

Umbrella Programme for Preparation of National Communications (NCs) and Biennial Transparency Reports (BTRs) to the UN Framework Convention on Climate Change (UNFCCC)

Part I: Project Information

GEF ID

10973

Project Type

EA

Type of Trust Fund

GET

CBIT

CBIT No

Project Title

Umbrella Programme for Preparation of National Communications (NCs) and Biennial Transparency Reports (BTRs) to the UN Framework Convention on Climate Change (UNFCCC)

Countries

Global, Burkina Faso, Burundi, Central African Republic, Cameroon, Comoros, Congo DR, Gabon, Ghana, Kyrgyz Republic, Lesotho, Mongolia, Niger, Pakistan, Rwanda, Zimbabwe, Cote d'Ivoire, Ecuador, Eswatini, Fiji, Gambia, Guinea-Bissau, Mauritius, St. Kitts and Nevis, St. Lucia, Sierra Leone

Agency(ies)

UNEP

Other Executing Partner(s)

Executing Partner Type

62 Executing Partners: Approx. Sixty- two (62) countries. (Confirmed participating from the following 25 countries, additional countries to be included by CEO Government endorsement phase)

GEF Focal Area

Climate Change

Taxonomy

Focal Areas, Climate Change, Climate finance, Climate Change Adaptation, Climate Change Mitigation, United Nations Framework Convention on Climate Change, Enabling Activities, Influencing models, Strengthen institutional capacity and decision-making, Stakeholders, Type of Engagement, Participation, Information Dissemination, Gender Equality, Gender results areas, Knowledge Generation and Exchange, Capacity Development, Awareness Raising, Capacity, Knowledge and Research, Knowledge Generation, Learning, Knowledge Exchange

Sector

Enabling Activity

Rio Markers

Climate Change Mitigation

Climate Change Mitigation 2

Climate Change Adaptation

Climate Change Adaptation 1

Duration

60 In Months

Agency Fee(\$)

2,891,869.00

Type of Reports	Submission Date	Expected Implementation Start	Expected Completion Date	Expected Report Submission to Convention
UNFCCC Biennial Transparency Report/ National Communication (BTR/NC)	4/12/2022	2/1/2023	1/31/2028	12/31/2024

A. Indicative Focal/Non-Focal Area Elements

Programming Directions	Trust Fund	GEF Amount(\$)	Co-Fin Amount(\$)
CCM-EA	GET	32,131,880.00	
	Total Project Cost (\$)	32,131,880.00	0.00

B. Indicative Project description summary

Project Objective

To support sixty-two (62) developing countries to prepare and submit Biennial Transparency Reports (BTRs) and National Communications (NCs) that comply with the United Nations Framework Convention on Climate Change (UNFCCC)/Paris Agreement (PA) reporting requirements; and respond to their national development goals

Project Component	Project Outcomes	Project Outputs	GEF Amount(\$)	Co-Fin Amount(\$)
1.0 Preparation of National Communications (NCs) and/or Biennial Transparency Reports (BTRs)	1.1 Countries meet their NC and BTR reporting requirements under the UNFCCC.	1.1.1 Twenty-six (26) BTRs prepared and submitted to the UNFCCC	11,440,000.00	
		1.1.2 Thirty-six (36) BTR/NCs prepared and submitted to the UNFCCC	16,920,000.00	
		1.1.3 Participating countries receive enhanced execution support services from UNEP	935,880.00	

	Sub Total (\$)	29,295,880.00	0.00
Project Management Cost (PMC)			
		2,836,000.00	
	Sub Total(\$)	2,836,000.00	0.00
	Total Project Cost(\$)	32,131,880.00	0.00

Please provide justification

The PMC amount of US\$ 2,836,000 reflects the aggregated amount of PMC for BTRs/NCs as per the GEF costing table

C. Indicative sources of Co-financing for the Project by name and by type

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Investment Mobilized	Amount(\$)
			Total Project Cost(\$)	

Describe how any "Investment Mobilized" was identified

N/A

D. GEF Resources Requested by Agency, Trust Fund, Country, Focal Area and the Programming of Funds

Agency	Trust Fund	Country	Focal Area	Programming of Funds	Amount(\$)	Fee(\$)	Total(\$)
UNEP	GET	Burkina Faso	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Burundi	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Cameroon	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Central African Republic	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Comoros	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Cote d'Ivoire	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Congo DR	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Ecuador	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Eswatini	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Fiji	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Gabon	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Gambia	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Ghana	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Guinea-Bissau	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Kyrgyz Republic	Climate Change	CC Set-Aside	517,000	46,530	563,530.00

UNEP	GET	Lesotho	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Mauritius	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Mongolia	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Niger	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Pakistan	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Rwanda	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	St. Kitts and Nevis	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	St. Lucia	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Sierra Leone	Climate Change	CC Set-Aside	484,000	43,560	527,560.00
UNEP	GET	Zimbabwe	Climate Change	CC Set-Aside	517,000	46,530	563,530.00
UNEP	GET	Global	Climate Change	CC Set-Aside	19,503,880	1,755,349	21,259,229.00
Total GEF Resources(\$)					32,131,880.00	2,891,869.00	35,023,749.00

Part II. Enabling Activity Justification

A. ENABLING ACTIVITY BACKGROUND AND CONTEXT

Provide brief information about projects implemented since a country became party to the convention and results achieved

The United Nations Framework Convention on Climate Change (UNFCCC) was opened for signature in 1992 at the Rio Earth Summit and entered into force in 1994 to tackle human-induced climate change and address its adverse effects (e.g. temperature change and other climatic events) which are considered inevitable. The treaty established a reporting framework for all Parties to share updates through periodic reporting; and review of countries' relevant data and information. The periodic reporting requirement, however, posed a challenge with regard to the collection and management of reliable, transparent and comprehensive data on countries' greenhouse gas (GHG) emissions and removals by sinks, mitigation and adaptation actions and support. This encouraged Parties to continue working towards improving the reporting requirements further starting with the adoption of the revised guidelines for preparation of national communications (NC) at COP 8.

Additional measures seeking to significantly enhance transparency of action and support under the Convention were adopted as part of the Bali Action Plan at COP 13 and elaborated in decisions adopted at subsequent COPs. Parties at COP 16 decided to enhance the reporting in national communications, through preparation and submission of biennial update reports (BURs). The 17th session of the COP adopted the guidelines on the preparation of biennial reports by developed country Parties (the "UNFCCC biennial reporting guidelines for developed country Parties"); and those contained in annex III, for the preparation of biennial update reports (BURs) by developing countries.

At COP 21, Parties adopted the Paris Agreement (PA), a legally binding international treaty on climate change, with a goal to limit global warming to well below 2, preferably to 1.5 degrees Celsius, compared to pre-industrial levels. Countries established an enhanced transparency framework (ETF) as a central piece to the design, credibility and operation of the Paris Agreement. The ETF guides countries on reporting their greenhouse gas emissions, progress toward their NDCs, climate change impacts and adaptation, support provided and mobilized, and support needed and received. It also includes processes for technical experts to review reported information and a multilateral peer review where countries can ask questions of one another. The ETF applies to all countries but provides "built-in flexibility" for those developing countries that "need it in light of their capacities."

The Agreement requires all parties to submit a biennial transparency report (BTR) that contains information describing their: -

- National circumstances and institutional arrangements related to NDC tracking;
- Nationally Determined Contribution (NDC) under Article 4 of the Paris Agreement, including updates;
- Information necessary to track progress made in implementing and achieving its NDC under Article 4 of the Paris Agreement;
- Mitigation policies and measures, actions and plans, including those with mitigation co-benefits resulting from adaptation actions and economic diversification plans, related to implementing and achieving an NDC under Article 4 of the Paris Agreement;
- Greenhouse gas emissions and removals;
- Projections of greenhouse gas emissions and removals, as applicable;

- Other information relevant to tracking progress made in implementing and achieving its NDC under Article 4 of the Paris Agreement.

Parties will provide this required information in their initial BTRs by December 2024 except for LDCs and SIDS, which may submit it at their discretion. Resulting from the review of information presented in BTRs, the ETF helps to build mutual trust and confidence among countries in addition to providing a better understanding of current climate actions and levels of support needed and provided. Through this process, countries gain the opportunity to learn from each other by sharing achievements, best practices, and experiences.

At the global level, information presented in BTRs will support countries to update their NDCs every five years. Climate data and information consolidated from all NDCs will inform a global “stock take”, a process for taking stock of the implementation of the Paris Agreement towards meeting its goal (Article 14). The overarching framework linking BTRs, NDCs, the global stock take, and the associated review process up to Year 2025 is summarized in Fig. 1.

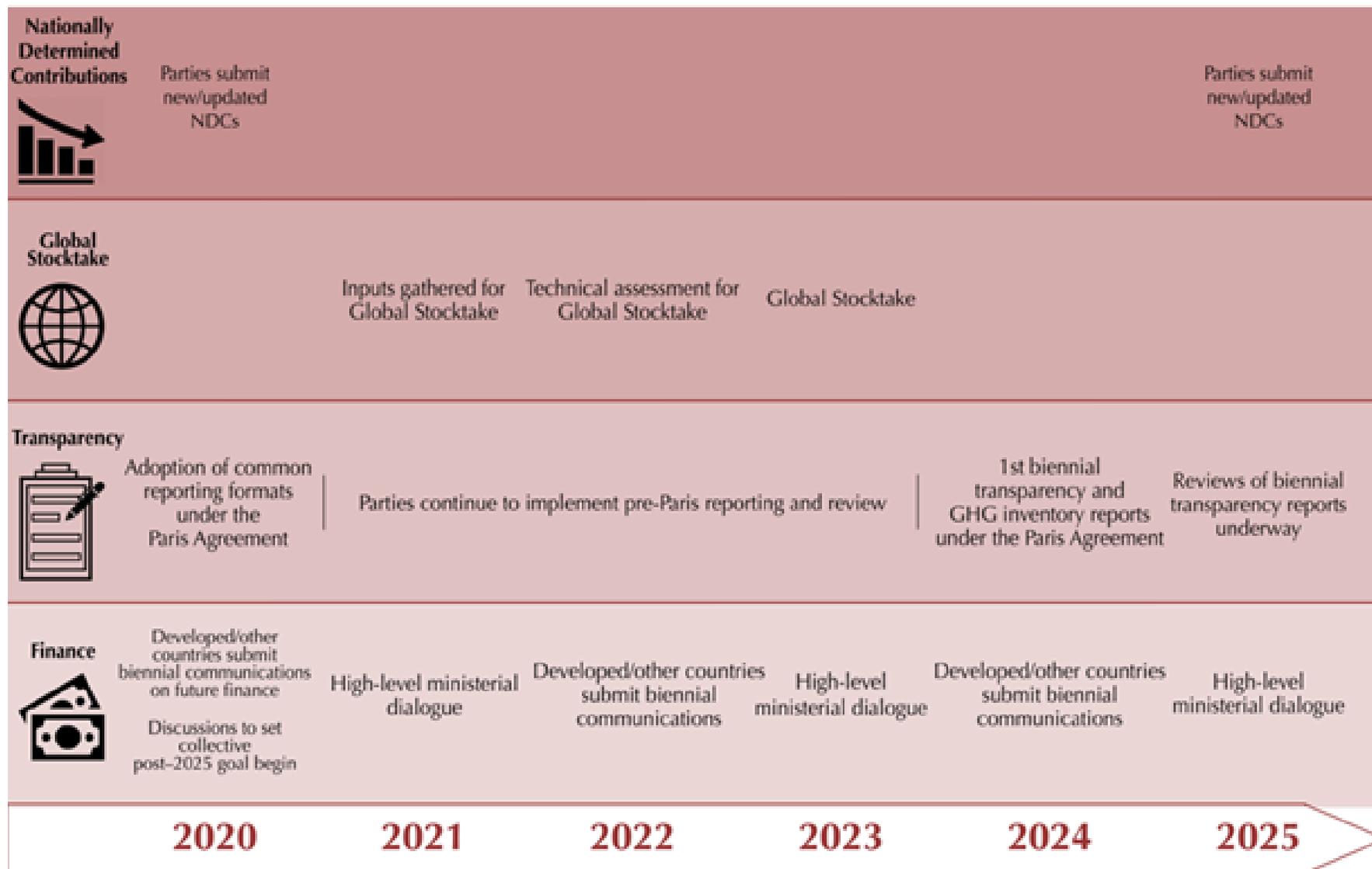


FIGURE 1: Paris Agreement Key Milestones ^[1]

To ensure that this exercise is as robust and accurate as possible, Parties of the PA at COP 26 adopted among other Decisions: - (i) outlines for the BTR & national inventory document (NIR); (ii) the common reporting tables and common tabular formats for reporting GHG Inventory, NDC progress, financial, technology development and transfer and capacity-building support provided and mobilized, as well as support needed and received; (iii) technical expert review process and (iv) the training programme for technical experts participating in the technical expert review of BTRs (Decision -/CMA.3).

