Preparation of Biennial Transparency Reports (BTRs) and Combined National Communications/ Biennial Transparency Reports (NC/BTRs) to the UN Framework Convention on Climate Change (UNFCCC)

Review CEO Endorsement and Make a recommendation

Basic project information

GEF ID
12077
Countries
Global (Belize, Burkina Faso, Cameroon, Comoros, Congo DR, Fiji, Gambia, Kuwait, Kyrgyz Republic, Lesotho, Mauritius, Moldova, Mozambique, St. Vincent and Grenadines, Senegal, Seychelles, Sierra Leone, Uzbekistan, Zimbabwe, Mauritania, Antigua and Barbuda, Bangladesh, Guinea, Vanuatu, Zambia)
Project Name
Preparation of Biennial Transparency Reports (BTRs) and Combined National Communications/ Biennial Transparency Reports (NC/BTRs) to the UN Framework Convention on Climate Change (UNFCCC)
Agencies
UNEP
Date received by PM
7/20/2026

Review completed by PM

Program Manager
Saba Kalam
Focal Area
Climate Change
Project Type
EA

Non-Expedited Enabling Activity req (PIF)

Non-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

8/10/2026

Cleared

Agency's Comments

Cost Ranges.

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

Secretariat's Comments

9/8/2026

Cleared. The additional cost was approved by the Manager in discussion with OP.

8/10/2026

Not Cleared: EA-set aside is $1,233,000 is per country ($633,000 for combined NC/BTR and $600,000 for standalone BTR). As per this allocation, the project budget for 25 countries comes to $30,825,000. However, the project budget for 25 countries proposed in this project is $31,749,750. The allocation highlighted below is not clear to the reviewer.

UNEP	GET	Global	Climate Change	CC Set-Aside	924,750.00	83,228.00	1,007,978.00

Agency's Comments

09/04/2026

In addition to US$ 30,825,000 allocated for implementation across 25 countries, the project includes an execution support services budget of US$ 924,750 for execution support services. These resources are essential for UNEP to provide ongoing strategic guidance, technical backstopping, and coordination support to national teams, particularly in LDCs and SIDS (which are 19 of the 25 countries part of this project), thereby ensuring the timely and effective implementation of transparency requirements under Output 1.1.3. The text under this output has been revised, and the corresponding Terms of Reference have been included to provide more clarity regarding the nature and justification of this support. This execution support amount was cleared with the GEF Secretariat through email dated 12th September 2025 and approved at PIF. It builds on a modality previously agreed with and approved by the GEF Secretariat, including for the BTR umbrella programmes under GEFIDs 11500, 10973, and 10781. The support is expected to accelerate the completion of BTR reports, in line with the ETF of the PA.

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

9/8/2026

1. Cleared.

2. Cleared. The additional cost was approved by the Manager in discussion with OP.

8/10/2026

1.In component B, please repeat the same component for the cost $14,051,538

2. It is not clear what is $924,750 meant for.

Component Balances

Project Components	GEF Enabling Activity Financing ($)
1. Preparation of Biennial Transparency Reports (BTRs) and Combined Biennial Transparency Reports and National Communications (BTR/NCs)	13,791,170.00
	14,051,538.00
	924,750.00
M&E	183,213.00
Subtotal	**28,950,671.00**
Project Management Cost	2,799,079.00
Total Enabling Activity Cost	**31,749,750.00**

Agency's Comments
09/04/2026

1. The same component is now repeated under output 1.1.2 as suggested.

2. The text under this output has been updated, and the corresponding Terms of Reference included to provide more clarity regarding this support.

Section 2 - Enabling Activity Supporting Information

Eligibility Criteria.

Is this enabling activity eligible for GEF funding?

Secretariat's Comments
8/10/2026

Cleared. The project is requesting funds from EA set-aside.

Agency's Comments

Institutional framework.

Are the institutional arrangements for implementation adequately described?

Secretariat's Comments

8/10/2026

Cleared.

In 24 countries out of 25 countries, the project will be executed by the Government institutions. In 1 country (Kyrgystan), the project will be executed by UNDP and implemented by UNEP.

Agency's Comments

Monitoring and Evaluation.

