GEF-6 REQUEST FOR Climate Change ENABLING ACTIVITY
PROPOSAL FOR FUNDING UNDER THE GEF Trust Fund
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PART I: PROJECT IDENTIFIERS

Project Title:	Namibia's Third Biennial Update Report (BUR3) to the United Nations Framework Convention on Climate Change (UNFCCC)		
Country(ies):	Namibia	GEF Project ID:[1]	
GEF Agency(ies):	UNDP	GEF Agency Project ID:	6084
Other Executing Partner(s):	Ministry of Environment and Tourism	Submission Date:	24 May 2017
GEF Focal Area(s):	Climate Change	Project Duration (Months)	24
Type of Report:	Biennial Update Report	Expected Report Submission to Convention	December 2018

A. PROJECT FRAMEWORK*

Project Objective: To assist Namibia in the preparation and submission of its Third Biennial Update Report (BUR3) for the fullfilment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC)

Project Component	Project Outcomes	Project Outputs	(in $) GEF Project Financing	(in $) Confirmed Co-financing[2]
a) Institutional arrangements and National Circumstances; Constraints and gaps, and related financial, technical and capacity needs; and Other information considered relevant	1. Existing Institutional arrangements strengthened and information on national circumstances updated, with respect to climate change	1.1. Description of the strengthened institutional arrangements put in place to enable Namibia successfully prepare its biennial update reports on a continuous basis 1.2. Provision of updated information on Namibia's socio-economic and environmental profiles includeing geography, demography, natural resources, climate and land useamongst others 1.3. Description of Namibia's development priorities and specific needs and concerns at national and regional levels arising from the adverse effects of climate change	27,000	0
	2. Constraints and gaps, and related financial, technical and capacity needs identified and solutions identified	2.1. Updated Technology, financial and capacity needs for mitigation assessed 2.2. Review and assess constraints, gaps, technology, financial and capacity needs		

[1] Project ID number will be assigned by GEFSEC and to be entered by Agency in subsequent document submission.
[2] Co-financing for enabling activity is encouraged but not required.

		2.3. Identify new constraints, gaps, technology, financial and capacity needs 2.4. Indentify and propose solutions to the constraints, gaps, technology, financial and capacity needs 2.5. Information updated on technology needs and technology support received 2.6. Chapter on constaints and gaps, and related financial, technical and capacity needs, completed and included in the BUR3		
	3. Other information considered relevant to the achievement of the objective of the convention reported	3.1. Identification and review of all information relevant to the achievement of the objective of the convention 3.2. Documentation and reporting of the information to the UNFCCC 3.3. Information on the level of support received to enable the preparation and submission of the BUR3		
b) National GreenHous Gas Inventory	4. National GHG inventory on emissions by sources and removal by sinks prepared for the year 2016	4.1. Further capacity building and sector specific training of the existing GHG Inventory Working Group, to fully cover the 4 IPCC sectors, namely: Energy, Industrial Processes and Product Use (IPPU), Agriculture, Forestry and Other Land Use (AFOLU), and Waste 4.2. Further sector specific consultation at high level to further strengthen the existing Instituional Arrangements (IA) to sustainable produce quality national reports to the Convention. 4.3. Activity data for the energy, IPPU, AFOLU, and waste sectors collected, quality controlled and fed into the 2006 IPCC software for the year 2016 and emission estimates generated including Uncertainty analysis, Key Category Analysis and an improvement plan with all the steps, procedures, AD and workings documented and added to the existing database	120,000	0

		4.4. Emission factors for key source categories improved to represent national circumstances as feasible 4.5. Constraints and gaps as well as further capacity building are identied and reported 4.6. A stand alone National GHG inventory Report (NIR) is produced and GHG inventory chapter for inclusion into BUR3 is produced		
c)Mitigation actions and their effects; and information on domestic Measurement Reporting & Verification	5. Mitigation actions described and their effects investigated	5.1. Further stengtherning the technical capacitiy of the established National Mitigation Working Group 5.2. Consultation with key stakeholders to establish institutional arrangements to ensure for information flow on mitigation actions being implemented or planned by the key stakeholdrs 5.3. Data collection and analysis of relevant information regarding the mitigation actions or group of actions being implemented and being developed and how that contributes to the NDC 5.4. Mitigation actions or groups of actions being developed or being implemented described, including, sector, coverage, objectives, methodologies, and mitigation potential estimates and how that contributes to the NDC GHG reduction targets 5.5. Investigate the effects of the mitigation actions on other sector 5.6. A stand-alone mitigation report produced and a chapter on mitigation for inclusion in the BUR3 produced	138,000	0
	6. Information on domestic measurement reporting & verification included	6.1. Support the process of strengthening the national institutional arrangements and framework for domestic MRV in relation to the identified mitigation actions 6.2. Update the domestic MRV chapter for the BUR3		
d) Preparation and submission of biennial update report; and	7. Third Biennial update report prepared and submitted to UNFCCC	7.1. Third Biennial Update Report compiled and submitted according to the guidelines as outlined Dec. 2/CP. 17 for non-Annex I parties	35,000	

Monitoring and Evaluation	8. Monitoring and Evaluation of the project outcomes and outputs done	8.1. Hold inception workshop and produce report 8.2. Perform quarterly and periodic M&E 8.3. Prepare annual report 8.4. Prepare final evaluation report 8.5. Financial Audits		
		Subtotal	320,000	0
		Project Management Cost[3] (including Direct Project Cost: 5,000)	32,000	50,000
		Total Project Cost	352,000	50,000

* List the $ by project components. Please attach a detailed project budget table that supports all the project components in this table.