Another important aspect of the ETF is that it builds on the current, solid measurement, reporting and verification system under the Convention, which for developed countries is the GHG inventories and the International Assessment and Review (IAR) and for developing countries is the International Consultation and Analysis (ICA). The implementation of the Modalities, Procedures and Guidelines (MPGs) implies that: -

- Reporting of the BTR supersedes reporting of biennial reports and biennial update reports under the Convention for PA Parties.
- Review of the biennial reports and Technical Analysis (TA) of the BUR under the Convention will be superseded by the technical expert review of BTRs for PA Parties.
- Multilateral Assessment (MA) and Facilitative Sharing of Views (FSV) under the Convention will be superseded by the facilitative multilateral consideration of progress (FMCP) for PA Parties with respect to their individual efforts under Article 9 of the PA and respective implementation and achievement of their NDCs.
- Parties to the Convention that are not Parties to the PA will continue with the current annual GHG inventory, IAR and ICA processes, as appropriate, even though they may use the MPGs of the ETF and supplemental chapters on research and systematic observation and on education, training and public awareness to enhance comparability of information with respect to national communications (see decision 1/CP.24, para. 44)

On the other hand, the following elements will continue to be reported under the Convention and will not be superseded by the MPGs, as shown in Figure 2:

- National Communications (NCs) must continue to be submitted by developed and developing countries.
- Annual GHG inventories must continue to be submitted by developed countries. In the years in which a BTR is due, the GHG inventory can be submitted as a stand-alone report or as a section of the BTR (18/CMA.1, para. 3). If submitted as a stand-alone report, a summary of the Party's GHG emissions/removals must be included in the BTR (18/CMA.1, annex, para. 91).
- The proposed REDD+ forest reference emission level and/or forest reference level by developing country Parties, which may be submitted on a voluntary basis in accordance with decision 12/CP.17 (para. 13) and will be subject to a technical assessment as per decision 13/CP.19.
- The technical annex on REDD+ for those Parties seeking results-based payments is to be reported as an annex to the BTR and is technically analyzed during the review of the BTR (paras. 45-46 of 1/CP.24).

Moving towards the enhanced transparency framework

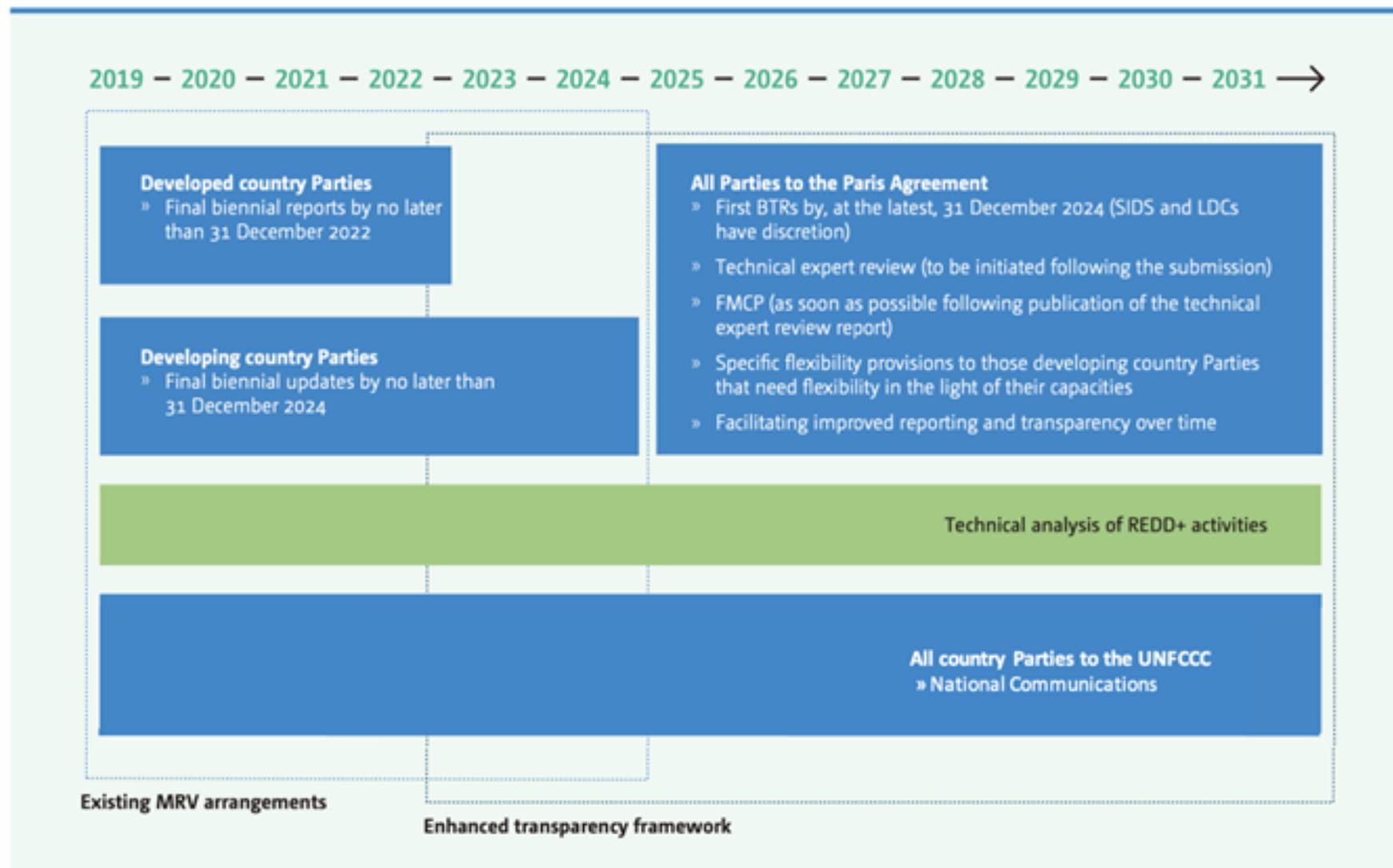


FIGURE 2: Moving towards the Enhanced Transparency Framework ^[2]

Besides the global significance of sharing and tracking global data on countries' GHG emissions and removals, mitigation and adaptation actions and support; periodic report preparation and reviews complement national development agenda goals by bringing climate change-related information to the attention of national policy-makers, relevant institutions, the wider national audience as well as to multilateral and bilateral development partners. This presents unique

opportunities for countries to integrate climate change into national development priorities through NDCs and long-term strategies (LTS). A robust national climate reporting and self-sustained Measurement, Reporting and Verification (MRV) system can bring a number of benefits, at the national level, including but not limited to:

- established national MRV institutional frameworks and coordination mechanisms
- providing coherent data for informed national policy- and decision-making on climate issues and other related matters, making it possible to analyze the efficiency and effectiveness of policy implementation, which is an element of good governance;
- supporting the tracking of Sustainable Development Goals (SDGs), including the NDC target under SDG 13;
- enhancing national capacities by involving many stakeholders from various national institutions in the operationalization of the MRV system;
- contributing towards national reporting on environmental, climate and policy questions and communicating these to different target audiences, including the general public;
- increasing the involvement of the private sector in climate actions; and
- improving access to funding.

Scope of the umbrella programme and its flexibilities: -

This proposal seeks to support developing countries to prepare and submit their BTRs and NCs as outlined in the ETF. It is expected that these reports will not only inform national prioritization and planning agenda related to climate change, but will also inform the global stock take to be undertaken in Yr. 2028. This umbrella programme is designed to support approx. sixty-two (62) countries to prepare and submit BTRs and combined BTR/NCs, even though not all the LOEs have been included at concept phase. To date, UNEP has received Letters of Endorsements (LOEs) from the following twenty-five (25) countries confirming their interests to be included in this umbrella: Burkina Faso; Burundi; Cameroon; Central African Republic; Comoros; Cote d'Ivoire; DR Congo; Ecuador, Eswatini; Fiji; Gabon; Gambia; Ghana; Guinea Bissau, Kyrgyzstan; Lesotho; Mauritius; Mongolia; Niger; Pakistan; Rwanda; Saint Kitts and Nevis; Saint Lucia; Sierra Leone; Zimbabwe. A final list of countries will be updated as and when additional countries send their LOEs, and at the latest before submission of the CEO endorsement. Even though the international reporting requirements under the UNFCCC and PA provide for greater flexibility on reporting timelines for LDCs and SIDS, UNEP has noted an impressive trend from these countries to transition to the ETF sooner rather than later, to allow them to start tracking their NDC targets.

Some flexibilities have been incorporated into this umbrella programme, in response to requests made by Parties under the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), during discussions relating to methodological issues relating to the enhanced transparency framework for action and support referred to in Article 13 of the Paris Agreement. The following presents a summary of flexibilities considered in this proposal: -

1. *In response to the request from the COP to the GEF & its implementing partners on expediting project funding to Parties,* this proposal has included countries that are ready to initiate their BTR1 preparation after they submitted previous NC/BURs to the UNFCCC, as well as those countries that are yet to submit their NCs & BURs to the UNFCCC. For this later group, BTR/NC resources will only be disbursed to national partners after the UNFCCC submission process of report(s) currently under preparation is confirmed. This strategy is expected to shorten the funding gap between subsequent

reports as countries will not have to initiate the funding request after report submission to the UNFCCC; but will sign bilateral funding agreements with UNEP for funds disbursement.