Does the project include a budgeted M&E Plan?

Secretariat's Comments

8/10/2026

Cleared.

Agency's Comments

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

9/8/2026

Cleared

8/10/2026

The agency is requested to clarify the below cost

UNEP	GET	Global	Climate Change	CC Set-Aside	924,750.00	83,228.00	1,007,978.00

Agency Response

09/04/2026

Through dedicated transparency experts, targeted advisory support, and regional peer-learning mechanisms, UNEP will provide strategic and continuous support to all 25 participating countries, including 12 LDCs and 9 SIDS (comprising 11 LDCs, 8 SIDS, and 1 country that is both an LDC

and a SIDS). This support is critical to addressing capacity constraints, sustaining progress between reporting cycles, and institutionalizing transparency systems. The need for this strategic support function was discussed during pre-consultations with the GEF. Accordingly, Output 1.1.3 description has been strengthened and the associated Terms of Reference included to provide greater clarity on the scope, value added, and justification for the proposed resources. The CEO ER now reflects this information in the following ways:

? The description of Output 1.1.3 has now been expanded

? Detailed terms of reference for the experts who will provide this support have been included in Annex G.

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

Secretariat's Comments
8/10/2026

Not Applicable

Agency's Comments
Focal Area allocation?

Secretariat's Comments
8/10/2026

Cleared

Resources requested from CC- EA set-aside

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

Secretariat's Comments
8/10/2026

Not Applicable

Agency's Comments
SCCF (Adaptation or Tech Transfer)?

Secretariat's CommentsNot Applicable

Agency's Comments
Focal Area Set Aside?

Secretariat's Comments
8/10/2026

Cleared

Resources requested from CC-EA set-aside.

Agency's Comments

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

Secretariat's Comments

8/10/2026

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

9/8/2026

Requesting OP views on this.

8/10/2026

The project has been endorsed by the following OFPs, while matching with GEF database showed LoEs of 6 countries (Bangladesh, Burkina Faso, Congo DR, Kyrgyz Republic, Seychelles and Uzbekistan) have not been signed by the current OFP.

S. No	Country	OFP issued LoE	OFP as per GEF portal	Date assumed designation
1	Antigua and Barbuda	Ms. Diann Black Layne	Ms. Diann Black Layne	16 September 2013
2	**Bangladesh** LoE and OFP mismatch	Dr. Farhina Ahmad	Mr. Mohammed Rayhan Kaosar	29 March 2026
3	Belize	Ms. Milagro Matus	Ms. Milagro Matus	14 August 2025
4	**Burkina Faso** LoE and OFP mismatch	Pamoussa Oued	Dr. R?my Pale	18 March 2026

S. No	Country	OFP issued LoE	OFP as per GEF portal	Date assumed designation
5	Cameroon	Dr. Unusa Haman	Dr. Unusa Haman	17 July 2017
6	Comoros	Mr. Youssouf Elamine Youssouf Mbechezi	Mr. Youssouf Elamine Youssouf Mbechezi	8 December 2017
7	**Congo DR** LoE and OFP mismatch	Mr. Benjamin Tourambe	Mrs. Kikumbi Pascaline Mbangu	23 March 2026
8	Fiji	Dr. Sivendra Michael	Dr. Sivendra Michael	14 February 2024
9	Gambia	Mr. Dawda Badgie	Mr. Dawda Badgie	7 July 2022
10	Guinea	Mr. Fod? Toure	Mr. Fod? Toure	18 August 2022
11	Kuwait	Ms. Nouf Ali Behbehani	Ms. Nouf Ali Behbehani	20 October 2025
12	**Kyrgyz Republic** LoE and OFP mismatch	Mr. Mirslav Amankulov	Mr. Almaz Musaev	26 September 2025
13	Lesotho	Ms. Qongqong Hoohlo	Ms. Qongqong Hoohlo	4 November 2022
14	Mauritania	Mr. Sidi Mohamed El Wavi	Mr. Sidi Mohamed El Wavi	24 April 2025
15	Mauritius	Mr. Anandsing Acharuz	Mr. Anandsing Acharuz	10 September 2024
16	Moldova	Mrs. Aliona Rusnac	Mrs. Aliona Rusnac	30 April 2024
17	Mozambique	Mr. Eduardo Baixo	Mr. Eduardo Baixo	31 August 2022
18	Senegal	Mr. Baba Drame	Mr. Baba Drame	12 November 2019
19	**Seychelles** LoE and OFP mismatch	Mr. Denis Eddie	Mrs. Nanette Laure	20 April 2026
20	Sierra Leone	Mr. Sheku Mark Kanneh	Mr. Sheku Mark Kanneh	23 March 2020
21	St. Vincent and the Grenadines	Mrs. Janeel Miller-Findlay	Mrs. Janeel Miller-Findlay	7 February 2014

