shall alternate annually between a member from an Annex I Party and a member from a non-Annex I Party. After completion of his or her term of office, the Chair will be nominated as Vice-chair, and vice versa. After the two-year cycle is complete, the TEC will nominate two new members for the roles, unless otherwise decided.
4. **Action:** The TEC may wish to elect for 2014: a Chair from non-Annex I Party members, and a Vice-chair from Annex I Party members. The nominations will be effective with immediate effect.

b) Adoption of the agenda for the 8th meeting

5. **Background:** In accordance with the Rules of procedure of the TEC, the TEC shall, at the beginning of each meeting, adopt the meeting agenda. The provisional agenda for TEC 8 was prepared by the TEC Chair and Vice-Chair with the assistance of the secretariat, and was circulated to TEC members for comments prior to the meeting. No addition or change was proposed by TEC members.
6. **Action:** The TEC may wish to adopt the agenda for TEC 8.

<i>TEC/2014/8/1 Provisional agenda and annotations for the 8th meeting of the Technology Executive Committee</i>
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c) Adoption of the minutes of the 7th meeting

7. **Background:** The draft minutes of the 7th meeting of the TEC (TEC 7) were prepared by the secretariat under the guidance of the TEC Chair and Vice-Chair, and were circulated to TEC members after TEC 7 for comments. The draft minutes have been revised to reflect comments provided.
8. **Action:** The TEC may wish to adopt the minutes of TEC 7.

<i>TEC/2014/8/2 Draft minutes of the 7th meeting of the Technology Executive Committee</i>
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d) Membership matters

9. **Background:** At the nineteenth session of the Conference of the Parties (COP 19), the COP elected the following new TEC members: Mr. Daniel Buira Clark (Mexico) and Ms. Viktoriia Shtets (Ukraine). The COP also re-elected for a second term the following TEC members: Mr. Omedi Moses Jura (Kenya), Mr. Seyyed Mohammad Sadeghzadeh (Iran), Mr. Gabriel

Blanco (Argentina), Mr. Eduardo Noboa (Ecuador), Mr. Matthew Kennedy (Ireland), Mr. Timothy Sill (Australia), and Mr. Jukka Uosukainen (Finland).

10. Since COP 19, Mr. Tim Sill (Australia) has been replaced with Mr. Stig Svenningsen (Norway); Mr. Sufyan Emiroglu (Turkey) and Mr. Jukka Uosukainen (Finland) resigned.
11. At TEC 8, the secretariat will inform the TEC on the status of membership matter.
12. **Action:** The TEC may wish to welcome the newly elected or re-elected members, and invite them to introduce themselves and convey their aspirations for the TEC.

e) Organization of the work of the meeting

13. **Background:** TEC 8 will be held from 5 to 7 March 2014, to be concluded at midday on 7 March. 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 the Rules of procedure of the TEC, 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. A proposed work programme, contained in section III. below, presents the proposed sequence for the agenda items, including an indicative timeline.
14. **Action:** The TEC may wish to take note of the organization of the work of the meeting.

3. Outcomes of other relevant meetings and events

a) Warsaw climate change conference

15. **Background:** COP 19, along with sessions of the subsidiary bodies, was held in Warsaw, Poland, from 11 to 23 November 2013. Technology development and transfer was one of many issues considered.
16. At TEC 8, the secretariat will present a background note on the main outcomes of the Warsaw climate change conference, in particular those related to the work of the TEC. The TEC Chair and Vice-chair will also inform the TEC of bilateral meetings held with Chairs of other bodies in Warsaw, and they will provide the TEC with an oral report of these meetings under agenda item 7. (c) below.
17. **Action:** The TEC may wish to exchange views on relevant decisions or conclusions adopted in Warsaw, and identify any possible follow-up activities as part of its workplan for 2014–2015, taking into account the proposed activities contained in the “Zero draft workplan of the Technology Executive Committee for 2014–2015” (TEC/2014/8/8) (zero draft workplan).

