

**19th meeting of the Advisory Board to the
Climate Technology Centre and Network (CTCN)**

28-30 March 2022
In-person and Virtual Meeting

I. PROVISIONAL AGENDA

1. Opening of CTCN AB 19 meeting and joint TEC-CTCN session

2. Organisational matters

- 2.1 Adoption of the CTCN 19th Advisory Board meeting agenda
- 2.2 Adoption of the minutes of the 18th Advisory Board meeting

3. Matters related to the TEC and CTCN

- 3.1 Update on the progress of the work of the TEC and reflections on synergies with the CTCN
- 3.2 Update on the progress of the work of the CTCN and reflections on synergies with the TEC
- 3.3 Open discussion for TEC and CTCN AB members

4. Implementation of the joint activities of the TEC and CTCN

- 4.1 Ongoing joint activities: Gender and Technology
- 4.2 Proposed new joint activities

5. Wrap-up and next steps

6. Closure of TEC24 and Joint TEC-CTCN Session

7. Guest speaker: Dr. M. Cristina Tirado, IPCC AR6 WGII Lead Author | SHE Foundation

8. Membership matters

- 8.1 Introduction of new Advisory Board members
- 8.2 Nominations for 2022 elections

9. Remarks by CTCN host institution

- 9.1 Remarks by the United Nations Environment Programme (UNEP)

10. Coordination with other UNFCCC Constituted Bodies

- 10.1 Adaptation Committee update
- 10.2 Standing Committee on Finance update
- 10.3 UNFCCC Financial Mechanism update

11. Reflections on COP26 and the year ahead

11.1 Remarks from the UK COP Presidency on COP26 and the year ahead

12. Report by the CTCN Director

12.1 CTCN activities including progress against objectives from 2021 AOP

13. CTCN financial matters

13.1 Presentation of the CTCN's 2021 Audited Accounts

13.2 Update on CTCN financial resources

14. Matters relating to the Technology Mechanism

14.1 Periodic assessment of the effectiveness and adequacy of the support provided to the Technology Mechanism

15. Development of the CTCN five-year Programme of Work (2023 – 2027)

15.1 Overview of the process, milestones and timeline for developing the CTCN's five-year Programme of Work (2023-2027), taking into consideration outcomes of the discussion on the proposed joint TEC-CTCN work programme addressed during the Joint Session

16. NDE presentation

16.1 Presentation of a CTCN technical assistance project completed in 2021

17. Private Sector presentation/ engagement

17.1 Presentation from the private sector on engagement with the CTCN

18. Other matters

19. Advisory Board administrative matters

19.1 Election of new Chair and Vice-chair

19.2 Date and venue of the next meeting

20. Closure of CTCN AB 19 meeting

II. ANNOTATION TO THE PROVISIONAL AGENDA

| Wednesday 9th March 2022 | |
|--|---|
| 14.00 – 15.30 CET | Introduction session for new AB members |
| Thursday 24th March 2022 | |
| 12.30 – 14.00 CET | Non-Annex 1 constituency meeting in preparation for AB 19 |
| Friday 25th March 2022 | |
| 12.30 – 14.00 CET | Annex 1 constituency meeting in preparation for AB 19 |

