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Development and transfer of technologies

**Resource implications for maintaining and further developing the UNFCCC
technology information clearing house (TT:CLEAR)**

Note by the secretariat

Summary

This note outlines an estimation of resource implications for the activities of the secretariat for maintaining and updating as well as improving the UNFCCC technology information clearing house (TT:CLEAR), taking into account the report on the survey on the effectiveness of the use of the system, the recommendation of the Expert Group on Technology Transfer at its fifth meeting and the request of the Subsidiary Body for Scientific and Technological Advice on this matter.

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I. Introduction

A. Mandate

1. The Subsidiary Body for Scientific and Technological Advice (SBSTA), at its twentieth session, requested the secretariat to continue its work on maintaining and improving the UNFCCC technology information clearing house (TT:CLEAR), taking into account the report on the survey on the effectiveness of the use of the system and the recommendation of the Expert Group on Technology Transfer (EGTT) at its fifth meeting. The SBSTA also requested the secretariat to clearly identify budgetary needs for maintaining and further developing TT:CLEAR, and to report to the SBSTA at its twenty-first session.¹

B. Possible action by the Subsidiary Body for Scientific and Technological Advice

2. The SBSTA may wish to consider the information contained in this note and provide further guidance to the secretariat with regard to its work on TT:CLEAR. It may also wish to consider inviting Parties in a position to do so, to contribute supplementary resources needed for maintaining and improving TT:CLEAR.

C. Background

3. The SBSTA, at its sixteenth session, requested the secretariat to assess the effectiveness of the use of TT:CLEAR, to identify any information gaps, to make recommendations for improvement, and to provide a report to the SBSTA at its nineteenth session.² It also requested the secretariat to initiate an outreach programme with the objective of making TT:CLEAR more widely known to potential interested users, including the private sector and practitioners.³

4. In December 2003,⁴ a survey was carried out, by an independent consultancy firm, to assess the effectiveness of the use of TT:CLEAR, and its results were presented to the EGTT for consideration at its fifth meeting in June 2004. Following recommendations by the EGTT, the SBSTA at its twentieth session requested the secretariat continue its work on maintaining and improving the system.⁵

II. Resource requirements for operating, maintaining and updating TT:CLEAR

5. In 2005, the secretariat will undertake the following activities to maintain and update TT:CLEAR:

- (a) Keep up-to-date the content of TT:CLEAR to reflect the latest information submitted by Parties and technology documents relating to EGTT meetings of the SBSTA and the Conference of the Parties. Much of the information on technology cooperation projects, case studies, mitigation and adaptation technologies, organizations and experts, and links

¹ FCCC/SBSTA/2004/6, paragraph 81 (d) and (e).

² FCCC/SBSTA/2002/6, paragraph 38 (f) (iii).

³ FCCC/SBSTA/2002/6, paragraph 38 (f) (i).

⁴ FCCC/SBSTA/2003/15, paragraph 34 (f) and (g).

⁵ FCCC/SBSTA/2004/INF.8/Add.1 and Corr.1.

to climate technology resources on the Internet needs to be reviewed and updated on regular basis⁶

- (b) Complete the parts of the system that are still under development and integrate TT:CLEAR in the new secretariat web site, due to be launched in late 2004
- (c) Perform small enhancements of the web site; data back-ups; prepare and post technology news and carry out outreach activities
- (d) Upgrade or replace the TT:CLEAR server. The system has been running on a dedicated server, maintained by the UNFCCC, since it started operation in September 1991 and the server is scheduled for upgrade or replacement in 2005
- (e) Upgrade the software and security patches used to run the system. Align the system to UNFCCC standards for information technology applications.

6. The operation, maintenance and updating of TT:CLEAR requires regular but small amounts of resources. Some resources for maintaining and making TT:CLEAR available to Parties on the secretariat web site and also off-line were included in the present programme budget. Supplementary resources were expected from other sources for recruiting one P-2 Programme Officer and one General Service staff to support the maintenance of TT:CLEAR and to update the inventory of mitigation and adaptation technologies and technology cooperation projects.⁷

7. The additional resources from supplementary funds or fund raising that are needed annually to maintain and update TT:CLEAR are summarized in table 1.

8. The staff costs included in the present programme budget cover such activities as providing guidance to consultants, developing and updating content and some maintenance of the system.

9. Consultant support is needed to integrate the system in the new secretariat web site (one person/month). General temporary assistance is needed for updating the content of TT:CLEAR (two person/month).

