

Development of the First Biennial Transparency Report and the combined Second Biennial Transparency and Second National Communication

Review CEO Endorsement and Make a recommendation

Basic project information

GEF ID

12366

Countries

Equatorial Guinea

Project Name

Development of the First Biennial Transparency Report and the combined Second Biennial Transparency and Second National Communication

Agencies

UNDP

Date received by PM

6/3/2026

Review completed by PM**Program Manager**

Saba Kalam

Focal Area

Climate Change

Project Type

EA

Expedited Enabling Activity req (CEO)

Section I - Enabling Activity Summary

Funding elements.

Is the enabling activity aligned with the relevant GEF funding elements as indicated in Table A and as defined by the GEF-8 Programming Directions? Is the General Enabling Activity Information table correctly populated?

Secretariat's Comments

6/16/2026

Cleared

6/5/2026

The title of the LoE and the title of the project do not match. Please amend the project title.

SECTION 1: ENABLING ACTIVITY SUMMARY

Enabling Activity Title

Preparation of Equatorial Guinea's First Biennial Transparency Report and Second National Communication (BTR1/NC2) and Second Biennial Transparency Report (BTR2) to the UNFCCC

Subject:

Endorsement for the development of the First Biennial Transparency Report and the combined second Biennial Transparency Report and Second National Communication.

Agency's Comments

15 June 2026 - UNDP

The title of the project has been amended to be consistent with the title of the LoE.

Cost Ranges.

If there was a deviation in the cost range, was this explained?

Secretariat's Comments

6/5/2026

Cleared, no deviation. EA-set aside is \$1,233,000 is within the threshold. (\$633,000 for combined NC/BTR and \$600,000 for standalone BTR). The project will produce one combined NC6/BTR3 and a standalone BTR2 to be submitted to UNFCCC.

Agency's Comments

Enabling activity summary.

Is the enabling activity summary clear? Are the components in Table B and as described in the enabling activity request sound, appropriate, and sufficiently clear to achieve the project objectives?

Secretariat's Comments

6/16/2026

Cleared

6/5/2026

- The objective is too long. Please limit this to 3-4 sentences and additional information can go to the summary part.

- Please include a paragraph on the ongoing CBIT project and how it will complement with this project.

- Please ensure that knowledge products capture lessons learned and best practices in advancing gender equality and women's empowerment, and that these are widely disseminated. Please ensure that reports (PIR, MTR and TE) provide details on gender-specific results and the implementation of the GAP, highlighting lessons learned and best practices.

Agency's Comments

15 June 2026 - UNDP

1. The Project Objective has been shortened for clarity, with further details incorporated into the Enabling Activity Summary.

2. In addition, a paragraph has been included describing the CBIT project and its complementarity with the proposed Enabling Activity. The same information is also presented in the Complementary Projects table on page 18 of the EA request.

3. This highlight is incorporated in the sub-section 'Lessons learned and knowledge generation' in the M&E section of the EA request; and the Agency Project Document.

4. Please note that this Enabling Activity is not subject to PIR, MT, or TE, in accordance with GEF Monitoring and Evaluation procedures. However, all relevant monitoring and reporting activities will integrate gender mainstreaming considerations and track the implementation of the Gender Action Plan (GAP). Lessons learned, best practices, and key achievements will be documented in detail and reported in the EA Completion Memorandum. This is clearly indicated in the Results Framework and the M&E section of the EA request and the Agency Project Document.

Section 2 - Enabling Activity Supporting Information

Eligibility Criteria.

Is this enabling activity eligible for GEF funding?

Secretariat's Comments

6/5/2026

Cleared, yes the project will be funded by Climate Change EA-Set Aside funds.

Agency's Comments

Institutional framework.

Are the institutional arrangements for implementation adequately described?

Secretariat's Comments

6/16/2026

Cleared. The text on non-voting member included in the CEO document.

6/5/2026

1. In section 'Institutional arrangements', one finds the following statement:

"UNDP will exercise its accountability and oversight through its representation (by the UNDP CO Resident Representative) in the Project Board and the Project Assurance function (UNDP CO Programming Team). Decisions at the Project Board will be made by consensus. In case consensus cannot be reached within the Board, the UNDP representative on the board will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed."

Pursuant to the interim CEO's letter to Agency coordinators on 20 March 2026, please confirm that the Agency will have a voice on the Project Steering Committee (PSC) but will not be a voting member.

Agency's Comments

15 June 2026 - UNDP

In line with UNDP's Regulatory Framework and UNDP Policies and Procedures, UNDP performs the Project Assurance function within the project governance structure and participates in Project Board meetings as a non-voting member.