B. SOURCE OF CO-FINANCING FOR THE PROJECT BY NAME AND BY TYPE

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Amount ($)
Recipient Government	Ministry of Environment and Tourism	In-kind	50,000
Total Co-financing			50,000

C. GEF FINANCING RESOURCES REQUESTED BY AGENCY, COUNTRY AND PROGRAMMING OF FUNDS

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Programming of Funds	(in $)		
					GEF Project Financing (a)	Agency Fee (b)[b)]	Total (c)=a+b
UNDP	GEFTF	NAMIBIA	CLIMATE CHANGE	CLIMATE CHANGE	352,000	33,440	385,440
Total GEF Resources					**352,000**	**33,440**	**385,440**

a) Refer to the Fee Policy for GEF Partner Agencies

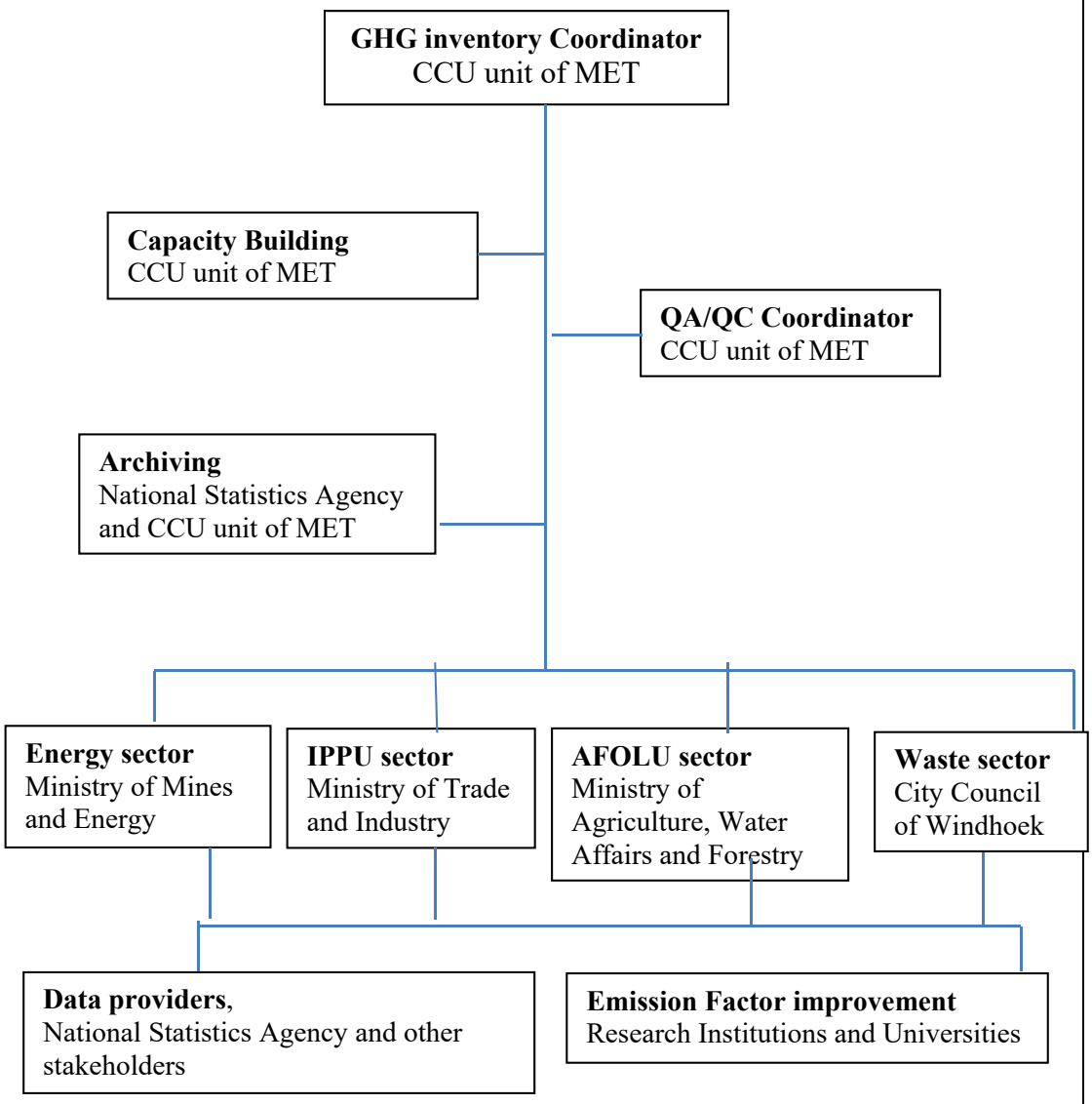
[3] This is the cost associated with the unit executing the project on the ground and could be financed out of trust fund or co-financing sources. For EAs within the ceiling, PMC could be up to 10% of the Subtotal GEF Project Financing.

