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Administrative, financial and institutional matters

Programme budget for the biennium 2010–2011

Proposed programme budget for the biennium 2010–2011

Note by the Executive Secretary

Addendum

Work programme for the secretariat for the biennium 2010–2011

Summary

This document summarizes the work programme for the secretariat for the biennium 2010–2011 and outlines the amount of core budget and supplementary resources required to implement its mandates and achieve its expected results. It should be considered in conjunction with document FCCC/SBI/2009/2, which contains the proposed programme budget and Add.2 and 3, which list the activities to be funded from supplementary sources.

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I. Introduction

1. This document summarizes the work programme for the secretariat for the biennium 2010–2011 and outlines the amount of core budget and supplementary resources required to implement the mandates given to it by the Parties and to achieve expected results. Some of the mandated activities can only be fully implemented if associated supplementary resources are available. The table contained in the annex to this document shows the total funding requirements by programme for the core budget, fee-based income for the clean development mechanism (CDM) and joint implementation (JI) and other trust funds.¹ It also gives details of the projected income, by source.

2. In keeping with efforts to ensure a fully results-oriented process and in line with best practices in the United Nations system, results-based approaches have been established for the work of the secretariat. By articulating clear objectives, expected results and performance indicators of activities before they are implemented, the aim of this document is to emphasize what the secretariat intends to accomplish from its work programme rather than simply list what activities are planned.

3. The expected results referred to in this document are the direct consequence or effect of the generation of mandated outputs² to be delivered within the biennium. External factors, for example the availability of sufficient and stable funding, affect the secretariat's ability to generate outputs and services.

4. Performance indicators have been introduced at the level of the expected results of each programme. They measure the extent to which expected results have been achieved as a result of the secretariat's intervention. The identified indicators are intended to enhance transparency and good governance, while keeping the cost for data collection and processing low.

5. The indicators were carefully selected. Inevitably, some uncertainty remains. For example, data for several of the indicators have not been collected in the past, and the collection and processing of data may turn out to be more labour intensive than previously thought. Therefore, experience gained in the use of the indicators and reporting to Parties during the biennium 2010–2011 may lead to necessary adjustments.

6. Legislative mandates referred to in this document are the provisions under the Convention and its Kyoto Protocol, and the decisions of the Conference of the Parties (COP) and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) which constitute the legal basis

¹ Other trust funds include the Trust Fund for Supplementary Activities, the Trust Fund for the Special Annual Contribution from the Government of Germany, the Trust Fund for the International Transaction Log and the Trust Fund for Participation in the UNFCCC Process. Activity and resource requirements related to the Trust Fund for Supplementary Activities and the Trust Fund for the International Transaction Log are presented in detail in documents FCCC/SBI/2009/2/Add.2 and FCCC/SBI/2009/2/Add.3, respectively. Planned activities and budgetary needs relating to the work of the CDM Executive Board and the Joint Implementation Supervisory Committee will be laid out in the CDM and JI management plans, respectively. The plans are regularly updated and are available at <<http://cdm.unfccc.int/EB/map.html>> and <<http://ji.unfccc.int/Ref/Docs.html>>, respectively.

² According to the Secretary-General's bulleting of 19 April 2000, "Regulations and Rules Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation", outputs are "final products or services delivered by programmes or subprogrammes to end-users, such as reports, publications, training, servicing of meetings, or advisory, editorial, translation or security services, which an activity is expected to produce in order to achieve its objectives" (available at <www.un.org/Docs/journal/asp/ws.asp?m=ST/SGB/2000/8>).

for the activities carried out in a particular programme. Conclusions of the subsidiary bodies and mandates provided by constituted bodies are generally not referred to, with a few exceptions.

II. Programmes

A. Executive Direction and Management

7. The **overall purpose** of the Executive Direction and Management programme (EDM) is to ensure the secretariat's responsiveness to the needs of the Convention and Kyoto Protocol bodies and the overall coherence of the work of the secretariat. The Executive Secretary and the Deputy Executive Secretary provide leadership and strategic direction for the secretariat and further the secretariat-wide objectives. EDM directly supports the COP President and COP Bureau, and coordinates the secretariat's support to the COP, the CMP and elected officers so that they can advance the intergovernmental process. The Executive Secretary consults closely with representatives of Parties and reaches out to global stakeholders to encourage their support of the objectives and the implementation of the Convention.

8. The **basic mandates** for this programme are contained in Article 8, paragraph 2, of the Convention and Article 14, paragraph 2, of the Kyoto Protocol (on the functions of the secretariat),³ as well as in Article 7 of the Convention (on the COP) and Article 13 of the Kyoto Protocol (on the CMP). Additional mandates are contained in the decisions and conclusions of the Convention and Kyoto Protocol bodies, including the decisions and conclusions on arrangements for intergovernmental meetings.

9. The **2008–2009 biennium** is marked by the negotiations under both the Convention and the Kyoto Protocol, and related efforts to enhance global action to address climate change, which make this biennium the most dynamic and demanding to date. The substantial strengthening of the 2008–2009 work programme of EDM, made possible by generous supplementary contributions, helps to support the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA) and the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP), and related activities. Another area strengthened is cooperation within the United Nations system and with intergovernmental organizations. Since this cooperation focuses on implementation and aims to enhance the catalytic role of the Convention, it will play a more prominent role in the coming bienniums once Parties have agreed on long-term cooperative action to enhance the implementation of the Convention. Finally, a COP secretariat team was established in the Office of the Deputy Executive Secretary, which has enhanced capacity to assist the COP President and the COP Bureau in effectively organizing the increasingly complex intergovernmental process.

10. The **main challenge in the 2010–2011 biennium** will be to ensure the implementation of, and follow-up to, the decisions on further commitments for Parties included in Annex I to the Convention (Annex I Parties) under the Kyoto Protocol and long-term cooperative action under the Convention. At the same time, EDM will ensure the secretariat's high level of responsiveness to all mandates of the COP at its fifteenth session and the CMP at its fifth session, including continued coherent support for ongoing activities under the Convention and under the Kyoto Protocol, which will be in its first commitment period. In parallel, the secretariat will need to prepare for, and engage in, new areas of work agreed upon at the United Nations Climate Change Conference in Copenhagen in December 2009. Action on mitigation and adaptation, and ensuring support through technology transfer, financial resources and capacity-building to enable such action in developing countries will require a renewed effort both within the secretariat and from external partners.

³ Titles of Articles of the Convention and its Kyoto Protocol are included in this document solely to assist the reader.

11. The objectives, expected results⁴ and performance indicators⁵ for EDM are shown in table 1 and its resources are shown in table 2. The organization of the programme is illustrated in figure 1.

Table 1. Objectives, expected results and performance indicators for the Executive Direction and Management programme

Objective 1: to enhance the secretariat's responsiveness to the needs of Convention and Protocol bodies, and to enhance the coherence of its work in order to facilitate the efficient and effective implementation of the Convention.	
Expected result(s)	Performance indicator(s)
The secretariat responds to the priorities of, and requests by, Parties and supports emerging issues, including those that relate to agreed outcomes under the Bali Road Map.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time • Level of satisfaction of Parties with the work of the secretariat
Activities undertaken are coherent across programmes. The strategic objectives of programmes, and the distribution of tasks and responsibilities among the programmes are clear.	<ul style="list-style-type: none"> • The members of the secretariat management consult with each other and take decisions on a regular basis (bilaterally and in management bodies)
Objective 2: to ensure secretariat support for the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol thus enabling progress to be made in the intergovernmental process.	
Expected result(s)	Performance indicator(s)
Climate change intergovernmental meetings provide a forum for taking decisions and advancing the process of responding to climate change.	
Presidents of the Conference of the Parties (COP) and the COP Bureau are well informed and able to carry out their functions effectively.	<ul style="list-style-type: none"> • Level of satisfaction of the COP President and the COP Bureau with secretariat support
The high-level segment (HLS) provides political impetus to the intergovernmental process.	<ul style="list-style-type: none"> • Number of agenda items unresolved before and after the HLS
Objective 3: to ensure effective communication and outreach on the intergovernmental process and close liaison with Parties and intergovernmental organizations, which will enhance the contribution of all stakeholders to the implementation of the Convention.	
Expected result(s)	Performance indicator(s)
Information on the UNFCCC process is effectively communicated by the secretariat.	<ul style="list-style-type: none"> • Frequency of reference in the media to the UNFCCC messages issued during the COP sessions • Number and duration of visits to the UNFCCC website and the volume of content downloads

⁴ Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

⁵ For a few expected results in this work programme, meaningful low-cost indicators could not be identified.