Table 1. Cost estimates for activities relating to maintaining and updating TT:CLEAR

Object of expenditure	USD per year
Staff posts ^a	37 000
General temporary assistance	15 000
Consultants	7 500
Operating expenses	3 000
Software and equipment	10 000
Sub-total	35 500
Programme support costs (13 per cent)	4 615
TOTAL	40 115

^a Included in the core budget of the secretariat

⁶ The responsibility for data entry, maintenance and consistency checking lies with the secretariat. Data are generated from different documents submitted by Parties, such as national communications, technology needs assessments, country reports and miscellaneous documents.

⁷ FCCC/SBI/2003/15/Add.1 (page 24, table F2).

10. The resource requirements for operating, maintaining and updating TT:CLEAR are estimated based on the costs of data gathering, checking consistency and content development, re-design and programming, management of the system and outreach activities. The total cost of ownership, which includes the inputs of the UNFCCC Information Services unit in hardware and software, network support, telecommunications, Internet connectivity and web support, is not presented in this note.

11. To reduce the burden and the costs of data collection and maintenance it would be helpful if Parties could provide and update the data and information regularly and if a mechanism for data maintenance and update could be established (e.g., Parties electronically update the information they submit to the secretariat using the Internet). TT:CLEAR may also benefit more in the future from peer reviews to be carried out by the EGTT.

III. Resource requirements for improving TT:CLEAR

12. The SBSTA's request to improve TT:CLEAR will require moderate modifications to the clearing house. The resources for these modifications were not included in the present programme budget of the secretariat and additional resources are needed from supplementary funds or fund raising.

13. The activities necessary to improve TT:CLEAR over a period of two years are described below. The resource requirements for these tasks and activities are presented in table 2.

A. Revise content and functionality of TT:CLEAR

14. The objective of this group of activities is to more narrowly define what topic areas TT:CLEAR can best focus upon; improve user-friendliness of the site; focus on its clearing house role; better define the target audiences and tailor information to meet their needs; focus on data organization and management; and build a simple and effective search engine for users.⁸ Activities to implement this task are:

- (a) Reviewing the topic areas of the clearing house, taking into account the results of the TT:CLEAR survey, and revising its content accordingly
- (b) Tailoring information to meet the needs of specific groups of users, such as technology transfer practitioners, private sector entities, financing institutions, intergovernmental organizations (IGOs) and non-governmental organizations (NGOs), public interest groups and research/teaching institutions
- (c) Simplifying the user-interface by streamlining the navigation of the site and by providing better functionality
- (d) Further developing the search engine to perform global searches of all TT:CLEAR databases⁹
- (e) Analysing ways to further integrate TT:CLEAR with other secretariat and external systems.

⁸ FCCC/SBSTA/2004/6, paragraph 81 (d) (i).

⁹ It will not include searches in the text of documents that will be performed using the UNFCCC main site search engine.

15. This task is expected to increase the effectiveness of the use of the clearing house by addressing the issues relating to content, organization and functionality as identified during the TT:CLEAR survey. As a result, the number of visitors, and the average duration they spend on the web site, are expected to increase.

B. Enhance outreach efforts to increase the use of the system by users from non-Annex I Parties

16. The objective of this group of activities is to enhance outreach efforts to increase the number of user from non-Annex I Parties by widening the distribution of the stand-alone version of TT:CLEAR on CD-ROM; distributing information to regional networks and specialized web sites; and distributing technology news.¹⁰ Activities to implement this task are:

- (a) Preparing a revised CD-ROM for TT:CLEAR with professional packaging and distributing it widely to national and regional technology information centres
- (b) Organizing hands-on training for installing and using the stand-alone version of TT:CLEAR on CD-ROM in conjunction with the sessions of the subsidiary bodies
- (c) Presenting the system at different seminars, workshops and other relevant events
- (d) Preparing and distributing an electronic newsletter through the specialized web sites and networks identified during the survey; the newsletter briefly describes the philosophy behind this web portal, and provides regularly updated information
- (e) Preparing outreach materials (e.g., leaflets, brochures, presentations).

17. The implementation of this task will widen the audience of TT:CLEAR to technology transfer practitioners, private sector entities, financing institutions, IGOs and NGOs, public interest groups, and research/teaching institutions. As a result, the number of users is expected to increase, particularly from developing country Parties, and the use of the TT:CLEAR CD-ROM by national technology centres, including for establishing national technology clearing houses, is expected to increase.

