

## FACSIMILE TRANSMISSION



## United Nations Development Programme

GLOBAL ENVIRONMENT FACILITY (GEF)

*Philip Chava*

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**Date:** 19 December 1997

*For your review &  
 comments by col 07/01/98*

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**From:** Richard Hosier *[Signature]*  
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**Subject:** Submission of Jamaica and **St. Kitts and Nevis**  
 enabling activity proposals

Please find attached for your consideration and comments the Climate Change enabling activity proposals for Jamaica and St. Kitts and Nevis.

Thank you.

**UNITED NATIONS DEVELOPMENT PROGRAMME  
GLOBAL ENVIRONMENT FACILITY**

*Proposal for Review*

Country: : Federation of St. Kitts and Nevis

Project Title : Enabling St. Kitts and Nevis to Prepare its First National  
Communication in Response to its Commitments to the  
UNFCCC

GEF Focal Area : Climate Change

Country Eligibility : [x] Eligible under financial mechanism of the UNFCCC  
[ ] Eligible under paragraph nine (b) of the GEF Instrument

Date of Ratification : 01/07/93

Total Costs : US\$158,620

GEF Financing : US\$158,620

Counterpart Financing : n.a.

GEF Implementing Agency : UNDP

Executing Agency : Ministry of Tourism, Culture and the Environment,  
Department of the Environment

Local Counterpart Agency : Department of the Environment

GEF Operation Focal Point:

FCCC Focal Point:

Estimated Starting Date : April 1998

Project Duration : Eighteen months

18 December, 1997

## I. BACKGROUND AND PROJECT CONTEXT

### *Country Information*

The twin-island federation of St. Kitts & Nevis is located in the northern section of the Eastern Caribbean, approximately 1,300 miles southeast of Miami, Florida. Each island is dominated by a single cone surrounded by fertile slopes falling first steeply and then more gradually to the sea. The island of St. Kitts' (177 sq. km) landscape ranges from the coral reefs ringing the island 30 feet below the surface of the water to a central mountain range rising to Mount Liamuiga (1,176 meters).

The island of Nevis (93 sq. km) is characterized by a single peak, Nevis Peak (985 m). The name St. Kitts is a shortened form of its official name, St. Christopher, given to it by Christopher Columbus when he first landed there in 1493. Nevis is named after the Spanish word for snow because of a white cloud surrounding the island's single peak.

St. Kitts became Britain's first colony in the West Indies with the founding of a settlement in 1623.

In 1983, the Federation of St. Kitts & Nevis gained independence as a two-island nation within the British Commonwealth. French and English settled here early in the 1600s. For the following 200 years the islands and their valuable sugar trade were an important issue in the European struggle for supremacy of the Caribbean. At the height of their power, Nevis was considered "the richest jewel" of the Caribbean and St Kitts was known as the Mother Colony and "cradle" of the Caribbean. St. Kitts and Nevis became independent in 1967.

### *Environment*

The Government of St. Kitts and Nevis (GOSKN) places a high priority on the conservation and sustainable use of its natural resources and the resulting economic well-being of the Federation. The tourism and sugar-based economy, together with the relatively small, fragile ecosystem - from high mountain forests to coastal and marine areas creates a special need for understanding the potential impacts of global climate change. The environmental legislative base of SKN was put in place with the passage of the *National Conservation and Environment Protection Act* (NCEPA) in 1987 and has since been strengthened by the development of a *National Environmental Action Plan* (NEAP) in 1994. The NEAP deals with broad issues such as pollution, urban planning, renewable natural resources, tourism and biodiversity conservation. In addition, GOSKN's *National Report* to UNCED and the *State of the Environment* report prepared for the Conference on Sustainable Development of Small Island Developing States provide valuable information on the environment and resources as well as a preliminary action plan for the environment.

Despite the priority GOSKN has placed upon conservation and sustainable development, growing development pressures and evidence of global climate change threaten the resources and economy

of the Federation.

The country's territory falls into two categories of ownership -- crown land and private land. Favourable leasehold agreements are possible for crown land where applicants can show a potentially beneficial investment to both themselves and the state. It is also possible to purchase or lease private land for use as a residence or for development by first obtaining a land holding license. The following table illustrates current land use in the country:

Non sugar cultivation	9.6%
Sugar Cane Cultivation	19.9%
Meadows and Pastures	7.7%
Forest and woodland	47%
Urban Settlements and Industrial	10.0%
Permanent Tree Crops (coconuts, mango etc ...)	5.8%

GOSKN is currently Party to the following International Agreements:

- United Nations Conference on Climate Change;
- Convention on Biological Diversity;
- International Convention on Traffic in Endangered Species;
- Basel Convention on Hazardous Wastes,
- Law of the Sea,
- Vienna Convention on Ozone Depleting Substances
- Montreal Protocol
- Convention to Combat Desertification

### *People*

The combined population of the two islands is estimated at 45,000. Population growth is negligible due to emigration with per capita income at US\$3,900. Today's population is mostly descended from African slaves brought to the islands to work sugar and tobacco crops and indentured servants and small farmers who stayed on after the world drop in sugar prices in the mid-1800s made plantation farming less than lucrative.

