

**Draft template rolling workplan of the Paris Committee on Capacity-building 2017 to 2019**

*Note: the below draft rolling workplan of the Paris Committee on Capacity-building outlines the mandates as received from the COP; the mandates have been clustered under the heading of “management and overseeing of the 2016-2020 workplan”, which includes the relevant mandates emanating from decision 1/CP.21 and decision 16/CP.22, “annual focus area of theme”, “working modalities and procedures”, “linkages with other bodies / external expertise”, “thematic areas”, and “annual technical progress report”, which include the relevant mandates referring to each of these substantive matters,*

<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
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Management and overseeing of the 2016–2020 workplan

*Mandate: Decision 1/CP.21, paras. 72 and 73:* Paris Committee on Capacity-building (PCCB) will manage and oversee the workplan for the period 2016–2020 with the following activities:

Information on management and overseeing of the workplan to be included in annual technical progress report	SBI 47 / COP 23	SBI 49 / COP 24	SBI 51 / COP 25
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*1. Mandate: Decision 1/CP.21, paras. 72 and 73:* (a) Assessing how to increase synergies through cooperation and avoid duplication among existing bodies established under the Convention that implement capacity-building activities, including through collaborating with institutions under and outside the Convention;

Identification of activities by existing bodies;	Assessment of opportunities, based on the identification, to increase synergies through: - Identification of possibilities for cooperation; - Avoiding of duplications; - Collaboration with institutions under and outside the Convention;
	Relevant recommendations as appropriate;

*2. Mandate: Decision 1/CP.21, paras. 72 and 73:* (b) Identifying capacity gaps and needs and recommending ways to address them;

Gathering of relevant information, including identification of information gaps, with a view to addressing those gaps, including through making use of the capacity-building portal;	Mapping of information;
Analysis of relevant information gathered;	Relevant recommendations as appropriate;

<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<i>3. Mandate: Decision 1/CP.21, paras. 72 and 73: (c) Promoting the development and dissemination of tools and methodologies for the implementation of capacity-building;</i>				
Identification of available tools and methodologies,	Mapping of existing tools and methodologies, and sharing/dissemination of information gathered, including through making use of the capacity-building portal;			
	Relevant recommendations as appropriate;			
Promotion of the development of tools and methodologies through awareness-raising, cooperation with relevant stakeholders, etc.	Outreach activities, including through making use of the capacity-building portal;			
<i>4. Mandate: Decision 1/CP.21, paras. 72 and 73: (d) Fostering global, regional, national and subnational cooperation;</i>				
Identification of relevant actors and stakeholders;	Outreach activities, including through making use of the capacity-building portal;			
Information sharing, including through making use of capacity-building portal;				
<i>5. Mandate: Decision 1/CP.21, paras. 72 and 73: (e) Identifying and collecting good practices, challenges, experiences and lessons learned from work on capacity-building by bodies established under the Convention;</i>				
Identification of good practices, challenges, experiences and lessons learned;	Information sharing/dissemination of information, including through making use of the capacity-building portal;			
	Awareness-raising through outreach activities;			
	Relevant recommendations as appropriate;			
<i>6. Mandate: Decision 1/CP.21, paras. 72 and 73: (f) Exploring how developing country Parties can take ownership of building and maintaining capacity over time and space;</i>				

<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Information gathering, including through seeking of relevant inputs / information;	Dissemination of information and best practices, including through making use of the capacity-building portal;			
Analysis of information gathered;	Relevant recommendations as appropriate;			
<i>7. Mandate: Decision 1/CP.21, paras. 72 and 73: (g) Identifying opportunities to strengthen capacity at the national, regional and subnational level;</i>				
Information gathering;	Compilation of notable initiatives at the national, regional and subnational levels, seeking of relevant inputs/information, and dissemination of information gathered, including through making use of capacity-building;			
Analysis of information gathered;	Relevant recommendations as appropriate;			
<i>8. Mandate: Decision 1/CP.21, paras. 72 and 73: (h) Fostering dialogue, coordination, collaboration and coherence among relevant processes and initiatives under the Convention, including through exchanging information on capacity-building activities and strategies of bodies established under the Convention;</i>				
Identification of relevant processes and initiatives under the Convention and gathering of information on capacity-building activities and strategies of bodies established under the Convention;	Information sharing, including through making use of the capacity-building portal;			
Initiation of dialogue, information sharing, etc.	Building a platform for continued exchange and communication with other relevant processes and initiatives under the Convention, including through making use of the capacity-building portal;			
<i>9. Mandate: Decision 1/CP.21, paras. 72 and 73: (i) Providing guidance to the secretariat on the maintenance and further development of the web-based capacity-building portal;</i>				
Identification of ways to further develop and/or maintain the capacity-building portal;	Enhancement of the capacity-building portal with an aim to support the PCCB in all its activities as appropriate;			