2. *Flexibility to increase the number of participating countries in the umbrella, by the time of submission of CEO endorsement request document to the GEF before end of Yr. 2022.* - In addition to the 25 countries listed, UNEP expects to receive additional requests from countries wishing to join the umbrella programme even after the programme's inclusion into the June 2022 Council Work Programme. In recognition of the need to allow room for additional countries to join the umbrella, without causing extended delays to the 1st group of countries that are ready to embark on the BTR/NC reporting, UNEP will place a cutoff date for countries to express their interest and submit LOEs before the end of 3rd Quarter, 2022. This will allow to get the GEF CEO endorsement approval letter by latest December, 2022 and ensure that participating countries have access to GEF resources in early 2023 to commence BTR/NC preparation, especially for those that are ready to commence the BTR/NC process. In case of any uncommitted funds at the time of the cutoff date for additional countries to express interest to join the program, the uncommitted funds may be used to finance BTR2 in some of the countries which are receiving funding for BTR1, through bundling of resources, in an effort to avoid returning uncommitted resources to the GEF from this umbrella.

3. *Flexibility to incorporate changes that may arise in BTR costing revision:* - In June 2020, the GEF organized the first virtual "*Informal Consultation Meeting on Financial Support for Biennial Transparency Reports*"^[1] to discuss support needs, possible modalities, and timing for BTRs with partners. In November 2020, a second informal consultation^[2] was carried out to present the modalities made available by the GEF for supporting the BTRs and related reporting and get feedback from the various stakeholders. Following the informal consultations, the information notes on the "*Financing of Biennial Transparency Reports for Developing Country Parties to the Paris Agreement*"^[3] were submitted to the 59th GEF Council, which met in December 2020. The GEF CEO then made the support modalities available and communicated them to all countries in February 2021. The costing of BTR/NCs and BTRs within this umbrella programme is based on the information note for BTR/NC indicative costing as outlined in Table 1.

[1] Information available: [Informal Consultation Meeting on Financial Support for Biennial Transparency Reports under the Paris Climate Agreement | GEF \(thegef.org\)](#).

[2] Information available: [Second Informal Consultation on Financial Support for Biennial Transparency Reports | GEF \(thegef.org\)](#).

[3] Report: - [EN_GEF_C.59_Inf.19_Information Note on the Financing of the Biennial Transparency Reports for Developing Country Parties to the Paris Agreement.pdf \(thegef.org\)](#).

TABLE 1: BTR/NC Components and Indicative Costing Per GEF's Policy

BTR	Cost (US\$)	Combined BTR/NC	Cost (US\$)
i. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases	160,000	i. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases	160,000
ii. Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement	120,000	ii. Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement	120,000
iii. Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement	100,000	iii. Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement	100,000
iv. Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9–11 of the Paris Agreement	20,000	iv. Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9–11 of the Paris Agreement	20,000
v. Other relevant information (e.g. gender awareness)	10,000	v. Other relevant information (including supplemental NC chapters (research and systemic observation; and education, training and public awareness))	40,000
vi. Publication and submission of report, and other project execution support	30,000	vi. Publication and submission of report, and project execution support	30,000
Subtotal	440,000	Subtotal	470,000
Project management cost	44,000	Project management cost	47,000
Total	484,000	Total	517,000

<p>1.1.1 Output: Twenty-six (26) BTRs prepared and submitted to the UNFCCC @ US\$ 484,000*26 = US\$ 12,584,000</p>	<p>1.1.2 Output: Thirty-six (36) BTR/NCs prepared and submitted to the UNFCCC @ US\$ 517,000 *36 = US\$ 18,612,000</p>
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Following this notification, the GEF organized a third consultation meeting ^[1] in February, 2022 to receive informal feedback to help identify and assess any necessary adjustments to the current operational guidelines and costing related to the support for BTR preparation, in light of the guidance received at CMA.3. Participants included government representatives, members from the Consultative Group of Experts (CGE), the UNFCCC Secretariat, and relevant GEF Implementing Agencies. UNEP actively participated in these informal consultations and will strive to incorporate any changes that may arise in BTR/NC costing at CEO endorsement request phase. This will be done in an effort to ensure that participating countries receive all necessary support to prepare good quality reports that respond to guidance provided in Decision -/CMA.3 Annexes IV and V. Any changes in BTR/NC costing will change (i) total cost allocated/country; (ii) number of expected countries and/or report supported through this the umbrella, and will therefore be communicated to the Council members for consideration, through an amendment notification.

[1] [Third Informal Consultation on Financial Support for Biennial Transparency Reports | GEF \(thegef.org\)](https://www.thegef.org/press-releases/2022/03/2022-03-01-third-informal-consultation-on-financial-support-for-biennial-transparency-reports)

National Context: -Information about projects implemented since countries became party to the convention and results achieved:

An assessment of the participating countries' status of current reporting and Paris Agreement ratification was conducted for the confirmed countries, as shown in Table 2, and will be updated at CEO endorsement stage. The submission status and/or closeness of completion and submission of current NC and BUR to the UNFCCC helped defined the project that each country is eligible to receive GEF funding on – whether combined BTR/NC or BTR stand alone. Countries which have recently started the preparation of a NC will receive funding for a standalone BTR, while countries which have submitted the last NC and not yet started the new one will receive funding for a combined NC/BTR. This assessment and choice were made in in consultation with countries as depicted in Table 2. This assessment will also inform UNEP's phased approach of funds disbursement to countries: - starting with those that have submitted reports and are therefore ready to initiate BTRs, while allowing more time for countries with ongoing NC/BUR to complete, submit those reports to the UNFCCC before funds are disbursed.

TABLE 2: Status of NCs and BURs preparation in countries which have LOEs attached to this submission

PARTY	NC PREPARATION STATUS	BUR PREPARATION STATUS	REQUESTED FUNDING FOR: -
Phase I: Parties ready to initiate BTR/NC, immediately after CEO endorsement approval			
1. Gabon	NC1; NC2; NC3 submitted to the UNFCCC	BUR1 submitted to the UNFCCC	NC4/BTR1
2. Guinea Bissau	NC1; NC2; NC3 submitted to the UNFCCC NC4 at inception phase	BUR1 Submitted to the UNFCCC	BTR1
3. Lesotho	NC1; NC2; NC3 submitted to the UNFCCC	BUR1 submitted to the UNFCCC	NC4/BTR1

4.	Pakistan	NC1; NC2 submitted to the UNFCCC NC3 at inception phase	BUR1 submitted to the UNFCCC	BTR1
5.	Rwanda	NC1; NC2; NC3 submitted to the UNFCCC NC4 at inception phase	BUR1 submitted to the UNFCCC	BTR1
6.	Zimbabwe	NC1; NC2; NC3 submitted to the UNFCCC NC4 is under finalization	BUR1 submitted to the UNFCCC	NC5/BTR1
7.	Burkina Faso	NC1; NC2 submitted to the UNFCCC NC3 is under finalization	BUR1 submitted to UNFCCC	NC4/BTR1
8.	Saint Lucia	NC1; NC2; NC3 submitted to the UNFCCC NC4 at inception phase	BUR1 submitted to the UNFCCC	BTR1
Phase II. Parties likely to submit their NCs and/or BUR to the UNFCCC by Dec 2022; and will initiate NC/BTR in early 2023				
9.	Gambia	NC1; NC2; NC3 submitted to the UNFCCC	BUR1 under finalization	NC4/BTR1
10.	Kyrgyzstan	NC1; NC2; NC3 submitted to the UNFCCC NC4 under finalization	BUR1 under finalization	NC5/BTR1
11.	Central African Republic	NC1; NC2 submitted to the UNFCCC NC3 under finalization	BUR1 under finalization	NC4/BTR1
12.	Burundi	NC1; NC2; NC3 submitted to the UNFCCC NC4 under inception phase	BUR1 under finalization	BTR1
13.	Cameroon	NC1; NC2 submitted to UNFCCC NC3 under preparation	BUR1 under finalization	NC4/BTR1

14. Cote d' Ivoire	NC1; NC2; NC3 submitted to the UNFCCC NC4 under Preparation	BUR1 submitted to the UNFCCC BUR2 under preparation	BIR1
15. DR Congo (DRC)	NC1; NC2; NC3 submitted to the UNFCCC NC4 under finalization	BUR1 under finalization	NC5/BTR1
16. Ecuador	NC1; NC2; NC3 submitted to the UNFCCC NC4 under finalization	BUR1 submitted to the UNFCCC BUR2 under finalization	NC5/BTR1
17. Eswatini	NC1; NC2; NC3 submitted to the UNFCCC NC4 under finalization	BUR1 under finalization	NC5/BTR1
18. Niger	NC1; NC2; NC3 submitted to UNFCCC NC4 under finalization	BUR1 under finalization	NC5/BTR1
19. Mongolia	NC1; NC2; NC3 submitted to UNFCCC NC4 under finalization	BUR1 submitted to the UNFCCC BUR2 under finalization	NC5/BTR1
20. Sierra Leone	NC1; NC2; NC3 submitted to UNFCCC NC4 at inception phase	BUR1 under finalization	BTR1
Phase III: Projects to be initiated as soon as reports have been submitted to the UNFCCC			
21. Comoros	NC1; NC2 submitted to the UNFCCC NC3 under preparation- Expected to be submitted to UNFCCC by Sep 2023.	BUR1 under preparation- Expected to be submitted to UNFCCC by Sep 2023.	NC4/BTR1
22. Fiji	NC1; NC2; NC3 submitted to the UNFCCC	BUR1 under preparation- Expected to be submitted to UNFCCC by Dec 2023	NC4/BTR1
23. Ghana	NC1; NC2; NC3; NC4 submitted to the	BUR1; BUR2; BUR3 submitte	BTR1

	UNFCCC NC5 at inception phase	d to UNFCCC BUR4 under preparation- Ex pected to be submitted to U NFCCC by June 2023	
24. Mauritius	NC1; NC2; NC3 submitted to the UNFCCC NC4 at inception phase	BUR1 submitted to UNFCCC. Party requested to delay BTR onset to mid-2023.	BTR1
25. St. Kitts and Nevis	NC1; NC2; submitted to the UNFCCC NC3 under preparation- Expected to be submitted to UNFCCC by Dec 2024	BUR1 under preparation-- Ex pected to be submitted to U NFCCC by Oct 2023	NC4/BTR1

<p>Key: - NC1 – Initial National Communication NC2 – Second National Communication NC3 – Third National Communication NC4 – Fourth National Communication NC5 – Fifth National Communication</p>	<p>BUR1 – Initial Biennial Update Report BUR2 – Second Biennial Update Report BUR3 – Third Biennial Update Report BUR4 – Fourth Biennial Update Report</p>
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From the analysis of Table 2 above, the following can be noted: -

- All participating countries have submitted their NC2
- Most countries have completed their NC3, with only 4 countries currently finalizing their NC3
- Almost all the listed countries will be transitioning directly from their initial BUR to initial BTR, except for Ecuador, Cote d'Ivoire, Ghana and Mongolia.

In addition to assessing the status of UNFCCC reporting, an assessment was conducted on the status of PA ratification by countries and their NDC submissions. All countries with the LOEs under this umbrella have ratified the UNFCCC and PA, and most of them have updated their NDCs as shown in Table 3.