### *Economy*

The economy of St. Kitts & Nevis has depended almost exclusively on the production of sugar since the first cane was planted in 1648. In 1996, only 12% of the work-force of the Federation was still involved in the sugar industry. However, the present government's determination to

diversify and develop a private-sector economy has created an environment conducive to prospective investors.

Tourism has become leading local industry, and there has been growing interest and increased participation in the country's manufacturing sector in recent years.

The emphasis on industrial development, previously directed at sugar refining, is now geared towards light manufacturing. Technical skills have been successfully transferred and adapted to the needs of the new industries. In recent years, the electronics manufacturing sector has expanded to the extent that the country has won recognition as "The Silicon Valley of the Eastern Caribbean".

The fiscal incentives offered make investing in the twin-island Federation an easy and profitable undertaking.

The following areas are currently attracting investment:

- electronics assembly and manufacturing
- apparel manufacturing
- rum distilling
- agribusiness
- food processing
- livestock raising
- cut flowers
- vegetables and citrus production
- clothing manufacturing
- plastics manufacturing

The Fiscal Incentives Act provides for tax holding up to fifteen years, with follow-on tax exemptions up to 75 per cent based on the proportion of earnings generated by exports; duty free import of equipment, machinery, spare parts and raw materials used in production; and repatriation of profits, dividends, and capital.

Saint Kitts and Nevis has a very high creditworthiness ranking compared to other countries in the Caribbean. In 1992, Saint Kitts and Nevis' external debt was \$37 million, which amounted to approximately 21% of GDP. The ratio of debt service to exports was 1.3% and the inflation rate was 4.2%.

### *Transportation*

Railways run approximately 58 km on narrow-gauge, principally to serve sugarcane plantations. There are 300 km of roads and highways, with 125 km paved and the remainder unpaved. St. Kitts and Nevis is served by two marine ports: Basseterre and Charlestown, as well as two airports with one on each of the islands.

### *Energy Use*

The islands rely on imports of diesel fuel to meet primary energy and all electric generation needs. Table 2 illustrates St. Kitts and Nevis' energy balance for the period 1987 to 1990. Consumption of energy has increased 8% per annum in both generation and consumption over the period 1990-97.

The current installed capacity of Saint Kitts and Nevis' electric utility, the Department of Electric and Light, is 22.85 MW which is diesel-generated. Approximately 100% of the population has access to the grid, but only 98% has service. In 1995 the utility initiated privatization and will eventually be completely privately owned. An expansion project to increase electricity capacity is underway with assistance from the Caribbean Development Bank (CDB).

**Table 2: ENERGY BALANCE: PRIMARY ENERGY SOURCES  
(Thousands of Barrels of Oil Equivalent)**

	1987	1988	1989	1990
<i>Production</i>	0	0	0	0
<i>Imports</i>	0.130	0.163	0.163	0.163
<i>Exports</i>	0	0	0	0
<i>Total supply</i>	0.130	0.163	0.163	0.163

The Department of Electric and Light supplies all electricity to Saint Kitts and Nevis. The government regulates and sets all electricity tariffs through the Ministry Finance. The Caribbean Development Bank is funding a capacity expansion for the electric utility. There are currently (1995) no renewable energy, energy efficiency, or environmental industry/university programs.

St. Kitts and Nevis has a private power law, dating back to 1952 which prohibits the production for Sale of Electricity by private individuals and companies.

St. Kitts and Nevis have no public sector, large-scale renewable energy or energy efficiency projects. Significant solar, wind, and biomass resources exist. Currently, private homes are using solar panels to generate electricity and for small-scale solar water-heating systems. Saint Kitts and Nevis is assessing the feasibility of wind power projects, and there is strong potential for cogeneration through the islands' extensive agriculture industry.

### *Forestry*

The country has been involved in a recent Tropical Forestry Action Programme. The programme developed strategies for the long term development of the forestry sector. The implementation of the comprehensive programme is now awaiting financing but it is envisaged that data collected under the Tropical Forestry Action Programme will be used to assist with the objectives of this project.