<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<i>Mandate: Decision 16/CP.22, para. 4: PCCB, in managing the 2016–2020 workplan:</i>				
	Information on management and overseeing of the workplan to be included in annual technical progress report	SBI 47 / COP 23	SBI 49 / COP 24	SBI 51 / COP 25
<i>10. Mandate: Decision 16/CP.22, para. 4: (a) To take into consideration cross-cutting issues such as gender responsiveness, human rights and indigenous peoples' knowledge;</i>				
Identification and compilation of relevant information;	Dissemination of relevant information; Relevant recommendations as appropriate;			
Incorporation of relevant information when conducting other activities as appropriate;				
<i>11. Mandate: Decision 16/CP.22, para. 4: (b) To take into consideration the outcomes of the third comprehensive review of the implementation of the framework for capacity-building in developing countries;</i>				
Consideration of outcomes when conducting other activities as appropriate;				
<i>12. Mandate: Decision 116/CP.22, para. 4: (c) To take into consideration previous work undertaken on indicators for capacity-building;</i>				
Identification of previous work undertaken;	Assessment of existing indicators;  Relevant recommendations as appropriate;			
<i>13. Mandate: Decision 16/CP.22, para. 4: (d) To promote and explore linkages with other constituted bodies under the Convention and the Paris Agreement, as appropriate, that include capacity-building in their scopes;</i>				
Identification of relevant other constituted bodies, as well as of specific areas for collaboration;	Maintaining of linkages with relevant constituted bodies;			

<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<i>14. Mandate: Decision 16/CP.22, para. 4: (e) To promote and explore synergies for enhanced collaboration with institutions outside the Convention and the Paris Agreement engaged in implementing capacity-building activities;</i>				

Identification of relevant institutions outside the Convention and the Paris Agreement;	Identification of synergies for enhanced collaboration; Information sharing and awareness-raising measures, including through making use of the capacity-building portal;			
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Relevant recommendations as appropriate;

<i>15. Mandate: Decision 16/CP.22, para. 4: (f) To take into consideration ways of enhancing reporting on capacity-building activities, taking into account all initiatives, actions and measures on capacity-building under the Convention and the Paris Agreement as well as existing reporting mandates, in order to achieve coherence and coordination;</i>				
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Identification of initiatives, actions and measures, as well as existing reporting mandates, and collection of information on existing reporting mandates and activities;	Identification of ways to enhance reporting;  Relevant recommendations as appropriate;			
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*Annual focus area or theme*

<i>16. Mandate: Decision 1/CP.21, para. 74: PCCB will annually focus on an area or theme related to enhanced technical exchange on capacity-building, with the purpose of maintaining up-to-date knowledge on the successes and challenges in building capacity effectively in a particular area;</i>				
<i>Decision 2/CP.22, annex, para.12: PCCB shall decide on its annual focus area or theme, recalling decision 1/CP.21, paragraph 74, related to enhanced technical exchange on capacity-building, with the purpose of maintaining up-to-date knowledge on the successes and challenges in building capacity effectively in a particular area, and will report on this work in its annual technical progress report;</i>				

Agreeing on 2018 focus area or theme of the PCCB	Information on 2018 focus area or theme of the PCCB to be included in its annual technical progress report	SBI 47 / COP 23	SBI 49 / COP 24	SBI 51 / COP 25
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<i>17. Mandate: Decision 2/CP.22, annex, para. 3: Six representatives from bodies established under the Convention and from the operating entities of the Financial Mechanism will be invited to participate in all the meetings of the PCCB in line with the annual theme of the PCCB; (FCCC/SBI/2016/20, para. 91)</i>				
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<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Agreeing on representatives to be invited to participate in all meetings of the PCCB	Information on representatives to be invited to participate in all meetings of the PCCB in line with the 2018 focus area or theme of the PCCB to be included in its annual technical progress report	SBI 47 / COP 23	SBI 49 / COP 24	SBI 51 / COP 25

*18. Mandate: SBI 45:* In 2017 the first focus area or theme for the PCCB will be on capacity-building activities for the implementation of nationally determined contributions (NDCs) in the context of the Paris Agreement; (FCCC/SBI/2016/20, para. 91)