TABLE 3: Countries' Status on Transitioning towards the Paris Agreement

Country	Paris Agreement Ratification	Date of NDC submission	Date of NDC update Submission
1. Burkina Faso	11 Nov 2016	11/11/2016	09/10/2021
2. Burundi	17 Jan 2018	17/10/2018	05/10/2021
3. Cameroon	29 Jul 2016	29/07/2016	11/10/202021
4. Central African Republic	11 Oct 2016	11/10/2016	24/01/2022
5. Comoros	23 Nov 2016	23/11/2016	05/11/2021
6. Côte d'Ivoire	25 Oct 2016	25/11/2016	-
7. Democratic Republic of Congo (DRC)	13 Dec 2017	13/12/2017	28/12/2021
8. Ecuador	20 Sep 2017	29/03/2019	-
9. Eswatini	21 Sep 2016	21/09/2016	12/10/2021
10. Fiji	22 Apr 2016	22/04/2016	21/12/2020
11. Gabon	2 Nov 2016	02/11.2016	
12. Gambia	27 Nov 2016	07/11/2016	12/09/2021
13. Ghana	21 Sep 2016	21/09/2016	04/11/2021
14. Guinea Bissau	22 Oct 2018	22/10/2018	12/10/2021
15. Kyrgyzstan	18 Feb 2020	18/02/2020	09/10/2021
16. Lesotho	20 Jan 2017	20/01/2017	22/06/2018
17. Mauritius	22 Apr 2016	22/04/2016	05/10/2021
18. Mongolia	21 Sep 2016	21/09/2016	13/01/2020
19. Niger	21 Sep 2016	21/09/2016	13/12/2021
20. Pakistan	10 Nov 2016	10/11/2016	21/10/2021
21. Rwanda	6 oct 2016	06/10/2016	20/05/2020
22. Saint Kitts and Nevis	22 Apr 2016	22/04/2016	25/10/2021
23. Saint Lucia	22 Apr 2016	22/04/2016	27/01/2021
24. Sierra Leone	1 Nov 2016	01/11/2016	31/07/2021
25. Zimbabwe	7 Aug 2017	07/08/2017	24/09/2021

Consistency with National Priorities: The programme align and is consistent with national strategies, plans, reports and assessments under the UNFCCC and other Conventions. National teams will therefore be guided strengthen linkages with other equally relevant initiatives, such as and not limited to:

The Capacity-building Initiative for Transparency (CBIT) initiatives at national and global level to further strengthen their institutional and technical capacities to meet the enhanced transparency requirements defined in Article 13 of the Paris Agreement. Information on Capacity Building for Initiative Transparency (CBIT) for each participating country will be further detailed at CEO Endorsement; including information on countries that have on-going or upcoming CBIT projects

Nationally Determined Contributions (NDCs) since information generated from the studies and assessments carried out under the NC/BTR processes will be used to track progress of implementation of NDC targets, as well as refine targets to be included in their subsequent NDC, as guided by the global stock take process.

Nationally Appropriate Mitigation Actions (NAMAs): Parties will be requested to make use of information obtained through the NAMA process, if funded, to complement and enrich data & information presented in the NC and BTR and vice versa.

UNFCCC Technology Needs Assessments (TNAs): projects that assist developing country Parties to the UNFCCC in determining their technology priorities for the mitigation of GHG emissions and adaptation to climate change.

National Adaptation Plans (NAPs): The Green Climate Fund's (GCF) support for the formulation of National Adaptation Plans (NAPs) and other adaptation planning processes which is available to all developing countries as part of the Readiness Programme the development of NAPs helps establish and strengthen national capacities to implement climate change and development actions.

A list of reports prepared and projects under development or implementation by the 62 countries that are relevant to the NC and BTR process shall be provided in the CEO Endorsement Request.

Coordination at Regional and global Level; At the regional level, participating countries will be guided to join regional MRV networks that were created under the Global Support Programme (GSP) for experience sharing, continuous capacity-building and technical backstopping which will enhance quality, efficiency and transparency of national climate change reports to the UNFCCC. The operations of these networks will be continued under the new global cooperation within CBIT 2.

The Initiative for Climate Action Transparency (ICAT), which is supporting in-country capacity development programmes through training modules on MRV of policies and actions, and knowledge sharing of good practice and lessons learned. Countries that have joined or will join the initiative will be encouraged to coordinate MRV related activities in the BTR/NC projects with the capacity building activities in ICAT.

UNDP's Climate Promise: The Climate Promise leverages the NDC Partnership's coordination to strengthen the implementation of climate action. Participating countries will be encouraged to ensure complementarity in updating their climate data, building capacities of experts and enhancing ownership in NCs, BTRs and NDC processes.

Developing GHG inventories is an essential first step towards managing emissions. *LEDS Global Partnership (LEDS GP)* is hosting two complementary tools to help design, plan, assess, and operationalize more sustainable national greenhouse gas inventory systems: Developing a National Greenhouse Gas Inventory System Template Workbook; and the Greenhouse Gas Inventory Toolkit. This series of templates provides a comprehensive base for preparing a National Inventory System Report used for national greenhouse gas inventory development processes. A major component of the LEDS GP approach to building sustainable national greenhouse gas inventory management systems is starting with the pre-defined National Greenhouse Gas Inventory System Templates developed by the [United States Environmental Protection Agency](#) and [USAID](#). These tools are consistent with IPCC and UNFCCC guidelines for national greenhouse gas inventory development.

In the context of the Information Matters project, the *Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH* provides capacity-building and technical support to partner countries on behalf of the German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety (BMU) under its International Climate Initiative (IKI)/ Zukunft – Umwelt – Gesellschaft (ZUG) gGmbH. The Information Matters project aims at strengthening the partner countries' in-country capacities for enhanced reporting under the United Nations Framework Convention on Climate Change (UNFCCC). The Information Matters project has a special focus on the preparation of Biennial Update Reports (BURs), Biennial Transparency Report (BTR) and has developed templates and guidance documents that countries will be encouraged to make use of.

Through the one UN process, the programme will encourage participating countries to link the project results to priorities set in their *strategic Partnership Cooperation Frameworks & SDG target 13*. These priorities range from climate change and disaster risk management; pollution, biodiversity & nature conservation, improving performance and responsiveness of targeted national and sub-national institutions; gender equality and addressing acute vulnerability and participation gaps.

[1] Source - from Figure 1, Pg. 3. A Brief Guide To The Paris Agreement and 'Rule Book' [paris-agreement-and-rulebook-guide.pdf \(c2es.org\)](https://www.c2es.org/publications/paris-agreement-and-rulebook-guide.pdf). Accessed in Apr, 2022.

[2] Adapted from Figure A.1, Reference Manual for the Enhanced Transparency Framework under the Paris Agreement, UNFCCC 2020, p. 80.

[3] Information available: [Informal Consultation Meeting on Financial Support for Biennial Transparency Reports under the Paris Climate Agreement | GEF \(thegef.org\)](https://www.thegef.org/en/informal-consultation-meeting-on-financial-support-for-biennial-transparency-reports-under-the-paris-climate-agreement).

[4] Information available: [Second Informal Consultation on Financial Support for Biennial Transparency Reports | GEF \(thegef.org\)](https://www.thegef.org/en/second-informal-consultation-on-financial-support-for-biennial-transparency-reports).

[5] Report: - [EN_GEF_C.59_Inf.19_Information Note on the Financing of the Biennial Transparency Reports for Developing Country Parties to the Paris Agreement.pdf \(thegef.org\)](https://www.thegef.org/en/en-gef-c.59-inf.19-information-note-on-the-financing-of-the-biennial-transparency-reports-for-developing-country-parties-to-the-paris-agreement).

[6] [Third Informal Consultation on Financial Support for Biennial Transparency Reports | GEF \(thegef.org\)](https://www.thegef.org/en/third-informal-consultation-on-financial-support-for-biennial-transparency-reports).

B. ENABLING ACTIVITY GOALS, OBJECTIVES, AND ACTIVITIES

The proposal should briefly justify and describe the project framework. Identify also key stakeholders involved in the project including the private sector, civil society organizations, local and indigenous communities, and their respective roles, as applicable. Describe also how the gender equality and women's empowerment are considered in project design and implementation

The objective of this project is to support sixty-two (62) developing countries to prepare and submit BTRs and combined BTRs/NCs that comply with the UNFCCC/PA reporting requirements; and respond to their national development goals. The project has been designed with one outcome, which is to support these countries meet their BTR and NC reporting requirements under the UNFCCC. This outcome will be realized through the following three outputs:

- 1.1.1 Twenty-six (26) BTRs prepared and submitted to the UNFCCC
- 1.1.2 Thirty-six (36) BTR/NCs prepared and submitted to the UNFCCC
- 1.1.3 Countries receive enhanced execution support services from UNEP

The programme aims to support national governments fulfill essential communication requirements to the Convention and is in conformity with Objective 3 of the GEF-7 Climate Change Focal Area, which focuses on fostering enabling conditions for mainstreaming mitigation concerns into sustainable development strategies. The project will be implemented on an agreed full cost basis requiring only in-kind contribution by GEF-eligible countries, which will be communicated to UNEP during project implementation.

At the onset of drafting processes, the Executing Agency (EA) will be guided to engage services of qualified national experts from relevant line Ministries, academia and/or private sector to draft the various sections of reports and offer relevant training on the UNFCCC and PA reporting processes. The EA may also sub-contract other institutions to prepare chapters/sections of reports aligned to their mandate, upon the signing of Memorandum of Understanding (MoUs) or Legal Agreements. In addition, the EA may engage services of regional and international experts/institutions to undertake specific tasks where their capacity is limited; and pass on this knowhow to national experts and institutions. The BTR and NC reports will be subjected to national consultation and review processes to ensure its endorsement and approval before submission to the UNFCCC.

As the report preparation approaches its finalization, a summary of activities and results achieved under the BTR or combined BTR/NC project will be prepared to ensure that the project design of the subsequent BTR or BTR/NC project is built upon what has been achieved so as to avoid duplication of work and propose strategies for increasing synergies with related programmes and institutions. This will enable the preparation of a GEF funding proposals for subsequent BTRs and/or combined BTR/NC. This will support Executing Partners to initiate the request for GEF funding for subsequent NCs and BTRs and ensure a seamless transition without extended funding-gaps in the enabling activities (EAs) projects. Countries will also be able to use BTR and/or BTR/NCs resources for stocktaking. This will allow them to assemble information needed for preparation of to their next reporting funding request. This continuity will safeguard continued interest and institutional mechanisms necessary for the preparation of such reports and/or any others required under the enhanced transparency framework of the Paris Agreement.

The following section provides a description of the two types of reports that will be prepared by participating countries, following the guidance from FCCC/PA/CMA/2021/L.21 on methodological issues relating to the enhanced transparency framework for action and support referred to in Article 13 of the Paris Agreement. This relates to the outlines for the BTR, national inventory document and technical expert review report pursuant to the annex to decision 18/CMA.1, as contained in annexes IV, V and VI, respectively. Countries will be guided to use and benefit from training that will be available on the use of the common tabular formats presented in Annex II to decision 5/CMA.3 for the electronic reporting of the information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement. In addition, guidance on BTR/NC will be provided from the relevant GEF policy documents on costing.