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):	Namibia ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1995 and acceeded to its Kyoto Protocol in 2003, as a non-Annex I (NAI) Party. Namibia also ratified to the Paris Agreement in 2016. As a Party to the convention Namibia has the obligation to report on the measures adopted and implemented through its policies and measures to adapt to and mitigate the effects of climate change, thereby contributing to the attainment of the objective of the Convention. Namibia prepared and submitted its Nationally Determined Contribution to the convention as part of the global efforts to reduce the global temperature increase to below 2 degrees celcius. Thus far, Namibia has prepared and submitted three National Communications (NCs) and two BURs to the UNFCCC, namely: the Initial National Communication (INC) in 2002; the Second National Communication (SNC) in 2011; and the Third National Communication (TNC) in 2015 in accordance with articles 4 and 12 of the Convention. Namibia is currently preparing its Fourth National Communication (NC4)which is due for submission in December 2019. In accordance with enhanced reporting as mandated in decisions taken during COP 16 and 17 for non-Annex I Parties, Namibia prepared its First Biennial Update Report (BUR1) that was submitted in 2014 and the Second Biennial Update Report in 2016, making Namibia one of the leading NAI in timely submitting BURs. Both BUR1&2 made significant progress in establishing a sustainable Institutional Arrangements (IAs), setting up, strengthening and capacitating working groups to undertake mitigation and GHG inventories, including proposing a domestic Monitoring, Reporting and Verification (MRV) system. The institutional arrangements adopted during the preparation of the BUR1&2 and presently for the ongoing NC4 as depicted in Table 1 below will be further strenthened. Under BUR2, Namibia continued to invest in producing BURs and NCs in-house with the support of an external consultant for further capacity building. The BUR2 exercise helped to further improve, implement and consolidate the reporting processes put in place. However the preparation of the various components of BURs is still a very difficult exercise as resources and human capacities continued to be limiting factors. Thus it is obvious that there still exist shortcomings in the previous BURs, but the country is committed to strive to further raise the quality of future reports through strengthening of future GHG inventories through strengthening of the institutional arrangements and capacity building of the varous working groups. Working group members requested for sector specific trainings and capacity building initiatives both at the technical level and at the higher level to further strengthen the institutional arrangements. AD collected by the various institutions and ministries are centralized and stored at the Ministry of Environment and Tourism (MET) and National Statistics Agency (NSA). These constitute the main source of AD for estimating emissions and are supplemented with data from the private sector through direct contacts.These AD are also stored along with the workings and documentaton in the IPCC software as provided for in the notes section. Capacity building of all inventory team members continued on the different steps of the inventory cycle as well as on data management, running the 2006 IPCC software and analysing the output. This exercise will continue as it is a difficult challenge for newly introduced staff to master this process in a single session of training and the consistant staff turn-over has proven to be a major challenge, as new staff are introduced in every round of reporting.

The Climate Change Unit (CCU) in MET spearheaded the process of preparing the previous NCs and BURs, in its capacity as National Focal Point (NFP) of the convention. The same framework adopted for the previous reporting processes will be followed. The BUR3 preparation process will be implemented using the same structures set up under previous NCs and BURs and will aim to further strengthen them. For synergies and harmonization of both financial and technical resources BUR3 will be implemented together with NC4.

Table 1. Institutional Arrangements



Namibia has also over the years implemented and adopted projects, policies, plans and strategies to fight climate change. In 2011, the country passed the National Policy on Climate Change to provide the regulatory framework for climate change activities in the country. Furthemore a National Climate Change Staretgy and Action Plan (NCCSAP) for the period 2013-2020 has also been developed and currently under implementation through various stakeholders. The strategy encompasses mitigation, adaptation and cross cutting issues such as capacity building, and awareness raising, among others