Table 1 (continued)

Expected result(s)	Performance indicator(s)
Support provided by the United Nations and intergovernmental agencies to Parties in the implementation of the Convention is enhanced.	
Objective 4: to continue to develop the secretariat as a well managed, mature institution with a highly developed working environment and healthy working culture.	
Expected result(s)	Performance indicator(s)
Competent and motivated staff representing a broad geographic spectrum and gender balance are recruited, trained and retained.	<ul style="list-style-type: none"> Percentage of staff from Parties not included in Annex I to the Convention and women in posts in the Professional and higher categories
Internal processes function smoothly and staff are satisfied with their work and with management.	<ul style="list-style-type: none"> Level of staff satisfaction with their job, management and development opportunities
The secretariat has the required financial resources to implement mandates given to it by the COP and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol.	<ul style="list-style-type: none"> Percentage of mandated outputs that cannot be delivered as a result of insufficient funding Contribution rate to core budget (compared with approved budget) Rate of contribution to the Trust Fund for Supplementary Activities
Financial resources are managed in a sound manner and are utilized to maximize the benefit to the UNFCCC process.	<ul style="list-style-type: none"> Proportion of actual expenditure compared with the approved budget and available supplementary funds Implementation rate of audit recommendations relating to financial and administrative matters

Strategies

12. The focus of efforts will shift from negotiations to the implementation of mandates, including those under agreed outcomes under the Bali Road Map. The support to the intergovernmental process has to ensure that ongoing and future implementation efforts at the local, regional and global level are in line with priorities set by the Parties. Resource mobilization efforts will be required to engage others, including United Nations agencies, to commit to contributing to the actions required.

13. The programme will spend about 30 per cent of its proposed core budget⁶ on achieving the expected results under objective 1 (responsiveness of the secretariat and the coherence of its work⁷). It will provide strategic guidance to all programmes in order to promote a coordinated, targeted and forward-looking approach to supporting implementation efforts guided by the intergovernmental process. EDM will closely monitor, and further the effectiveness and timeliness of the responses of programmes to mandates given by Parties. In a biennium characterized by the refinement and implementation of new instruments developed by Parties, it will be essential that the secretariat has the capacity to be flexible and act swiftly, and that its internal communication and management mechanisms, and tools are functioning and well utilized.

⁶ An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2.

⁷ Key words from the objectives are provided in brackets to assist the reader.

14. The programme will spend about 30 per cent of its proposed core budget on achieving the expected results under objective 2 (support for the COP and the CMP). EDM will maintain close liaison with the presiding officers of the Convention and Kyoto Protocol bodies, high-level representatives of Parties and representatives from observer organizations. This will ensure that the sessions of the Convention and Protocol bodies move decision-making towards an effective long-term global response to climate change. The focus will be on informing decisions by elected officers and high-level representatives through the provision of exhaustive documentation, analysis and advice on strategic, political, procedural and organizational aspects of the intergovernmental process.

15. The programme will spend about 20 per cent of its proposed core budget on achieving the expected results under objective 3 (effective communication and outreach, and close liaison). EDM will intensify its collaboration with secretariats of other international bodies and will encourage United Nations organizations and intergovernmental organizations (IGOs) through high-level contacts to contribute in a cooperative manner to the implementation of decisions reached by the COP and the CMP. A focus will be on enhancing support to developing country Parties in line with the agreed outcome of COP 15 and CMP 5. The programme will manage the secretariat's media outreach and representation to ensure that information on the UNFCCC process is communicated effectively.

16. The programme will spend about 20 per cent of its proposed core budget on achieving the expected results under objective 4 (well managed secretariat). The Executive Secretary will redouble his efforts to attract highly qualified female staff and staff from Parties not included in Annex I to the Convention (non-Annex I Parties), and to enhance measures to assess and further improve the working culture and environment of the secretariat. The quality of administrative, information and conference services to Parties and the secretariat, as well as the managerial skills of its senior staff, will play a critical role in maintaining and enhancing the secretariat's efficiency and effectiveness. EDM will coordinate and oversee the preparation of the work programme and budget, as well as fund-raising for supplementary activities. It will monitor the implementation of activities and budgets, using performance indicators in a results-based approach. EDM will intensify measures to mitigate the environmental impact of the secretariat's operations, including the carbon footprint of UNFCCC conferences and meetings. The planned relocation of the secretariat to its new premises on the United Nations Campus in Bonn will also provide a good opportunity for this.

Table 2. Resources of the Executive Direction and Management programme

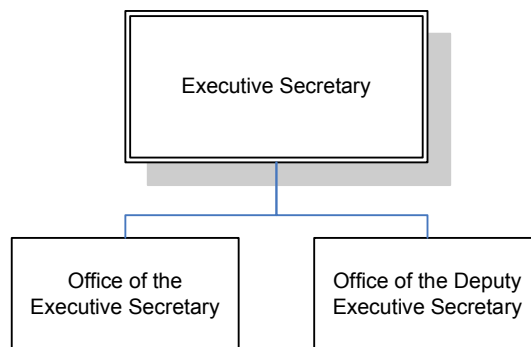
	2008–2009 ^a	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^b (EUR)				
Personnel^c	3 561 973	3 122 262	–439 711	–12.3
Non-personnel	861 822	890 210	28 388	3.3
Total	4 423 795	4 012 472	–411 323	–9.3
<i>Posts</i>				
Number of posts by category	1 ASG, 1 D-2, 2 P-5, 1 P-4, 3 P-3, 1 P-2, 10.5GS	1 ASG, 1 D-2, 2 P-5, 1 P-4, 2 P-3, 1 P-2, 7.5 GS	–1 P-3, –3 GS	
Total	19.5	15.5	–4	–20.5

Abbreviations: ASG = Assistant Secretary-General, D = Director, P = Professional, and GS = General Service.

^a All figures in this column show the combined resources of the Executive Direction and Management programme and the Office of the Deputy Executive Secretary, as it has been proposed that they merge in 2010.

^b An overview of the proposed core programme budget for 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^c All staff costs including General Temporary Assistance and overtime.

Figure 1. Organization of the Executive Direction and Management programme

B. Reporting, Data and Analysis

17. The **overall purpose** of the Reporting, Data and Analysis programme (RDA) is to ensure effective and efficient support to the implementation of the Convention and the Kyoto Protocol by managing the reporting and review processes for Annex I Parties, providing relevant quantitative and qualitative information to Parties, and supporting carbon market infrastructure.

18. The basic **mandates** for this programme are contained in Article 12 of the Convention (on the communication of information related to implementation); Articles 5, 7 and 8 of the Kyoto Protocol (which define basic reporting and review requirements under the Kyoto Protocol); Articles 6, 12 and 17 of the Kyoto Protocol (which define project-based mechanisms and emissions trading under the Kyoto Protocol). These basic mandates are complemented by relevant COP and CMP decisions.

19. In implementing its **2008–2009 work programme**, RDA has ensured the smooth, efficient and effective functioning of the reporting and review processes under the Convention and the Kyoto Protocol, and has created an operating infrastructure for the carbon market.

20. The **main challenges in the 2010–2011 biennium** will be to ensure the necessary support to the implementation of the Convention and the Kyoto Protocol with respect to the reporting and review of the information submitted by Parties to the Convention, in particular fifth national communications from Annex I Parties, which are due to be submitted by 1 January 2010. Another main challenge will be to enhance and strengthen the support to the training of government-nominated experts through the development of training materials and meetings of lead reviewers with a view to ensuring a coherent and consistent approach by international review teams. RDA will continue to assist Parties to the Convention in the reporting and review of the implementation of the relevant commitments, as well as Parties to the Kyoto Protocol in the reporting and review of the implementation of their commitments in the first commitment period. RDA will also support the development of the necessary framework for the future post-2012 regime, especially with regard to measurement, reporting and verification in accordance with the Bali Action Plan (decision 1/CP.13) and as a follow-up to decisions expected to be adopted at COP 15 and CMP 5.

21. The objectives, expected results and performance indicators for RDA are shown in table 3, and its resources are shown in table 4. The organization of the programme is illustrated in figure 2.

Table 3. Objectives, expected results and performance indicators for the Reporting, Data and Analysis programme

Objective 1: to manage the reporting and review process under the Convention and the Kyoto Protocol. (Article 12 of the Convention, Articles 5, 7 and 8 of the Kyoto Protocol, decisions 18/CP.8, 19/CP.8, 13/CP.9, 14/CP.11, 10/CP.13, 13/CMP.1, 15/CMP.1, 16/CMP.1, 17/CMP.1, 19/CMP.1, 20/CMP.1, 22/CMP.1, 24/CMP.1, 25/CMP.1 and 8/CMP.3)	
Expected result(s)	Performance indicator(s)
Effective support is provided to the fulfilment of reporting requirements and to the review of the implementation of the Convention and the Kyoto Protocol by Parties included in Annex I to the Convention (Annex I Parties).	<ul style="list-style-type: none"> • All greenhouse gas (GHG) inventories from Annex I Parties submitted on time in the biennium 2010–2011 are received and reviewed by international expert teams within the mandated time frames • All national communications from Annex I Parties submitted by 1 January 2010 are received and reviewed by international expert teams within the mandated time frames

Table 3 (continued)