Output 1.1.1 Twenty-six (26) BTRs prepared and submitted to the UNFCCC

Under this output, countries will be guided to prepare standalone BTR with the following sections: -

I. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases (paras. 17–58 of the MPGs)

Participating countries will be guided to refer to Annex V of FCCC/PA/CMA/2021/L.21 for National Inventory Reports (NIRs) preparation. The NIR will be prepared using good practice methodologies accepted by the IPCC and agreed upon by parties to the Paris Agreement. Parties will be guided to use the most recent IPCC guidelines and any subsequent versions adopted by parties. They will report a consistent annual time series starting from 1990, applying consistent methodologies for each reported year. Participating countries requiring flexibility may report the data it has for the reference year and period of its NDC and a consistent annual time series from 2020 onward. The NIR will present information on: -

- National circumstances, institutional arrangements and cross-cutting information on GHG inventories and climate change (e.g. as it pertains to the national context)
- Trends in greenhouse gas emissions and removals in energy, Industrial processes and product use, Agriculture, Land use, land-use change and forestry, Waste and any other applicable sector
- Overview of source and sink category emission estimates and trends
- Other information (e.g. indirect GHGs, precursor gases)
- Key category analysis (flexibility provided to those developing country Parties that need it in the light of their capacities as per para. 25 of the MPGs)
- Recalculations and improvements
- Relevant annexes to the national inventory document

II. Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement (paras. 59– 103 of the MPGs)

This section aims to provide a description of the country's national circumstances and information on institutional arrangement relevant to implementing and achieving NDC, GHG emissions and removals projections and any other information relevant to tracking progress made in implementing and achieving its NDC. The general guidance on information to be included in this section will include, but not limited to:

- National circumstances and institutional arrangements related to NDC tracking
- Description of a Party's nationally determined contribution under Article 4 of the Paris Agreement, including updates

- Information necessary to track progress made in implementing and achieving its nationally determined contribution under Article 4 of the Paris Agreement
- Mitigation policies and measures, actions and plans, including those with mitigation co-benefits resulting from adaptation actions and economic diversification plans, related to implementing and achieving a nationally determined contribution under Article 4 of the Paris Agreement
- Summary of greenhouse gas emissions and removals
- Projections of greenhouse gas emissions and removals, as applicable
- Other information relevant to tracking progress made in implementing and achieving its NDC under Article 4 of the Paris Agreement.

III. Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement

The general guidance on information to be included in this section include, but not limited to:

- National circumstances, institutional arrangements and legal frameworks related to adaptation.
- Impacts, risks and vulnerabilities, as appropriate
- Adaptation priorities and barriers
- Adaptation strategies, policies, plans, goals and actions to integrate adaptation into national policies and strategies
- Progress on implementation of adaptation
- Monitoring and evaluation of adaptation actions and processes
- Information related to averting, minimizing and addressing loss and damage associated with climate change impacts
- Cooperation, good practices, experience and lessons learned
- Any other information related to climate change impacts and adaptation under Article 7 of the Paris Agreement

IV. Information on financial, technology development and transfer and capacity building support provided and mobilized under Articles 9–11 of the Paris Agreement

The general guidance on information to be included in this section include, but not limited to:

- National circumstances, institutional arrangements and country-driven strategies
- Underlying assumptions, definitions and methodologies
- Information on financial support needed and received by developing country Parties under Article 9 of the Paris Agreement
- Information on technology development and transfer support needed and received by developing country Parties under Article 10 of the Paris Agreement
- Information on capacity-building support needed and received by developing country Parties under Article 11 of the Paris Agreement
- Information on support needed and received by developing country Parties for the implementation of Article 13 of the Paris Agreement and transparency-related activities, including for transparency-related capacity-building
- Other relevant information, including information on gender and climate change

V. Information on financial, technology development and transfer and capacity building support needed and received under Articles 9–11 of the Paris Agreement

- National circumstances, institutional arrangements and country-driven strategies
- Underlying assumptions, definitions and methodologies
- Information on financial support needed by developing country Parties under Article 9 of the Paris Agreement
- Information on financial support received by developing country Parties under Article 9 of the Paris Agreement
- Information on technology development and transfer support needed by developing country Parties under Article 10 of the Paris Agreement
- Information on technology development and transfer support received by developing country Parties under Article 10 of the Paris Agreement
- Information on capacity-building support needed by developing country Parties under Article 11 of the Paris Agreement
- Information on capacity-building support received by developing country Parties under Article 11 of the Paris Agreement
- Information on support needed and received by developing country Parties for the implementation of Article 13 of the Paris Agreement and transparency-related activities, including for transparency-related capacity-building

VI. Information on flexibility (Applicable only to developing country Parties that need flexibility in the light of their capacities.)

- Indication of (1) reporting provisions to which self-determined flexibility is applied, (2) capacity constraints in relation to the application of flexibility and (3) self-determined estimated time frames for improvements in relation to those capacity constraints (para. 6 of the MPGs)

Improvements in reporting over time (Parties may report information on areas of improvement in relation to their reporting, pursuant to chaps. III–VI of the MPGs, in this chapter and/or in chapters relevant to where specific areas of improvement have been identified.)

- Areas of improvement identified by the Party and technical expert review team in relation to Party's implementation of Article 13 of the Paris Agreement (para. 7(a) of the MPGs)
- How the Party is addressing or intends to address areas of improvement as referred to in paragraph 7(a) of the MPGs (para. 7(b) of the MPGs)
- Areas of improvement that are related to the flexibility provisions used¹⁶ (para. 7(c) of the MPGs)
- Reporting-related capacity-building support needs identified, including those referred to in chapter VI above and any progress made, including those previously identified as part of the technical expert review in chapter VII of the MPGs (para. 7(d) of the MPGs)
- Parties' domestic plans and priorities with regard to improved reporting pursuant to paragraph 7 of the MPGs are not subject to technical expert review, but the information may inform discussions on areas of improvement and identification of capacity-building needs between the technical expert review team and the Party concerned (para. 8 of the MPGs)

VII. Any other information the Party considers relevant to the achievement of the objective of the Paris Agreement, and suitable for inclusion in its biennial transparency report

Output 1.1.2 Thirty-six (36) BTR/NCs prepared and submitted to the UNFCCC/NC

This output caters for the countries that will submit their BTR and NC as a single report in accordance with the modalities, procedures and guidelines included in the annex to decision 18/CMA.1 for information also covered by the NC reporting guidelines contained in, as applicable, decisions 4/CP.5 and 17/CP.8.

In addition to the BTR components described under output 1.1.1, these countries shall include in the report:

§ Supplemental chapters on research and systematic observation and on education, training and public awareness, in accordance with the guidelines contained in, as applicable, decisions 4/CP.5 and 17/CP.8;

§ For those Parties that have not reported under chapter IV of the annex to decision 18/CMA.1, an additional chapter on adaptation, in accordance with the relevant guidelines contained in, as applicable, decisions 4/CP.5 and 17/CP.8.

At the global level, UNEP will communicate any new BTR/NC reporting requirement that may be agreed upon by the COP to countries. It will also advise participating countries on potential adjustments to project design and implementation, to reflect on the said changes, as appropriate.

Output 1.1.3 Countries receive enhanced execution support services from UNEP

UNEP has continued to play an important role in supporting developing countries to meet their reporting obligations under the UNFCCC. It aligns to UNEP's Medium-Term Strategy document for tackling climate change, biodiversity and nature loss, and pollution and waste from 2022–2025; and is embedded under the climate action pillar to support state and non-state actors to adopt the enhanced transparency framework arrangements under the Paris Agreement.

A recent GEF report confirms that UNEP is currently supporting eighty-six (86) developing countries to prepare their NCs and BURs/BTRs. Over this time, UNEP has noted that these reports have not only assisted countries to meet their reporting requirements under the UNFCCC, but also helped countries to (i) establish subcommittees and sectoral working groups responsible for preparation of specific chapters of national reports as well as (ii) climate data generated to inform their national policies. The theory of change (Annex 1) for the umbrella project reflects a rationale that is consistent with the approaches of previous and ongoing UNEP-GEF climate change enabling activities. As national teams get better in applying the recommended NC and BUR/BTR guidelines, human and national institutional capacities become strengthened over time.

Having said that, UNEP also recognizes that there are prevailing capacity challenges associated with the preparation of these reports in many developing countries. Many countries report persisting capacity gaps of government staff and insufficient institutional capacities, including gaps related to inter-agency and cross-sectorial coordination. Furthermore, countries report capacity needs related to mainstreaming climate considerations into their national planning and budgeting. These challenges have also been reported in the UNFCCC synthesis reports and are currently being addressed through different donors and initiatives at national, regional and global levels. To address the persistent capacity issues and expedite report preparation and submission of high-quality reports, UNEP proposes to provide enhanced execution support to these Partners, which will comprise of the **following range of support services, in addition to the IA services:**

- a. Support EA teams to draft terms of references for consultants to be engaged in preparing the project implementation plans;
- b. Assisting national governments to identify qualified experts to undertake stocktaking exercise, stakeholder consultations and project implementation plan preparation;
- c. Provide advisory services during recruitment of project personnel and/or consultants to support the NC and BTR reporting process to ensure that the qualified candidates are selected to support project work;

- d. Provide training to country level project management teams on compliance with technical and financial reporting guidelines through the development of and dissemination of guidance notes to enable countries meet their reporting obligations to GEF and UNFCCC;
- e. Support national governments in identifying suitable national and sub-regional/ international climate change experts (by means of advertisements, website, and roster of experts) capable of carrying out the necessary thematic assessments in the areas of GHG Inventories, Mitigation Analysis and Vulnerability and Adaptation strategies;
- f. Assist country teams to organize national workshops for different NC/ BTR components, which includes support in identifying trainers; reviewing workshop agenda and supporting with access to existing materials;
- g. Support project partners in the identification of regional centers of excellence to enable countries' access to climate relevant data, information and appropriate analytical tools particularly in the areas of GHG inventories and mitigation actions.

Stakeholders' Involvement

In order to ensure a successful project outcome and enhance countries' ownership and uptake of NCs and BTRs findings, it is critical to engage stakeholders in the processes carried out for the elaboration of these reports. In previous projects, a diverse group of stakeholders have been involved in these processes, including Government Ministries, Research Institutions, Academia, Civil Society Organizations (CSOs) and indigenous peoples; Community Based Organizations (CBOs), women groups, special groups, farmers, business and industry; trade unions, local authorities; indigenous peoples, ethics specialists, professional associations, media, etc.

A stakeholder mapping exercise will be undertaken by each executing agency to identify the roles of various actors in providing data and tracking actions related to the different sectors of the GHG inventory, tracking of NDC mitigation and adaptation activities as well as support needed and received. They will be invited to participate in the BTR and NC project inception workshop, where they will have an opportunity to agree on proposed roles/responsibilities and representation in the different thematic working groups as illustrated in the project implementation structure (Figure 3). Civil society organizations and indigenous peoples will be amongst the stakeholders invited to participate and provide comments on various sectoral outputs. They will also be consulted at the end of the project to provide feedback and an assessment of the BTR and NC process, on how best they can be involved in subsequent and future report preparation.

Funding will be allocated for stakeholder engagement events, publication, dissemination and submission of reports before project inception/launch workshop. The deliverables expected under stakeholder engagement will comprise the following:

- Consultations and workshops organized;
- Trainings and in-depth reviews of reports undertaken;
- Compilation, translation and executive summary completed;
- BTR and/or other reports/materials published and disseminated.

Private Sector Engagement

Engagement of the private sector is essential for mobilizing resources, knowledge and innovation to address climate change and promote low-carbon climate-resilient development. There have been several significant donor-supported climate funds, as well as a steady increase in policy and financial support for climate-friendly technologies over the recent years. The private sector plays a crucial role in translating climate policies into activities on the ground.

This project is expected to create awareness on climate reporting among the relevant stakeholders, including the private sector. Representatives of the private sector will be invited to project inception workshops to provide their comments on the project design and their potential role in the relevant priority sectors of the project. Private sector actors will also be asked to collaborate by providing information and data needed not only for NDC tracking but also for the elaboration of transparent, accurate, consistent, comparable and complete GHG inventories such as activity data for the IPPU sector, information on energy efficiency measures, reforestation, among others.