### *Institutional Arrangements related to Energy, Environment, and Climate Change*

The Department of Environment of the Ministry of Tourism, Culture and Environment has the responsibility for the overall coordination of environmental programs within the GOSKN and is therefore the logical and most appropriate choice to base the coordination of this project. The Environment Department of the Ministry of Tourism, Culture, and Environment of the GOSKN is committed to identifying and reviewing its own policies and practices which encourage activities that lead to reduced levels of greenhouse gas emissions not controlled by the Montreal Protocol.

Other institutions with an interest in climate change and its impacts include the Ministry of Finance and Development Planning (MFDP) (the Department of Planning is responsible for guiding all GOSKN strategic planning initiatives), the Ministry of Agriculture; the Physical Planning Division; The St. Kitts Sugar Manufacturing Corporation; the Nevis Electricity Department; the St. Kitts Electricity Department; the St. Kitts Department of Public Works; the St. Kitts Ministry of Health and Environmental Health; and the St. Kitts Traffic Department

**Table 3**  
**Government Institutions with Responsibilities in Climate Change**

<b>Stakeholder Sector:</b>	<b>Institution Responsible:</b>
Energy, Water, Solid Waste,	Ministry of Communications, Works, and Post/Ministry of Health and Women's Affairs
Climate Change Focal Point	Department of Environment, Ministry of Tourism, Culture, and Environment

Forestry, Fisheries, Land Use & Surveys	Ministry of Agriculture/Department of Environment
Meteorological Office	Ministry of Finance
Physical Planning Division	Prime Minister's Office
Power Company	Ministry of Communications, Works, and Post
Environmental Health	Ministry of Health and Women's Affairs

The Government of St. Kitts and Nevis ratified the United Nations Framework Convention on Climate Change in 1993, and as such, acquired an obligation under the Convention to submit an Initial Communication documenting a national inventory of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol, and reporting on steps taken or envisaged by GOSKN to implement the Convention.

To this aim, the GOSKN is seeking to:

- (i) promote and cooperate in the development, application and diffusion, including transfer, of technologies, practices and processes that control, reduce or prevent anthropogenic emissions of greenhouse gases not controlled by the Montreal Protocol in all relevant sectors, including the energy, transport, industry, agriculture, forestry and waste management sectors;
- (ii) promote sustainable management and cooperation in the conservation and enhancement, as appropriate, of sinks and reservoirs of all greenhouse gases not controlled by the Montreal Protocol, including biomass, forests and oceans as well as other terrestrial, coastal and marine ecosystems;
- (iii) cooperate in preparing for adaptation to the impacts of climate change, evidenced by participation in the World Bank supported CPACC (Caribbean Planning for Adaptation to Global Climate Change Project) which will be developing a Caribbean-wide program for monitoring sea level rise, conducting coastal inventories, economic evaluations, formulating regulatory proposals and capacity building foundations for coastal zone management;
- (iv) take into account climate change considerations in relevant social, economic and environmental policies and actions, and employ appropriate methods, formulated and determined nationally, with a view to minimizing adverse effects on the economy, on public health and on the quality of the environment, of projects or measures undertaken by them to mitigate or adapt to climate change;
- (v) promote and cooperate in scientific, technological, socio-economic and other research,



systematic observation and development of data archives related to the climate system and intended to further the understanding and to reduce or eliminate the remaining uncertainties regarding the causes, effects, magnitude and timing of climate change and the economic and social consequences of various response strategies.

*Ongoing national and international projects relevant to climate change in St. Kitts and Nevis*

The GOSKN has prepared a National Environmental Action Plan (NEAP), a Tropical Forest Action Plan (TFAP). The Department of Agriculture has prepared a Strategic Plan 1995-2000 and a Country Environmental Profile has been supported by the USAID/Caribbean Conservation Association. While none of these project are directly related to climate change and its impacts it is envisaged that the data collected by these projects will be used to assist in the preparation of the initial national communication for the GOSKN.

The GOSKN is participating in the regional project entitled *Caribbean Planning for Adaptation to Global Climate Change (CPACC)*. The Organization of American States (OAS) is executing this World Bank/GEF Regional Project.. This 4 year US\$6.3 million dollar project, which began activities in Jamaica in early 1997, will enhance the capacity of CARICOM countries which are parties to the UNFCCC to undertake regional planning related to the impacts of climate change on coastal and marine resources. The GOSKN is participating in the CPACC project and is participating in the following areas:

- Design and Establishment of Sea Level/Climate Monitoring Network (Regional)
- Establishment of Data Bases and Information Systems (Regional)
- Formulation of Policy Framework for Coastal and Marine Management (Regional)
- Economic and Regulatory Proposals (Pilot)
- Coastal Resources Management Inventory of Coastal Resources and Use (Regional)
- Coral Reef Monitoring Network (Pilot)
- Coastal Vulnerability and Risk Assessment (Pilot)
- Economic Impact Assessment Economic Valuation of Coastal and Marine Resource (Pilot)

This project is not asking for any money from GEF for activities that are being carried out under the CPACC project. It is envisaged, that under the guidance of the National Climate Committee (NCC), relevant outputs of the CPACC project can be integrated into the initial national communications for the GOSKN.