<i>TEC/2014/8/3 Background note on the outcomes of the nineteenth session of the Conference of the Parties and sessions of its subsidiary bodies relevant for the Technology Executive Committee</i>

b) Other meetings and events

18. **Background:** At TEC 8, TEC members will be invited 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.
19. **Action:** The TEC may wish to consider the information provided, and determine any relevant follow-up action.

4. Implementation of the Technology Mechanism

a) Update on the Climate Technology Centre and Network

20. **Background:** The first director of the CTCN was appointed on 18 January 2014. The Advisory Board of the CTCN will hold its 3rd meeting from 19 to 21 March 2014 in Copenhagen, Denmark.

21. At TEC 8, the director of the CTCN will be invited to provide an update on the operations and progress of work of the CTCN and the preparations of the 3rd meeting of the Advisory Board of the CTCN.
22. **Action:** The TEC may wish to take note of the update on the CTCN, and identify any possible activities of collaboration and coherence with the CTCN as part of its workplan for 2014–2015, taking into account the proposed activities contained in the zero draft workplan.
- b) Update on national designated entities
23. **Background:** The Subsidiary Body for Scientific and Technological Advice (SBSTA), at its thirty-eighth session, welcomed the nominations by Parties of their national designated entities (NDEs) in accordance with decisions 4/CP.13, 2/CP.17 and 14/CP.18.
24. At TEC 8, the secretariat will provide an update on the status of nominations of NDEs.
25. **Action:** The TEC may wish to exchange views on the information provided on NDEs, and identify any possible follow-up activities as part of its workplan for 2014–2015, taking into account the proposed activities contained in the zero draft workplan.
- c) Linkages between the Technology Mechanism and the financial mechanism
26. **Background:** The COP, by decision 1/CP.18, paragraph 62, agreed to further elaborate, at its twentieth session, the linkages between the Technology Mechanism and the financial mechanism of the Convention, taking into consideration the recommendations of the Board of the Green Climate Fund, developed in accordance with decision 3/CP.17, paragraph 17, and of the Technology Executive Committee, developed in accordance with decision 4/CP.17, paragraph 6.
27. At TEC 8, the secretariat will present a background note on linkages between the Technology Mechanism and the financial mechanism.
28. **Action:** The TEC may wish to exchange views on the information provided on this matter, and identify any activities as part of its workplan for 2014–2015 on possible linkages between the Technology Mechanism and the financial mechanism, taking into account the proposed activities contained in the zero draft workplan.

<i>TEC/2014/8/4</i>	<i>Background note on linkages between the Technology Mechanism and the financial mechanism</i>
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5. On-going work of the Technology Executive Committee

- a) Technology needs assessments
29. **Background:** At TEC 7, the TEC held an in-session workshop on technology needs assessments (TNAs). It also requested the secretariat to prepare a summary of the workshop.
30. In October 2013, the secretariat finalized the “Third synthesis report on technology needs identified by Parties not included in Annex I to the Convention” (third synthesis report on TNAs), which was submitted to the SBSTA at its thirty-ninth session for consideration.
31. At TEC 8, the secretariat will present the main outcomes of the in-session workshop on TNAs held at TEC 7, and a background note on technology actions plans and project ideas identified from TNAs.
32. **Action:** The TEC may wish to exchange views on the information provided, and identify any possible activities related to TNAs as part of its workplan for 2014–2015, taking into account the proposed activities contained in the zero draft workplan.

<i>TEC/2014/8/5</i>	<i>Summary of the in-session workshop on technology needs assessments</i>
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<i>TEC/2014/8/6</i>	<i>Background note on technology actions plans and project ideas identified from TNAs</i>
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b) Barriers to and enabling environments for technology development and transfer

33. **Background:** The COP, by decision 1/CP.18, paragraph 60, 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.
34. At TEC 7, the TEC established a taskforce to propose one or more topics of workshop(s) on barriers and enabling environments. The taskforce orally presented on the final day of that meeting its proposal for a topic of a workshop: “Strengthening national systems of innovation in developing countries, covering the entire technology cycle for climate technologies”. The TEC took note of the oral report of the taskforce on its proposed topic, and noted that the taskforce would continue working intersessionally on possible topic(s) of workshop(s) with a view to providing inputs for the preparation of the workplan for 2014–2015.
35. At TEC 8, the taskforce will report to the TEC on its proposal for the areas of the workshop on national systems of innovation.
36. **Action:** The TEC may wish to exchange views on the information provided, and identify any possible activities as part of its workplan for 2014–2015 to address barriers and enabling environments for technology development and transfer.