The evolution of economic activities and the impacts of alternative low carbon development measures will be considered in MRV activities in order to take stock of emissions and potential reductions obtained in the implementation of NDC strategies. Moreover, businesses may benefit from information about potential climate risks relevant for their activities (e.g. for agriculture and forests).

Gender

This project has been designed to conform to 2018 guidance from the GEF on Gender Equality^[1] and UNEP's Policy and Strategy for Gender Equality and the Environment. It will aim to support the Gender Action Plan of the UNFCCC^[2] in the following ways: National teams will be encouraged to refer to the *Gender Responsive National Communications Toolkit*, which was developed through the GEF-funded Global Support Programme (GSP). This toolkit is accessible at the GSP website^[3]. Countries will also receive information on updated guidance on the integration of gender into national reporting as this guidance becomes available under the GEF project "[Global Capacity Building Initiative for Transparency \(CBIT\) Platform Phase II A: Unified Support Platform and Program for Article 13 of the Paris Agreement](#)".

Efforts will be made to have acceptable gender representation in project management structures as well as in capacity building activities, and women's participation in the project will be documented. The executing agencies, in consultation with relevant entities, will identify a gender focal point in their working groups to track and itemize issues linked to their respective reporting sections - adaptation, mitigation and greenhouse gases, gender financing, capacity, technology needs, public awareness, education, constraints and gaps. A short summary or section under the itemized issues will be prepared and linked to the NCs and BTRs. A gender sensitive workshop/training for the Project Management Team, Thematic Working Groups, sector ministries, and selected environment and gender-based NGOs will be organized to support gender-equity measures in NC and BTR processes. Institutions to be consulted on gender issues at national level will include, but not limited to: Ministries in charge of gender, the gender focal point for the convention on climate change, civil society organizations working in the fields of gender and climate change as well as research institutions and development partners working on gender issues. Participating countries will also be encouraged to actively participate in the development of a synthesis report on the implementation of the gender action plan as adopted by COP 23. Participating countries will be requested to outline any existing national/sectoral gender-related information/efforts/policies and indicate activities that the project will implement to meet this policy, at CEO endorsement request.

RISKS: -

While most countries have already established a reasonable technical and institutional basis to prepare and deliver their reports, the overall project risk is moderate. Project risks are related to (i) the existence of weak institutional arrangements, and (ii) poor stakeholder consultation processes; (iii) possibility of most countries producing reports that lack adequate depth and quality (due to lack of data), (iv) delays in report completion by countries. UNEP will assist country teams to work towards mitigating the anticipated risks, as follows:

TABLE 4: Project Risks and proposed measures to mitigate the risks during project implementation

Risk	Level of Risk	Commentary and Mitigating Strategies and Actions
<p>1. <i>Organizational risk (participating countries):</i> Limited consultations and weak participation process amongst stakeholders due to institutional rivalries or rigidities which hamper responsiveness of project outputs to national development needs as well as effective work delivery and quality of the outputs.</p>	Moderate	<p>§ UNEP will encourage peer support by linking-up country teams within regional networks, to exchange data and information, tools and methodologies, lessons learnt and good practices to enhance the quality and utility of national reports.</p> <p>Teams will also refer to the various toolkits for assisting non-Annex I Parties in establishing and maintaining the most suitable national institutional arrangements to meet the enhanced reporting requirements for BTRs and NCs. e.g. a toolkit developed by the UNFCCC Secretariat</p>
<p>2. <i>Organizational risk (participating countries):</i> Weak institutional arrangement structures and inexperienced staff: inadequate incentives and difficulties in retaining staff involved in the preparation of previous or current national communications. This has resulted in high staff turnover in many countries and tend to affect not only the quality of the studies but also the timeliness of delivery of project outputs.</p>	Moderate	<p>§ Due to recent increased interest in climate change issues by national governments, countries will be encouraged to set up permanent and adequately staffed climate change offices to ensure sustainability of BTRs and NCs processes including easy access to information, data and tools used for climate change studies.</p> <p>§ Executing Agencies will be encouraged to actively involve other institutions in national reporting, through various channels – e.g. establishing robust institutional arrangements and constituting technical working groups with agreed terms of reference, contracts and memorandum of understanding</p> <p>§ Continuous training of climate change project staff on both administrative and technical aspects of the project, to ensure that the unit retains a good institutional memory in case of staff movement</p>
<p>3. <i>Operational risk (Implementing Agency):</i> Superficial and/or delayed reporting/no cost extension</p>	Moderate	<p>§ UNEP will provide enhanced execution support to countries experiencing difficulties in drafting terms of references and identifying regional/international experts to facilitate training of local experts to understand the UNFCCC reporting guidelines and ensure effective and timely work delivery</p> <p>§ In cases where there are challenges in the project, UNEP team will undertake country missions (after COVID-19 restriction measures are lifted) to discuss financial and technical matters, and any other factors that may be hindering project delivery.</p>
<p>4. <i>Operational risk (Implementing Agency):</i> The possibility of most countries producing reports that lack</p>	Moderate	<p>§ UNEP will advise on access to methodologies and guidance notes for BTR and NC preparation, and recommend participation in capacity building initiative workshops, webinars organized by the CGE, IPCC, UNFCCC</p>

<p>ck adequate depth and quality</p>		<p>CC, CBIT and other organizations</p> <p>§ UNEP will raise the level of project supervision and work closely with the new global cooperation with CBIT 2 to help countries identify regional centers of excellence in both Annex I and non-Annex I countries to help countries access climate relevant data, information and appropriate analytical tools particularly in the areas of vulnerability and adaptation. UNEP will also encourage south-south cooperation and peer support by linking up country teams to exchange data and information, tools and methodologies, lessons learnt and good practices – likely to be undertaken through the CBIT platform</p>
<p>5. <i>Political risks:</i> It is expected that political unrest/ instability in any of the Countries, will impede implementation of project activities and completion of the project within the stipulated time frame.</p>	<p>Moderate</p>	<p>§ UNEP will make use of its Regional Offices and/or other UN Offices to liaise with the national government to assess the situation and put measures in place to ensure that the project incurs minimum losses and that project activities resume once the national situation is favorable</p> <p>§ The institutional arrangements of these projects are designed to include a broad cross section of ministries/experts involved in addressing climate change and as such aim to maintain some continuity of personnel between administrations.</p> <p>§ National projects usually interact with technical staff at government level - who are most likely to remain after elections as civil servants serving politically elected officials. As such, projects usually receive continued support from these technical staff between elections and advocate for the project under new political administrations.</p>
<p>6. <i>Environmental risks/hazards:</i> Occurrences of extreme weather events – floods, hurricane, droughts etc. will slow/stop implementation of project activities and completion of the project within the stipulated time frame.</p>	<p>Low</p>	<p>§ National teams will be encouraged to create more awareness on climate change related hazards/disasters; enhance coordination of efforts between institutions for risk assessment, improve early warning systems to mitigate impacts and increase resilience to extreme events.</p> <p>§ National teams will be encouraged to prioritize data storage and archiving processes, to prevent loss of data /information which would impact the timely completion of the project.</p>

Covid 19-related issues: - National teams will be encouraged to consider virtual/alternative means of consultation, training, reviews and allocate budgets to support this functionality accordingly. Teams will also be requested to conduct training that address gender differentiated impacts of COVID 19 during report preparation.

Knowledge Management

At the national level, the BTR/NC preparation process is designed to enhance public participation and create awareness on climate change issues. The reporting process presents an opportunity to promote information sharing and networking amongst all relevant institutions and stakeholders at national and local levels. Parties will indicate, where applicable, national climate change communication strategies that have been put in place, or that are proposed, to enhance the general understanding of climate change issues and integration of the same in national development planning processes. Preferred channels for information sharing and dissemination will be identified and set up during the project implementation phase; this may include websites, e-libraries and climate change offices. Participating countries shall be required to identify and elaborate a plan of activities for raising awareness and education for different groups of people. This may include the use of publications, training workshops, and public meetings to disseminate project findings at different stages. Once drafting and compiling NC and/or BTR information is complete, participating countries will be encouraged to produce a single document that includes an executive summary. The document may be presented as a hard copy and in electronic format. The executive summary, which should be no more than 10 pages long, will be used for the purpose of making the report and its key findings accessible to policymakers, the media, and the public.

At the regional & international levels, participating countries will be encouraged to join regional MRV networks to share their experiences and lessons learnt in national reporting. This support will be linked to regional network coordinators and international experts, who will provide guidance to countries as needs arise while enhancing south-south networking. Participating countries will also be requested to exchange data and information, tools and methodologies, lessons learnt, and good practices to enhance the quality and utility of their reports through the streamlined website that will replace the GSP website. The merged GSP/CBIT website will provide information and materials, tools, relevant links, and country pages; and online learning modules and webinars. This support platform aims to provide streamlined support and capacity building at the country, regional, and global levels to enable Non-Annex I countries under the UNFCCC and developing countries under the Paris Agreements to better respond to reporting requirements and to catalyze increased ambition within country NDCs.

[1] GEF (2018). *GEF Policy on Gender Equality*.

[2] Decision 3/CP.23 <https://unfccc.int/resource/docs/2017/cop23/eng/11a01.pdf#page=13> Accessed October 30, 2019.

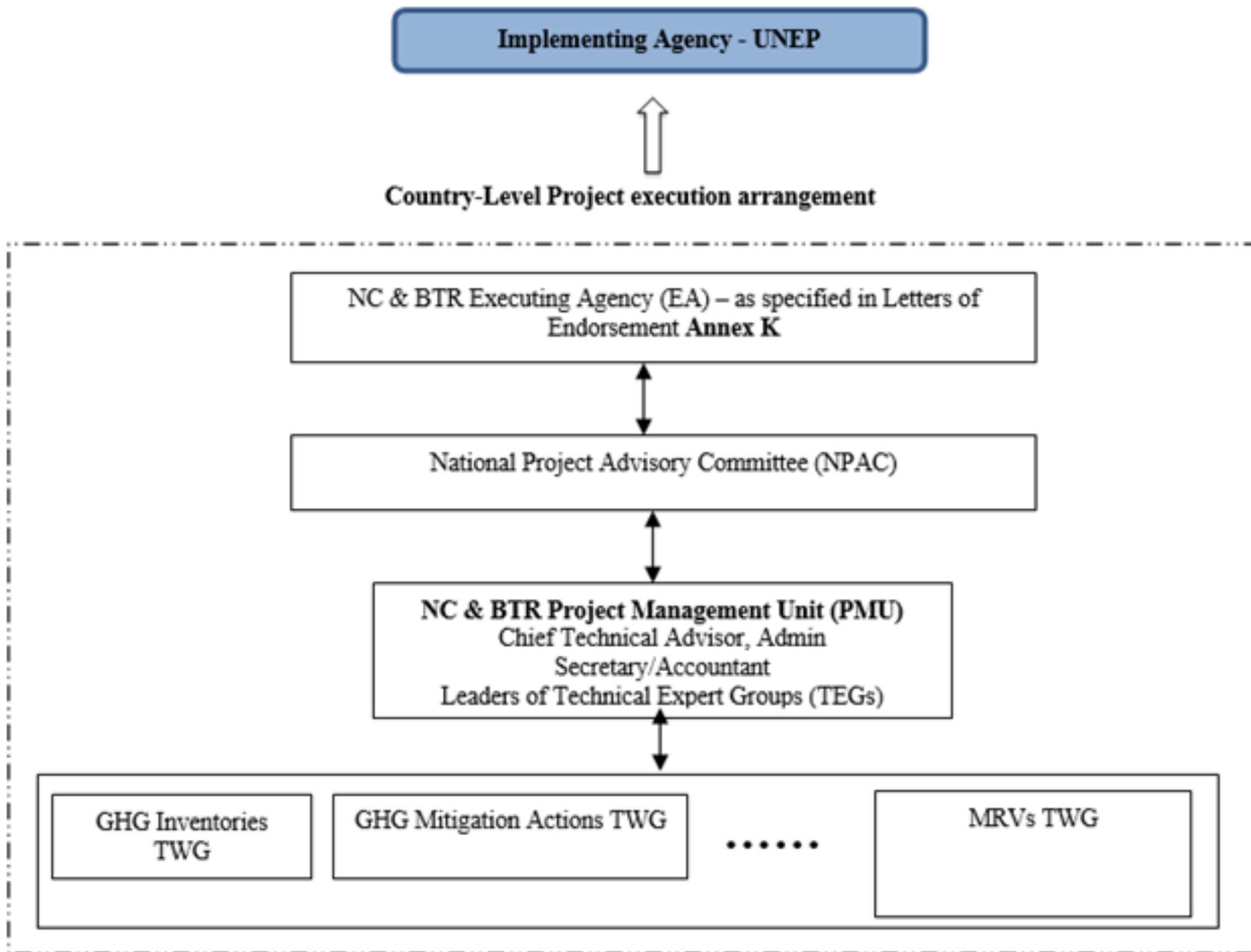
[3] <http://www.un-gsp.org/news/gender-responsive-national-communications-toolkit> Accessed October 30, 2019.