Objective 2: to provide authoritative quantitative information on the greenhouse gas emissions from Annex I Parties. (Article 12 of the Convention, Articles 4, 7 and 8 of the Kyoto Protocol, decisions 18/CP.8, 19/CP.8, 13/CMP.1, 14/CMP.1, 15/CMP.1 and 22/CMP.1)	
Expected result(s)	Performance indicator(s)
<p>Data reported by Parties under the Convention and the Kyoto Protocol are processed and stored in a technically sound manner, enabling efficient data management and use by all data systems in the UNFCCC secretariat.</p> <p>Data reported by Parties under the Convention and the Kyoto Protocol are made publicly available in a timely and accurate manner; the UNFCCC is recognized as an authoritative source of GHG data.</p>	<ul style="list-style-type: none"> • The greenhouse gas database (GHGDB) and the compilation and accounting database (CAD) hosted/managed by the Reporting, Data and Analysis programme (RDA) are operated and maintained without interruption • The interlinkages among all relevant UNFCCC data systems (GHGDB-CAD-international transaction log (ITL)) are kept operational without interruption • The GHGDB and CAD are able to produce all of the queries and reports required to support the reporting and review processes for Annex I Parties managed by RDA • The two key annual UNFCCC data reports (the GHG data reports, and the compilation and accounting reports) have been considered by Parties at the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol • All data-related inquiries received by the UNFCCC secretariat have been answered within one week • The UNFCCC GHG data interface is kept operational and up-to-date in 2010–2011
Objective 3: to support the international transaction log as a foundation of the carbon market infrastructure. (Articles 6, 12 and 17 of the Kyoto Protocol, decisions 2/CMP.1, 3/CMP.1, 5/CMP.1, 9/CMP.1, 11/CMP.1, 12/CMP.1, 13/CMP.1, 14/CMP.1, 15/CMP.1, 16/CP.10 and 22/CMP.1)	
Expected result(s)	Performance indicator(s)
<p>Carbon market infrastructure functions properly. Parties are able to access the ITL when using emissions trading and project-based mechanisms.</p>	<ul style="list-style-type: none"> • ITL downtimes are kept to a minimum, in accordance with the agreed technical standards • ITL is able to process all transactions coming from Parties within the time limits defined by the technical standards adopted by Parties • Information on the operation of the ITL and the registry systems of Parties is publicly available in accordance with the mandates given by Parties
Objective 4: to support the development of decisions relating to measurement, reporting and verification for the post-2012 regime. (decision 1/CP.13 (the Bali Action Plan))	
Expected result(s)	Performance indicator(s)
<p>The development of a post-2012 regime that ensures robust measurement, reporting and verification of commitments and actions undertaken by Parties is facilitated.</p>	<ul style="list-style-type: none"> • Provisions and guidelines enabling measurement, reporting and verification are developed in a timely manner • New requirements for the information systems managed by RDA (GHGDB, CAD, ITL) are identified; work on specification and implementation is launched

Strategies

22. The programme will spend about 50 per cent of its proposed core budget on achieving the expected results under objective 1 (managing the reporting and review process). RDA is expected to deliver within a strengthened reporting and review process under both the Convention and the Kyoto

Protocol, and to take a leading role in the preparation for reporting and review following an agreed outcome of the negotiations at COP 15. The strengthening of the reporting and review process is required in view of the start of mandatory reporting by Annex I Parties that are also Parties to the Kyoto Protocol in 2010 and the upcoming submission and review of the fifth national communications of Annex I Parties. RDA, as the programme that currently manages the entire reporting and review process for Annex I Parties, will also need to contribute constructively to the preparation of relevant reporting and review requirements for the future regime, including its features relating to measurement, reporting and verification that have to be based on quantitative information reported by Parties. In accordance with the existing mandates under the Convention and the Kyoto Protocol, fifth national communications from 41 Annex I Parties are expected to be reviewed in-country by international expert teams under the coordination of RDA in 2010 and 2011 (the submission date is 1 January 2010); 82 greenhouse gas (GHG) inventory submissions from Annex I Parties are expected to be received, processed and then reviewed in 2010 and 2011, for which 16 in-country and 16 centralized Kyoto Protocol reviews by international expert teams under the coordination of RDA are expected to be conducted in 2010 and 2011 (eight centralized and eight in-country reviews are expected to be conducted annually).

23. The programme will spend about 50 per cent of its proposed core budget on achieving the expected results under objective 2 (providing information on GHG emissions from Annex I Parties). RDA is expected to maintain and further enhance its capacity to collect and process GHG-related data, as well as information on national climate policies and projections, which are closely linked to mitigation potential. For these purposes, a sustained effort in the management of all RDA data systems, such as the GHG database and the compilation and accounting database (CAD), will be undertaken; further development activities to respond to the mandates given, as well as to the anticipated new requirements relating to measurement, reporting and verification will be undertaken. RDA is expected to maintain and strengthen the secretariat's role as an authoritative source of information on GHG emission trends and projections, and it is expected to assume the role of an authoritative source of data and information on climate policy action and approaches; collection, processing and dissemination of accounting information on carbon units reported by Parties in the standard electronic format, and data-related support to negotiations are particularly important in this respect.

24. Under objective 3 (supporting the international transaction log (ITL)), the operation and maintenance of the ITL will be provided through the Trust Fund for the International Transaction Log. With full functionality of the ITL already achieved, the emphasis will now be on providing: (a) support to national registries and improvements to the architecture of the system; (b) incident free operation of the ITL; (c) high-quality support to the everyday support requirements of ITL users; and (d) timely information related to the functioning of the ITL to the international expert review teams implementing the review process under the Kyoto Protocol. Attention will continue to be paid to the dialogue with Parties on ITL-related issues through the registry system administrators forum.

25. Regarding objective 4 (development of decisions relating to measurement, reporting and verification), RDA is expected to be actively involved in and, in many areas, lead the development of the measurement, reporting and verification guidelines that will translate the rules and modalities for measurement, reporting and verification to be agreed at COP 15 into practical steps that will facilitate the reporting and review process. Options relating to measurement, reporting and verification under the future regime should be elaborated and analysed; following the agreement of Parties on the rules and modalities for measurement, reporting and verification, specific guidelines will need to be developed. The impact on RDA-supported information systems of secretariat-wide importance, such as the GHG database, CAD and ITL, should be assessed, transformed into the form of information technology requirements enabling, to the extent possible, an early start to technical work on the development or modification of the systems concerned. RDA is expected to support the policy-related aspects of

negotiations by Parties as an authoritative source of data and information on climate policy action and approaches.

Table 4. Resources of the Reporting, Data and Analysis programme

	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	5 202 726	6 117 847	915 121	17.6
Non-personnel	1 781 556	2 227 973	446 417	25.1
Total	6 984 282	8 345 820	1 361 538	19.5
<i>Posts</i>				
Number of posts by category	1 D-1, 2 P-5, 5 P-4, 8 P-3, 3 P-2, 8 GS	1 D-1, 2 P-5, 7 P-4, 8 P-3, 3 P-2, 9 GS	2 P-4, 1 GS	
Total	27	30	3	11.1
Fee-based income (international transaction log)^c (EUR)				
Total	6 129 190	5 226 139	-903 051	-14.7
Supplementary fund^d (EUR)				
Total	2 123 189	3 062 498	939 309	44.2
Proposed additional core budget related to agreed outcomes under the Bali Road Map^e (EUR)				
Total	-	78 322	-	-

Abbreviations: D = Director, P = Professional, GS = General Service.

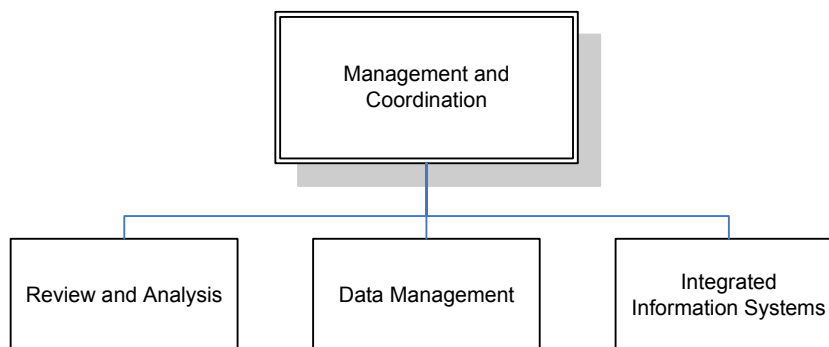
^a An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^b All staff costs including General Temporary Assistance and overtime.

^c The proposed international transaction log budget for the biennium 2010–2011 is contained in document FCCC/SBI/2009/2/Add.3. The international transaction log budget for the biennium 2008–2009 is contained in document FCCC/SBI/2007/8/Add.2.

^d Estimated resource requirements for financing from the Trust Fund for Supplementary Activities as detailed in documents FCCC/SBI/2007/8/Add.2 and FCCC/SBI/2009/2/Add.2 for the bienniums 2008–2009 and 2010–2011, respectively. Actual resource requirements evolve during the bienniums as and when the secretariat receives new mandates.

^e The proposed additional core budget for the biennium 2010–2011 by programme is contained in table 11 of document FCCC/SBI/2009/2.

Figure 2. Organization of the Reporting, Data and Analysis programme

C. Financial and Technical Support

26. The **overall purpose** of the Financial and Technical Support programme (FTS) is to provide support to Parties, especially non-Annex I Parties, in the implementation of the Convention and its Kyoto Protocol in the following areas: the facilitation of the mobilization of financial resources under the Convention and its Kyoto Protocol; national communications from non-Annex I Parties; national adaptation programmes of action (NAPAs); capacity-building; and education, training and public awareness.

