



# First and Second Biennial Transparency Report and Fifth National Communication (1BTR + 5NC & 2BTR)

Review CEO Endorsement and Make a recommendation

## Basic project information

**GEF ID**

11649

**Countries**

Togo

**Project Name**

First and Second Biennial Transparency Report and Fifth National Communication  
(1BTR + 5NC & 2BTR)

**Agencies**

UNDP

**Date received by PM**

4/5/2024

**Review completed by PM**

4/10/2024

**Program Manager**

Esteban Bermudez Forn

**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**

EBF 4/17/2024: Yes. This project is aligned with the GEF-8 climate change focal area strategy.

**Agency's Comments**

**Cost Ranges.**

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

Secretariat's Comments EBF 4/17/2024: Cleared. The project has no deviations in the cost range. The costing aligns with the [Information Note GEF/C.62/Inf.15](#).

**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**

EBF 5/5/2024:

1. Cleared.

2. Cleared.

EBF 4/17/2024:

1. Please incorporate gender dimensions at the output level. For example, in outputs 1.1.3, 1.1.4, 1.1.5, 2.1.3, 2.1.4, and 2.1.5.
2. Please ensure women's and women's organizations' participation, as well as their direct involvement in capacity development and training (e.g., Output 2.1.6).

### **Agency's Comments**

UNDP response 3 May 2024:

The outputs have been reformulated to include the gender dimension and the content of the activities to be implemented.

Women and women 'organization have been added in the direct capacity development and trainings.

### **Section 2 - Enabling Activity Supporting Information**

#### **Eligibility Criteria.**

**Is this enabling activity eligible for GEF funding?**

### **Secretariat's Comments**

EBF 5/5/2024: Cleared.

EBF 4/17/2024: Please ensure that the project coordinates with the ongoing CBIT project GEF ID 10026 implemented by UNEP and reflect it in the project document.

### **Agency's Comments**

UNDP response, 3 May 2024

Coordination with ongoing CBIT is reinforced particularly on green gas inventories, monitoring and Evaluation of the NDC supported, using the MRV system developed, indicators adopted to facilitate clarity, transparency, and reporting of the NDC and in development of country-specific Emission Factors.

**Institutional framework.**

**Are the institutional arrangements for implementation adequately described?**

Secretariat's Comments EBF 4/17/2024: Yes. Cleared.

Agency's Comments

**Monitoring and Evaluation.**

**Does the project include a budgeted M&E Plan?**

Secretariat's Comments

EBF 5/5/2025: Cleared.

EBF 4/17/2024: \$15,000 are budgeted for M&E-related activities. Please ensure that under M&E, gender dimensions are reported and monitored on, and the GAP is budgeted.

Agency's Comments

UNDP response, 3 May 2024

Gender reporting and monitoring is already integrated into activities and products (see output 3.1.1.). The 15,000 USD budgeted for M&E takes the gender dimension into account.

**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 EBF 4/17/2024: Yes. Cleared.

**Agency Response**

**Are they within the resources available from (mark all that apply):**

**STAR allocation?**

Secretariat's CommentsN/A

Agency's Comments

**Focal Area allocation?**

Secretariat's CommentsN/A

Agency's Comments

**LDCF under the principle of equitable access?**

Secretariat's CommentsN/A

Agency's Comments

**SCCF (Adaptation or Tech Transfer)?**

Secretariat's CommentsN/A

Agency's Comments

**Focal Area Set Aside?**

Secretariat's CommentsEBF 4/17/2024: Yes, this is in line with the information note GEF/C.62/Inf.15.

Agency's Comments

**Rio Markers.**

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

Secretariat's CommentsEBF 4/17/2024: Yes. 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 CommentsEBF 4/17/2024: Yes, the project has been endorsed by Mr. Comlan Awougnon, OFP of Togo, since November 2018. The endorsed amounts are consistent with the amounts included in the Portal. Cleared.

Agency's Comments

**Response to Comments**

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

**Gef Secretariat comments**

Secretariat's CommentsN/A

Agency's Comments

**Other Agencies comments**

Secretariat's CommentsN/A

Agency's Comments

**Council comments**

Secretariat's CommentsN/A

Agency's Comments

**STAP comments**

Secretariat's CommentsN/A

Agency's Comments

**Convention Secretariat comments**

Secretariat's CommentsN/A

Agency's Comments

**CSOs comments**

Secretariat's CommentsN/A

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

EBF 5/5/2024: Noted. Cleared.

EBF 4/17/2024: We note that (1) the project coordinator, (2) the technical specialist, (3) the operation consultant/fin. and (4) the admin. assistant are charged across components and the PMC. Two terms of reference (TORs) are provided in the Agency project document: One TOR for (1) and (2), and another TOR for (3) and (4). Please provide separate TORs for each position describing the unique outputs linked to each position (paragraph 4 ? page 42 of the Guidelines).

### Agency's Comments

UNDP response, 3 May 2024:

Only two people will be recruited to coordinate the project:

- one person will perform the coordinator's duties for 63.5% of her/his time and will use 36.5% of her/his time to perform the duties of the project's Technical Specialist.
- similarly, one person will use 70% of her/his time for the tasks of Administrative and Financial Assistant and 30% of her/his time to perform technical tasks related to operations. The ToRs for technical and managerial tasks are separated in two Annexes: i) Annex 6. Overview of Technical Subcontractors ? for technical tasks and ii) Annex. 11 ToRs for Project Board and Project Team ? for managerial tasks.

### **Environmental and Social Safeguards.**

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

Secretariat's Comments EBF 4/17/2024: ESS documents have been attached. The overall project risk is categorized as low risk.

### Agency's Comments

**GEFSEC DECISION  
RECOMMENDATION.**

**Is CEO endorsement/ approval recommended?**

### Secretariat's Comments

EBF 5/5/2024: The PM recommends the project for further processing.

EBF 4/17/2024: Please address the comments above and resubmit. Please highlight in yellow the changes you make to the portal form for ease of revision.

**REVIEW DATE(S)**

**Secretariat Comment at  
CEO Endorsement**

**Response to  
Secretariat comments**

<b>First Review</b>	<b>4/17/2024</b>	
<b>Additional Review (as necessary)</b>	<b>5/5/2024</b>	
<b>Additional Review (as necessary)</b>		
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