

I. PROVISIONAL AGENDA

1. Opening of the meeting

2. Organizational matters

- a) Adoption of the agenda
- b) Minutes of the previous meeting
- c) Organization of the work of the session
- d) Membership matters

3. Report on CTCN activities since the last meeting

4. UNFCCC meetings relevant to the CTCN

- a) Report from the Bonn and Bangkok Climate Change Conferences
- b) Report from the meeting of the Technology Executive Committee and its task forces
- c) Preparations for COP24

5. Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2018

- a) Approval of the report of the Climate Technology Centre and Network
- b) Review of the joint chapter of the joint annual report of the TEC and the CTCN for 2018

6. Matters relating to the Financial Mechanism

- a) Standing Committee on Finance
- b) Green Climate Fund
- c) Global Environment Facility
- d) Adaptation Fund

7. CTCN actions in response to review recommendations

8. CTCN Programme of Work, Annual Operating Plan and Budget for 2019

- a) Approval of the CTCN Programme of Work for 2019-2022
- b) CTCN Annual Operating Plan and Budget for 2019

9. CTCN Financial matters

10. Other matters

11. Advisory Board administrative matters

- a) Guidance to Advisory Board Task Forces
- b) Review of AB12 Decisions
- c) Date of the next meeting

12. Closure of the meeting

II. ANNOTATIONS TO THE PROVISIONAL AGENDA

1. Opening of the meeting

The twelfth meeting of the Advisory Board will be opened by the Chair of the Advisory Board at 13:00 on Wednesday, October 3rd, 2018.

2. Organizational matters

a) Adoption of the agenda

The provisional agenda was prepared by the Chair in consultation with the Vice Chair and assisted by the Secretary and circulated to Advisory Board members for comments four weeks prior to the meeting.

Action: The Advisory Board is invited to adopt the meeting agenda.

AB/2018/12/2.1	Provisional annotated agenda + time schedule
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b) Minutes of the previous meeting

The minutes from the eleventh Advisory Board meeting were prepared by the Chair and Vice-Chair with support from the Secretary and were circulated to Advisory Board members prior to the meeting. Any amendments or additional items arising therefrom for consideration are to be discussed prior to the adoption of the minutes.

Action: The Advisory Board is invited to adopt the minutes from the eleventh meeting.

AB/2018/12/2.2	Report from the Eleventh Advisory Board meeting
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c) Organization of the work of the session

The twelfth meeting of the Advisory Board will take place from 3 to 5 October 2018 at the Vienna International Centre in Vienna, Austria. A detailed schedule of the meeting has been communicated to the Advisory Board members prior to the meeting. The meeting will be open to attendance of observers, both from Parties and accredited UNFCCC observer organizations, except where otherwise decided by the Advisory Board. Provisions have been made for the meeting to be webcast, except during the discussion of issues deemed closed by the Chair.

Action: The Advisory Board is invited to take note of the organization of the work of the meeting.

AB/2018/12/2.3	Summary of proposed actions for Advisory Board meeting 12
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d) Membership matters

According to the Rules of procedure, the COP must elect half of the Government Advisory Board members every year. Government representatives elected to the Board serve for a term of two years and are eligible to serve a maximum of two consecutive terms of office. The terms of some Government representatives are due to expire by the end of 2018.

As per the Rules of procedure of the Advisory Board of the Climate Technology Centre and Network (Annex II of decision 25/CP.19), three representatives, with one being selected by each of the UNFCCC ENGO, BINGO, and RINGO observer organization constituencies are to be named to the CTCN as Advisory Board as members for a maximum term of one year each.

In this context, these three constituencies have submitted the names of the new members to the CTCN. The Chair of the Advisory Board will remind Government representatives of their

responsibility to elect some new members at COP24 in Katowice, and will welcome and introduce any new members of the Advisory Board including those representing the ENGO, BINGO and RINGO constituencies.

Additionally, in accordance with the COP decision regarding the Constituency of the CTCN Advisory Board (Annex II to 14/CP.18), the Advisory Board will be asked to decide to name a new member to replace a departed member who was unable to complete their term on the Board.

Action: The Advisory Board is invited to take note of the new ENGO, BINGO and RINGO constituency members joining the Advisory Board and the required election of new Government representative members at COP24, as well as to decide to appoint any new constituency representatives.

AB/2018/12/2.4	List of CTCN Advisory Board members
AB/2018/12/2.5	Provisional attendance list for AB12

3. Report on CTCN activities since the last meeting

The CTCN Director will give an update on the CTCN's status, progress and activities. The Director's report will include a progress update on CTCN actions as a result of the eleventh Advisory Board meeting, provide an overview of impacts associated with its Technical Assistance, and report on the transition to a regional approach to guide the CTCN's operations and how this better positions the organization to respond to the recommendations of the reviews of its operations. The Director will propose the development of a report on its results to be received annually at the first Advisory Board meeting of each calendar year, also in response to a review recommendation and with the aim of providing greater transparency to the Advisory Board.

