

## **I. PROVISIONAL AGENDA**

### **1. Opening of the meeting**

### **2. Organizational matters**

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

### **3. Report of the CTCN Director**

### **4. Coordination with other UNFCCC Constituted Bodies**

- a) Adaptation Committee
- b) Standing Committee on Finance
- c) UNFCCC Financial Mechanism

### **5. Matters relating to the Technology Mechanism**

- a) Potential areas for collaboration and joint activities for the TEC and CTCN
- b) CTCN Actions in response to review recommendations

### **6. CTCN Programme of Work (2019-2022) (PoW)**

### **7. Monitoring and Evaluation of CTCN activities**

### **8. CTCN financial matters**

- a) Presentation of 2018 financial statement
- b) Update on resources available to meet the costs associated with the CTCN, including resource mobilization

### **9. National Designated Entities and the CTCN**

- a) Engagement with developing country NDEs
- b) Engagement with developed country NDEs

### **10. Other matters**

### **11. Advisory Board administrative matters**

- a) Guidance to Advisory Board Task Force
- b) Date and venue of the next meeting
- c) Election of Chair and Vice-Chair

### **12. Closure of the meeting**

## II. ANNOTATIONS TO THE PROVISIONAL AGENDA

### 1. Opening of the meeting

The thirteenth meeting of the Advisory Board will be opened by the Chair of the Advisory Board at 09:00 on Wednesday March 27, 2019.

### 2. Organizational matters

#### a) Adoption of the agenda

The provisional agenda was prepared by the Chair with the assistance of the Secretary and circulated to Advisory Board members four weeks prior to the meeting.

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

AB/2019/13/2.1	Provisional annotated agenda + time schedule
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#### b) Membership matters

According to the Rules of procedure, the COP must elect half of the government representatives of the Advisory Board 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 2019.

The Chair of the Advisory Board will remind Government representatives of their responsibility to elect some new members at COP25 and will welcome and introduce new members of the Advisory Board.

By decision 13/CP.24, paragraph 16, the COP decided to extend to two years the maximum term of office of members of the Advisory Board representing environmental non-governmental organizations, business and industry non-governmental organizations and research and independent non-governmental organizations to allow their constituencies to contribute more effectively to the Board's discussions and to bring their terms of office in line with those of its other members. This decision amends paragraph 9 of the Constitution of the Advisory Board (14/CP.18, annex II) and paragraph 9 of the Board's rules of procedure (25/CP.19, annex II). The revised paragraph now reads:

*"9. The representatives of the Advisory Board referred to in paragraph 1(g) above shall be eligible to serve for a maximum term of office of two years."*

**Action:** The Advisory Board is invited to take note of the new members joining the Advisory Board, the required election of new Government representative members at COP25, and the change to the rules of procedure and constitution of the CTCN Advisory Board.

AB/2019/13/2.2	List of CTCN Advisory Board members
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#### c) Minutes of the previous meeting

The minutes from the twelfth Advisory Board meeting were prepared by the Chair and Vice-Chair with support from the Secretary. 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 twelfth meeting.

AB/2019/13/2.3	Report from the Twelfth Advisory Board meeting
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#### d) Organization of the work of the session

The thirteenth meeting of the Advisory Board (AB13) will take place from 27-29 March 2019 at UN City in Copenhagen. 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.

At AB13, the CTCN Advisory Board and the Technology Executive Committee (TEC) will meet in a joint session on 27 March 2019 to identify potential areas of collaboration between the two bodies, including activities that could be undertaken jointly, for inclusion in the Programme of Work of the CTCN and the rolling workplan of the TEC.

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

AB/2019/13/2.4	List of supporting documents and proposed actions for Advisory Board meeting 13
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### 3. Report of the CTCN Director

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 twelfth Advisory Board meeting, highlights from the first five years of CTCN operations, and report against the output targets established in the 2018 Annual Operating Plan for the CTCN. His remarks will be supplemented by the CTCN Annual Report for 2018, a document produced by the CTCN in response to the DANIDA review of its operations designed to capture activities and impact on an annual basis and provide greater transparency to the Advisory Board.