27. The basic **mandates** are contained in several Articles of the Convention and its Kyoto Protocol. This includes Article 4 (on commitments), Article 6 (on education, training and public awareness), Article 8 (on the secretariat), Article 11 (on the financial mechanism) and Article 12 (on communication of information related to implementation) of the Convention, as well as Article 10 (containing, inter alia, provisions relating to capacity-building, education, training and public awareness as well as national communications) and Article 11 of the Kyoto Protocol (containing, inter alia, provisions relating to funding).

28. **Through the 2008–2009 work programme**, FTS devotes a significant part of its resources to supporting the work of Parties under the AWG-LCA, in addition to undertaking work on all matters under its responsibility in the context of activities mandated by the Subsidiary Body for Implementation (SBI), the COP and the CMP. Given the strong links between the issues addressed under the AWG-LCA and the ongoing work of FTS, in particular on financial resources, capacity-building and reporting, specific emphasis is placed on trying to ensure coherence and coordination among ongoing activities under the SBI and the AWG-LCA.

29. The **challenge in the biennium 2010–2011** will be to ensure that FTS is able to successfully support Parties in implementing the provisions of an agreed outcome of the negotiations on long-term cooperative action under the Convention, of relevant COP and CMP decisions, and of conclusions of the subsidiary bodies. FTS will need to respond to mandates relating to enhanced action on capacity-building, and the provision of financial resources and investment to support action on mitigation and adaptation, and technology cooperation.

30. The objectives, expected results and performance indicators for FTS are shown in table 5, and its resources are shown in table 6. The organization of the programme is illustrated in figure 3.

Table 5. Objectives, expected results and performance indicators for the Financial and Technical Support programme

<p>Objective 1: to increase the understanding of Parties of financial resources available to non-Annex I Parties and Parties with economies in transition for the funding of climate change initiatives, especially financial incentives to participate in the Convention and Kyoto Protocol processes, and options for funding to advance the future international response to climate change. (Article 4, paragraphs 3, 4, 5, 7 and 9, Article 8, paragraphs 2(b) and 2(c), and Article 11 of the Convention, Article 10(c) Article 11, and Article 12, paragraph 8, of the Kyoto Protocol, and decisions 6/CP.7, 27/CP.7, 5/CP.9, 6/CP.9, 8/CP.10, 3/CP.11, 5/CP.11, 1/CP.12, 2/CP.12, 3/CP.12, 28/CMP.1, 5/CMP.2 and 1/CMP.3)</p>	
Expected result(s)	Performance indicator(s)
Parties are provided on a regular basis with information on financial resources available to assist developing country Parties in implementing mitigation and adaptation measures.	<ul style="list-style-type: none"> • Proportion of mandated reports and technical papers provided to Parties in a timely manner • Number of visits to the section on the financial mechanism on the UNFCCC website
Information on the implementation of guidance by the Conference of the Parties to the Global Environment Facility (GEF) and its implementing and executing agencies is made available.	<ul style="list-style-type: none"> • Number of reports prepared by the operating entity of the financial mechanism made available by the UNFCCC secretariat in a timely manner
Parties are adequately supported in developing the operational modalities for financing that arise from the agreed outcomes under the Bali Road Map.	<ul style="list-style-type: none"> • Proportion of mandated technical papers prepared and activities carried out • Proportion of mandated outputs delivered on time
<p>Objective 2: to enhance the capacity of Parties, and education, training and public awareness activities by Parties, in particular developing country Parties, for their active engagement and participation in implementing the Convention and its Kyoto Protocol. (Article 6 of the Convention, Article 10(e) of the Kyoto Protocol and decisions 2/CP.7, 3/CP.7, 2/CP.10, 11/CP.8, 2/CP.10, 3/CP.10, 7/CP.10, 4/CP.12, 6/CMP.2 and 9/CP.13)</p>	
Expected result(s)	Performance indicator(s)
Parties are regularly provided with information on progress, effectiveness and gaps in capacity-building for Parties not included in Annex I to the Convention (non-Annex I Parties) and Parties with economies in transition to effectively monitor and evaluate the implementation of the framework for capacity-building in developing countries established under decision 2/CP.7 and the framework for capacity-building in countries with economies in transition established under decision 3/CP.7 (capacity-building frameworks).	<ul style="list-style-type: none"> • Annual reports made available in a timely manner
The implementation of the capacity-building frameworks is facilitated through the operating entity (or entities) of the financial mechanism and with key implementing agencies, including United Nations agencies.	<ul style="list-style-type: none"> • Number of partner agencies and organizations that contribute to the implementation of UNFCCC mandates for capacity-building

Table 5 (continued)

Expected result(s)	Performance indicator(s)
Developing countries are supported in building capacity in order to participate in the Convention and its Kyoto Protocol processes in a regionally balanced manner.	<ul style="list-style-type: none"> Number of people trained under the secretariat's fellowship programme, and the secretariat's training programmes and workshops by geographical region
Parties are regularly provided with information on progress achieved by Parties and relevant organizations in implementing Article 6 of the Convention, in support of a mandated review of the implementation of the amended New Delhi work programme on Article 6 of the Convention.	<ul style="list-style-type: none"> Reports made available in a timely manner
Relevant organizations are mobilized to provide coordinated input to the five-year amended New Delhi work programme.	<ul style="list-style-type: none"> Number of organizations mobilized by the secretariat to provide input to the amended New Delhi work programme
The information network clearing house (CC:iNet) is useful for enhancing the exchange of information on activities under Article 6 of the Convention.	<ul style="list-style-type: none"> Number of registered and unregistered users in different world regions Level of satisfaction with CC:iNet of users surveyed
<p>Objective 3: to support non-Annex I Parties in preparing and submitting national communications and any other reporting requirements required for the implementation of the Convention. (Article 4 and Article 12, paragraph 1, of the Convention, decisions 17/CP.8, 3/CP.8, 8/CP.11 and 1/CP.13 (the Bali Action Plan))</p>	
Expected result(s) under the Convention	Performance indicator(s)
Non-Annex I Parties are regularly provided with information, guidelines, methods and tools for preparing and submitting their national communications.	<ul style="list-style-type: none"> Proportion of mandated reports made available Amount of training materials and CD-ROMs distributed to Parties
Parties receive timely, comprehensive and accurate information on GEF support available or provided to non-Annex I Parties for the preparation of national communications.	<ul style="list-style-type: none"> Proportion of mandated reports made available Proportion of outputs delivered on time
Support is provided to Parties in developing implementation modalities on long-term cooperative action under the Convention related to communication of information by non-Annex I Parties.	<ul style="list-style-type: none"> Proportion of mandated technical papers/reports made available Proportion of mandated outputs delivered on time
Information communicated by non-Annex I Parties is easily accessible by all Parties.	
<p>Objective 4: to support the least developed country Parties in addressing their special needs and concerns with regard to funding and technical support under the Convention. (Article 4, paragraph 9, of the Convention, decisions 2/CP.7, 5/CP.7, 3/CP.11, 4/CP.11, 8/CP.13 and 5/CP.14)</p>	
Expected result(s)	Performance indicator(s)
The work of the Least Developed Countries Expert Group (LEG) is facilitated.	<ul style="list-style-type: none"> Number of LEG reports prepared and amount of information compiled in support of the work programme of the LEG Number of LEG meetings held
Collaboration between the LEG and the GEF and its agencies is facilitated, and Parties are well informed of procedures for the implementation of national adaptation programmes of action (NAPAs) under the GEF.	<ul style="list-style-type: none"> Number of joint activities between the GEF and the LEG facilitated by the secretariat

Table 5 (continued)

Expected result(s)	Performance indicator(s)
Least developed country (LDC) Parties are assisted in addressing their priority capacity-building needs.	<ul style="list-style-type: none"> • Number of LDC experts trained in the preparation and implementation of NAPAs, through workshops, manuals, information documents, and so on
LDC Parties are assisted in implementing all elements of the LDC work programme.	<ul style="list-style-type: none"> • Number of requests by LDC Parties addressed by the LEG on elements of the LDC work programme

Strategies

31. The programme will spend about 30 per cent of its proposed core budget on achieving the expected results under objective 1 (financial resources available to non-Annex I Parties and Parties with economies in transition). FTS will continue to implement the existing mandates on the review of the financial mechanism and on the Adaptation Fund Board. It will also implement agreed outcomes under the Bali Road Map and any guidance/mandate relating to the enhancement and scaling up of financial resources to support mitigation and adaptation measures, and the establishment of a financial mechanism to deliver the resources for the biennium 2010–2011. The programme will undertake an assessment of the decisions taken at COP 15 and CMP 5 in order to further identify the actions to be undertaken by the secretariat. The programme will engage with United Nations agencies, IGOs and key stakeholders assisting developing countries to build the capacity to access resources and available financial instruments to support climate actions. The programme will ensure that Parties are well informed of financial resources available and are adequately supported in the development of operational modalities. FTS will also ensure that the guidance to the operating entity or entities of the financial mechanism is facilitated.