<i>TEC/2014/8/7</i>	<i>Background note: proposal of the taskforce on enabling environments for and barriers to the development and transfer of technology on the topic and areas of a workshop</i>
<i>TEC/2013/7/15</i>	<i>Executive summary of the third synthesis report on technology needs identified by Parties not included in Annex I to the Convention (section IV. Barrier analysis and enabling framework)</i>

c) Technologies for adaptation

37. **Background:** As decided at TEC 7, the TEC held a workshop on technologies for adaptation, in collaboration with the Adaptation Committee, on 4 March 2014. One objective of the workshop was to identify: i- potential areas for action by the TEC; ii- policy recommendations for the TEC to highlight in developing TEC Brief(s). The aim of the TEC Brief(s) would be to help promote and accelerate the development and transfer of technologies for adaptation.
38. At TEC 8, the Adaptation Taskforce will report on the main outcomes of the workshop, on recommended topic(s) for TEC Brief(s) on technologies for adaptation, and other relevant recommendations.
39. **Action:** The TEC may wish to agree on final topic(s) for TEC Brief(s) on technologies for adaptation, and identify any other possible follow-up activities as part of its workplan for 2014–2015.

6. **Elaboration of the workplan of the Technology Executive Committee for 2014–2015**

40. **Background:** At TEC 7, the TEC initiated discussions on its workplan for 2014–2015. The TEC also agreed to finalize the workplan at its first meeting in 2014 to enable new TEC members and newly elected Chair and Vice-Chair to participate in the discussion on this matter. The TEC also requested the secretariat to prepare a summary of the discussions at TEC 7 on possible elements of its workplan for 2014–2015, and mandated the TEC Chair and Vice-Chair to prepare, with the support of the secretariat, a preliminary draft workplan for 2014–2015 with possible thematic areas.
41. At TEC 8, the TEC will be invited to consider and discuss the draft workplan in various sessions. Details of the proposed sequence and timeline of the consideration of the draft workplan are given in the proposed work programme (section III. below) of these annotations.
42. **Action:** The TEC may wish to adopt its workplan for 2014–2015.

TEC/2014/8/8	<i>Zero draft workplan of the Technology Executive Committee for 2014–2015</i>
TEC/2014/8/9	<i>Summary of the discussion of the Technology Executive Committee at its 7th meeting on its 2014–2015 workplan</i>

7. Collaboration with other relevant institutional arrangements

a) Adaptation Committee – Taskforce on National Adaptation Plans

43. **Background:** In December 2013, the Vice-Chair of the Adaptation Committee sent a letter to the TEC Chair informing that the Adaptation Committee had established a Taskforce on National Adaptation Plans (NAPs), and inviting the TEC to nominate one of its members on that Taskforce. The letter was circulated to TEC members on 19 December 2013.
44. At TEC 8, the secretariat will provide an update on the Taskforce’s mandate and the preparation of the first meeting scheduled to take place in the afternoon of Friday 7 March 2014 in Bonn, Germany.
45. **Action:** The TEC may wish to nominate a TEC member for the Taskforce of the Adaptation Committee on NAPs.

b) Executive committee of the Warsaw international mechanism on loss and damage

46. **Background:** In December 2013, the Executive Secretary of the UNFCCC secretariat sent a letter to the Chair and Vice-Chair of the TEC inviting the TEC to nominate two of its members to serve on the interim executive committee of the Warsaw international mechanism on loss and damage, ensuring that there is a balanced representation between developed and developing country Parties. The letter was circulated to TEC members on 13 January 2014.
47. At TEC 8, the secretariat will provide an update on the mandate of the interim executive committee and the preparations of the first meeting scheduled to take place from 25 to 28 March 2014 in Bonn, Germany.
48. **Action:** The TEC may wish to nominate one TEC member from Annex I Parties and one TEC member from non-Annex I Parties for the interim executive committee.