S. No	Country	OFP issued LoE	OFP as per GEF portal	Date assumed designation
22	**Uzbekistan** LoE and OFP mismatch	Jakhongir Talipov	Mr. Javokhir Abdukhalikov	10 November 2025
23	Vanuatu	Mr. David Gibson	Mr. David Gibson	12 September 2025
24	Zambia	Mr. Richard Mfumu Lungu	Mr. Richard Mfumu Lungu	6 January 2025
25	Zimbabwe	Mr. Tanyaradzwa Mundoga	Mr. Tanyaradzwa Mundoga	2 March 2017

Agency's Comments
09/04/2026

The difference appears to reflect subsequent changes in OFP appointments recorded in the current GEF database, compared to the OFP contacts in place when the Letters of Endorsement were issued and submitted. As stated in Annex 1, paragraph 3 of the *2025 Guidelines on the GEF Project and Program Cycle Policy (GEF/C.70/Inf.18)*, "*The relevant authorizing OFP is the one named and effective in the GEF database at the time of submission of the PIF/PFD to the Secretariat. A new LOE is not required in the event of a change in OFP during the project cycle.*"

Accordingly, the Letters of Endorsement for these countries were signed by the duly authorized OFPs in office at the time of PIF submission and remain fully consistent with GEF policy. We therefore request your reconsideration of these endorsements.

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 Comments

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.

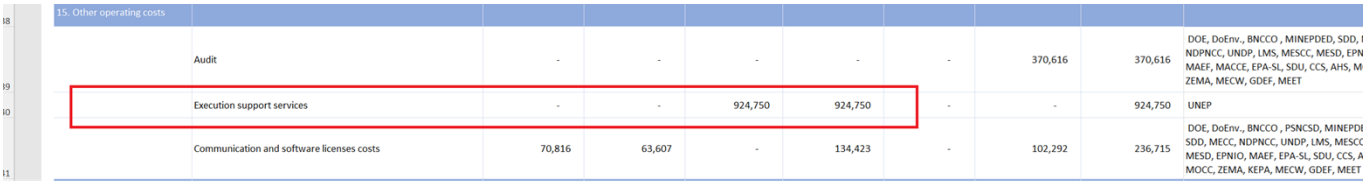
Is the project budget table attached? Are the activities / expenditures reasonably and accurately charged to the three identified sources (Components, M&E and PMC)?

Secretariat's Comments
9/8/2026

Cleared. The additional cost was approved by the Manager in discussion with OP.

8/10/2026

1. It is not clear what the execution support services is for?



15. Other operating costs								
	Audit	-	-	-	-	-	370,616	370,616
	Execution support services	-	-	924,750	924,750	-	-	924,750
	Communication and software licenses costs	70,816	63,607	-	134,423	-	102,292	236,715

2. The budget requests funding for project personnel that is equivalent to 58% of GEF funding. While EAs are human resource intensive, please note that GEF projects typically expend around 30% of GEF resources on project personnel. Please review the budget and identify any cost savings in terms of contractors or consultants.

3. Please note that the appropriate source of funding to support execution is PMC. The cost of providing other technical advice can be recovered under the Agency fee ? see p. 64-68 of the Guidelines for more info. Please remove the charge of $924,750 from the project component budget and instead recover costs related to supporting execution under PMC.

Agency's Comments
09/04/2026

1. We have clarified execution support services under Output 1.1.3 and included the ToRs in Annex G, as detailed in Section 3 of this review sheet.