## **PROJECT OBJECTIVES**

The objective of this climate change enabling activity is to implement the commitments as noted

above and prepare a national inventory of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol, using comparable methodologies promoted and agreed upon by the Conference of the Parties, as well as to describe steps taken or envisaged by GOSKN to implement the Convention. The primary output will be The Federation's first National Communication to the United Nations Framework Convention on Climate Change (UNFCCC) with the aim of submitting this communication by the middle to end of 1999.

The project aims to:

- establish and build the capacity of a Project Steering Committee/National Climate Change Committee (NCC) to develop and update the climate change national action plan and national communications to the UNFCCC;
- strengthen the capacity of the Government to develop and implement response measures addressing climate change and its adverse impacts; and
- create awareness among the various stakeholders both within and outside government on the significance of climate change in order to build constituency that would support efforts to address this issue.

## **PROJECT DESCRIPTION**

During the project preparation the following components have been identified to respond to the objectives of the project, and to implement the project successfully:

1. ***Start-Up Activities*** - Organize the work by: (i) identifying a competent project manager within the Department of Environment of the Government of St. Kitts and Nevis; (ii) establishing a Project Steering Committee (PSC)/National Climate Committee; (iii) preparing a detailed work plan for the project; and (iv) organizing a project initiation workshop (to coincide with the first meeting of the Project Steering Committee) with participants from all the relevant sectors to present the objectives of the project, to clarify links to other relevant ongoing national and international activities, and to clarify the institutional and other practical arrangements to facilitate a successful implementation of the project. Care will be exercised to utilize the same actors and institutions that are participating in the World Bank/GEF CPACC project to avoid any duplication;
2. ***Information Network/Website*** - Strengthen links to both national and international sources of information, and eventually establish an information center/network with adequate equipment and personnel to facilitate an effective exchange of information between the participating institutions at the national level, as well as to assist them in

gaining internationally available information on climate change related issues (e.g., from the USCSP and other bilateral programmes, UNEP, IPCC, CC:TRAIN, international research institutes, ongoing enabling activities in other countries etc.). A national web site on climate change will be established for St. Kitts and Nevis. In this context, the project will cooperate, as appropriate, with the UNDP's SDNP (Sustainable Development Network Programme) and UNFCCC Secretariat's CC:INFO/Web initiatives;

It is foreseen that the network will continue to operate also after the project, facilitating interested parties in St. Kitts and Nevis to learn about other national or international activities, and facilitating interested individuals and institutions outside St. Kitts and Nevis to get information on ongoing, planned or finalized climate change related activities in ST. Kitts and Nevis;

3. **National GHG Inventory** - Organize and undertake a national inventory of greenhouse gases in 1994 based on the revised IPCC guidelines and following guidelines adopted by the Second Conference of Parties. The atmospheric gases to be included in the study will include Carbon dioxide, methane, and nitrous oxide. Other gases included in the IPCC methodologies will be included, as appropriate. Organize a National Workshop which will bring together all the relevant national actors to finalize the national GHG inventory and determine what elements to include in the national communication. The areas which have been provisionally identified for the national GHG inventory are contained in annex V.
4. **GHG Abatement Options** - Undertake an analysis of potential options to abate the increase in greenhouse gas emissions and to enhance removals by sinks and then hold a national workshop which will determine what elements to include in the national communication;
5. **Additional V&A Studies** - Undertake additional studies on vulnerability and adaptation, covering only areas which are not being examined by the World Bank/GEF CPACC project. These additional areas will be determined at the first meeting of the Project Steering Committee. Review the work of all other studies and projects which have looked at vulnerability to climate change and climate change impacts (in particular the World Bank/GEF CPACC project which is the only other study at this time) in a national workshop on vulnerability assessment and adaptation options which will determine which elements to include in the national communication;
6. **Adaptation Strategies** - By building on the results of the analysis of potential impacts of climate change and the national workshop (vulnerability assessment), organize and undertake an analysis of potential options to adapt to climate change, integrating fully the available results of the CPACC project, with respect to the specific geographical and