**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/2019/12/3.1	CTCN Annual Report 2018
AB/2019/13/3.2	Summary of the Advisory Board task force call to discuss outcomes from COP24 and preparations for AB13
AB/2019/13/3.3	Summary of Actions as a Result of Advisory Board Meeting 12

### 4. Coordination with other UNFCCC Constituted Bodies

#### a) Adaptation Committee

The Adaptation Committee will not participate at AB13. If an update on its activities is provided it will be shared electronically with members of the Advisory Board.

#### b) Standing Committee on Finance

The Standing Committee on Finance will not participate at AB13 but will provide an update that will be shared electronically with members of the Advisory Board.

#### c) UNFCCC Financial Mechanism

The Global Environment Facility will not participate at AB13. If an update on its activities is provided it will be shared electronically with members of the Advisory Board.

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.

Members of the Advisory Board 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 engagement with the GCF.

## 5. Matters relating to the Technology Mechanism

### a) Potential areas for collaboration and joint activities for the TEC and CTCN

During the first day of AB13, 27 March, the TEC and the CTCN Advisory Board will meet in a joint session identify and develop areas of potential collaboration between the two bodies, including possible activities that could be undertaken jointly, for inclusion in the TEC rolling workplan and CTCN programme of work.

**Action:** The Advisory Board is invited to provide guidance to the discussion of possible areas for collaboration and joint activities for the TEC and the CTCN in a manner that ensures coverage of all the actions and activities identified in the technology framework of the Paris Agreement.

AB/2019/13/5.1	Joint session of the Technology Mechanism
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### b) CTCN Actions in response to review recommendations

The CTCN has now undergone external reviews of its operations commissioned by the UNFCCC, DANIDA, and the European Commission. The CTCN will provide an update on its actions in response to the recommendations of those reviews, supplemented where appropriate by information from the requesting organization.

**Action:** The Advisory Board is invited to request additional information on the response to any of the recommendations arising from the reviews and take note of the presentation by the CTCN.

## 6. CTCN Programme of Work (2019-2022) (PoW)

At its eleventh meeting the CTCN AB considered a strategic document designed to articulate the future direction and value proposition of the CTCN. During the summer of 2018 the AB task force considered the first draft of the CTCN Programme of Work (2019-2022) that aligned the vision discussed at AB11 with the principles and key organizing principles of the draft technology framework under discussion by Parties to the UNFCCC. The CTCN AB considered revised drafts of the PoW at its twelfth meeting, and directed the CTCN to work with the AB task force on a revised draft pending agreement of the technology framework at COP24 in December 2018.

At the direction of the AB task force the CTCN prepared a draft for consideration of the Advisory Board in late February 2019. A revised draft based on those comments was presented to the Board two weeks in advance of AB13 for its consideration.

**Action:** The Advisory Board is invited to provide guidance and approve the revised Programme of Work.

AB/2019/13/6.1	CTCN Programme of Work 2019-2022
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## 7. Monitoring and Evaluation of CTCN activities

Decision 13/CP.24 welcomed the information provided by the CTCN on the monitoring and evaluation of the impact of its activities, and encouraged continued reporting as well as the inclusion of information on tracking of progress and on methodologies used. The CTCN will present its experience piloting the Initiative for Climate Action Transparency (ICAT) guidance to measure potential transformational impact from mitigation policies and projects, and expected deliverables from the expert being sought to review and revise the CTCN M&E system.

**Action:** The Advisory Board is invited to take note of the update provided by the CTCN as well as to provide guidance as to additional considerations that should be taken into account in the revision of its M&E system.

## 8. CTCN financial matters

### a) Presentation of 2018 financial statement

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 financial statement for 2018 as well as its report by activity area.

**Action:** The Advisory Board is invited to endorse the CTCN financial statement for 2018.

AB/2019/13/8.1	CTCN financial statement for 2018
AB/2019/13/8.2	CTCN report by activity area

### b) Update on resources available to meet the costs associated with the CTCN, including resource mobilization

The CTCN will present a forward-looking update on the status of funding available to support the activities of the CTCN. The Deputy Director of the CTCN will then present an update on plans for resource mobilization.

**Action:** The Advisory Board is invited to take note of the CTCN's update on available funding and plans for resource mobilization.

