

Our ref.: 5201-21/IPCC/AR6

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

COPY

Geneva, 16 September 2021

Dear Sir/Madam,

I am writing in relation to the changes to the schedule of the Task Force on National Greenhouse Gas Inventories (TFI).

The Executive Committee at its 97th meeting agreed on the proposal by the Co-Chairs of the TFI and the Task Force Bureau. Further to the consultation with the IPCC Bureau, we are now seeking your approval for the following changes to the schedule of the Task Force on National Greenhouse Gas Inventories by **Thursday 22 September 2021**:

- (1) Two Expert meetings on short-lived climate forcers (SLCFs) were provisionally scheduled for mid-September 2021 at FAO in Italy and late October 2021 in Turkey, respectively, as presented in [IPCC-LIII\(bis\)/Doc.4, Rev.1](#). These two expert meetings will be combined into one and will take place virtually with several three-hour sessions during the period from 11 October to 22 October 2021.
- (2) The Expert meeting to collect EFDB and Software Users Feedback was provisionally planned for 16-19 November 2021 in Japan. However, this meeting will be cancelled.
- (3) The 33rd meeting of Task Force Bureau was provisionally scheduled for late October 2021 in Turkey. It is rescheduled to be held virtually in the week of 15-19 November 2021.

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,



(Abdalah Mokssit)
Secretary of the IPCC

IPCC Secretariat

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