Implementation of the 2017 focus area or theme	Information on implementation of 2017 focus area or theme of the PCCB to be included in its annual technical progress report	SBI 47 / COP 23	SBI 49 / COP 24	SBI 51 / COP 25
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*19. Mandate: SBI 45:* agreed that representatives of the following operating entities of the Financial Mechanism and the constituted bodies established under the Convention will be invited to participate in the first meeting of the PCCB, which will be held in conjunction with SBI 46 and SBSTA 46 (May 2017):

- (a) The GEF;
- (b) The GCF;
- (c) The Adaptation Committee;
- (d) The LEG;
- (e) The SCF;
- (f) The TEC;

Further agreed that representatives of other bodies established under the Convention and the operating entities of the Financial Mechanism are invited to identify representatives to collaborate, as appropriate, on specific activities related to the work of the PCCB, and particularly encourages a representative of the CTCN to participate in the first meeting of the PCCB; (FCCC/SBI/2016/20, paras. 92 and 93)

Invitation of the relevant representatives to the first meeting of the PCCB	Information on implementation of 2017 focus area or theme of the PCCB to be included in its annual technical progress report	SBI 47 / COP 23	SBI 49 / COP 24	SBI 51 / COP 25
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*20. Mandate: Decision 4/CP.22, para. 5:* PCCB invited, within the scope of its workplan, to consider a future theme on addressing loss and damage;

#### Working modalities and procedures

*21. Mandate: Decision 2/CP.22, para. 5:* PCCB to further develop and adopt its working modalities and procedures at its first meeting;  
*Decision 2/CP.22, annex, para. 13:* PCCB shall further develop and adopt its working modalities and procedures at its first meeting, and revise them as necessary;

Development and adoption of working modalities and procedures	Relevant information to be included in annual technical progress report	SBI 47 / COP 23	n/a	n/a
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<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<u>Linkages with other bodies / external expertise</u>				
<i>22. Mandate: Decision 2/CP.22, annex, para. 14:</i> PCCB may invite other bodies established under the Convention and the operating entities of the Financial Mechanism of the Convention to identify representatives to collaborate, as appropriate, on specific activities related to its work;				
As appropriate	Invitation to other bodies established under the Convention and the operating entities of the Financial Mechanism of the Convention as appropriate	As appropriate	As appropriate	As appropriate
<i>23. Mandate: Decision 2/CP.22, annex, para. 15:</i> PCCB may engage with and draw upon the expertise from relevant institutions, organizations, frameworks, networks and centres outside the Convention, including at the intergovernmental, regional, national and subnational levels, where appropriate;				
As appropriate	Engagement with and drawing upon expertise as appropriate	As appropriate	As appropriate	As appropriate
<u>Thematic areas</u>				
<i>24. Mandate: Decision 14/CP.21, para. 8:</i> representatives of the relevant bodies established under the Convention, operating entities of the Financial Mechanism of the Convention, intergovernmental and non-governmental organizations, and relevant experts and practitioners invited to integrate into their work programmes and activities the lessons learned at, and the main outcomes of, the meetings of the Durban Forum;				
As appropriate	As appropriate	As appropriate	As appropriate	As appropriate
<i>25. Mandate: Decision 3/CP.22, para. 8:</i> Constituted bodies under the Convention invited to, as appropriate, as those bodies undertake their work, to continue or to initiate, as appropriate, the integration of efforts to avert, minimize and address loss and damage associated with the adverse effects of climate change in particularly vulnerable developing countries, vulnerable populations and the ecosystems that they depend on;				
As appropriate	As appropriate	As appropriate	As appropriate	As appropriate

<b>Activity</b>	<b>Deliverables / expected result / outputs</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<i>26. Mandate: Decision 21/CP.22, para. 4: all constituted bodies under the UNFCCC process requested to include in their regular reports information on progress made towards integrating a gender perspective in their processes according to the entry points identified in the technical paper referred to in para. 13 of decision 21/CP.22;</i>				

As appropriate	Relevant information to be included in technical progress report	As of COP 24 (tbc)	SBI 49 / COP 24	SBI 51 / COP 25
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*Annual technical progress report*

*27. Mandate: Decision 1/CP.21, para.80: PCCB to prepare annual technical progress reports on its work, and to make these reports available at the sessions of the Subsidiary Body for Implementation (SBI) coinciding with the sessions of the Conference of the Parties (COP);*  
*Decision 2/CP.22, annex, para. 17: PCCB will prepare annual technical progress reports on its work for submission to the COP through the SBI, and will make these reports available at the sessions of the SBI coinciding with the sessions of the COP;*

Preparation of and agreement on the annual technical progress report	Technical progress report, to contain all relevant information	SBI 47 / COP 23	SBI 49 / COP 24	SBI 51 / COP 25
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