The Director will also look forward towards the resumption of Linkages discussions at COP24 and progress towards the agreement of the Technology Framework of the Paris Agreement

Action: The Advisory Board is invited to take note of the overall status, progress, and activities of the CTCN and provide guidance on strategic considerations for the CTCN.

AB/2018/12/3.1	Summary of Actions as a Result of Advisory Board Meeting 11
AB/2018/12/3.2	Analysis of Impacts Associated with the first 40 completed Technical Assistance response plans of the CTCN
AB/2018/12/3.3	Summary of the Advisory Board task force call to discuss impacts associated with CTCN Technical Assistance
AB/2018/12/	Presentation of financial update and projections for 2018

4. UNFCCC meetings relevant to the CTCN

a) Report from the Bonn and Bangkok Climate Change Conferences

b) Report from the meeting of the Technology Executive Committee and its task forces

The 48th and resumed 48th sessions of the Subsidiary Bodies met respectively in Bonn in April and in Bangkok in September, 2018. The 16th meeting of the Technology Executive Committee (TEC) took place in March and the 17th meeting in September, 2018, and its task forces convened several intersessional conference calls.

Representatives of the UNFCCC and TEC Secretariats will provide an update on negotiations and outcomes relevant to the operations of the Technology Mechanism in general and the CTCN in particular, and on the progress achieved and outputs of its task force calls.

Members of the Advisory Board will be invited to provide feedback on their participation at any meetings or events that may be of relevance to the work of the CTCN.

c) Preparations for COP24

The UNFCCC Secretariat will provide an overview of logistical preparations underway for COP24 as well as an overview of issues related to technology that will be discussed and decisions that are anticipated. The Climate Technology Centre will provide an overview of plans for communication, outreach and events underway for COP24.

The Advisory Board will be invited to raise any questions related to COP24.

Action: The Advisory Board is invited to take note of the key outcomes from relevant meetings and provide guidance on the CTCN's response to the outcomes of these meetings.

5. Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2018

a) Approval of the report of the Climate Technology Centre and Network

The COP, by its decision 1/CP.16, paragraph 126, decided that the TEC and the CTCN shall report through the subsidiary bodies on their respective activities and on the performance of their respective functions. Decision 2/CP.17, Annex VII, paragraph 9, requests the Advisory Board to provide guidance on the report of the CTCN. The COP, by its decision 1/CP.21, paragraph 68, decided that the TEC and the CTCN shall report to the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) on their activities to support the implementation of the Paris Agreement. As in 2017, the Joint Annual Report of the TEC and the CTCN for 2018 to the COP will also serve as the report to the CMA.

The CTCN Director will present the draft report of the Climate Technology Centre and Network as input to the Joint Annual Report for discussion with Advisory Board members.

Action: The Advisory Board is invited to approve the CTCN's contribution to the joint annual report to the COP.

AB/2018/12/5.1 Report of the Climate Technology Centre and Network for 2018

b) Review of the joint chapter of the joint annual report of the TEC and the CTCN for 2018

Consistent with the procedures for preparing the joint chapter of the joint annual report to the COP and CMA, the Chair and Vice-Chair of the TEC and the Chair and Vice-Chair of the CTCN Advisory Board together developed the draft joint chapter. The joint chapter will be presented to the Advisory Board for its review.

Action: The Advisory Board is invited to agree to the text of the draft joint chapter of the joint annual report.

AB/2018/12/5.2	Joint chapter of the Joint Annual Report of the TEC and CTCN
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6. Matters relating to the Financial Mechanism

a) Standing Committee on Finance

a. Report from the 17th and 18th meetings of the SCF

The representative from the Standing Committee on Finance (SCF) will present on the outcomes of its 17th and 18th meetings. The Chair will then open the floor to members of the Advisory Board for discussion or any questions to the representative from the SCF.

Action: The Advisory Board is invited to take note of the presentation.

b) Green Climate Fund

a. Report from Board meeting B.20

b. Update and discussion on GCF Readiness & Preparatory Support

The representative from the Green Climate Fund (GCF) will provide an update on discussions at the GCF Board as well as an update on developments related to the use of GCF Readiness & Preparatory Support by countries.

The CTCN will also provide an update on collaboration with the GCF including progress in the use of GCF support for the implementation of CTCN Technical Assistance. The presentation will also provide CTC perspective on the discussion of linkages between the Financial and Technology Mechanisms of the Convention scheduled to resume at COP24.