c) Other bodies

49. **Background:** The TEC considered in previous TEC meetings how to engage collaboration with various bodies under and outside the Convention and other stakeholders.
50. At TEC 4, the TEC considered a background paper prepared by the secretariat: “Inventory of relevant work of institutions in the technology area under the Convention: Areas for collaboration between TEC, LEG and CGE” (TEC/2012/4/3).
51. At TEC 5, the TEC established a Linkage Taskforce with the mandate to identify priority areas and specific topics for collaboration with other relevant institutional arrangements under the Convention, and to propose modalities to engage with those.
52. At TEC 6, the TEC agreed to send letters to various bodies under the Convention to express the willingness of the TEC to engage with them. After TEC 7, the TEC has engaged in collaboration with the Adaptation Committee for the organisation of the workshop on technologies for adaptation.
53. At the Warsaw climate change conference, the TEC Chair and Vice-Chair had bilateral meetings with the Chairs or representatives of various bodies to discuss possible collaboration with the TEC.
54. The LEG, at its 25th meeting scheduled on 27-28 February 2014, should address the request made by the Subsidiary Body for Implementation (SBI) at its thirty-ninth session, to the LEG to enhance collaboration with the TEC.
55. At TEC 8, the secretariat will present an update on the status of collaboration with other bodies. The TEC Chair and Vice-Chair for 2013 will also provide an update on the outcomes of the bilateral meetings held in Warsaw.

56. **Action:** The TEC may wish, taking into account the proposed activities contained in the zero draft workplan, to:
- Agree on possible areas for collaboration, and activities for its workplan for 2014–2015, with the SCF, Board of the GCF, and GEF, in the context of possible linkages of the Technology Mechanism with the financial mechanism (related to agenda item 4. (c) above) and/or other possible areas for collaboration;
 - Agree on possible areas for collaboration with the LEG, and activities for its workplan for 2014–2015;
 - Revise the mandate of the Linkage Taskforce to identify, taking into account the workplan for 2014–2015, areas/activities where collaboration with other bodies under and outside the Convention and other stakeholders would be needed.

8. Technology information platform

57. **Background:** At TEC 8, the secretariat will present the progress made in the development of the main features of the information platform of the TEC, TT:CLEAR, which is being developed with a view to disseminating the outcomes of the TEC and promoting information exchange among stakeholders.
58. **Action:** The TEC may wish to consider the progress made and provide any further guidance.

9. Other matters

a) Other matters raised by members of the Technology Executive Committee

59. **Background:** TEC members will be invited to raise any other matters.
60. **Action:** The TEC may wish to consider any other matters raised, and determine any follow-up action.

b) Opportunity for final statement by observers

61. **Background:** Observers attending TEC 8 will be invited to raise any other matters.
62. **Action:** The TEC may wish to consider any other matters raised, and determine any follow-up action.

c) Dates and venue of the next meeting of the Technology Executive Committee

63. **Background:** In accordance with the Rules of procedure of the TEC, 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.
64. **Action:** The TEC may wish to determine the dates and venue of its next meeting.

d) Other issues by the secretariat

65. **Background:** In accordance with the Rules of procedure of the TEC, the TEC Chair shall, in consultation with the Vice-Chair and assisted by the secretariat, prepare the provisional agenda for each meeting as well as a draft report on the meeting. At TEC 8, the secretariat will make a proposal to the TEC for the reporting of TEC meetings from TEC 8 and onwards.
66. The secretariat will also indicate the administrative and financial implications of the activities outlined in the workplan for 2014–2015.
67. **Action:** The TEC may wish to consider and agree on the proposal on meeting reporting.

10. Closure of the meeting

68. **Background:** TEC 8 is scheduled to close on Friday 7 March 2014 at midday.
69. **Action:** The TEC Chair will be invited to close the meeting.