32. The programme will spend about 20 per cent of its proposed core budget on achieving the expected results under objective 2 (capacity-building, education, training and public awareness). FTS will continue to cooperate with the operating entity or entities of the financial mechanism of the Convention and its Kyoto Protocol, implementing agencies and relevant organizations to facilitate the implementation of the framework for capacity-building in developing countries established under decision 2/CP.7 and the framework for capacity-building in countries with economies in transition established under decision 3/CP.7 and to ensure that existing mandates are fully implemented. It will further build on its present cooperation with relevant United Nations agencies and organizations in order to facilitate increased synergy and information sharing on education, training and public awareness, and it will support the review of the amended New Delhi work programme on Article 6 of the Convention. Particular attention will be paid to addressing any new and additional requirements resulting from an agreed outcome on long-term cooperative action to address climate change. In this regard, the programme will contribute to enhanced coordination and coherence of capacity-building, and outreach activities and programmes undertaken by the implementing agencies and relevant organizations. The programme will enhance the sharing and reporting of experiences and lessons learned by improving its information systems. In particular, efforts will focus on the continued improvement of the usefulness and relevance of the enhanced information network clearing house (CC:iNet), which is being implemented in line with the evaluation of the CC:iNet⁸ presented to Parties at the twenty-seventh session of the SBI.

33. The programme will spend about 20 per cent of its proposed core budget on achieving the expected results under objective 3 (support for non-Annex I Parties in preparing and submitting national

⁸ FCCC/SBI/2007/26.

communications). FTS will continue to facilitate the process of the preparation of national communications, including dealing with aspects regarding financial and technical support. The programme will respond to any new mandates relating to non-Annex I Parties, and will facilitate action on the provision of financial resources in this regard. It will continue dealing with the information contained in national communications and will provide, upon request, support to subregional initiatives for their work on GHG inventories. FTS will continue to maintain up-to-date information on the UNFCCC website on all aspects of national communications from non-Annex I Parties.

34. The programme will spend about 20 per cent of its proposed core budget on achieving the expected results under objective 4 (support to least developed country (LDC) Parties). FTS will facilitate the work of the Least Developed Countries Expert Group (LEG) by supporting meetings and through technical support in implementing the work programme of the LEG. The programme will cooperate with the Global Environment Facility and its agencies, and relevant organizations to facilitate the preparation and implementation of NAPAs. FTS will facilitate the provision of information, technical assistance and capacity-building to assist LDC Parties in designing and implementing adaptation activities identified in NAPAs and in implementing other elements of the LDC work programme. The programme will support the LEG in promoting awareness of NAPA projects in organizations in a position to finance the implementation of NAPA activities. The programme will provide feedback to LDC Parties on their draft NAPAs and will facilitate the dissemination of outputs from the LEG that promote the implementation of NAPAs and the other elements of the LDC work programme identified in decision 5/CP.7.

35. The programme will spend about 10 per cent of its proposed core budget on activities relating to the coordination of the SBI sessions during 2010 and 2011. FTS will coordinate within the secretariat the substantive preparation of SBI sessions, provide support to these sessions and will ensure the interaction of the SBI with other subsidiary bodies. It will coordinate the preparation of documents for the sessions, taking the lead on developing provisional agendas, and ensuring the control of the quality and timeliness of documents, and will advise and support the Chair(s) and the Bureau of the SBI during and between sessions.

Table 6. Resources of the Financial and Technical Support programme

	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	3 929 227	4 749 395	820 168	20.9
Non-personnel	465 858	490 764	24 906	5.3
Total	4 395 085	5 240 159	845 074	19.2
<i>Posts</i>				
Number of posts by category	1 D-1, 1 P-5, 5 P-4, 4 P-3, 3 P-2, 7 GS	1 D-1, 2 P-5, 5 P-4, 5 P-3, 3 P-2, 8 GS	1 P-5, 1 P-3, 1 GS	
Total	21	24	3	14.3
Supplementary fund^c (EUR)				
Total	3 028 386	3 318 942	290 556	9.6
Proposed additional core budget related to an agreed outcome under the Bali Road Map^d (EUR)				
Total	-	721 228	-	-

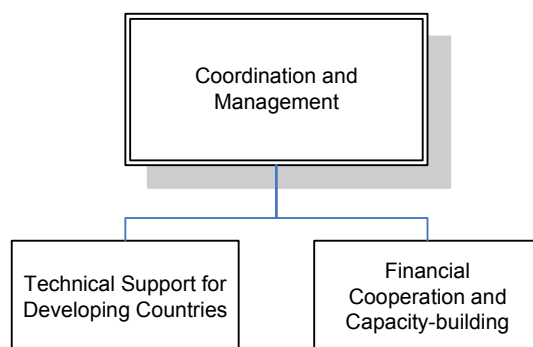
Abbreviations: D = Director, P = Professional, GS = General Service.

^a An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^b All staff costs including General Temporary Assistance and overtime.

^c Estimated resource requirements for financing from the Trust Fund for Supplementary Activities as detailed in documents FCCC/SBI/2007/8/Add.2 and FCCC/SBI/2009/2/Add.2 for the bienniums 2008–2009 and 2010–2011, respectively. Actual resource requirements evolve during the bienniums as and when the secretariat receives new mandates.

^d The proposed additional core budget for the biennium 2010–2011 by programme is contained in table 11 of document FCCC/SBI/2009/2.

Figure 3. Organization of the Financial and Technical Support programme

D. Adaptation, Technology and Science

36. The **overall purpose** of the Adaptation, Technology and Science programme (ATS) is to support Parties in developing adaptation strategies and actions to meet their specific needs and concerns relating to adaptation to the adverse effects of climate change and to the impacts of the implementation of response measures. ATS further supports the UNFCCC process in enhancing the development and transfer of technologies, and in improving the methodological and scientific bases for international climate policy and action by Parties, including actions to reduce emissions from deforestation and forest degradation in developing countries (REDD). The programme is responsible for coordinating support for the Subsidiary Body for Scientific and Technological Advice (SBSTA).

37. The basic **mandates** for this programme are contained in several Articles of the Convention, including Article 4 (on commitments), Article 5 (on research and systematic observation), Article 9 (on the SBSTA) and Article 12 (on the communication of information related to implementation). Further basic mandates are contained in Articles of the Kyoto Protocol, including Article 2, paragraph 3, (on implementing policies and measures in such a way as to minimize adverse effects) and Article 3, paragraph 14, (on implementing commitments in such a way as to minimize adverse impacts). Additional mandates given in decisions and conclusions of the Convention and Kyoto Protocol bodies. Key decisions are stipulated under each programme objective in table 7.

38. Through the **2008–2009 work programme**, ATS devotes a significant part of its resources to supporting the work of Parties under the AWG-LCA and the AWG-KP, in addition to undertaking work on all matters under its responsibility in the context of mandated activities by the SBSTA, the SBI, the COP and the CMP, including support to the Expert Group on Technology Transfer (EGTT). Given the strong links between the issues addressed under the AWGs and the ongoing work of ATS – in particular on adaptation, technology, mitigation, REDD, and land use, land-use change and forestry (LULUCF) – specific emphasis is placed on trying to ensure coherence and coordination among those relevant ongoing activities under the subsidiary bodies and the AWGs.

39. **The challenges in the coming biennium** will be to ensure that ATS is able to successfully support Parties in implementing the provisions of the agreed outcomes under the Bali Road Map, COP and CMP decisions, and conclusions of the subsidiary bodies. This will include activities to support enhanced action on adaptation, technology development and transfer, and mitigation of climate change, particularly REDD.

40. The objectives, expected results and performance indicators for ATS are shown in table 7, and its resources are shown in table 8. The organization of the programme is illustrated in figure 4.

Table 7. Objectives, expected results and performance indicators for the Adaptation, Technology and Science programme

<p>Objective 1: to support Parties in meeting their specific needs and concerns relating to impacts, vulnerability and adaptation to the adverse effects of climate change, and relating to the impact of the implementation of response measures. (Article 4, paragraphs 8 and 9, and Article 12, of the Convention, Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol and decisions 5/CP.7, 9/CP.7, 10/CP.9, 1/CP.10, 1/CP.11, 2/CP.11, 1/CP.13 (the Bali Action Plan) and 31/CMP.1)</p>	
Expected result(s) under the Convention	Performance indicator(s)
The implementation of provisions relating to the impacts, vulnerability and adaptation to climate change, and relevant provisions relating to adaptation resulting from agreed outcomes under the Bali Road Map, is facilitated.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time • The number of organizations and networks participating in the Nairobi work programme on impacts, vulnerability and adaptation to climate change and/or supporting the relevant provisions of an agreement on long-term cooperative action under the Convention
Expected result(s) under the Convention and its Kyoto Protocol	Performance indicator(s)
The implementation of provisions relating to the impact of the implementation of response measures is facilitated and the implementation of provisions on potential consequences, is facilitated.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time
<p>Objective 2: to support and enhance cooperation among Parties on the development, deployment, diffusion, and transfer of environmentally sound technologies and know-how. (Article 4, paragraphs 1, 3, 5, 7, 8, Article 9, and Article 12, of the Convention, Article 10(c) of the Kyoto Protocol and decisions 4/CP.7, 10/CP.8, 6/CP.10, 1/CP.11, 6/CP.11, 3/CP.12, 1/CP.13, 3/CP.13 and 4/CP.13)</p>	
Expected result(s)	Performance indicator(s)
The implementation of the framework for meaningful and effective actions to enhance the implementation of Article 4, paragraph 5, of the Convention (technology transfer framework) and of relevant provisions of agreed outcomes under the Bali Road Map is facilitated.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time • The number of activities from the set of actions for enhancing the implementation of the technology transfer framework implemented by the secretariat or with the contribution of the secretariat • The number of public and private sector entities and intergovernmental organizations involved in the implementation of the set of actions for enhancing the implementation of the technology transfer framework
The work of the Expert Group on Technology Transfer (EGTT) is adequately supported.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time • Level of satisfaction of EGTT members with the secretariat's support of the work of the EGTT
Authoritative and timely information on technology needs by Parties not included in Annex I to the Convention, as well as support offered and provided to meet these needs, is made available to Parties and stakeholders in a user-friendly manner.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time • Number of visits to the technology information clearing house (TT:CLEAR) • Information contained in TT:CLEAR is updated at least before each session of the subsidiary bodies • Number of registered and unregistered users of TT:CLEAR in different world regions • Level of satisfaction of registered and unregistered users with TT:CLEAR