Members of the Advisory Board and the CTC will be invited to discuss issues put forward by the GCF and CTC representatives and provide guidance as appropriate.

Action: The Advisory Board is invited to take note of the update on discussions at the GCF Board and on progress related to GCF Readiness & Preparatory Support, and provide guidance on the CTCN's approach to strengthen operational linkages with the GCF.

c) Global Environment Facility

a. Report from the GEF Assembly and discussion of options for CTCN engagement with the GEF

The representative from the Global Environment Facility (GEF) will provide an update on the sixth GEF Assembly.

COP23 requested the CTCN to report annually on its progress in engaging with the GEF via the GEF report to COP. In response, the CTCN/GEF focal point prepared a survey of National Designated Entities (NDEs). Based on the results of this survey, a brief submission to be included in the GEF report to COP24 was developed. The results of this survey and the report of the CTC are included in document AB/2018/12/6.1.

Action: The Advisory Board is invited to take note of the NDE survey and the CTCN submission to be included in the GEF report to COP24, and provide guidance on the CTCN's approach to strengthen operational linkages with the GEF.

d) Adaptation Fund

a. Presentation from AF Secretariat and discussion of options for engagement with the Adaptation Fund

A representative from the Adaptation Fund secretariat will be invited to provide an update on the activities of the Adaptation Fund, the implementation of its Medium-Term Strategy and any opportunities for engagement with the CTCN, and on the Innovation Micro-Grant Window of the Fund.

Members of the Advisory Board and the CTC will be invited to discuss issues put forward by the Adaptation Fund representative and provide guidance as appropriate.

Action: The Advisory Board is invited to take note of the update provided by the Adaptation Fund, and provide guidance on the CTCN's approach to collaboration with the Adaptation Fund.

7. CTCN actions in response to review recommendations

The CTCN received recommendations from the independent review of the UNFCCC that were addressed by Parties at COP23. The response to the recommendations from UN Environment as host of the CTCN were considered by Parties at SB48. Additionally, a detailed review of the CTCN was undertaken by one of its principal donors, whose review included a number of specific recommendations for consideration by the CTCN.

The CTC will present actions undertaken thus far to address these recommendations as well as actions planned for 2019. These actions are incorporated into the CTCN Programme of work for 2019-2022.

Action: The Advisory Board is invited to take note of the update provided by the Climate Technology Centre as well as to provide guidance as to additional actions that could be undertaken in response to the recommendations provided by the reviews.

8. CTCN Programme of Work, Annual Operating Plan and Budget for 2019

a) Approval of the CTCN Programme of Work for 2019-2022

COP23 considered the independent review of the CTCN and decided to renew the Memorandum of Understanding between the UNFCCC and UN Environment as host of the CTCN for a further four-year period.

In response to this decision, the CTC prepared a draft Programme of Work for the period 2019-2022 for the consideration of the Advisory Board task force on August 29, 2018. Additional consultations were undertaken on the margins of the resumed session of AB 48 in Bangkok in September 2018, and written comments on the Programme of Work were invited and received by the CTC.

The CTC will present its Programme of Work for 2019-2022 for discussion, consideration and endorsement by the Advisory Board.

Action: The Advisory Board is invited to provide additional guidance and approve the CTCN Programme of Work for 2019-2022.

AB/2018/12/8.1	CTCN Programme of Work 2019-2022
AB/2018/12/8.2	Summary of the Advisory Board task force call to discuss the PoW

b) CTCN Annual Operating Plan and Budget for 2019

- a. Approval of the CTCN Annual Operating Plan for 2019
- b. Endorsement of the CTCN Budget for 2019

According to the terms of reference of the CTCN (Annex VII, 2/CP.17), the Advisory Board will endorse the Annual Operating Plan, budget, and financial statements of the CTCN.

The 2019 Annual Operating Plan outlines a series of activities and plans to be undertaken by the CTCN during the period between 1st January 2019 and 31st December 2019 and draws from the overarching 2019-2022 Programme of Work presented under item 7. The priorities identified are informed by the needs expressed by developing countries, the budget available, as well as the CTCN’s operational experience to date.

The 2019 Annual Operating Plan, including the 2019 budget, will be presented to the Advisory Board.

Action: The Advisory Board is invited to approve the CTCN’s annual operating plan for 2019 and endorse the CTCN’s budget for 2019.

AB/2018/12/8.3	Annual Operating Plan and Budget for the CTCN for 2019
AB/2018/12/8.4	Financial snapshot

9. CTCN Financial matters

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. A preliminary 2017 financial statement and supporting financial information were presented to the Advisory Board at its 11th meeting. The CTCN will present a final 2017 financial statement and supporting financial information for endorsement by the Advisory Board.