## 9. National Designated Entities and the CTCN

### a) Engagement with developing country NDEs

Perspectives on technical assistance and/or capacity building interventions of the CTCN will be shared by 2-3 developing country NDEs.

**Action:** The Advisory Board will be invited to discuss and provide guidance to the CTCN in the support it provides to and its engagement with developing country NDEs.

### b) Engagement with developed country NDEs

A developed country NDE will present a summary of the meeting that took place on the margins of the Bangkok intersessional meeting in September 2018. Additional developed country NDEs will share perspectives, actions and best practice on engaging domestically and internationally.

**Action:** The Advisory Board will be invited to discuss and provide guidance to the CTCN in its engagement with developed country NDEs.

## 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 be invited, time permitting to raise any other issues for consideration by the Advisory Board.

**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 Force

The Advisory Board may wish to provide guidance for issues to be considered by its task force 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 force for items to be considered in advance of the fourteenth meeting of the Advisory Board.

### b) Date and venue of the next meeting

The fourteenth meeting of the CTCN Advisory Board will take place in Copenhagen in the third quarter of 2019, pending the decision of the dates of COP25 in Chile by the COP Bureau on 25 March 2019.

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

### c) Election of Chair and Vice-Chair

According to its Rules of procedure, the Advisory Board shall elect annually a Chair and a Vice-Chair from among its government members. At its thirteenth meeting, the Advisory Board shall elect a Chair from among its Annex I government members and a Vice-Chair from among its non-Annex I government members for a term of one year each. The terms of the new Chair and new Vice-Chair shall begin at the conclusion of the thirteenth Advisory Board 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.

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***\*\*Please note: The CTCN welcomes all AB13 participants to a reception taking place at UN City from 18:30-20:30 on Tuesday, March 26<sup>th</sup>.\*\****

### III. PROVISIONAL TIME SCHEDULE FOR AB13

<b>Day 1 (27 March)</b>	
9.00 – 9.30	<b>Item 1</b> – Opening of the meeting <b>Item 2</b> – Organizational matters a) Adoption of the agenda b) Membership matters c) Minutes of the previous meeting d) Organization of the work of the session
9.30 – 17.30	<b>Item 5</b> – Matters relating to the Technology Mechanism a) Potential areas for collaboration and joint activities for the TEC and CTCN
<b>Day 2 (28 March)</b>	
9.30 – 10.00	<b>Item 2</b> – Organizational matters
10.00 – 11.00	<b>Item 4</b> – Coordination with other UNFCCC Constituted Bodies a) Adaptation Committee b) Standing Committee on Finance c) UNFCCC Financial Mechanism
11.00 – 11.30	<i>Coffee</i>
11.30 – 12.30	<b>Item 3</b> – Report of the CTCN Director
12.30 – 13.30	<i>Lunch</i>
13.30 – 15.00	<b>Item 6</b> – CTCN Programme of Work (2019-2022)
15.00 – 15.30	<i>Coffee</i>
15.30 – 16.00	<b>Item 5</b> – Matters relating to the Technology Mechanism b) CTCN actions in response to review recommendations
16.00 – 18.00	<b>Item 9</b> – National Designated Entities and the CTCN a) Engagement with developing country NDEs b) Engagement with developed country NDEs
<b>Day 3 (29 March)</b>	
9.30 – 10.30	<b>Item 8</b> – Financial matters a) Presentation of 2018 financial statement b) Update on resources available to meet the costs associated with the CTCN
10.30 – 11.00	<i>Coffee</i>
11.00 – 12.00	<b>Item 6</b> – CTCN Programme of Work (2019-2022)
12.00 – 12.30	<b>Item 5</b> – Matters relating to the Technology Mechanism a) Potential areas for collaboration and joint activities for the TEC and CTCN
12.30 – 13.30	<i>Lunch</i>
13.30 – 14.30	<b>Item 7</b> – Monitoring and evaluation of CTCN activities
14.30 – 15.00	<b>Item 10</b> – Other matters
15.00 – 15.15	<i>Coffee</i>
15.15 – 16.00	<b>Item 11</b> – Advisory Board administrative matters a) Guidance to Advisory Board task force b) Date and venue of next meeting c) Election of Chair and Vice-Chair
16.00	<b>Item 12</b> – Closure of the meeting