- climatological characteristics of St. Kitts and Nevis and determine which to include in the national communication;
7. **End of Project Workshop** - Organize an End of Project Workshop with wide local participation and relevant international partners to present the results of the project, together with results or status of other ongoing national projects relevant to the issue (in particular the World Bank), to discuss the results with the objective of formulating a national program for effective response measures to climate change (focusing on "win-win" abatement and adaptation measures);
  8. **National Action Plan** - Prepare and finalize a national action plan for effective response measures to climate change including measures to facilitate adaptation to climate change, as well as measures to abate the increase in greenhouse gas emissions and to enhance removals by sinks;
  9. **Additional Information** - Based on the results of the studies, compile and prepare the additional information that the country wants to present in its national communication including, *inter alia*: a) financial and technological needs and constraints associated with the implementation of the Convention under articles 4 and 12; b) projects for financing; and c) material relevant for calculation of global emission trends; and
  10. **Initial National Communications** -Using the outputs of this project as well as results of other ongoing projects (in particular CPACC), prepare, publish, and submit the initial national communication of St. Kitts and Nevis following the guidelines adopted by the CoP (see Annex II);

Delays in the CPACC project will not undermine the timely completion of the initial national communication of the GOSKN. In the event that the CPACC project is not sufficiently advanced to provide adequate input into the initial national communication by the time the final activity of preparing the national communications is reached, an interim communication will be submitted at this point in time with a second and complete national communication being submitted at such point in time as the CPACC project is completed.

## **INTITUTIONAL FRAMEWORK AND PROJECT IMPLEMENTATION**

A national Project Steering Committee will be formed, comprised of the heads of relevant government and non-government institutions with the Department of Environment member of this committee designated as the Project Coordinator. The Project Steering Committee will also contain representatives from the NGO and Private Sector. With it's national oversight and to avoid duplication the Project Steering Committee will also function as the National Climate Committee

for the GOSKN with oversight and responsibility for all climate change related activities in St. Kitts and Nevis.

The suggested composition of the Project Steering Committee/National Climate Committee is as follows:

### Project Steering Committee

	<b>Organization:</b>
1	Ministry of Tourism, Culture, and Environment – Department of Environment (Chair)
2	Ministry of Finance
3	Prime Minister's Office – Physical Planning Division
4	Ministry of Communications, Works, and Post – Department of Public Works
5	Ministry of Finance – Meteorological Office
6	The Ministry of Agriculture, Land and Housing – Fisheries Division
7	The Ministry of Agriculture, Land and Housing – Forestry Division
8	St. Kitts Electricity Department/Nevis Electricity Department
9	Department of Public Works
10	The Ministry of Health - Environmental Health
11	NGO Representative – The Nevis Historical and Conservation Society
12	NGO Representative – The St. Christopher Heritage Society
13	Private Sector Representative – The St. Kitts Sugar Manufacturing Corporation
14	United Nations Development Programme (UNDP) (Observer Status)

The Project Steering Committee will meet every three months with the first meeting in Basseterre being planned to coincide with the Project Initiation Workshop. The purpose of this initial meeting will be to 1) approve the draft project workplan; 2) discuss possible sub-contracting arrangements under the project; 3) ensure that all relevant stakeholders have an opportunity to provide input into the process and project workplan and 4) provide an overview of the UNFCCC Convention and its obligations to all participants. Meetings of the Project Steering Committee will alternate between Basseterre and Charlestown.

### III. OPERATIONAL CRITERIA

#### *Coverage without duplication*

The National Inventory and Initial Communication will build on materials produced for other

studies, such as: the Department of Agriculture Strategic Plan 1995-2000; draft, five-year National Development Plan which targets major economic and social development goals for SKN; and the Country Economic Profile, supported by USAID/Caribbean Conservation Association, which was completed in 1991. In summary, a number of programs have been implemented and studies completed which have peripherally dealt with various issues under the climate change umbrella. However, none have taken a comprehensive approach to developing a baseline national inventory of greenhouse gas emission data. This Enabling Activity proposes to do this.

### **PREPARATION OF THE INITIAL NATIONAL COMMUNICATION**

This report will be finalized, following the guidelines provided by the Intergovernmental Panel on Climate Change (IPCC) and the related COP Guidelines for National Greenhouse Gas Inventories, in accordance with Articles 4 and 12 of the United Nations Framework Convention on Climate Change and Decisions to Promote the Effective Implementation of the Convention: Guidance to the Global Environment Facility Conference of the Parties, July 1996, in time for submission by December 1999.