| Monday 28th March 2022 | |
|---|---|
| Joint TEC-CTCN Session | |
| 14.00 – 17.00 CEST | |
| Day 1 | |
| <p>Pursuant to guidance from COP24 and decision 8/CMA.2, the TEC and CTCN agreed in 2020 the activities to be undertaken jointly by both bodies between 2021-2022, namely on technology and NDC and technology and gender. The joint activities were included in the 2020 joint annual report of the TEC and the CTCN. Subsequently, the TEC and CTCN started implementing the joint activities in 2021 and reported the status of implementation in their joint annual report for 2021. COP26 invited both bodies to strengthen their collaboration and the provision of feedback between them with a view to coherence and synergy and effective implementation of the mandates of the Technology Mechanism, inter alia by exploring the preparation of a joint programme.¹</p> <p>This joint meeting aims to:</p> <ul style="list-style-type: none"> - Share up-to-date information from both bodies' activities; - Take stock of progress of and provide guidance for the implementation of existing joint activities; - Explore further synergies and joint activities between the two bodies. | |
| 09.00 – 14.00 | In-person participation: UN City Security and Registration open (please bring photo ID). Location: Marmorvej 51, 2100 Copenhagen. Meeting rooms booked for pre-CTCN AB meetings (UN City, meeting room Huang He 0.1.19 and Amur 0.1.20) |
| 11:30 – 13:30 | Optional for in-person participants: UN City Canteen open for lunch. Payment by credit or debit card only. |
| 13.00 – 14.00 | In-person participation: Coffee available outside Advisory Board meeting room (UN City, basement, auditorium III) |
| 14.00 – 14.10 | 1. Opening of CTCN AB 19 meeting and joint TEC-CTCN session 1.1 Opening of the meeting by the CTCN AB Chair 1.2 Opening remarks by Patricia Espinosa, UNFCCC Executive Secretary |
| 14.10 – 14.15 | 2. Organisational matters 2.1 CTCN AB 19 Advisory Board meeting agenda (<i>Adopt</i>) 2.2 CTCN AB 18 meeting minutes (<i>Adopt</i>) |

¹ <https://unfccc.int/documents/310441>, <https://unfccc.int/documents/310439>.

| | |
|---------------|---|
| | <p>CTCN AB members will be invited to adopt AB 19 meeting agenda and AB 18 meeting minutes. Documents will be circulated ahead of the meeting, and members will be asked to share substantive comments in advance of the Advisory Board meeting.</p> <p>Documents:</p> <ul style="list-style-type: none"> - AB/2022/19/2.1 CTCN AB 19 Advisory Board meeting agenda - AB/2022/19/2.2 CTCN AB 18 AB Advisory Board meeting minutes |
| 14.15 – 14.50 | <p>3. Matters related to the TEC and CTCN</p> <p>3.1 Update on the work of the TEC and reflections on synergies with the CTCN - TEC Chair (<i>Take note</i>)</p> <p>3.2 Update on the work of the CTCN and reflections on synergies with the TEC-CTCN AB Chair (<i>Take note</i>)</p> <p>3.3 Open discussion for TEC and CTCN AB members (<i>Provide guidance</i>)</p> <p>The Chair of the TEC and CTCN will update on progress of the work of each body since TEC 23 and CTCN AB 18. Chairs of both bodies will stimulate discussion around systematic issues arising from the work of both bodies and their implications for each other work. The objective of the discussion is to share knowledge and experiences to promote coherence and systematic connection between the policy work of the TEC and the implementation support provided by the CTCN, thus enhancing the provision of feedback between the two bodies as mandated by Parties.</p> |
| 14.50 – 16.45 | <p>4. Implementation of the joint activities of the TEC and CTCN</p> <p>4.1 Ongoing joint activities: Gender and Technology (<i>Consider; Provide guidance</i>)</p> <p>The TEC Gender Focal Points will report on progress in the implementation of the joint activity on Gender and Technology</p> <p>Document:</p> <ul style="list-style-type: none"> - AB/2022/19/4.1 Update on progress in the implementation of the TEC-CTCN joint activities on matters relating to technology and gender <p>Break (15.25 – 15.35)</p> <p>4.2 Proposed new joint activities (<i>Consider; Provide guidance</i>)</p> <p>The joint TEC-CTCN Taskforce established at TEC 22 and CTCN AB 17 to feed into and monitor the progress of the joint work on technology and NDC and mandated at TEC 23 and CTCN AB 18 to consider additional joint activities, will present its reflections on potential joint TEC-CTCN activities for the period 2022 – 2023. The joint Taskforce also initiated consideration on ways to enhance synergies of the work of both bodies and requested the secretariats to produce an analysis of the TEC’s Rolling Workplan and the CTCN’s Programme of Work and identify opportunities for synergies. The TEC and the</p> |

| | |
|---------------|---|
| | <p>CTCN Advisory Board will be invited to consider the proposal and provide guidance for finalizing the new joint activities of the TEC and the CTCN.</p> <p>Document:</p> <ul style="list-style-type: none"> - AB/2022/19/4.2 Proposed new joint activities of the TEC and CTCN and comparison of TEC rolling workplan and CTCN Programme of Work |
| 16.45 – 16.55 | <p>5. Wrap-up and next steps</p> <p>The Chair and vice-Chairs of the TEC and the CTCN Advisory Board will share key conclusions from the discussions and proposed next steps.</p> |
| 16.55 – 17.00 | <p>6. Closure of TEC24 and Joint TEC-CTCN Session</p> |
| 18.00 – 20.00 | <p>In-person participation: light reception (UN City, Ground floor, Indian ocean room, Finger 7)</p> |