Table 7 (continued)

Objective 3: to improve the methodological and scientific bases for enhancing the implementation of the Convention and its Kyoto Protocol. (Article 5, Article 9 and Article 12, of the Convention, Article 2, paragraph 2, Article 3, paragraphs 3 and 4, of the Kyoto Protocol, decisions 2/CP.3, 11/CP.7, 13/CP.8, 10/CP.9, 11/CP.9, 5/CP.10, 1/CP.11, 9/CP.11, 1/CP.13, 2/CP.13, 16/CMP.1 and the conclusions of the Conference of the Parties at its eleventh session relating to emissions from deforestation in developing countries)	
Expected result(s)	Performance indicator(s)
Work on the methodological and scientific bases for long-term cooperative action to reduce emissions from deforestation and forest degradation in developing countries (REDD) is facilitated.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time • Number submissions posted on the REDD Web Platform
Work by Convention and Kyoto Protocol bodies on methodological and scientific matters is facilitated, including in the areas of land use, land-use change and forestry, mitigation of climate change, sectoral approaches, international aviation, maritime transport, and research and systematic observation.	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time • Number of international and regional programmes, and organizations taking part in the research dialogue under the Convention

Strategies

41. The programme will spend about 30 per cent of its proposed core budget on achieving the expected results under objective 1 (impacts, vulnerability and adaptation to the adverse effects of climate change and the impact of the implementation of response measures). It will continue to support the implementation of the second phase of the Nairobi work programme on impacts, vulnerability and adaptation to climate change, which is scheduled to end in 2010, and any follow-up activities relevant to the provisions of agreed outcomes under the Bali Road Map. Building on its positive experience in this area, ATS will catalyse action and engage relevant stakeholders and organizations, institutions, experts and communities in the implementation of the second phase of the Nairobi work programme. The programme will also engage regional centres, and organizations working on education and public awareness to contribute to the implementation of the Nairobi work programme. Further work by ATS on adaptation, including dissemination of information and engagement of external entities, will be guided by requests relating to the implementation of the Buenos Aires programme of work on adaptation and response measures and by an agreement on long-term cooperative action under the Convention. It is anticipated that the work of the programme on matters relating to the impact of the implementation of response measures in the context of Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol, and the Buenos Aires programme of work on adaptation and response measures, will intensify after an agreement has been reached by Parties on long-term cooperative action under the Convention and after an agreement has been reached on further commitments for Annex I Parties under the Kyoto Protocol. It may include the development of guidance and the engagement of external entities.

42. The programme will spend about 30 per cent of its proposed core budget on achieving the expected results under objective 2 (development, deployment, diffusion, and transfer of environmentally sound technologies, and know-how). A new focus of the work of the programme will be support to the implementation of relevant provisions on technology transfer of an agreement on long-term cooperative action under the Convention. At the same time, the secretariat will continue to assist the EGTT in

fulfilling its mandate by providing analytical and logistical support, including support for its reports and meetings. ATS will continue to facilitate the implementation of the actions for enhancing the framework for meaningful and effective actions to enhance the implementation of Article 4, paragraph 5, of the Convention, as contained in decision 3/CP.13. ATS will build on its successful cooperation with international organizations and agencies that provide technical support to developing countries for assessing and meeting their technology needs. Additional and up-to-date information relating to technologies and technology needs will be made available through the technology information clearing house and by means of official documents and mandated workshops. ATS will support the implementation of tasks under the Nairobi work programme regarding technologies for adaptation, including through its support of the work of the EGTT in this area. It will also support the work of Parties on collaborative research and development of technologies by preparing periodic stocktaking papers on the status of, and opportunities and needs for, further research and development.

43. The programme will spend about 30 per cent of its proposed core budget on achieving the expected results under objective 3 (methodological and scientific bases). The consideration of methodological and scientific bases by Convention and Kyoto Protocol bodies will continue after the adoption of agreed outcomes under the Bali Road Map. ATS will support such efforts, including the analytical and methodological input for the development of any guidance to implement relevant provisions on REDD and LULUCF. Work in this area may also include synthesizing information on actions taken or planned by Parties and organizations in line with the agreed outcomes. The programme will continue supporting the consideration of scientific and methodological aspects of mitigation. The programme will also continue to cover sectoral approaches, emissions from international aviation and maritime transport, as well as the consideration of the latest information from science, and programmes and organizations engaged in systematic observation. ATS will enhance its efforts to increase the flow of scientific information into the Convention process, in particular from the Intergovernmental Panel on Climate Change (IPCC), and will support the implementation of tasks relating to research needs under the Nairobi work programme. It will continue to collaborate with other organizations and programmes in order to assist in the maintenance and/or enhancement of the capacity of countries, in particular developing countries, in research activities and systematic observation.

44. The programme will spend about 10 per cent of its proposed core budget on activities relating to the coordination of the SBSTA sessions during 2010 and 2011. ATS will coordinate within the secretariat the substantive preparation of SBSTA sessions and will provide support to these sessions, and will ensure interaction of the SBSTA with other subsidiary bodies. It will coordinate the preparation of documents for the sessions, taking the lead on developing provisional agendas, and ensuring control of the quality and timeliness of documents, and will advise and support the SBSTA Chair(s) and the SBSTA Bureau during and between sessions. ATS will continue to participate in the work of the secretariat on the United Nations initiative on moving towards a climate neutral United Nations, and will lead the technical and methodological aspects of this work.

45. ATS will disseminate widely the deliverables of its work programme to relevant stakeholders by effective means, including through the UNFCCC website, and will liaise and work with other United Nations bodies and conventions, scientific bodies and entities, (e.g. the Convention on Biological Diversity, the Food and Agriculture Organization of the United Nations, the International Civil Aviation Organization, the International Maritime Organization, the IPCC, the United Nations Convention to Combat Desertification, the United Nations Development Programme, the United Nations Environment Programme, the World Meteorological Organization, the Global Climate Observing System, the Global Earth Observation System of Systems, the Global Terrestrial Observing System) and relevant international organizations on issues of common interest.

Table 8. Resources of the Adaptation, Technology and Science programme

	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	3 896 487	4 108 409	211 922	5.4
Non-personnel	486 208	446 202	–40 006	–8.2
Total	4 382 695	4 554 611	171 916	3.9
<i>Posts</i>				
Number of posts by category	1 D-1, 3 P-5, 3 P-4, 6 P-3, 1 P-2, 5 GS	1 D-1, 3 P-5, 6 P-4, 3 P-3, 1 P-2, 5 GS		
Total	19	19	0	0
Supplementary fund^c (EUR)				
Total	2 980 692	4 000 198	1 019 506	34.2
Proposed additional core budget related to agreed outcomes under the Bali Road Map^d (EUR)				
Total	-	499 950	-	-

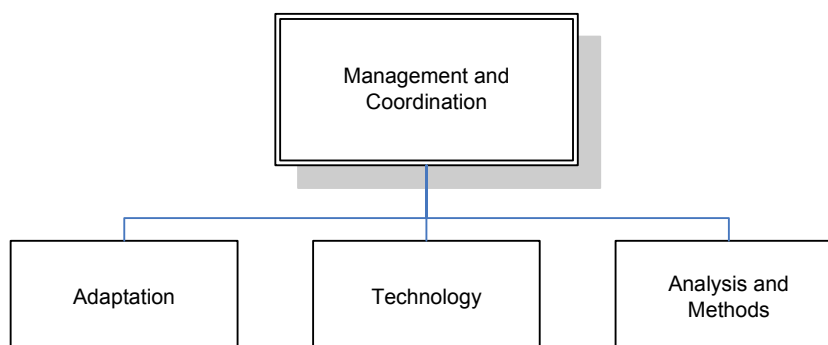
Abbreviations: D = Director, P = Professional, GS = General Service.

^a An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^b All staff costs including General Temporary Assistance and overtime.