### **TIME PLAN and SEQUENCING**

The project will to the extent possible, adhere to the recommended and simplified default methodologies adopted by the Intergovernmental Panel on Climate Change (IPCC) and the related A Guidelines for National Greenhouse Gas Inventories, in accordance with Articles 4 and 12 of the United Nations Framework Convention on Climate Change and a Decisions to Promote the Effective Implementation of the Convention: Guidance to the Global Environment Facility (Conference of the Parties, July 1996). Activities will start in April, 1998 and will last for 18 months. The project will be implemented according to the draft timetable in Annex IV.

### **PROJECT FINANCING**

As an enabling activity related to preparing the national communications for St. Kitts and Nevis, under the UNFCCC, the "agreed full incremental costs" of the project of US\$158,620 will be funded by GEF. The costs for this project are comparable for the costs to other Caribbean countries in preparing their initial national communications to the UNFCCC taking into account funding for other climate change activities and in particular the World Bank/GEF CPACC project. A budget can be found in Annex III.

## ANNEX I

**COVERAGE OF THE ACTIVITIES IN ST. KITTS AND NEVIS TO PREPARE  
THE INITIAL NATIONAL COMMUNICATION**

Information to be included into the national communication	Enabling activity to produce the information needed	Type of Activity		
		Planning and execution <sup>1</sup>	Capacity Building	
			Institutional	Human
<b>1. National circumstances</b>	Compilation of the information from existing sources	-	-	-
<b>2. Greenhouse gas inventory (incl. CO<sub>2</sub>, CH<sub>4</sub> and N<sub>2</sub>O) for:</b> - all energy sources - industrial processes - agricultural processes - land use change and forestry - other sources	Data gathering and inventory of GHG emissions from: - all energy sources - industrial processes - agricultural processes - land use change and forestry - other sources	X	X	X
<b>3. General description of steps taken or envisaged to implement the Convention including, as appropriate:</b>  (a) programs related to sustainable development, research, public awareness, etc  (b) policy options for monitoring systems and response strategies for impacts  (c) policy frameworks for implementing adaptation measures and response strategies	An assessment of the potential impacts of climate change in the country	X/CPACC	X/CPACC	X/CPACC
	An analysis of potential options to adapt to climate change	X/CPACC	X/CPACC	X/CPACC
d) building capacity to integrate climate change concerns into planning;	An analysis of potential options to abate the increase in GHG emissions and enhance the sinks.	X	X	X
e) programs to address climate change and its adverse impacts, including the abatement of increase in GHG emissions and enhancement of sinks	Formulation of programs and policy frameworks for implementing the identified response measures.	X	X	X

<sup>1</sup> Including data gathering and research related to the preparation of the first national communication

<b>4. Other information including, as appropriate:</b> a) Financial and technological needs and constraints associated with the implementation of the Convention under articles 4 and 12. b) projects for financing c) material relevant for calculation of global emission trends	Based on the results of the studies compilation and preparation of the additional information that the country wants to present in its national communication	X	X	X
<b>5. Compilation and production of the initial national communication</b>	Preparation, translation (as appropriate), and publication of the national communication (incl. the preparation of an exec. summary)	X	X	X



**ANNEX II**

**A BRIEF SUMMARY OF THE GUIDELINES ADOPTED BY THE COP2 FOR THE  
CONTENT OF THE NATIONAL COMMUNICATIONS FROM NON-ANNEX I  
COUNTRIES**

The guidelines for the communications of non-annex 1 countries were adopted by the CoP in July 1996. In accordance with the article 12 of the UNFCCC, and following the detailed guidelines presented in the document FCCC/CP/1996/L.12, the communications of the Parties not included in Annex I should include the following elements:

- a) Information on national circumstances
- b) A national inventory of anthropogenic emissions by sources and removals by sinks of the following greenhouse gases: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O), to the extent the Party's capacities permit. Other greenhouse gases may be included at the discretion of the Parties. The guidelines and simplified default methodologies adopted by the IPCC should be used to the extent possible, and the best available data should be provided, being either for the year 1994 or alternatively for the year 1990. The format of providing this information is presented in table II below.
- c) General description of steps taken or envisaged by the Party to implement the Convention including, as appropriate: (i) programmes related to sustainable development, research and systematic observation, education and public awareness, training, etc.; (ii) policy options for adequate monitoring systems and response strategies for climate change impacts on terrestrial and marine ecosystems; (iii) policy frameworks for implementing adaptation measures and response strategies in the context of coastal zone management, disaster preparedness, agriculture, fisheries and forestry, with a view to integrate climate change impact information, as appropriate, into national planning processes; (iv) in the context of undertaking national communications, building of national, regional and/or sub-regional capacity, as appropriate, to integrate climate change concerns in medium and long term planning; and (v) programmes containing measures the Party believes contribute to addressing climate change and its adverse impacts, including the abatement of increase in greenhouse gas emissions and enhancement of removals by sinks.
- d) Any other information that the country considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its communication. This may include: proposals for projects for financing, including specific technologies, materials, equipment, techniques or practices that would be needed to implement such projects, along with, if possible, an estimate of all incremental costs, of the reductions of emissions and increments of removals of greenhouse gases, as well as an estimate of the consequent benefits; material relevant for calculation of global emission trends; constraints and obstacles;