	Namibia has also implemented various projects both on climate change adaptation and mitigations such as the on-going Scalling up Community Reselience to Climate Variability and Climate Change in Northern Namibia, with a special focus on women and Children (SCORE). Another preject which was recently concluded, is Concetrated Solar Power Technology Transfer for Electricity Generation in Namibia (CSP TT NAM). The aim of the project was to increase the share of renewable energies in the Namibia energy mix by developing the necessary technological framework and conditions for the successful transfer and deployment of CSP technology for on-grid power generation, thereby reducing GHG emissions. In accordance with decisions 1/CP.19 and 1/CP.20 of the Conference of the Parties (COP), Namibia prepared and submitted its Intended Nationally Determined Contribution (i)NDC to the UNFCCC towards achieving the ultimate objective of the convention as set out in Article 2 before the 1st of October 2015. In its (i)NDC, Namibia aims at reducing 89% of its GHG emissions at the 2030 tim horizon compared to the BAU scenario. The projected GHG emissions to be avoided in 2030 is of the order of 20000 Gg CO2-eq inclusive of sequestration in the AFOLU sector and compared to the BAU scenario. This is subject to the provision of technical, capacity building and funding to the tune of US$33 billion. Thus good, timely and quality reporting of GHG inventories and mitigation measures through BURs and NCs can help countries in tracking the targets they set in the (i)NDCs. Building on the previously prepared national communications and biennial update report as well as lesson learned and capacity-building needs identified by the technical analysis carried out through the International Consultation and Analysis (ICA) process for previous BURs, Namibia will prepare and submit its Third Biennial Update Report to the UNFCCC in December 2018.
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):	Namibia is one of the leading NAI countries in fulfilling its obligations in terms of reporting. Namibia has so far managed to prepare and submit three National Communications and two Biennial Update Reports. It has also become one of the few developing countries to submit to the UNFCCC secretariat two stand alone National GHG Inventory Reports (NIRs). Namibia was also one of the first countries to participate in the technical review conducted by the Technical Team of Experts (TTE). However, like most NAI countries, Namibia is still facing various challenges. Setting up a sustainable institutional arrangement has been one such challenges, considering that Namibia only started making the transition from fully outsourcing to some form of in-house reporting. The approach taken during the preparation of the three communications has, to a certain extent, built technical and institutional capacities, and more improvements were made under TNC and BUR1&2. However, due to time, financial and other limitations, there is still a serious need for further capacity building and development of institutional arrangements, as indicated in the improvement plan and from the capacity building report from the technical review. The BUR3 will provide the platform to further strengthen the existing institutional arrangements and enhance capacity of the working groups established under previous NCs and BUR projects. **Goal:** To fulfill the decisions of COP 16 & 17, which require developing countries to submit biennial update reports (BURs) containing updates of national greenhouse gas inventories, including a national inventory report and information on mitigation actions, needs and support received. **Objective:** Enable Namibia to prepare and submit its Third BUR in line with COP 16 & 17 decisions for non-Annex 1 parties.

The project is in line with the GEF's climate change mitigation objective CCM3 under GEF-6: Foster Enabling Conditions to Mainstream Mitigation Concerns into Sustainable Development Strategies which provides support to Non Annex I countries at fully agreed cost to prepare their BUR in a timely manner.

Namibia intends to further strengthen institutional, technical and analytical capacities through the preparation of the BUR3 with the financial assistance of the GEF. The main activities will include:

1. Enhance existing institutional arrangements and update information on national circumstances
2. Prepare a National inventory on emissions by sources and removal by sinks of GHG for the year 2016 in line with IPCC requirements through the use of the IPCC 2006 Guidelines and software
3. Assess and report on specific mitigation actions implemented by the country and their outcomes including emissions reductions as far as possible
4. Provide information on constraints and gaps, and related financial, technical and capacity needs, including a description of the support needed and received
5. Provide information on the domestic measurement, reporting & verification system being developed according to the national circumstances and capabilities
6. Report on the level of support received to enable the preparation and submission of the BUR3
7. Provide any other information relevant to the achievement of the objective of the convention that are suitable for inclusion in the BUR3.
8. Prepare and submit the Third Biennal Update Report to the UNFCCC

Stakeholders: Stakeholder involvement and consultation processes are critical to the success of the project. An effective engagement of key stakeholders is envisaged during project preparation, implementation, monitoring and evaluation to enhance ownership of the BUR process and makes these reports more responsive to national needs. The project proposal intends to strengthen stakeholder's participation to collectively participate in addressing climate change issues and challenges in Namibia. The stakeholders will be the Ministry of Environment and Tourism, through the Directorate of Environmental Affairs, which will be the implementing agency and coordinating body for the project, with the oversight and monitoring being provided by the National Climate Change Committee (NCCC). The project will be implemented under the NCs/BURs Project Management Unit (PMU), which is already established and operational. The project will be implemented with a broad base of stakeholders through the established working groups. These include, but are not limited to the Ministry of Agriculture, Water and Forestry; Ministry of Mines and Energy; Ministry of Works, Transport and Communication; National Planning Commission; Minstry of Trade and Industry; Nampower; University of Namibia; Polytechnic of Namibia; Namibia Statistics Agency; the private sector; civil society groups, NGOs and community based organizations. The roles of the main stakeholders in the BUR3 preparation process are more explicitly given below:

Stakeholder	Role

Ministry of Environment and Tourism	Implementing agency and overall coordination
Ministry of Agriculture, Water and Forestry	GHG inventory lead for AFOLU
Ministry of Mines and Energy	GHG inventory lead for Energy
Ministry of Works, Transport and Communication	AD and other information on transport, road infrastructure
Minstry of Trade and Industry	GHG inventory lead for IPPU
Ministry of Fisheries	AD and other information on Fisheries sector
National Planning Commission	Info on policies and strategies, and funding
Nampower	AD and other info on electricity generation
Namibia Statistics Agency	AD and info for GHG inventory, archiving and socio-economics scenarios
University of Namibia	Develop national emission factors
Polytechnic of Namibia	Develop national emission factors
Electricity Control Board	Info on energy policies and electricity generation
Namibia Roads Authority	AD on vehicles and road transport
Namibia Airports Authority	AD on civil avaiation
Department of Forestry	AD on FOLU, develop emission and other stock factors
Namibia Agronomic Board	AD and info on agriculture, fertilizer and practices
City Council of Windhoek	GHG inventory lead for Waste
Swakopmund and Walvis Bay councils	AD on waste for inventory and mitigation
MeatCo Namibia	AD on livestock sector
Agra	AD and info on agriculture, fertilizer and practices
Desert Research Foundation	Studies and surveys for GHG inventory and EFs
FeedMaster	Info on livestock feeds
TransNamib	AD on rail transport
Civil aviation office	AD on LTOs and bunkering

Gender dimension

The guidance on gender integration through the NCs and BURs developed by the Global Support Programme through UNDP and in collaboration with UNEP and GEF, will be applied.