^c Estimated resource requirements for financing from the Trust Fund for Supplementary Activities as detailed in documents FCCC/SBI/2007/8/Add.2 and FCCC/SBI/2009/2/Add.2 for the bienniums 2008–2009 and 2010–2011, respectively. Actual resource requirements evolve during the bienniums as and when the secretariat receives new mandates.

^d The proposed additional core budget for the biennium 2010–2011 by programme is contained in table 11 of document FCCC/SBI/2009/2.

Figure 4. Organization of the Adaptation, Technology and Science programme

E. Sustainable Development Mechanisms

46. The **overall purpose** of the Sustainable Development Mechanisms programme (SDM) is to provide support to the bodies constituted to supervise the implementation of the project-based mechanisms under the Kyoto Protocol, namely the CDM Executive Board and the Joint Implementation Supervisory Committee (JISC). The programme also supports the consideration by Parties of the future development of the Convention and its Kyoto Protocol in relation to the market-based mechanisms. SDM facilitates capacity-building activities to help foster the equitable regional distribution of CDM project activities, and to support the implementation and enhancement of the mechanisms.

47. The **basic mandates** for this programme are contained in Article 8, paragraph 2, of the Convention (on the functions of the secretariat) and several Articles of the Kyoto Protocol, in particular, Article 3 (containing provisions relating to quantified emission limitation and reduction commitments), Article 6 (on JI) and Article 12 (on the CDM). Additional mandates are contained in decisions and conclusions of the Convention and Kyoto Protocol bodies, particularly regarding activities implemented jointly (for example decision 5/CP.1). The following decisions concern the CDM: decision 3/CMP.1 (on modalities and procedures for a CDM as defined under Article 12 of the Kyoto Protocol), decision 4/CMP.1 (provides guidance relating to the CDM), decision 5/CMP.1 (provides modalities and procedures for afforestation and reforestation project activities under the CDM in the first commitment period of the Kyoto Protocol), decision 6/CMP.1 (provides simplified modalities and procedures for small-scale afforestation and reforestation project activities under the clean development mechanism in the first commitment period of the Kyoto Protocol and measures to facilitate their implementation), and decision 7/CMP.1 and decision 1/CMP.2 (provide further guidance relating to the CDM). The following decisions concern JI: decision 9/CMP.1, decision 10/CMP.1, decision 3/CMP.2 and decision 3/CMP.3 (that all focus on the implementation of Article 6 of the Kyoto Protocol).

48. Through the **2008–2009 work programme**, SDM activities and the number of staff significantly increased, essentially by means of fee-based income, in order to respond to the needs identified by the CDM Executive Board and the JISC. The programme uses its limited core budget resources mainly to support negotiations on the future of existing and new market-based mechanisms and the analysis of carbon market issues.

49. With regard to the CDM, the programme has been able to respond to unexpected growth in caseload and to accommodate additional needs identified by the CDM Executive Board, in particular the need to enhance the substantive support and management capacity of the secretariat in order to strengthen the executive role of the CDM Executive Board. In spite of the limitations imposed by the reliance on voluntary contributions instead of fees, the support to the operation of JI activities has also been strengthened and the process is functioning well. An efficient and cost-effective functioning of the JI Track 2 procedure⁹ is in place and clear communication with stakeholders ensures that the quality standards expected from the JI process are upheld. SDM facilitated the transition of JI from being mainly funded through voluntary contributions to becoming a mechanism that is expected to be self-financed. However, depending on the level of implementation of JI projects through the JI Track 2 procedure by eligible Parties, support for JI from voluntary contributions will probably continue in the biennium.

50. The **challenges in the new biennium** will be to ensure high responsiveness to all mandates resulting from agreed outcomes under the Bali Road Map while optimizing support to the CDM Executive Board and the JISC. The programme will also continue to provide support for the ongoing work of the CMP and the subsidiary bodies. The challenges will be addressed almost completely by using non-core resources. Support to the operation of the CDM and JI as referred to under objectives 1

⁹ The verification procedure under the JISC, defined in decision 9/CMP.1, annex, paragraphs 30–45.

and 2 in table 9 is anticipated to be fully financed by non-core funds. Voluntary contributions may still be required to support the operation of JI.

51. The objectives, expected results and performance indicators for SDM are shown in table 9, and its resources are shown in table 10. The organization of the programme is illustrated in figure 5.

Table 9. Objectives, expected results and performance indicators for the Sustainable Development Mechanisms programme

Objective 1: to support and optimize the operation of the clean development mechanism.	
Expected result(s) under the Kyoto Protocol	Performance indicator(s)
Meetings of the clean development mechanism (CDM) Executive Board are organized efficiently and are well supported.	<ul style="list-style-type: none"> • Level of satisfaction of the members of the CDM Executive Board with the support provided by the programme for their work • Proportion of meeting documents made available fully in accordance with the rules of procedure of the CDM Executive Board
The work of the CDM Executive Board on methodologies is facilitated.	<ul style="list-style-type: none"> • Level of satisfaction of the members of the Methodologies Panel, the Afforestation and Reforestation Working Group and small-scale CDM working group with the support provided by the secretariat for their work • Proportion of new methodologies processed fully in accordance with the established procedures and timelines • Proportion of requests for revisions of, clarifications to, and deviations from, approved methodologies processed fully in accordance with the procedures and timelines
The registration of CDM projects and the issuance of certified emission reduction units (CERs) are facilitated.	<ul style="list-style-type: none"> • Proportion of summary notes delivered to the CDM Executive Board within the specified timelines • Proportion of project completeness checks conducted within the specified timelines • Proportion of issuance instructions acted upon within one month
The operation of the CDM registry is facilitated.	<ul style="list-style-type: none"> • Total number of requests to forward CERs completed per month • Total number of requests to change the modalities of communication and status of project participants processed per month
The accreditation of operational entities by the CDM Executive Board is facilitated.	<ul style="list-style-type: none"> • Level of satisfaction of the members of the CDM Accreditation Panel, designated operational entities and applicant entities with the support provided by the programme for their work • Proportion of cases processed fully in accordance with the procedure for accrediting operational entities • Proportion of cases prepared for consideration by the CDM Executive Board and its Accreditation Panel, fully in accordance with the accreditation procedures
Objective 2: to support and optimize the operation of joint implementation.	
Expected result(s) under the Kyoto Protocol	Performance indicator(s)
Meetings of the Joint Implementation Supervisory Committee (JISC), and of its panels, committees and working groups, are organized efficiently and are well supported.	<ul style="list-style-type: none"> • Level of satisfaction of the members of the JISC with the support provided by the programme for their work • Proportion of meeting documents made available fully in accordance with the rules of procedure of the JISC

Table 9 (continued)

Expected result(s) under the Kyoto Protocol	Performance indicator(s)
The accreditation of independent entities (IEs) by the JISC is facilitated.	<ul style="list-style-type: none"> • Level of satisfaction of the members of the JISC Accreditation Panel with the support provided by the programme for their work • Proportion of applications for accreditation received in advance of a JISC Accreditation Panel meeting prepared for assignment to an accreditation team and processed fully in accordance with the procedure for accrediting IEs
The work of the JISC on the full project cycle of the Joint Implementation (JI) Track 2 ^a procedure is facilitated.	<ul style="list-style-type: none"> • Level of satisfaction of project participants, applicant/accredited IEs, JISC members with the support provided by the programme for the handling of JI track 2 procedures • Proportion of submissions and calls for input that are processed fully in accordance with established modalities and procedures
Objective 3: to realize the full potential of sustainable development mechanisms to enhance the implementation of the Convention.	
Expected result(s)	Performance indicator(s)
Negotiations and decision-making by Parties on the sustainable development mechanisms are facilitated	<ul style="list-style-type: none"> • Proportion of mandated outputs delivered and delivered on time
The dedicated services and resources in support of CDM and JI are clearly and transparently defined and implemented in accordance with internal arrangements.	<ul style="list-style-type: none"> • A quality management system is in place and is maintained
The Sustainable Development Mechanisms programme has the required resources to implement mandates given to it by the relevant constituted bodies, Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP).	<ul style="list-style-type: none"> • Proportion of outputs mandated by the CMP, delegated to and under the control of the secretariat, that cannot be delivered due to insufficient funding
Compliance with United Nations financial regulations and rules, and UNFCCC financial procedures.	<ul style="list-style-type: none"> • Implementation rate of audit recommendations relating to financial and administrative matters

^a The verification procedure under the JISC, defined in decision 9/CMP.1, annex, paragraphs 30–45.

Strategies

52. In the biennium 2010–11, the main focus of the programme will remain the support to the operation of the CDM and JI. Support to the operation of the CDM by the secretariat will continue to be financed essentially through income from fees and the share of proceeds. Planned activities and budgetary needs will be laid out in the CDM management plan that is regularly updated and made available on the UNFCCC website. Management indicators for the CDM are currently under development. Planned activities and related resources for JI will be laid out in the JI management plan that is also regularly updated and made available on the UNFCCC website.¹⁰ If JI does not generate sufficient resources, support to the JISC may rely largely on voluntary contributions by Parties. SDM will enhance its efforts to further shift analytical preparatory work from the CDM Executive Board, the

¹⁰ <<http://ji.unfccc.int/Ref/Docs.html>>.