2. We kindly request the GEF to reconsider this comment, as the complexity and resource intensity of ETF reporting necessitates a diverse pool of experts to ensure quality, coordination, and sustainability of this process. Project personnel are essential to manage and validate data, apply UNFCCC methodologies, draft and integrate BTR components, coordinate across institutions, and ensure quality assurance. These functions ensure effective, country-driven reporting and submission while building lasting national expertise. Evidence from the UNFCCC SBI report highlights that hands-on participation in BTR preparation significantly enhances technical capacity, with experts gaining practical experience through ?learning by doing," complemented by targeted trainings.

3. We have provided further clarification on the distinction between PMC, the IA fee, and enhanced execution support. Activities in Output 1.1.3 will be wholly distinct from activities funded by PMC - at national-project levels, and the Agency project cycle management costs to be covered by the IA fee. This was cleared with the GEF Secretariat through email dated 12th September 2025 and approved at PIF, as has been with similar previously approved umbrellas that have adopted this innovative model. It builds upon modalities agreed between UNEP and the GEF Secretariat for previous enabling activity projects in which UNEP supports a large number of SIDs and LDCs.

Environmental and Social Safeguards.

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

Secretariat's Comments
9/8/2026

Cleared. This is an EA project, comments provided by the agency are justified for an EA project.

8/10/2026

1. **Environmental and Social Safeguards**:

    1. At CEO Endorsement stage, please provide ESMF or ESMP including budget, timeline and responsibility.
    2. Please clarify whether the project obtain Free, Prior and Informed Consent (FPIC) from Indigenous Peoples about the project design. Bajau Lautis is recognized as Indigenous Peoples in the stakeholder engagement plan. Please specified communities in each country to recognize them more specifically as key stakeholders.
    3. Please clarify how the project consulted with vulnerable population including Indigenous Peoples, and how results of consultations were integrated into the project design.

4. Please consider integrating traditional and local governance and knowledge into the project, particularly in Component 1, and 2.
5. Please also consider engaging Indigenous Peoples not only as beneficiaries of the project, but also as partner of the project.
6. Please consider integrating monitoring indicators related to 1) integration of traditional and local governance and traditional and local knowledge, 2) capacity building on Indigenous Peoples in the project, and 3) socio-economic benefits to Indigenous Peoples particularly in Component 1, and 2.

Agency's Comments
09/04/2026

The project has been designed as a capacity-building and enabling activity and does not envisage activities that would affect the lands, territories, resources, cultural heritage, or rights of Indigenous Peoples and local communities in a manner that would trigger a requirement for Free, Prior and Informed Consent (FPIC). Consistent with applicable environmental and social safeguards, the project has been screened as a low-risk project as per Annex C.

The project acknowledges the important role of Indigenous Peoples and local communities, including their knowledge systems and contributions to climate action. At the same time, the project's objectives and outputs are guided by the mandate agreed by Parties.

While some recommendations extend beyond the scope of the agreed project scope, the project will continue to promote inclusive stakeholder engagement and encourage participating countries to consider local knowledge, community perspectives, and equitable participation, as appropriate and consistent with national circumstances and project objectives. Project preparation included consultations with a broad range of stakeholders, and feedback from these consultations informed project design, and relevant elements are reflected throughout the proposal.

The project will continue to encourage participation of relevant stakeholders, including community representatives and local organizations, in consultations, knowledge-sharing, and capacity-building activities, as appropriate. Information on stakeholder participation, knowledge-sharing, and capacity-building outcomes will be captured, where relevant, through existing monitoring and reporting arrangements, including national CBIT processes and the CBIT-GSP knowledge-sharing platform.

GEFSEC DECISION RECOMMENDATION.
Is CEO endorsement/ approval recommended?

Secretariat's Comments

REVIEW DATE(S)

	Secretariat Comment at CEO Endorsement	Response to Secretariat comments
First Review	**8/10/2026**	

	Secretariat Comment at CEO Endorsement	Response to Secretariat comments
Additional Review (as necessary)		
Additional Review (as necessary)		
Additional Review (as necessary)		
Additional Review (as necessary)		