Not all aspects of NC and BURs reporting like GHG, will require detailed action related to gender; however, it is important to have a good understanding of gender issues which may arise during the implementation. Inclusion of stakeholders in the BURs and NCs working groups who understands gender issues in relation to their sectors will allow the country to assesss where deeper gender analysis and action is required to make the overal NCs and BUR reports more credible, realistic and sustainable.

The update of the National Circumstances section of the 3BUR will consider gender disaggregated data where possible in order to better understand how social and economic

	differences between men and women in Namibia may affect the country's ability to deal with climate change. The project will also consider gender issues in the identification, description and preparation of mitigation actions when relevant. Finally, gender balance will be considered in project management regarding the technical team to be hired to prepare the 3BUR.
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).	**Institutional framework** The BUR3 project intends to strengthen Namibia's capability to meet its obligations as a non-Annex 1 party to the UNFCCC in line with the decisions of COP 16 &17. This will be done through providing technical training, tools and methods that the national team requires to carry out credible BURs and NCs in line with IPCC guidelines and software. It will also seek to ensure that sustainable mechanisms are put in place to ensure that future NCs and BURs will be done comprehensively and in a sustainable manner. Like all the other previous NCs and BURs, the Ministry of Environment and Tourism (MET), will implement BUR3, through the Department of Environmental Affairs, as the government ministry tasked with the responsibility for coordination of climate change activities in the country. The role of MET will be to provide strategic guidance to the project, facilitate smooth project implementation and to monitor project progress, with an external expert for capacity building and Quality Control (QC). The NCCC will serve as the project steering committee and provide policy and strategic guidance for the implementation of project activities and also play an oversight role of the project as a whole. The national teams will be responsible for collecting data as outlined in the stakeholder's section, under the coordination and supervision of the project coordinator. An institution will lead the work on each IPCC sector with the support of other experts from concerned institutions. The overall supervision and clearing of final products will be done by the National Committee on Climate Change. The Government of Namibia will provide in-kind contribution equivalent to a value of USD 50,000. The in-kind support to the project by government will be through the use of office equipment, premises for conference and meetings, the provision of office space and the administrative framework. UNDP will act GEF Implementing Agency and will monitor and support implementation of project activities in line with UNDP-GEF standard procedures. UNDP will be responsible for reporting, monitoring and evaluation of the project to GEF, providing a substantive support to the project team in meeting the administrative, finance and management requirements. Activities for Project implementation: 1. **Institutional arrangements and national circumstances; constraints and gaps, and related financial, technical and capacity needs and other information considered relevant** The Institutional arrangements adopted during the preparation of the previous BURs and NCs will be further strengthened through more capacity building and consultation with stakeholders. The adopted institutional arrangements will be reviewed in light of shortcomings encountered and updated with new stakeholders added as necessary. The roles of the various institutions will be reviewed to enhance their participation in the UNFCCC process to improve the quality of the BURs and NCs. Information on the Institutional

Arrangements and the framework being improved, including the whole list of stakeholders, to enhance effective implementation of the Convention and reporting thereon to the UNFCCC will be provided in the BUR3.

Information on the national circumstances presented in the previous NCs and BURs will be reviewed and updated to reflect mainstreaming of climate change issues within the development strategies of the country. This component will provide the latest information as far as possible on the geography, demography, natural resources, socio-economic and environmental profiles, climate, land use, health and other sectors with particular reference to climate change impacts, adaptation, emissions and sinks, mitigation and other related information on Namibia's efforts to implement the Convention. Thus, the UNFCCC will be provided with the most complete set of latest information for action at the international level.

Constraints and gaps and related financial, technical and capacity needs submitted under BUR2 will be reviewed and new ones identified if any. This will also track any technical, financial and capacity support received as called for under the Doha work Programme on Article 6 of the convention. BUR3 will also identify any progress on capacity development that may have occurred since BUR2 as well as ways to ensure that the capacity building efforts are mainstreamed into the relevant sectoral institutions. Other information considered relevant to the attainment of the objective of the convention, such as national strategies on climate change will be collected and reported.

2. National GHG Inventory

Namibia has so far prepared and submitted to the UNFCCC, 3 national GHG inventories. Namibia prepared its first inventory covering the base year of 1994, which was reported in the initial national communication submitted in 2002, while the second inventory for base year 2000 was submitted in the second national communications, which was submitted in 2011. The two GHG inventories were mainly outsourced. Namibia has completed its BUR1 that was submitted at COP 20, with a GHG inventory for the base year 2010. While the second BUR was submitted at COP 22 with a GHG inventory for 2011 and 2012. The TNC, which was submitted in 2016, has an inventory which covers the period 2000 to 2012 to provide for a complete time series using the IPCC guidelines and software, which included a recalculation of the inventory for year 2000 in order to ensure consistency of the time series. NC4, which is currently underway, will cover the years 1995 to 1999 and 2013 to 2015.

