

Our ref.: 5233-21/IPCC/AR6

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

COPY

Geneva, 26 November 2021

Subject: IPCC Working Group III Contribution to the Sixth Assessment Report, Final Government Distribution

Sir/Madam,

I have the honour of addressing you on the matter of the Government Review of the Final Draft of the Summary for Policymakers (SPM) of the Working Group III Contribution to the IPCC Sixth Assessment Report, *Climate Change 2021: Mitigation of Climate Change*. This is the third stage of IPCC mandated reviews prior to the formal approval that will take place at the 14th Session of Working Group III (WGIII-14) to be held in March 2022.

Two previous drafts of the Working Group III (WGIII) contribution to the Sixth Assessment Report (AR6) have been subject to scientific and technical review by experts (from 13 January 2020 to 8 March 2020) and by Governments and experts (from 18 January 2021 to 14 March 2021), as called for in the IPCC Procedures for the Preparation, Review, Acceptance, Adoption, Approval and Publication of IPCC Reports (Appendix A to the Principles Governing IPCC Work, the "IPCC Procedures"). The drafts have been revised by the authors after both of these reviews in response to comments received, and this process has produced the WGIII AR6 Final Draft Report. The first review of the SPM took place at the time of the Government and Expert Review.

In accordance with the IPCC Procedures, the Final Draft of the SPM will be submitted for line-by-line approval by WGIII-14 and the full Final Draft Report will be submitted for acceptance by the Working Group. The IPCC Procedures stipulate that approval of the SPM by the Working Group signifies that the SPM is consistent with the factual material contained in the full scientific, technical and socio-economic assessment accepted by the Working Group. Coordinating Lead Authors and other selected Lead Authors will be present at the Session to assist in ensuring consistency with the findings in the underlying assessment Report. The approved SPM and the accepted underlying Report will be submitted to the IPCC for formal acceptance at its Fifty-sixth Session immediately following the Working Group III Session.

To facilitate the efficient approval of the SPM at the 14th Session of Working Group III and in accordance with IPCC Procedures, your Government is now invited to submit written comments on the Final Draft SPM in the period **29 November 2021 to 30 January 2022**.

The aim of this final round of written comments by the Governments is to help ensure that the SPM is accurate, well-balanced and presents the findings of the underlying Report clearly. To this end, your comments will be most helpful if they:

- Address specific text, tables, or figures in the Final Draft SPM, providing clear suggestions for changes in wording or content where appropriate;
- Recognize the specific mandate of Working Group III, and understand that suggested changes outside that mandate cannot be implemented;
- Ensure that suggested changes to the Final Draft SPM are fully consistent with material in the underlying report, and provide cross-references to that material;
- Advise on ways to ensure brevity and simplicity of SPM messages, and to make them as accessible as possible to the entire array of IPCC stakeholders;
- Acknowledge that the underlying chapters are provided as information, facilitating the generation of specific comments on the SPM;
- Recognize that the entire final draft undergoes a copy edit to correct typographical and grammatical errors, and to ensure consistency across the volume.

Access to the WGIII AR6 Final Draft Report:

Focal points can access the review portal to the WGIII AR6 Final Draft, indicated below, using their existing IPCC credentials:

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Upon accepting posted terms and conditions, users are immediately redirected to the Final Draft SPM (for comment) and underlying Final Draft chapters, Supplementary Material, the Technical Summary, Annex I: Glossary, Annex II: Definitions, Units and Conventions, and Annex III: Scenarios and Modelling Methods (for information). The password-protected drafts repository also contains detailed instructions, the comments template, and other resources generated by the WGIII TSU to facilitate the review of the Final Draft SPM, as well as a file upload mechanism. **Bookmark the page** so you can revisit it to upload comment collations.

Recipients of credentials are requested not to share them. Should you wish to use the site for your government internal review mechanism and engagement with your network of experts, please send an e-mail to the WGIII TSU (tsu@ipcc-wg3.ac.uk).

Please note that, in accordance with the Principles Governing IPCC Work, the WGIII AR6 Final Draft SPM and the full underlying Final Draft Report are made available solely for the purpose of providing Government comments on the Final Draft SPM. The posted materials must not be cited or quoted, or distributed other than as part of a managed Government comment submission process.

Submission of comments

The IPCC procedures stipulate that “Governments should send one integrated set of comments for each Report to the appropriate Working Group/Task Force Bureau Co-Chairs through their Government Focal Points.”

IPCC Focal Points, Ministries of Foreign Affairs representatives, and/or their designees must use the Excel sheet available in the portal to submit consolidated comments, following the instructions provided. **All comments must be provided in English.** If either of these requirements is not met, the submission will be returned and a request made to adhere to the posted instructions. Due to the anticipated volume of comments, submissions can only be accepted via the WGIII-maintained review website and using the form provided.

Comments Disposition

Please note that, in accordance with Article 4.2 of the IPCC Procedures, all comments collected as part of the Government Review of the Final Draft SPM will be posted on the IPCC website as soon as possible after the acceptance by the Panel and the finalization of the Report. Comment collations will identify the submitting Government.

Informal webinars supporting the review process

To support the Government Review of the Final Draft SPM, Working Group III will hold informal webinars on 11 and 13 January 2022 (two repeated sessions, at 09:00 and 18:00 UTC both days). An invitation letter will follow confirming what topics will be covered in each session.

Every effort has been made to ensure that the above electronic preparation and submission procedures are robust and user-friendly, and that the review website is both easy to navigate and secure; however, if you have any difficulty with access or questions about process, please contact the WGIII TSU for assistance at **<tsu@ipcc-wg3.ac.uk>**.

As a reminder, the Government Review of Working Group III Final Draft SPM starts on Monday 29 November 2021, and ends on **Sunday, 30 January 2022, 23:59 (CET)**.

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

Yours sincerely,



(Abdalah Mokssit)
Secretary of the IPCC