| Tuesday 29th March 2022 13.00 – 16.00 CEST Day 2 | |
|--|---|
| 12.00 – 13.00 | <p>In-person participation: coffee and tea (UN City, basement, auditorium III)</p> |
| 13.00 – 13.20 | <p>7. Guest speaker: Dr. M. Cristina Tirado, IPCC AR6 WGII Lead Author SHE Foundation.</p> |
| 13.20 – 13.35 | <p>8. Membership matters</p> <p>8.1 Introduction of new Advisory Board members (<i>Take note</i>) New members of the Advisory Board will be introduced and invited to present themselves briefly.</p> <p>8.2 Nominations for the 2022 elections (<i>Take note</i>) The Chair of the Advisory Board will remind Government representatives of their responsibility to elect some new members at COP27</p> <p>Documents:</p> <ul style="list-style-type: none"> - AB/2022/19/8.1 CTCN Advisory Board composition - AB/2022/19/8.1 Modalities and procedures of the CTCN Advisory Board (p.26-38), please note that section III. Members in Annex II has been updated following Decision -/CP.26 Review of the constitution of the Advisory Board of the Climate Technology Centre and Network². |
| 13.35 – 13.45 | <p>9. Remarks by CTCN host institution</p> <p>9.1 Remarks by the United Nations Environment Programme (<i>Take note</i>)</p> |
| 13.45 – 14.25 | <p>10. Coordination with other UNFCCC Constituted Bodies</p> <p>10.1 Adaptation Committee (<i>Take note</i>) The Adaptation Committee will provide an update on its activities.</p> |

² https://unfccc.int/sites/default/files/resource/cop26_auv_9c_CTCN_AB.pdf

| | |
|---------------|---|
| | <p>10.2 Standing Committee on Finance (<i>Take note</i>) The Standing Committee on Finance will provide an update on its activities.</p> <p>10.3 UNFCCC Financial Mechanism (<i>Take note</i>) The Global Environment Facility (GEF) will provide an update on its activities. The Green Climate Fund (GCF) representative will provide an update on discussions at the GCF Board and an update on developments related to the use of GCF support for the implementation of CTCN Technical Assistance.</p> |
| 14.25 – 14.35 | <p>11. Reflections on COP26 and the year ahead</p> <p>11.1 Remarks from the UK COP Presidency on COP26 and the year ahead (<i>Take note</i>)</p> |
| 14.35 – 14.45 | Break |
| 14.45 – 15.40 | <p>12. Report by the CTCN Director</p> <p>12.1 Overview of CTCN activities, including progress against objectives from 2021 AOP (<i>Take note; Provide guidance</i>) The CTCN Director will give an update on the CTCN’s status, progress and activities. The Director’s report will include an update on CTCN actions as a result of the eighteenth Advisory Board meeting and report against the output targets established in the 2021 Annual Operating Plan for the CTCN. Remarks will be supplemented by the CTCN Annual Report for 2021, a document produced by the CTCN to capture activities and impact on an annual basis and provide greater transparency to the Advisory Board.</p> <p>Document: - AB/2022/19/12.1 CTCN 2021 Annual Operating Plan Report</p> |
| 15.40 – 16.00 | <p>13. CTCN financial matters</p> <p>13.1 Presentation of the CTCN’s 2021 Audited Accounts (<i>Endorse</i>) According to the terms of reference of the CTCN (Annex VII, 2/CP.17), the Advisory Board will endorse the financial statement of the CTCN. The CTCN will present its audited accounts for 2021 as well as its report by activity area.</p> <p>13.2 Update on CTCN financial resources (<i>Take Note</i>) The CTCN will present a forward-looking update on the status of funding available to support the activities of the CTCN</p> <p>Document: - AB/2022/19/13.1 2021 Summary of Financial Reports - AB/2022/19/13.1 2021 Final Financial Statement - AB/2022/19/13.1 2021 Final Financial Report by CTCN Service Areas</p> |
| 16.00 – 17.00 | In-person participation: coffee and tea (UN City, basement, auditorium III) |