C. DESCRIBE THE ENABLING ACTIVITY AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION

Discuss the work intended to be undertaken and the output expected from each activity as outlined in Table A

The project will be implemented through the Economy Division of the United Nations Environment Programme and executed by national entities. The general national project execution arrangements involve the establishment of Project Management Units (PMU) within the EAs for the overall management of all aspects of the project implementation. The PMU will comprise of a Chief Technical Advisor (CTA) or Technical Advisor (TA) and a Project Administrative Secretary/Accountant. The CTA/ TA will provide technical support to the national Technical Expert Groups (TEGs). The TEGs will be constituted along different Thematic Working Groups (TWG) (e.g. GHG Inventories, GHG mitigation, domestic measurement reporting and verification arrangements, BTR/NC support needs) depending on the project type. EAs will be encouraged to identify gender focal points in all working groups to track and itemize issues linked to their respective reporting sections - adaptation, mitigation and greenhouse gases, gender financing, capacity, technology needs, public awareness, education, constraints and gaps. Any other relevant group will be established, based on decisions of the National Project Advisory Committee (NPAC) members.

FIGURE 3: Project Execution Arrangement



At the moment, twenty-five (25) of the countries have expressed their interest and confirmed their participation in this PIF and have appointed the following executing partners for the project, except Ecuador which indicates that the Ministry will appoint an executing partner in future.

1. Permanent Secretariat of the National Council for Sustainable Development (SP-CNDD) (Burkina Faso)
2. Burundian Office for Environment Protection (OBPE) (Burundi)
3. Ministry of Environment, Protection of Nature and Sustainable Development (MINEPDED) (Cameroon)
4. Ministry of Environment and Sustainable Development (Central African Republic)
5. Ministry of Agriculture, Fisheries, Environment, Tourism and Crafts (Comoros)
6. Ministry of Economy and Finance (Cote D'Ivoire)
7. Ministry of Environment and Sustainable Development (Democratic Republic of Congo)
8. Ministry of Tourism and Environmental Affairs (Eswatini)
9. Ministry of Environment (Fiji)
10. Minister of Water, Forests, Sea, of the Environment, in charge of the Climate Plan and Land Use Plan (Gabon)
11. National Environment Agency (Gambia)
12. Environmental Protection Agency (Ghana)
13. Ministry of Environment and Biodiversity (Guinea Bissau)
14. Ministry of Natural Resources, Ecology and Technical Supervision (Krygystan)
15. Ministry of Tourism, Environment and Culture (Lesotho)
16. Ministry of Finance, Economic Planning and Development (Mauritius)
17. Ministry of Environment and Tourism of Mongolia (Mongolia)
18. Ministry of Planning (Niger)
19. Ministry of Climate Change (Pakistan)
20. Rwanda Environment Management Authority (Rwanda)
21. Ministry of Finance (Saint Kitts and Nevis)
22. Ministry of Education, Sustainable Development, Innovation, Science, Technology and Vocational Training, (Saint Lucia)
23. Environment Protection Agency Ministry of the Environment (Sierra Leone)
24. Ministry of Environment, Climate, Tourism and Hospitality Industry (Zimbabwe)

UNEP has previous experience working with the above EAs during the preparation of previous NCs and or BURs and will therefore continue to play a pivotal role in assisting these teams to strengthen their capacities in reporting.

UNEP in its role of IA will:

- Lead in internalization, UNEP Project Agreement signing and first disbursement/sub-allotment to executing agency
- Technically assess and oversee quality of project outputs, products and deliverables
- Review of reporting, checking for consistency between execution activities and expenditures, ensuring that it respects GEF incrementality rules.
- Clearance of cash requests, and authorization of disbursements once reporting is found to be complete and accurate
- Approve budget revision, certify fund availability and transfer funds
- Create consensus to resolve inter-institutional and multi-country issues
- Manage relations with the GEF
- Umbrella programme oversight and feedback on demand to GEF Operational Focal Points
- Follow-up with Executing agency for progress, equipment, financial and audit reports

- Provide no-objection to main TORs and subcontracts of the project, including selection of project manager or equivalent
- Attend inception workshops, field visits where relevant,
- Assess project risks, and monitor and enforce a risk management plan
- Ensure that GEF quality standards are applied consistently to all projects

D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT

The umbrella programme approach, in general, presents multiple benefits compared to preparing sixty-two single country enabling activity proposal requests to the GEF and approval by end of Yr. 2022. UNEP has put several measures in place to ensure that the umbrella proposal preparation and approval process will be realized within a very short time, and that participating countries have access to the GEF resources to commence BTR/NC preparation in early 2023. Having stated that, UNEP also recognizes that the umbrella document is generic and that there is no such thing as “one size fits all”. This strategic document will help each country to identify their scope of work based on their circumstances, appropriate institutional arrangements and stakeholder engagement mechanisms over the period of NCs and BTRs drafting.

On supporting countries to meet their BTR submission timelines, UNEP, in consultation with the GEF Secretariat, agreed to support countries advance their BTR funding request, even before they have completed their current NCs and /or BURs. This is done with the aim to shorten the funding gap between projects, so that by the time their ongoing NCs and /or BURs are submitted to the UNFCCC, the participating countries move directly into negotiating a project agreement with UNEP for funds disbursement. To this end, UNEP has committed to support in expediting the funding request from the GEF but will only disburse BTR/NC funding under this project after the UNFCCC submission processes of current reports have been completed and confirmed. What this means is that: -

- Countries that have completed and submitted their NCs and /or BURs to the UNFCCC by CEO endorsement approval time will be ready to embark on NC/BTR1 processes immediately the CEO endorsement and commitment letter have been received
- Countries with ongoing NCs and /or BUR projects will first be supported to complete and submit current reports to the UNFCCC before they receive funding from UNEP to initiate the BTR or combined BTR/NC projects.

This approach will lengthen the overall umbrella programme duration (i.e. administrative side for UNEP) as NC/BTR1 commencement dates will vary per country, but will ensure timely access to GEF funding to all participating countries as and when they are ready to initiate their subsequent report saving time in accessing GEF funding – as listed in Table 2.

At a technical level on BTR review process: - MPGs provide a choice to LDCs and SIDS, to participate in the same centralized review as a group (decision 18/CMA.1, para. 157). LDCs and SIDS may also choose to participate as a group during the subsequent working group phase of the facilitative multilateral consideration of progress (decision 18/CMA.1, para. 194). This is an idea that the UNFCCC Secretariat may explore for this group of countries. The structure of the umbrella programme therefore allows for country-flexibility as well as options for countries to jointly share lessons learnt and undergo the review process jointly.

E. DESCRIBE, DESCRIBE THE BUDGETED M & E PLAN

The project will be monitored through the following activities:

§ A Project Inception Workshop at the national level will be held within 2 months of start of project, after the establishment of the Project Management Unit. This will involve all key stakeholders identified during the national consultation process. An Inception Workshop report will be prepared and shared with participants to formalize various agreements and plans decided during the meeting.

§ Monitoring BTR and NC technical progress against expenditures: The CTA/TA will be responsible for preparation of quarterly progress reports and expenditure statements. Technical progress and financial reports shall be reviewed by the UNEP Task Manager and Fund Management Officer.

§ Project Annual and final financial audit will be undertaken to assess probity (i.e. correctness, integrity etc.) of expenditure and transactions.

§ Report to the GEF and COP of UNFCCC: As part of annual reporting routine, UNEP will continue to prepare and submit to the GEF annual report on UNEPs support for the preparation of NCs and BURs/BTRs which will include the status of implementation of the BTRs and combined BTR/NC projects.

§ Project Implementation Review (PIR) Report: The BTR and combined BTR/NC project progress will be reported through PIR reports which is conducted annually as part of reporting routine

§ Annual Inventory of Non-expendable Equipment: The Executing Agency shall maintain complete and accurate records of non-expendable equipment purchased with GEF project funds and shall provide UNEP annually with the inventory of such non-expendable equipment as at 31 December, to be submitted within 2 months.

§ Periodic Monitoring through discussions with key partners: the UNEP Task Manager will conduct periodic monitoring of activities based on the agreed schedule in the Project Implementation Plan to assess status of implementation of project. The monitoring of project activities will identify areas of improvements and will make recommendations on how to address gaps in project implementation. At the end of the project, a customized final terminal report will be administered to all executing partners to assess the effectiveness of the project.

§ A final closure template will be shared with all executing partners at the end of the project, as part of project closure, to assess project effectiveness and indicate potential areas for further improvements

M&E BUDGET AND WORKPLAN

Type of M&E activity	Responsible Parties	Time Frame
Project Inception Workshop (PIW)	National Project Management Unit, Technical Expert Groups and UNEP Task Manager to raise awareness, build stakeholder engagement and detailed work planning	Within 2 months of project start-up and establishment of the project management unit
Project Inception Report	CTA/TA& UNEP Task Manager	Not more than 1 month after the Project Inception Workshop
Technical progress reports & expenditure statements	National Project Management Unit, Task Manager, Funds Management Officer	Half yearly expenditure and technical progress reports for any given year, submitted by January 31, and July 31 and at the end of the project implementation
Report to the GEF and COP of UNFCCC	National Project Management Unit, Task Manager, Funds Management Officer	Annually, part of reporting routine
Project Implementation Review (PIR) report	UNEP Task Manager	Annually, part of reporting routine
Annual Inventory of Non-expendable equipment	National Project Management Unit, Task Manager, Funds Management Officer	Annually, as at 31 December of each year, to be submitted within 2 months
Project Monitoring	UNEP Task Manager	Continuous
Final closure	National Project Management Unit, Task Manager, FMO, Consultant(s)	Initiated no earlier than six months prior to the operational completion of project activities

F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE)

This project is submitted as an umbrella and is composed of sixty-two (62) national projects, for which UNEP will draw separate legal agreements. Given that these projects will have to be managed using PMC resources and that each project is considered an 'enabling activity' at country level – which applies the 10% PMC allocation as per the GEF costing of BTRs and NCs Policy document^[1]. In this case, as a non -expedited enabling project, the project management cost is estimated at US\$ 2,836,000 as calculated in Table B. This is similar to the submission of the PFD, where the PMC rule is applied to each child project, hence the sum-up of the PMC is different than the recommended amount for a Full-Size Project.