Progress has been made in moving the GHG inventory to in-house preparation of the most recent NCs and BURs. A working group was established to collect good quality data, analyze it and compute estimates of emissions for the inventory, under the guidance and supervision of an inventory expert. This institutionalization process has been partially successful through the training and capacity building imparted to the national experts. However, this was a very difficult challenge and more efforts need to be invested in capacity building in order for the WG to be conversant with the whole process and become fully operational. Thus, the preparation of the inventory component of the BUR3 will build on what has been achieved so far in terms of institutionalization of the GHG inventory process and development of a GHG inventory management system. The main activities to be undertaken under this component will lead to the following outcomes:

- The established national GHG inventory management system and institutional arrangements are strengthened, thus reflecting the improvements in the institutionalization process that started with the BUR1&2 and ongoing with the NC4;

	• Further sector specific capacity building imparted to the GHG working group members to produce better quality inventories; • Activity data collected for the Energy, IPPU, AFOLU and Waste sectors for the year 2016 • Emission factors are reviewed and improved as far as possible, namely for the key source categories to better reflect national circumstances and improve the quality of the inventory; • Estimates of emissions and/or sinks computed using the IPCC 2006 Guidelines and software, attempting to move to the Tier 2 level wherever possible; • The existing database for the year 2010, and 2012 from the BUR2 will be consolidated with the data collected for the year 2016; • An archiving system will be created for databases with all activity data and related information and computations on a yearly basis for the years 2010, 2012 and 2014; • GHG inventory estimates and sinks for the IPCC categories are computed and reported for the year 2014 including the KCA and Uncertainty analyses, and an improvement plan; • A chapter is written for inclusion in the BUR3 report **3. Mitigation measures and their effects and Domestic Monitoring, Reporting and Verification** According to Namibia's (i)NDC, the country aims to reduce about 89% of its GHG emissions by 2030 for all the 4 sectors, with the major contributor being AFOLU, on condition of provision of technical and financial resources USD33 Billion. However unconditionally Namibia has implemented mitigation measures, which accounted for reductions in order of 162 Gg CO2- eq in 2010. This is estimated to exceed 216 Gg CO2-eq by 2015. This work will be further expanded under BUR3 and build on the mitigation analysis which was covered under BUR1&2, though not extensively due to time constraint. This. A working group has been established under BUR1&2 and TNC. However due to time and financial constraints, only one training session was held under BUR2. The same WG will be reviewed and used under BUR3, further training and capacity building will be held. An extensive list of mitigation measures planned and on-going was prepared;, however, due to time constraints, there were large data gaps. This work will be further improved and possibly new mitigation measures will be added under BUR3. Furthermore, quantifying the emission reductions to be brought about as a result of the mitigation measures, on-going or planned, still remains an area where the country will need to improve on and report on taking into consideration the targets set in the (i)NDC. This improvement was also recommended under the technical review by the Technical Team of Experts (TTE) on BUR1.. Specific activities include: • Further strengthen the established national mitigation working group; • Data collection and analysis of relevant information regarding mitigation actions or group of actions developed and planned • Conduct a mitigation analysis, identifying the priority mitigation actions and their effects on both GHG emissions and non-GHG related impacts (such as sustainable development and other relevant impacts). The MRV system is still a new component to most stakeholders, as they still do not understand their roles in the MRV system. BUR1 and 2 proposed a domestic MRV system; however, further awareness and consultations with stakeholder's need to be done to firstly introduce the MRV system, and their roles in terms of who and what needs to be measured, reported and be verified. BUR3 will help in setting this up.

	4. Preparation and submission of BUR3 and Monitoring and Evaluation When all of the above activities are completed the draft BUR3 we be drafted and circulated to stakeholders for comments and inputs. The inputs will then be consolidated and the final Third Biennial Update Report (BUR3) will be compiled according to the UNFCCC guidelines and it will be submitted to the UNFCCC in December 2018. M&E will be an on-going integral part of the project implementation to ensure that all activities are achieved from the inception to the final evaluation.
D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT:	The project will bring international experts to Namibia to provide additional hands-on training to the various working group as it is more efficient and cost effective than sending the team outside Namibia for training purposes. As well more national experts will be exposed to the capacity building process so as to take care of staff movements, promotions and other unforeseen circumstances that may crop up during the preparation of future BURs. The approach will be that of training of trainers whereby trained members will be required to impart skills further to their counterparts/colleagues. BUR3 will use the already existing NCs/BURs PMU and it will be implemented together with NCs to allow for synergies. Furthermore Namibia will look to work with the Global Support Programme, which aims at providing support to NAI to prepare NCs and BURs. Furthermore the country will continue to benefit from the technical support from the Consultative Group of Experts (CGE).
E. DESCRIBE THE BUDGETED M&E PLAN:	The project will be monitored through the following M& E activities. **Project start:** A Project Inception workshop will be held within the first 3 months of project start with stakeholders that have roles in the project organization structure, UNDP country office and Ministry of Environment and Tourism and where feasible regional technical policy and programme advisors as well as other stakeholders. The Inception workshop is crucial to building ownership for successful project implementation and to plan the project and first year detailed work plans. An Inception workshop report is a key reference document and will be prepared and shared with all participants to formalize agreements and plans agreed during the meeting. **Quarterly:** • Progress made shall be monitored in the UNDP Enhanced Results Based Management Platform. • Based on the initial risk analysis submitted, the risk log shall be regularly updated in ATLAS. Risks become critical when the impact and probability are high. Note that for UNDP GEF projects, all financial risks associated with financial instruments such as revolving funds, microfinance schemes, or capitalization of ESCOs are automatically classified as critical on the basis of their innovative nature (high impact and uncertainty due to no previous experience justifies classification as critical). • Based on the information recorded in Atlas, a Project Progress Reports (PPR) can be generated in the Executive Snapshot. • Other ATLAS logs can be used to monitor issues, lessons learned etc... The use of these functions is a key indicator in the UNDP Executive Balanced Scorecard. **Bi-annually:** Status Survey Questionnaires to indicate progress and identify challenges as well as technical support needs will be carried out twice a year.