C. Enhance networking between national and regional centres

18. The objective of this group of activities is to enhance networking between national and regional centres working on the dissemination of technology information, and encourage the use of TT:CLEAR.¹¹ Activities to implement this task are:

- (a) Undertaking a pilot project to test the feasibility of information exchange in a network of national and regional technology centres, including:
 - (i) Existing national and regional technology centres in Africa, Latin America and the Caribbean, and Asia and the Pacific
 - (ii) National and regional centres in developed countries
 - (iii) TT:CLEAR and the international organizations which are already exchanging information with the system

¹⁰ FCCC/SBSTA/2004/6, paragraph 81 (d) (ii).

¹¹ FCCC/SBSTA/2004/6, paragraph 81 (d) (iii).

- (b) Convening a meeting of experts to analyse the results of the pilot project and to elaborate technical standards and good practices for data exchange. Based on their input, a proposal for a global network of national and regional technology centres will be prepared.

19. The expected outcome of this task is a pilot network of technology transfer centres, developed among individual nodes that can make context-specific and language-relevant information available to their local audience groups. Cooperation with other organizations will be crucial for success in this area. The pilot project will assess the feasibility of the network, elaborate on the scope of information exchange, assess the impact of networking on the costs of searching for information on technology transfer opportunities by prospective users and providers, and test technical solutions of establishing the network.

D. Translate portions of the site into other official languages of the United Nations

20. Activities to implement this task¹² are:

- (a) Translate the main page of the web site including the navigation menus
- (b) Translate the pages describing the role and main characteristics of the system
- (c) Translate the titles and abstracts of technology cooperation projects.

21. Translation of large portions of the site into other official languages of the United Nations will require substantial resources. Therefore, it is proposed to start by translating limited parts of TT:CLEAR into one or two other languages.

22. Language is considered a barrier to the use of system. It is expected that the translation of portions of the site in the other official languages of the United Nations will substantially increase the audience of TT:CLEAR.

E. Provide information on financial and technical assistance for the development and transfer of technologies

23. Activities to implement this task¹³ are:

- (a) Compiling lists of information sources available on the Internet on financial and technical assistance (e.g., the financial directory of United Nations Environment Programme (UNEP) on sustainable energy financing; clean development mechanism, Joint Implementation, carbon and other relevant funds; and financial support programmes provided by development banks, development agencies, IGOs, and regional and national organizations). Updating the TT:CLEAR database of links to information sources on financial and technical assistance
- (b) Providing links to information available on the Internet on guidelines/good practices for preparing project information and relevant papers and presentations on financing in general

¹² FCCC/SBSTA/2004/6, paragraph 81 (d) (iv).

¹³ FCCC/SBSTA/2004/6, paragraph 81 (d) (v).

- (c) Updating the TT:CLEAR database of case studies and lessons learned from financing technology transfer (e.g., the Global Environment Facility (GEF) lessons learnt and project monitoring and evaluation)
- (d) Continuing to work with the Technology Transfer Networks (TTN)¹⁴ of UNEP on matchmaking between needs (TT:CLEAR projects) and financing options (UNEP directory of financial institutions and experts/facilitators)
- (e) Exploring possibilities to include financial institutions in the network described under the section III.C on enhance networking above.

24. This task is expected to provide a gateway for developing countries to access information on financial and technical assistance for technology transfer. This will result in an increased usage of the system by users from non-Annex I Parties.

25. Estimates of the additional resources needed to implement the SBSTA's request to improve TT:CLEAR are summarized in table 2.

Table 2. Cost estimates for activities relating to implementing the SBSTA's request to improve TT:CLEAR

Object of expenditure	USD over a two-year period					Total
	Task 1	Task 2	Task 3	Task 4	Task 5	
Staff posts	7 500	3 000	10 000	7 500	3 000	31 000
General temporary assistance	7 500	-	-	15 000	15 000	37 500
Consultants	15 000	5 000	30 000 ^a	-	5 000	55 000
Travel of staff	-	5 000 ^b	-	-	-	5 000
Travel of representatives	-	-	25 000 ^c	-	-	25 000
Operating expenses	-	6 000 ^d	-	-	-	6 000
Sub-total	30 000	19 000	65 000	22 500	23 000	159 500
Programme support costs (13 per cent)	3 900	2 470	8 450	2 925	2 990	20 735
TOTAL	33 900	21 470	73 450	25 425	25 990	180 235

^a Support for three small projects to develop national technology clearing houses in the centres from developing countries and to connect them to the pilot network.

^b Presenting the system at workshops, seminars and other relevant events.

^c Seven-eight funded participants.

^d Operating expenses for production and distribution of outreach materials.

¹⁴ Formerly Sustainable Alternative Network (SANet).