

Our ref.: 5184-19/IPCC/SYR

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

COPY

Geneva, 30 April 2019

Sir/Madam,

On behalf of the Chair of the Intergovernmental Panel on Climate Change (IPCC), Mr Hoesung Lee, I have the honour of inviting you to nominate experts to participate in the Scoping Meeting of the IPCC Sixth Assessment Synthesis Report to be held in Singapore on 21-23 October 2019.

Appendix A to the Principles Governing IPCC Work stipulates that IPCC reports should be preceded by a scoping meeting to develop the draft outline and that nominations for participation will be solicited from Government Focal Points, observer organizations and Bureau members. A preliminary scoping meeting for the Synthesis Report (SYR) was held during the Sixth Assessment Report (AR6) Scoping Meeting held in Addis Ababa, 1-5 May 2017 to develop a preliminary broad outline of the Synthesis Report.

During the 46th Session of the IPCC, 6-10 September 2017 in Montreal, the Panel took note of the preliminary broad outline of the tentative broad elements underpinning the SYR, as contained in document IPCC-XLVI/Doc. 6: http://bit.ly/p46_doc6

As shown in Decision IPCC-XLVI-1, Annex 11, the 46th Session of the IPCC also noted the forecast 2019 budget line for the SYR Scoping Meeting 2:
https://www.ipcc.ch/site/assets/uploads/2018/04/p46_decisions.pdf

In accordance with Appendix A to the Principles Governing IPCC Work, the Synthesis Report will synthesize and integrate materials contained within the Assessment Reports and Special Reports of the Sixth Assessment cycle and should be written in a non-technical style suitable for policymakers and address a broad range of policy-relevant but policy-neutral questions approved by the Panel.

Appendix A to the Principles Governing IPCC Work also stipulates that the IPCC Chair, in consultation with the Working Group Co-Chairs will select the participants to the scoping meeting. In selecting scoping meeting participants, consideration should be given to the following criteria: scientific, technical and socio-economic expertise, including the range of views; geographical representation; a mixture of experts with and without previous experience in IPCC; and gender balance.

The AR6 Synthesis Report, as it builds on and complements the three Special Reports and the three main Working Group reports, as well as the Task Force on National Greenhouse Gas Inventories (TFI) report, requires a broad approach connecting diverse knowledge areas. Synthesis Report Scoping Meeting participants should, in addition to a strong competence in their scientific field, have a solid understanding of the interfaces between the disciplines and the IPCC Working Groups as well as expertise relevant to the AR6 reports. Participants should also have a clear perception of what constitutes new knowledge on the one hand, and key policy needs, including those of the 2030 Agenda for sustainable development, on the other.

You are invited to submit nominations of experts through the online nominations tool at:

[Part of the text removed here]

Please note that a summary CV (maximum 4 pages) in English should be incorporated to each nomination form. Please also note that the work of the Scoping Meeting will be conducted only in English. The deadline for uploading all nominations is **Sunday 2 June 2019, 23:59 (GMT +2)**. Kindly be informed that it will not be possible to accept nominations after the deadline.

Please use your unique credentials that you have already received for previous calls for nomination of experts. Should there be a change of the Focal Point, please inform the Secretariat. All nominations should indicate clearly the field of expertise of the nominee. An invitation letter to the Scoping meeting will be sent to the selected nominees mid-July 2019.

I thank you in advance for your consideration of this matter.

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 and to the United Nations Environment Programme.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'A. Mokssit', with a stylized flourish at the end.

(Abdalah Mokssit)
Secretary of the IPCC