INTERGOVERNMENTAL PANEL ON climate change

Our ref.: 5211-17/IPCC/TFI

~~Annex(es): 1~~

To designated IPCC Focal Points and
Ministries of Foreign Affairs
(if no focal point has been designated)

GENEVA, 7June 2017

COPY

Subject: Methodology Report titled "*2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories*" (*2019 Refinement*)

Sir/Madam,

With my letters of 31 October 2016, ref. 5270-16/IPCC/TFI and ref. 5271-16/IPCC/TFI, I invited governments and organizations to nominate experts for consideration as Coordinating Lead Authors, Lead Authors, Contributing Authors, Review Editors and Expert Reviewers to contribute to the production of a Methodology Report titled "*2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories*" (*2019 Refinement*).

Please be informed that among 328 nominations received from national focal points and IPCC observer organizations, 190 experts have been selected. The Task Force Bureau carefully considered all nominations and developed the final list of Authors and Review Editors in a detailed and iterative selection process. The selection was undertaken according to the Principles Governing IPCC Work, considering the required scientific, technical and socio-economic expertise, geographical representation, gender balance, and the inclusion of experts with and without previous IPCC experience. In addition, in accordance with the IPCC Conflict of Interest (COI) Policy, the Task Force Bureau evaluated the COI Disclosure Forms submitted by the selected experts and concluded that all of them do not have any conflict of interest that cannot be resolved, before appointing them as Authors or Review Editors.

It is my pleasure to inform you of the names of the Coordinating Lead Authors, Lead Authors and Review Editors for the different volumes. Please see the list attached. It also includes the list of members of Steering Group which was established by the Task Force Bureau to oversee the development of the *2019 Refinement*.

As mentioned in my letter of 31 October 2016, it is expected that governments and organizations that are in a position to do so provide travel and subsistence support for the participation of their respective Coordinating Lead Authors/Lead Authors/Review Editors to attend meetings of Lead Authors and other relevant meetings such as the Session of the IPCC in which the final draft of *2019 Refinement* will be considered for adoption/acceptance. The IPCC Trust Fund may only support a limited number of Coordinating Lead Authors/Lead Authors/Review Editors from developing countries and countries with economies in transition where governments may not be in a position to provide support.

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WMO UNEP

The task of Coordinating Lead Authors and Lead Authors for IPCC Methodology Reports is a demanding one. In addition to attending meetings, they are expected to draft text and consider review comments on their own time – a significant effort. Therefore any additional support that facilitates the task of the experts selected will be highly appreciated.

We thank you in advance for your continued support.

A copy of this letter is being sent for information to the Ministry of Foreign Affairs and to the Permanent Representatives from your country to the World Meteorological Organization (WMO) and to the United Nations Environment Programme (UN Environment).

Yours sincerely,

(Abdalah Mokssit)
Secretary of the IPCC