III. Proposed work programme

Registration: Wednesday 5 March 2014, 08:00 – 09:00

Day 1: Wednesday 5 March 2014		
09:00 – 09:15	Agenda item 1	Opening of the meeting
09:15 – 09:45	Agenda item 2	Organizational matters
	a)	Election of the Chair and Vice-Chair of the Technology Executive Committee for 2014
09:45 – 10:00	<i>Break</i>	
10:00 – 10:30	Agenda item 2	Organizational matters
	b)	Adoption of the agenda for the 8 th meeting
	c)	Adoption of the minutes of the 7 th meeting
	d)	Membership matters
10:30 – 11:00	Agenda item 3	Outcomes of other relevant meetings and events
	a)	Warsaw climate change conference
11:00 – 11:15	<i>Break</i>	
11:15 – 11:30	Agenda item 3	Outcomes of other relevant meetings and events
	b)	Other meetings and events
11:30 – 12:00	Agenda item 4	Implementation of the Technology Mechanism
	a)	Update on the Climate Technology Centre and Network
12:00 – 12:15	Agenda item 4	Implementation of the Technology Mechanism
	b)	Update on national designated entities
12:15 – 13:00	Agenda item 4	Implementation of the Technology Mechanism
	c)	Linkages between the Technology Mechanism and the financial mechanism
13:00 – 14:00	<i>Lunch</i>	
14:00 – 14:45	Agenda item 6	Elaboration of the workplan of the Technology Executive Committee for 2014–2015
		<i>(Introduction and general presentation of the zero draft workplan by TEC Chair and Vice-Chair for 2013, including the process during TEC 8, and initial thoughts by TEC members)</i>
14:45 – 15:45	Agenda item 6	Elaboration of the workplan of the Technology Executive Committee for 2014–2015
		<i>(TEC discussion on the general approach and strategic objectives of the zero draft workplan)</i>
15:45 – 16:00	<i>Break</i>	
16:00 – 17:00	Agenda item 5	On-going work of the Technology Executive Committee
	a)	Technology needs assessments
17:00 – 18:00	Agenda item 5	On-going work of the Technology Executive Committee
	b)	Barriers to and enabling environments for technology development and transfer

Day 2: Thursday 6 March 2014		
09:00 – 10:00	Agenda item 5 b)	On-going work of the Technology Executive Committee Barriers to and enabling environments for technology development and transfer (cont.)
10:00 – 11:15	Agenda item 5 c)	On-going work of the Technology Executive Committee Technologies for adaptation
11:15 – 11:30	Break	
11:30 – 11:45	Agenda item 7 a)	Collaboration with other relevant institutional arrangements Adaptation Committee – Taskforce on National Adaptation Plans
11:45 – 12:15	Agenda item 7 b)	Collaboration with other relevant institutional arrangements Executive committee of the Warsaw international mechanism on loss and damage
12:15 – 13:30	Agenda item 7 c)	Collaboration with other relevant institutional arrangements Other bodies
13:30 – 14:30	Lunch	
14:30 – 16:00	Agenda item 6	Elaboration of the workplan of the Technology Executive Committee for 2014–2015 <i>(Work in break-out groups on all activities of the workplan and related expected outcomes and indicative timeline)</i>
16:00 – 16:15	Break	
16:15 – 18:00	Agenda item 6	Elaboration of the workplan of the Technology Executive Committee for 2014–2015 <i>(Report of each break-out group on the activities of the workplan, and TEC consideration)</i>
Day 3: Friday 7 March 2014 (AM only)		
09:00 – 11:00	Agenda item 6	Elaboration of the workplan of the Technology Executive Committee for 2014–2015 <i>(TEC final discussion and adoption of the workplan)</i>
11:00 – 11:15	Break	
11:15 – 11:45	Agenda item 8	Technology information platform
11:45 – 12:45	Agenda item 9 a)	Other matters Other matters raised by members of the Technology Executive Committee
	Agenda item 9 b)	Other matters Opportunity for final statement by observers
	Agenda item 9 d)	Other matters Other issues by the secretariat
	Agenda item 9 c)	Other matters Dates and venue of the next meeting of the Technology Executive Committee
	Agenda item 10	Closure of the meeting