Action: The Advisory Board is invited endorse the 2017 financial statement.

AB/2018/12/9.1	CTCN Financial Statement for 2017
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10. Other matters

Any other matters arising during the meeting will be taken up under this item. Advisory Board members and observers attending the meeting will also be invited to raise any other matters.

Action: The Advisory Board may wish to consider any other matters raised, and agree on any follow-up action, as appropriate.

11. Advisory Board administrative matters

a) Guidance to Advisory Board Task Forces

The Advisory Board may wish to consider the existing constitution of its task forces that convene by conference call on an as-needed intersessional basis to provide guidance to the ongoing work of the CTCN. It may additionally wish to affirm any guidance provided to its task forces as well as products to be prepared by the CTC and timeframes for these discussions.

Action: The Advisory Board may wish to provide guidance to its task forces for items to be considered in advance of the thirteenth meeting of the Advisory Board.

b) Review of AB12 Decisions

In order to ensure agreement among members of the Advisory Board, the Secretary will present a summary of decisions and actions agreed during its twelfth meeting, including any guidance provided to the Advisory Board task forces under item 10.a).

Action: The Advisory Board will be invited to endorse the decisions and actions agreed at its twelfth meeting.

c) Date of the next meeting

The Thirteenth meeting of the CTCN Advisory Board will take place in Copenhagen in early 2019. In accordance with the Rules of procedure (decision 25/CP.19, Annex II, paragraph 25), the Board shall meet twice per year, or more frequently if necessary, to discharge its responsibilities. In setting the date of the next meeting, the Advisory Board should take into account the spring meeting of the TEC (TEC18) which is tentatively scheduled for 26-29 March 2019.

Action: The Advisory Board is invited to agree on the dates of its next meeting.

12. Closure of the meeting

The Chair will inform the Advisory Board that the outcomes of the meeting will be captured in the meeting report and subsequently close the meeting.

Action: The Chair will be invited to close the meeting.

*****Please note: The Government of Austria will welcome all AB12 participants to a reception at wolke 21, Saturn Tower, Leonard-Bernstein-Str. 10, at 19.00 on Wednesday, October 3. AB12 host and CTCN co-host UNIDO will similarly host a reception for all AB12 participants at 18.30 on Thursday, October 4, at the Vienna International Centre. *****



III. Tentative timetable for the twelfth meeting of the CTCN Advisory Board

	Wednesday 03.10	Thursday 04.10	Friday 05.10
09:30		9. CTCN Financial matters a) Endorsement of the CTCN Financial Statement for 2017	10. Other Matters
10:00	Pre-session meetings	8. CTCN Programme of Work, Annual Operating Plan and Budget for 2019 b) Endorsement of the CTCN Annual Operating Plan and Budget for 2019	8. CTCN Programme of Work, Annual Operating Plan and Budget for 2019 b) Endorsement of the CTCN Programme of Work for 2019-2022
10:30		Coffee	Coffee
11:00		8. CTCN Programme of Work, Annual Operating Plan and Budget for 2019 b) Endorsement of the CTCN Annual Operating Plan and Budget for 2019	11. Advisory Board administrative matters a) Guidance to Task Forces b) Review of AB12 Decisions c) Date of the next meeting
11:30			
12:00	Registration	Lunch	12. Closure of the meeting
12:30			
13:00	1. Opening of the meeting		
13:30	2. Organizational matters a) Adoption of the agenda b) Minutes of the previous meeting c) Organization of work for the session d) Membership matters	5. Joint annual report of the TEC and the CTCN for 2018 a) Approval of the report of the Climate Technology Centre and Network b) Review of the joint chapter of the joint annual report of the TEC and the CTCN for 2018	
14:00	3. Report on CTCN activities since the last meeting		
14:30		6. Matters relating to the Financial Mechanism a) Standing Committee on Finance b) Green Climate Fund c) Global Environment Facility d) Adaptation Fund	
15:00	4. UNFCCC meetings relevant to the CTCN a) Report from the Bonn and Bangkok Climate Change Conferences b) Report from the meetings of the Technology Executive Committee and its task forces c) Preparations for COP24		
15:30	Coffee	Coffee	
16:00	7. CTCN actions in response to review recommendations	8. CTCN Programme of Work, Annual Operating Plan and Budget for 2019 a) Endorsement of the CTCN Programme of Work for 2019-2022	
16:30	8. CTCN Programme of Work, Annual Operating Plan and Budget for 2019 a) Endorsement of the CTCN Programme of Work for 2019-2022		
17:00			
17:30			
18:00			

Government of Austria
 evening Reception for AB12 participants

UNIDO
 Reception for AB12 participants