## ANNEX III

**BUDGET FOR EXPEDITED PROCESSING OF THE ENABLING ACTIVITY PROPOSAL  
FOR PREPARING THE INITIAL NATIONAL COMMUNICATION OF ST. KITTS AND NEVIS**

Information to be included into the national communication	Enabling activity to produce the information needed	Type of Activity			Total Costs in US \$
		Planning and execution	Capacity Building		
			Inst.	Training	
<b>1. National circumstances</b>	Compilation of the information from existing sources				
<b>2. Greenhouse gas inventory</b>	Data gathering and an inventory of GHG emissions	28,000	10,000	12,500	50,500
<b>3. General description of steps</b> (a) programs related to sustainable development, research, public awareness, etc.; (b) policy options for monitoring systems and response strategies for impacts  (c) policy frameworks for implementing adaptation measures and response strategies  d) building capacity to integrate climate change concerns into planning;	An assessment of potential impacts of climate change in the country	7,000	2,000	3,000	12,000
	An analysis of potential options to adapt to the impact of climate change	7,000	2,000	3,000	12,000
	An analysis of potential options to abate the increase in GHG emissions and enhance the sinks.	5,500	2,000	3,000	10,500
	Formulation of programs and policy frameworks for implementing the identified response measures.	8,000	3,000	4,000	15,000
<b>4. Other information</b> a) Financial and technological needs and constraints associated with implementation of the Convention under Article 4 & 12 b) Projects for financing c) Material relevant for calculation of emission trends	Based on the results of the studies, compilation and preparation of the additional information that the country wants to present in its national communication	10,000	-	-	10,000
<b>5. Compilation and Production of National Communication</b>	Preparation and publication of the national communication	10,000	-	-	10,000
<b>Project management</b>		18,000	3,000	3,000	24,000
<b>Monitoring/Evaluation</b>		10,000	-	-	10,000
<b>Subtotal</b>		<b>103,500</b>	<b>22,000</b>	<b>28,500</b>	<b>154,000</b>
<b>Project support services (3%)</b>		3,100	670	850	4,620
<b>GRAND TOTAL</b>		<b>106,600</b>	<b>22,670</b>	<b>29,350</b>	<b>158,620</b>

**ANNEX IV****Draft Timetable- Enabling St. Kitts and Nevis to Prepare its Initial National Communications to the UNFCCC**

<i>Activity</i>	<i>Month →</i>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Hiring Project Staff		X	X																
Prepare Workplan		X	X																
Project Workshops			X						X			X			X				X
Project Steering Committee	X			X			X			X			X			X			X
National Climate Website			X	X	X	X													
Public Awareness Activities				X	X	X	X	X	X	X	X								
National GHG Inventory					X	X	X	X	X										
GHG Abatement Options								X	X	X	X	X							
Vulnerability and Adaptation								X	X	X	X	X	X	X	X				
National Action Plan																X	X	X	
National Communications																	X	X	X
Monitoring and Evaluation (*)													X						X

(\*) In addition, the Project Steering Committee will be responsible for monitoring the progress of the project