| | |
|--|--|
| 19.00 – 21.00 | In-person participation: Dinner (Restaurant Dalle Valle Axel Towers; Axeltorv 4,1608 København) |
| Wednesday 30th March 2022 13.00 – 16.00 CEST Day 3 | |
| 12.00 – 13.00 | In-person participation: coffee and tea (UN City, basement, auditorium III) |
| 13.00 – 13.20 | <p>14. Matters relating to the Technology Mechanism</p> <p>14.1 Update from the UNFCCC Secretariat on the work done to date regarding the periodic assessment of the effectiveness and adequacy of the support provided to the Technology Mechanism (<i>Take Note</i>)</p> <p>Parties agreed in 2018 at CMA1 the scope and modalities for the first periodic assessment of the effectiveness and adequacy of the support provided to the Technology Mechanism (annex to decision 16/CMA.1). Decision -/CMA.3 initiated the first periodic assessment with a view to completing it at its fourth session in November 2022. Parties requested the UNFCCC Secretariat to prepare an interim report on this matter for consideration by the SBI at its fifty-sixth session in June 2022.</p> <p>Document:</p> <ul style="list-style-type: none"> - AB/2022/19/14.1 Scope and modalities of the Periodic Assessment of the Technology Mechanism |
| 13.20 – 14.10 | <p>15. CTCN Programme of Work (2023 – 2027)</p> <p>15.1 Update on the development of the CTCN’s five-year Programme of Work taking into consideration outcomes of the discussion on the proposed joint TEC-CTCN work programme addressed during the Joint Session (<i>Take note; Provide guidance</i>)</p> <p>The CTCN Secretariat will provide an overview of the process, milestones and timeline for developing its five-year Programme of Work (2023-2027) and accompanying Resource Mobilization and Partnership Strategy, while taking into consideration the outcomes of the discussion on the proposed joint TEC-CTCN work programme addressed during the Joint TEC-CTCN Session. CTCN Advisory Board members will be invited to join a general taskforce to work inter-sessionally with the CTCN on this issue.</p> |
| 14.10 – 14.40 | <p>16. NDE Presentation</p> <p>16.1 Presentation of a CTCN technical assistance project completed in 2021 (<i>Take note</i>)</p> |
| 14.40 – 14.50 | Break |
| 14.50 – 15.20 | <p>17. Private Sector Engagement</p> <p>17.1 Presentation by NEC – TBC (<i>Take note</i>)</p> |

| | |
|---------------|--|
| | The multinational communication and information technology provider NEC Corporation will share examples of relevant technologies built to support countries and institutions to address diverse climate challenges and the value added of collaborating with the CTCN. |
| 15.20 – 15.30 | <p>18. Other matters</p> <p>Any other matters arising during the meeting will be taken up under this item. Advisory Board members and observers attending the meeting will be invited, time permitting, to raise any other issues for consideration by the Advisory Board. The Advisory Board may wish to consider any other matters raised and agree on any follow-up action, as appropriate.</p> |
| 15.30 – 15.45 | <p>19. Advisory Board administrative matters</p> <p>19.1 Election of new Chair and Vice-Chair (<i>Elect Vice-Chair</i>)</p> <p>According to its Rules of procedure, the Advisory Board shall elect a Chair and a Vice-Chair annually from among its government members for a term of one year each. In practice, only a Vice-Chair needs to be elected annually since the current Vice-Chair shall be elected as the new Chair after the current Chair completes their term. At the end of the 19th Advisory Board meeting, the one-year terms of the new Chair and new Vice-Chair shall start.</p> <p>Document:</p> <ul style="list-style-type: none"> - AB/2022/19/19.1 CTCN Chair and Vice-Chair election process <p>19.2 Date and venue of the next meeting (<i>Approve</i>)</p> <p>The Advisory Board is invited to agree on the dates of its next meeting.</p> |
| 15.45 – 16.00 | 20. Closure of CTCN AB 19 meeting |
| 16.00 – 17.00 | In-person participation: coffee and tea (UN City, basement, auditorium III) |