	Periodic Monitoring: *Day to day monitoring* of implementation progress will be the responsibility of the Project Manager, who will serve both the coordinating and technical role of the BURs project. *Periodic monitoring* of implementation progress will be jointly undertaken by the MET DEA and UNDP-CO through quarterly meetings with the project proponent (MET DEA). **End of Project**: During the last three months, the project team will prepare a brief terminal report. This brief report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. **Learning and knowledge sharing**: Results from the project will be documented on a regular basis, disseminated within and beyond the project intervention zone (Namibia, NCCC, UNDP CO) through existing information sharing networks and fora in country and within the UNDP and UNFCCC. **Audit clause**: Audit on project will follow UNDP Financial Regulations and Rules and applicable Audit policies
F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE):	N/A

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(s)* with this template).

NAME	POSITION	MINISTRY	DATE *(Month, day, year)*
Mr. Teofilus Nghitila	Environmental Commissioner	ENVIRONMENT AND TOURISM	April, 18,2017

B. CONVENTION PARTICIPATION

CONVENTION	DATE OF RATIFICATION/ ACCESSION (mm/dd/yyyy)	NATIONAL FOCAL POINT	
UNCBD	**05/16/ 1997**	**MR: TEOFILUS NGHITILA**	
UNFCCC	**05/16/ 1995**	**MR. PETRUS MUTEYAULI**	
UNCCD	**05/16/ 1997**	**MR: TEOFILUS NGHITILA**	
STOCKHOLM CONVENTION	**06/24/2005**	**DR. FRED SIKABONGO**	
	DATE SIGNED (MM/DD/YYYY)	**NATIONAL FOCAL POINT**	**DATE OF NOTIFICATION UNDER ARTICLE 7 TO THE MINAMATA CONVENTION SECRETARIAT**
MINAMATA CONVENTION			

C. GEF AGENCY(IES) CERTIFICATION

This request has been prepared in accordance with GEF policies[4] and procedures and meets the standards of the GEF Project Review Criteria for Climate Change Enabling Activity approval in GEF 6.					
Agency Coordinator, Agency name	Signature	Date *(Month, day, year)*	Project Contact Person	Telephone	E-mail Address
Ms. Adriana Dinu, Executive Coordinator, UNDP-GEF		May, 15, 2017	Mr. Yamil Bonduki, Programme Manager , UNDP (Green-LECRDs)	+1-212-906-6659	yamil.bonduki@undp.org

ANNEX A

CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY

[4] GEF policies encompass all managed trust funds, namely: GEFTF, LDCF, and SCCF

Consultancy for a national GHG Expert to conduct a National Greenhouse Gas (GHG) Emission Inventory for Namibia's Third Biennial Update Report to the United Nations Framework Convention on Climate Change

Overall Objective

The main objective of this consultancy is to undertake the national GHG emissions inventory for the entire 4 Inter-governmental Panel on Climate Change (IPCC) sectors, namely: waste, Industry Processes and product Use (IPPU), Energy, Agriculture, Forest and Other and Land Use, as per the 2006 and 1996 IPCC guidelines (http://www.ipcc-nggip.iges.or.jp/public/2006gl/) for the base year 2014. The consultant(s) will work closely with an established national GHG working group consisting of members from the emitting sectors.

Specific objectives include:

1. Train the National GHG inventory working group on the 2006 IPCC inventory guidelines and 2000 GPG
2. Improve and upgrade previous GHG inventory with improved documentation and arched data
3. Establishment of a network of contacts for accessing data and designing a system for data management and institutional arrangement
4. In collaboration with the National GHG working group, elaborate a report on GHG emissions for all sectors using the 2006 IPCC Guidelines, as mandated by the UNFCCC guidance on National Communications for non-Annex I Parties
5. Recommendations on areas to improve future inventories and to suggest ways for addressing data gaps
6. Improvement of local capacities to prepare a GHG Inventory, including strengthening institutional arrangements

Scope of work:

The specific references that should be reviewed and will form the basis for the study are the Initial and Second National Communications. The national GHG inventory should be conducted on the following sectors, as per the 2006 IPCC guidelines:

a) Energy
b) Industrial Processes and Product Use (IPPU)
c) AFOLU
d) Waste

The following Methodologies for inventories should be considered:

