9a) TEC/CTCN Joint Annual Report
CTCN contribution

8th meeting of the CTCN Advisory Board
Copenhagen, Denmark
23-25 August 2016
www.ctc-n.org
A. Advisory Board Meetings and Membership

B. Organizational Structure of the CTCN
   - The Climate Technology Centre
   - The Climate Technology Network
   - The National Designated Entities
   - UNEP as Host of the CTCN
   - The Technology Mechanism: Joint Work with the TEC
   - Funding

C. The CTCN Activities
   - Function 1: Responding to requests from developing countries
   - Function 2: Fostering collaboration and access to information
   - Function 3: Strengthening of networks, partnerships, and capacity building
   - Other CTCN Activities

Key messages
9b) Updated Procedures for Preparing TEC/CTCN Joint Annual Report

8th meeting of the CTCN Advisory Board
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OLD

a) It should be a single document covering three sections:

- Joint chapter of the TEC and the CTCN;
- Report of the TEC;
- Report of the CTCN;

b) It should be completed in a timely manner and not exceed the word limit of the UNFCCC, in order to ensure its translation into all six official United Nations languages;

c) The Chair and Vice-Chair of the TEC and the Chair and Vice-Chair of the Advisory Board are to prepare and finalize the joint chapter of the report, taking into account any comments received from members of the TEC and the Advisory Board.
The joint chapter of the report will be prepared as follows:

i. The Chair and Vice-Chair of the TEC and the Chair and Vice-Chair of the CTCN Advisory Board will together prepare a draft of the joint chapter, with the support of the secretariat and the CTCN;

ii. Members of the TEC and members of the CTCN Advisory Board will be invited to independently provide their comments on the draft of the joint chapter, either by electronic means or at a meeting of the TEC and a meeting of the Advisory Board, as applicable;

iii. The TEC and the CTCN Advisory Board will endeavor to hold a joint meeting to consider and agree on the final joint chapter;

iv. Should the joint chapter not be finalized at a joint meeting, or should there be no joint meeting, the Chair and Vice-Chair of the TEC and the Chair and Vice-Chair of the CTCN Advisory Board will together finalize the joint chapter, taking into account comments provided by members of the TEC and members of the CTCN Advisory Board.