### Annex V Principal Tasks: National Inventory Preparation (Draft)

Main Tasks	Sub-Tasks
<b>1. Energy</b>	<ul style="list-style-type: none"> <li>- Estimate apparent fuel consumption in original units;</li> <li>- Convert to a common energy unit;</li> <li>- Multiply by emission factors to compute carbon content;</li> <li>- Compute carbon stored;</li> <li>- Correct for incomplete combustion;</li> <li>- Convert carbon oxidised to CO<sub>2</sub> emissions.</li> </ul>
<b>2. Industrial Processes</b>	<ul style="list-style-type: none"> <li>- Estimate emissions associated with each industrial process.</li> </ul>
<b>3. Solvent and Other Product Use</b>	<ul style="list-style-type: none"> <li>- Estimate emissions from solvents and related compounds, including non-methane volatile organic compounds (NMVOCs).</li> </ul>
<b>4. Agriculture</b>	<ul style="list-style-type: none"> <li>- Estimate: CH<sub>4</sub> and N<sub>2</sub>O emissions from domestic livestock (enteric fermentation and manure management; CH<sub>4</sub>, CO, N<sub>2</sub>O and NO<sub>x</sub> emissions from agricultural burning; CH<sub>4</sub>, CO<sub>2</sub> and N<sub>2</sub>O emissions from agricultural soils.</li> </ul>
<b>5. Land Use Change and Forestry</b>  <i>(a) Changes in forest and other woody biomass stocks</i>  <i>(b) CO<sub>2</sub> emissions from Forest and Grassland Conversion</i>  <i>(c) On-site burning of forests: Emissions of non-trace gases</i>  <i>(d) Abandonment of marginal land</i>  <i>(e) Uptake and release of carbon from soils</i>	<ul style="list-style-type: none"> <li>- Estimate: total carbon content in annual growth on logged and planted forests; amount of biomass harvested; wood harvest to carbon remove; and the net annual amount of carbon uptake or release.</li> <li>- Estimate: biomass cleared; carbon released by aboveground burning of biomass on-site and off-site; CO<sub>2</sub> released by decay of aboveground biomass; and total CO<sub>2</sub> from conversion.</li> <li>- Estimate nitrogen released and non-CO<sub>2</sub> trace gas emissions.</li> <li>- Calculate: annual carbon uptake in aboveground biomass (managed land abandoned in last 20 years and 20-100 years); and total CO<sub>2</sub> removals by abandoned lands.</li> <li>- Define land use types and their approximate distribution;</li> <li>- Based on expert data on soil type distribution, assign carbon content factor to land use type;</li> <li>- Calculate net annual emissions.</li> </ul>
<b>6. Waste</b>  <i>(a) Land Disposal of Solid Waste</i>  <i>(b) Methane Emissions from Wastewater Treatment</i>  <i>(c) Industrial Wastewater</i>	<ul style="list-style-type: none"> <li>- Estimate: total municipal solid waste landfilled; annual release of biogas; and net methane emissions.</li> <li>- Estimate: biochemical oxygen demand; total methane emissions; and net annual methane emissions.</li> <li>- Estimate: biochemical oxygen demand; total methane emissions; and net annual methane emissions.</li> </ul>

### Annex VI Reporting The National GHG Inventory

Task	Sub-Task
1. Review IPCC Common Reporting Framework	
2. Fill in Standard Data Tables	<ul style="list-style-type: none"> <li>- Fill in activity data &amp; emission estimates columns;</li> <li>- Fill in aggregate emission factor columns for each table;</li> <li>- Report uncertainty ranges.</li> </ul>
3. Complete Summary Report Table	<ul style="list-style-type: none"> <li>- Report uncertainty ranges;</li> <li>- Document differences in definitions or structure.</li> </ul>
4. Verification	<ul style="list-style-type: none"> <li>- Check for arithmetic errors;</li> <li>- Check country estimates against independently published estimates;</li> <li>- Check national activity data with international statistics;</li> <li>- Check CO<sub>2</sub> emissions from fuel combustion calculated using national methods with the IPCC Reference Approach.</li> </ul>
5. Documentation	<ul style="list-style-type: none"> <li>- Describe any differences from IPCC source/sink category structure;</li> <li>- Describe any differences from IPCC default methods for the estimation of CO<sub>2</sub> and CH<sub>4</sub>;</li> <li>- Describe estimation methods, as well as major assumptions that may not have been captured in the Standard Data Tables;</li> <li>- Reference all data sources used to construct the inventory;</li> <li>- Highlight any new or interesting data sources, references or research findings used to construct the inventory.</li> </ul>
6. Assemble and Transmit the Inventory	

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*St. Christopher and Nevis*  
**Ministry of Tourism, Culture & Environment**



**DEPARTMENT OF ENVIRONMENT**



18 December 1997

Mr Raphael Asenjo  
 Executive Co-ordinator  
 UNDP/GEF  
 #304E 45th Street  
 New York  
 NY 10017

Dear Mr Asenjo

On behalf of the Government of St Kitts and Nevis, I have the honour to endorse herewith, the proposal for financial assistance with the preparation on our First National Communication in response to our Commitments to the UNFCCC.

The local GEF Operational Focal Point is on Holidays, but I solicited the comments of the local agencies concerned to the draft proposal from your office. I am also signing this letter on her behalf.

We look forward to the GEF Secretariat's favourable consideration of our request for assistance made in respect of the said Strategy and Action plan, and National Report.

Thanks and best regards.

Yours sincerely

for: Hilary Webbe  
 National Operational Focal Point to GEF

cc: Mr Oliver Knight  
 Director of Planning