1. 1996 IPCC Guidelines for National Greenhouse Inventories (Volumes 1 to 5)
2. Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventory (2000) as the reference and standards for performing inventory estimates in the present work.
3. The Good Practice Guidance on LULUCF (2003)
4. Emission Factor Database (EFDB)
5. The 2003 UNFCCC User manual for the guidelines on national communication from NAI countries
6. Field surveys, depending on need to compile and verify data for the inventory calculation

7. Self-Completion Questionnaire to be sent to concerned institutions that can provide activity data
8. Default IPCC spread sheets of GHG inventory

Tasks

- Training and capacity building of the National GHG inventory team as per the 4 emitting sectors
- Assist and coordinate the National GHG inventory team in collection and analyze activity data for 2014 as per revised 2006 IPCC guidelines
- Coordinate activities with key partners for specific emitting sectors of energy, industrial processes, LULUCF, Agriculture and waste.
- Coordinate the necessary activities for the calculation and update of national emission factors for key source categories
- Data entry into the 2006 IPCC Software to generate emissions
- Prepare the inventory report containing the description of the contribution of different sectors to GHG emissions, procedures and arrangements for collection and activation of data and role of institutions involved in the preparation of GHG inventory
- Prepare updated summary information tables of previous inventories
- Provide an overall technical review of draft chapter on inventories of the BUR3
- Back-stopping and quality assurance

Deliverables

1. Written report of the GHG Inventory for the sectors together with and an executive summary. This section of the report needs to be consistent, comparable, transparent and accurate, and also coherent with other sections of the national GHG Inventory report
2. For each source, a description of the methodology, the sources of data (activity data, emission factors, methodologies), the actual data and a description of uncertainties, including assessment of uncertainties
3. Figures and tables to show emissions share at national level and by sector
4. Data base for the 2006 IPCC software
5. Tables of annual emission and removal estimates by source, with estimates expressed in units of mass/year and the year or years represented clearly noted
6. Other informative background data (e.g., a national energy balance, a description of GHG sources that are believed to be important but cannot be estimated)
7. Capacity building and training of the national GHG inventory working group

Time Frame

This sub activity is scheduled to be implemented in Months
Start date:

End date:

Consultancy for a National Climate Change Mitigation Expert under Namibia's third Biennial Update Report to the United Nations Framework Convention on Climate Change

Objectives:
The main objective of this consultancy is to prepare a mitigation analysis that identifies mitigation measures which aims to reduce the GHG emissions in accordance to Namibia's national circumstances along with a strategy for their implementation and their effects investigated.

Tasks:
Based on an outline prepared by the lead consultant, the following tasks should be taken to achieve the goals:

- Training and capacity building of the National Mitigation Team
- Assist the National Mitigation team in data collection and analysis of relevant information regarding the mitigation actions (mitigations analysis)
- Assist the National Mitigation team in investigation of the effects of the mitigation actions
- Prepare a report on the mitigation actions which will form part of the BUR3
-

Methodologies:

- Methodological approaches include: Statistical analysis, Spreadsheets, cost curves. Formal modeling tools (Top-down or Bottom –up models). Nationally developed models or tools, Analysis of other relevant activities e.g. CDM, REDD… Methodological choice would depend on the scope of work, availability of required data, technical capacity, etc.
- Desk studies: depending on previous reports and estimations of GHG emissions in Namibia. Field studies may be conducted to validate the data, assumptions and results of the assessments.
- Consultation with various stakeholders

Deliverables:

- Mitigation analysis report
- Workshops to raise awareness among stakeholders and to present the results of the GHG mitigation analysis and draft a national mitigation action plan.
- Draft report and the Executive Summary including a description of the methodologies, uncertainties of the analysis, data gaps, to prepare the analysis. This report should be shared for consideration with the most relevant stakeholders.
- Final report. The final report should include comments from all stakeholders above mentioned.

Time Frame:
This sub activity is scheduled to be implemented in Months
Start date:
End date:

Estimated Cost:
[To be determined]

Consultancy Short-term consultancy to prepare Namibia's BUR3 report under the United Nations Framework Convention on Climate Change (UNFCCC)

Objectives:
The overall objective is to compile a national report for the third Biennial Update Report to the UNFCCC from the existing documents.

Specific objective: Present the current BUR3 studies and information in a consistent, transparent, comparable and flexible manner as per the UNFCCC requirements in order to produce the country's BUR3 to be submitted to the UNFCCC

The final product needs to serve as policy guidance to the operating entity of the financial mechanism of the UNFCCC, to ensure that Namibia fulfills its reporting requirements and ensure that the UNFCCC Conference of the Parties (COP) has sufficient information on Namibia's implementation of the Convention.

Tasks:
The consultant(s) shall, through a process of desk studies and consultation with all relevant stakeholders:

- Compile the BUR3 to the UNFCCC report using **existing** documents produced for this purpose and includes, Institutional arrangements, National Circumstance, Namibia's Greenhouse Gas (GHG) inventory, Mitigation analysis and their effects and other information considered relevant to the attainment of the objective of the convention.
- Provide regular update to the National Climate Change Committee, MET and UNDP concerning the various stages of the report.
- Edit the BUR3 report in terms of content, language, graphic design and formatting.

Deliverables:
- BUR3 Report

Time Frame:
This sub activity is scheduled to be implemented in Months
Start date:
End date:

Estimated Cost:
[To be determined]