Please note that the Institutional Framework section of the EA request and the Agency Project Document incorporates this information.

The referenced text forms part of the description of the Project Board's responsibilities and decision-making procedures as outlined in the Agency Project Document, and in accordance with UNDP's Regulatory Framework and Policies and Procedures.

Monitoring and Evaluation.

Does the project include a budgeted M&E Plan?

Secretariat's Comments

6/5/2026

Yes, there is a budgeted M&E plan. The monitoring budget is only 1.3% of the project cost (excluding PMC). Please consider increasing the M&E budget. It is not mandatory but it helps to keep the project on track.

Agency's Comments
15 June 2026 - UNDP

Thank you for the comment provided. Taking into account the budget requested for the technical preparation of the BTR1 and BTR2/NC2 reports, the proposal retains the current M&E budget allocation. However, as outlined in the M&E Plan section of the Enabling Activity request and the Agency Project Document, the project will fully comply with both UNDP and donor monitoring and evaluation requirements to ensure effective oversight, tracking of progress, and reporting throughout project implementation.

Section 3. Information Tables

GEF resource availability.

Is the proposed GEF financing in Table F (including the Agency fee) in line with GEF policies and guidelines?

Secretariat Comment at PIF/Work Program Inclusion
6/5/2026

Cleared. Yes the financing table is in line with the GEF policies and guidelines.

Agency Response
Are they within the resources available from (mark all that apply):
STAR allocation?

Secretariat's Comments
6/5/2026

Cleared, yes the project will be funded by Climate Change EA-Set Aside funds.

Agency's Comments
Focal Area allocation?

Secretariat's Comments
6/5/2026

Cleared, yes the project will be funded by Climate Change EA-Set Aside funds.

Agency's Comments
LDCF under the principle of equitable access?

Secretariat's CommentsNA

Agency's Comments

SCCF (Adaptation or Tech Transfer)?

Secretariat's CommentsNA

Agency's Comments

Focal Area Set Aside?

Secretariat's Comments

6/5/2026

Cleared, yes the project will be funded by Climate Change EA-Set Aside funds.

Agency's Comments

Rio Markers.

Are the Rio Markers for CCM ,CCA, BD and LD presented?

Secretariat's Comments

6/5/2026

Cleared

Agency's Comments

Country endorsement.

Has the project been endorsed by the country's GEF Operational Focal Point at the time of the EA submission and has the name and position been checked against the GEF database? Are the endorsed amounts consistent with the amounts included in Portal

Secretariat's Comments

6/5/2026

Cleared. The project has been endorsed by Mr. Antonio Micha Ondo Angue, OFP since March 2017

Agency's Comments

Response to Comments

Are all the comments adequately responded to? (only as applicable)

Gef Secretariat comments

Secretariat's Comments

Agency's Comments

Other Agencies comments

Secretariat's CommentsNA

Agency's Comments

Council comments

Secretariat's Comments

Agency's Comments

STAP comments

Secretariat's Comments

Agency's Comments

Convention Secretariat comments

Secretariat's Comments

Agency's Comments

CSOs comments

Secretariat's Comments

Agency's Comments

Project Budget Table.

Is the project budget table attached? Are the activities / expenditures reasonably and accurately charged to the three identified sources (Components, M&E and PMC)?

Secretariat's Comments

6/16/2026

Cleared but requesting OP comments.

6/5/2026

1. Please use the template included in Annex 7 of the Guidelines (accessible [here](#)) ? the categories formatting including subtotals must be exactly followed. The budget table should be included in the document and not as a separate excel sheet.

Agency's Comments

15 June 2026 - UNDP

The formatting of the GEF budget has been revised; and added in the EA request. Please note that the budget structure consistently follows Annex 7 of [GUIDELINES ON THE PROJECT AND PROGRAM CYCLE POLICY \(2025 UPDATE\)](#).

Environmental and Social Safeguards.

If there are screening documents or other ESS documents available, have these been attached? (only as applicable)

Secretariat's Comments
6/5/2026

Cleared. ESS document uploaded.

Agency's Comments
**GEFSEC DECISION
RECOMMENDATION.
Is CEO endorsement/ approval recommended?**

Secretariat's CommentsThe agency is requested to address the comments, highlight changes and re-submit.

REVIEW DATE(S)

	Secretariat Comment at CEO Endorsement	Response to Secretariat comments
First Review	6/5/2026	6/15/2026
Additional Review (as necessary)		
Additional Review (as necessary)		
Additional Review (as necessary)		
Additional Review (as necessary)		