Single Country Project		Umbrella Level PMC proposed		
Project	PMC allocated	No. of BTRs/NCs	Umbrella cost	PMC Total
BTR @ US\$ 484,000	US\$ 44,000	26 BTRs * US\$ 484,000	12,584,000	1,144,000
NC/BTR @ US\$ 517,000	US\$ 47,000	36 NC/BTRs * US\$ 517,000	18,612,000	1,692,000
			31,196,000	2,836,000

[1] Information Note on Financing BTRs/NCs: [EN_GEF_C.59_Inf.19_Information Note on the Financing of the Biennial Transparency Reports for Developing Country Parties to the Paris Agreement.pdf \(thegef.org\)](#)

Below is an extract of Safeguard Risk Identification Form (SRIF) clearance, the complete checklist is available in Annex 3 of the attached Project document.

Section 2: Safeguards Risk Summary

A. Summary of the Safeguards Risk Triggered

Safeguard Standards Triggered by the Project	Impact of Risk (1-5)	Probability of Risk (1-5)	Significance of Risk (L, M, H)
SS 1: Biodiversity, Ecosystems and Sustainable Natural Resource Management	1	1	L
SS 2: Climate Change and Disaster Risks	1	1	L
SS 3: Pollution Prevention and Resource Efficiency	1	1	L
SS 4: Community Health, Safety and Security	1	1	L
SS 5: Cultural Heritage	1	1	L
SS 6: Displacement and Involuntary Resettlement	1	1	L
SS 7: Indigenous Peoples	1	1	L
SS 8: Labor and working conditions	1	1	L

B. ESS Risk Level¹¹ -

5	H	H	H	H	H
4	M	M	H	H	H
3	L	M	M	M	M
2	L	L	M	M	M
1	L	L	L	L	L
#	1	2	3	4	5

C.

Refer to the UNEP ESSF (Chapter IV) and the UNEP's ESSF Guidelines.

Low risk



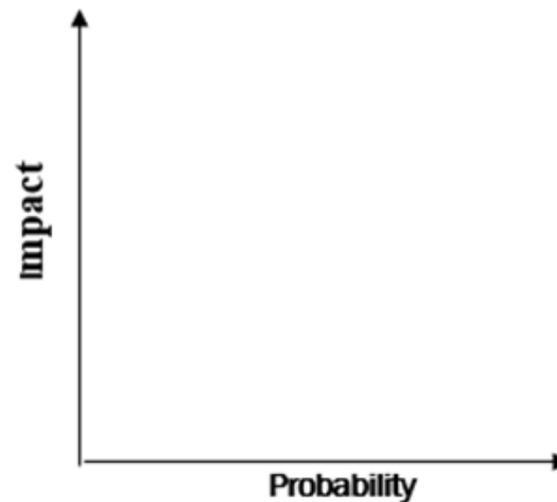
Moderate risk



High risk



Additional information required



D. Development of ESS Review Note and Screening Decision

Prepared by

Name: Suzanne Lekoyiet Date: 10th April 2022

Screening review by

Name: Yunae Yi Date: 11/04/2022

Cleared¹²



¹¹ **Low risk:** Negative impacts minimal or negligible: no further study or impact management required.

Moderate risk: Potential negative impacts, but limited in scale, not unprecedented or irreversible and generally limited to programme/project area; impacts amenable to management using standard mitigation measures; limited environmental or social analysis may be required to develop an Environmental and Social Management Plan (ESMP). Straightforward application of good practice may be sufficient without additional study.

High risk: Potential for significant negative impacts (e.g. irreversible, unprecedented, cumulative, significant stakeholder concerns); Environmental and Social Impact Assessment (ESIA) (or Strategic Environmental and Social Assessment (SESA)) including a full impact assessment may be required, followed by an effective comprehensive safeguard management plan.

¹² This is signed only for the full projects latest by the PRC time. |

E. Safeguard Review Summary (by the safeguard team)

This is a low-risk project.

F. Safeguard Recommendations (by the safeguard team)

1. No specific safeguard action required
2. Take Good Practice approach¹³



3. Carry out further assessments (e.g., site visits, experts' inputs, consult affected communities, etc.)
4. Carry out impact assessments (by relevant experts) in the risk areas and develop management framework/plan
5. Consult Safeguards Advisor early during the full project development phase
6. Other _____

¹³ Good practice approach: For most low-moderate risk projects, good practice approach may be sufficient. In that case, no separate management plan is necessary. Instead, the project document demonstrates safeguard management approach in the project activities, budget, risks management, stakeholder engagement or/and monitoring segments of the project document to avoid or minimize the identified potential risks without preparing a separate safeguard management plan.

Part III: Approval/Endorsement By GEF Operational Focal Point(S) And GEF Agency(ies)

A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT (S) ON BEHALF OF THE GOVERNMENT(S): (Please attach the Operational Focal Point endorsement letter with this template).

Name	Position	Ministry	Date
Mr. Somanegre Nana	Technical Coordinator/ GEF OFP	Ministry of Environment, Green Economy and Climate Change	2/23/2022
Mr. Emmanuel Ndorimana	Permanent Secretary/GEF OFP	Ministry of Environment, Agriculture and Livestock	2/23/2022
Dr. Unusa Haman	Sub-Director for Environmental Planning/GEF OFP	Ministry of Environment, Protection of Nature and Sustainable Development (MINEPDED)	3/3/2022
Mr. Lambert Gnapelet	Meteorological Engineer and Environment Manager /GEF OFP	Ministry of Environment and Sustainable Development	3/10/2022
Mr. Youssouf Elamine Youssouf Mbechezi	Director General for Environment and Forests /GEF OFP	Ministry of Agriculture, Fishing, Environment and City Planning	3/30/2022
Mr. Godefroid Ndaukila Muhinya	Director-Head of Service of the Sustainable Development Department /GEF OFP	Ministry of Environment and Sustainable Development	3/1/2022
Mr. Stanislas Stephen Mouba Olouna	Director General /GEF OFP	Directorate General for the Environment and Protection of Nature	4/11/2022
Mr. Isaac Charles Acquah Jnr	Chief Programme Officer/GEF OFP	Environmental Protection Agency	4/4/2022
Mrs. Dinara Kutmanova	Director/GEF OFP	Ministry of Tourism, Environment and Culture	4/1/2022
Mr. Stanely M. Damane	GEF OFP	Ministry of Tourism, Environment and Culture	3/7/2022
Mr. Enkhbat Altangerel	Director/GEF OFP	Ministry of Environment and Tourism	3/7/2022

Mr. Dharam Dev Manraj	Financial Secretary	Ministry of Finance, Economic Planning and Development	4/4/2022
Mr. Yakoubou Mahaman Sani	Director General/GEF OFP	Ministry of Planning	4/1/2022
Mr. Syed Mujtaba Hussain	GEF OFP	Government of Pakistan Ministry of Climate Change	4/4/2022
Juliet KABERA	Director General/ GEF OFP	Rwanda Environment Management Authority (REMA)	3/2/2022
Ms. Samantha Justin	Chief Technical Officer/GEF OFP	Ministry of Education, Sustainable, Development, Innovation, Science, Technology and Vocational Training	3/23/2022
Mr. Tanyaradzwa MUNDOGA	GEF OFP	Ministry of Environment, Tourism & Hospitality Industry	2/22/2022
Mrs. Alimata Kone	Permanent Secretary/GEF OFP	CNFEM (GEF NATIONAL COMMISSION)	4/7/2022
Ms. Hlobosile Sikhosana-Shongwe	Chief Environmental Coordinator /GEF OFP	Ministry of Foreign Affairs	4/5/2022
Mr. Joshua WYCLIFFE	Permanent Secretary/GFE OFP	Ministry of Waterways & Environment	4/5/2022
Mr. Dodou Trawally	Executive Director/GEF OFP	National Environment Agency	4/7/2022
Ms. Lavern Queeley	Director General/ GEF OFP	Ministry of Finance	4/7/2022
Mr. Sheku Mark Kanneh	Director General/ GEF OFP	Environment Protection Agency, Ministry of the Environment	4/6/2022
Lcdo. Jose Luis Naula Naula	Director for International Cooperation	Ministry of Environment, Water and Ecological Transition	4/8/2022
Mr. Lourenco Antonio Vaz	GEF OFP	Ministry of Environment and Biodiversity	4/7/2022

B. Convention Participation

Convention	Date of Ratification/Accession	National Focal Point
UN Framework Convention on Climate Change	9/2/1993	Traore, Do Etienne
UN Framework Convention on Climate Change	1/6/1997	Ngenzirabona, Augustine
UN Framework Convention on Climate Change	10/19/1994	Kagonbe, Témothée
UN Framework Convention on Climate Change	3/10/1995	Tola Kogadou, Igor Gildas
UN Framework Convention on Climate Change	10/31/1994	Mihidjay, Abdou Salami
UN Framework Convention on Climate Change	11/29/1994	Assamoi, Abé Yapo Eric-Michel
UN Framework Convention on Climate Change	1/9/1995	Mbuyi Kalombo, Aime
UN Framework Convention on Climate Change	2/23/1993	Schuldt, Walter
UN Framework Convention on Climate Change	10/7/1996	Mabuza, Khangeziwe
UN Framework Convention on Climate Change	2/25/1993	Gounder, Shiri
UN Framework Convention on Climate Change	1/21/1998	Gahouma-Bekale, Tanguy
UN Framework Convention on Climate Change	6/10/1994	Jallow, Alpha A.K.
UN Framework Convention on Climate Change	9/6/1995	Tutu Benefoh, Daniel
UN Framework Convention on Climate Change	10/27/1995	Viriato Luis Soares Cassama
UN Framework Convention on Climate Change	5/25/2000	Abdyldaev, Dastan

UN Framework Convention on Climate Change	2/7/1995	Mr. Mokoena France
UN Framework Convention on Climate Change	9/4/1992	Ms. Moheenee Nathoo
UN Framework Convention on Climate Change	9/30/1993	Mr. Batjargal Zamba
UN Framework Convention on Climate Change	7/25/1995	Mr. Kamaye Maazou
UN Framework Convention on Climate Change	6/1/1994	Mr. Usman Jadoon
UN Framework Convention on Climate Change	8/18/1998	Mr. Munyazikwiye Faustin
UN Framework Convention on Climate Change	1/7/1993	Ms. June Hughes; Mr. E. Alistair Edwards
UN Framework Convention on Climate Change	6/14/1993	Ms. Annette Rattigan-Leo; Ms. Anita Montoute
UN Framework Convention on Climate Change	6/22/1995	Mr. Gabriel Kpaka
UN Framework Convention on Climate Change	11/3/1992	Mr. Washington Zhakata