JISC, and their respective panels and working groups to the secretariat, with the aim of increasing institutional knowledge capacity of the mechanism and allowing members to focus on key substantive issues.

53. The proposed core budget resources are intended to be used to achieve the expected results under objective 3 (realizing the full potential of sustainable development mechanisms). SDM will continue to support negotiations to define the carbon market mechanisms and related implementation rules, including mechanisms resulting from agreed outcomes under the Bali Road Map. It aims to strengthen its capacity for analysing carbon market mechanisms.

54. SDM will enhance its support to implementation efforts with regard to the sustainable development mechanisms and will intensify its interaction with Parties, officers of Convention and Kyoto Protocol bodies, secretariats of international bodies, and the United Nations and other IGOs.

55. The programme will continue to ensure the efficient and effective use of budgetary and human resources for supporting the operations of the CDM and JI in accordance with internal arrangements and relevant decisions by the CDM Executive Board, the JISC and the CMP. An independent third party review will be carried out to confirm whether the dedicated support provided by the programme for the operations of the CDM and the JI achieves the expected results.

56. The programme will continue to promote gender and geographical balance among staff. Another focus will be the enhancement of the collaboration with services providing programmes in the secretariat.

57. With regard to activities implemented jointly, the programme will promote discussion with the presiding officers of the Convention and high-level representatives of Parties in order to facilitate the implementation of decisions taken by the COP.

Table 10. Resources of the Sustainable Development Mechanisms programme

	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	1 763 246	1 072 714	–690 532	–39.2
Non-personnel	357 226	132 866	–224 360	–62.8
Total	2 120 472	1 205 580	–914 892	–43.2
<i>Posts</i>				
Number of posts by category	1 D-2, 1 P-5, 2 P-4, 1 P-3, 4 GS	1 D-1, 1 P-4, 1 P-3, 2 GS	–1 P-5, –1 P-4, –2 GS	
Total	9	5	–4	–44.4
Fee-based income^c (EUR)				
Clean development mechanism	20 953 598^d	41 942 520	22 998 922	100.2
Joint implementation	457 213	419 580	–37 633	–8.2
Supplementary fund^e (EUR)				
Total	3 034 635	4 442 816	1 408 181	46.4
Proposed additional core budget related to agreed outcomes under the Bali Road Map^f (EUR)				
Total	-	250 480	-	-

Abbreviations: D = Director, P = Professional, GS = General Service.

^a An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

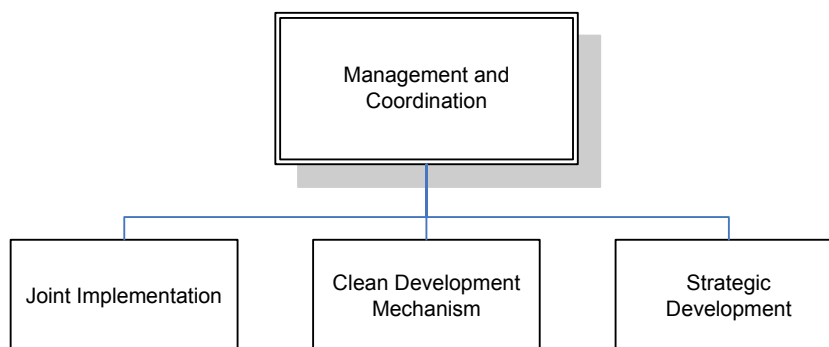
^b All staff costs including General Temporary Assistance and overtime.

^c This is an estimated income. In accordance with decision 7/CMP.1, the executive and supervisory role of the clean development mechanism (CDM) Executive Board includes the definition of the services and administrative support functions required by the CDM Executive Board and its panels, committees and working groups, and the financial resources required to support this work. The executive and supervisory role of the Joint Implementation Supervisory Committee is defined in the same way in decision 3/CMP.2. Resource requirements for the operation of the CDM and joint implementation (JI) are stipulated in the management plans of the CDM and the JI, respectively. The management plans are regularly updated and usually cover the current year and often the following year.

^d FCCC/SBI/2007/8, annex.

^e Estimated resource requirements for financing from the Trust Fund for Supplementary Activities as detailed in document FCCC/SBI/2007/8/Add.2 for the biennium 2008–2009.

^f The proposed additional core budget for the biennium 2010–2011 by programme is contained in table 11 of document FCCC/SBI/2009/2.

Figure 5. Organization of the Sustainable Development Mechanisms programme

F. Legal Affairs

58. The **overall objective** of the Legal Affairs programme (LA) is to provide legal advice and support on matters relating to the implementation of the Convention, the Kyoto Protocol and agreed outcomes under the Bali Road Map, as well as on the operations of the secretariat, to:

- (a) Convention and Protocol bodies, as well as bodies that may be created under the agreed outcome under decision 1/CMP.1 (consideration of commitments for subsequent periods for Parties included in Annex I to the Convention under Article 3, paragraph 9, of the Protocol) and decision 1/CP.13;
- (b) the Executive Secretary, secretariat programmes and Parties.

59. The basic **mandates** for this programme are contained in several Articles of the Convention, including Article 8, paragraph 2, (on the functions of the secretariat), Article 15 (on amendments to the Convention), Article 16 (on the adoption and amendment of Annexes to the Convention) and Article 17 (on protocols). Further mandates are contained in several Articles of the Kyoto Protocol, including Article 13 (on the CMP), Article 14, paragraph 2, (on the functions of the secretariat), Article 18 (on procedures and mechanisms to determine and to address cases of non-compliance), Article 20 (on amendments to the Protocol) and Article 21 (on annexes to the Protocol). Additional mandates are contained in decisions of the Convention and Kyoto Protocol bodies, particularly decisions 11/CP.11, 27/CMP.1, 4/CMP.2, 9/CMP.2, 4/CMP.4 and 1/CMP.1, as well as decision 1/CP.13 that launched a comprehensive process to enable the full, effective and sustained implementation of the Convention through long-term cooperative action, now, up to and beyond 2012.

60. Through the **2008–2009 work programme**, LA provides solid legal advice and support to the Convention and Protocol bodies, Parties, other stakeholders, the Executive Secretary and secretariat programmes on matters relating to the implementation of the Convention and the Kyoto Protocol, including the Bali Road Map, as well as the operations of the secretariat. This contributes to the effective operation of the Convention and Protocol bodies, and enables the secretariat to achieve its goals and expected accomplishments, including in the negotiation process under the Bali Road Map. In particular, the start of the first commitment period under the Kyoto Protocol requires a rapid response to complex legal issues arising from the operations of the flexibility mechanisms, the ITL and the compliance system.

61. **The challenges in this biennium** will be to ensure the continued provision of sound, timely and adequate legal advice and support to the bodies established under the Convention and its Kyoto Protocol, the Executive Secretary and secretariat programmes so as to contribute to the effective implementation of the Convention and the Kyoto Protocol, including the implementation of the agreed outcome from the

negotiations under the Bali Road Map. The increasing complexity of the climate change regime, and in particular the implementation and operations of the flexibility mechanisms and the operationalization of the ITL, as well as the compliance regime, requires high quality legal inputs from a wide range of public and private law disciplines. Furthermore, the rapid growth of the secretariat has resulted in an ever-increasing volume of contractual and procurement activities with a concomitant increase in demand for legal services in order to safeguard the interests of the secretariat. Finally, the implementation of any new agreements arising from the Bali Road Map will create new demands for, and challenges to, the programme.

62. The objectives, expected results and performance indicators for LA are shown in table 11, and its resources are shown in table 12.

Table 11. Objectives, expected results and performance indicators for the Legal Affairs programme

Objective 1: to provide legal advice and support so that the Convention and its Kyoto Protocol as well as the outcomes from the negotiations under the Bali Road Map are implemented, and the associated intergovernmental process is conducted in accordance with legal, procedural and institutional requirements. (Article 8, paragraph 2, Article 15 and Article 16, of the Convention, Article 13, Article 14, paragraph 2, Article 20 and Article 21 of the Kyoto Protocol, decisions 14/CP.1, 11/CP.11 and 9/CMP.2)	
Expected result(s)	Performance indicator(s)
The Convention and its Kyoto Protocol, as well as any new international agreement(s) adopted thereunder, are interpreted and implemented in accordance with relevant legal, procedural and institutional requirements.	<ul style="list-style-type: none"> Absence of complaints by Parties and other stakeholders regarding the timeliness and soundness of legal advice and support provided by the secretariat
The bodies established under the Convention and Kyoto Protocol, including constituted bodies, as well as the intergovernmental process, function and operate in accordance with legal, procedural and institutional requirements.	<ul style="list-style-type: none"> Absence of complaints raised by Parties with respect to the legal support provided by the secretariat to the intergovernmental process and the operation and functioning of the constituted bodies under the Kyoto Protocol Proportion of concerns, issues or disputes raised by public/private entities against constituted bodies under the Kyoto Protocol or their members that are addressed and resolved expeditiously and amicably, and do not result in legal action against individuals serving on constituted bodies
Objective 2: to provide legal advice and support so that the operations of the secretariat are conducted in accordance with legal, procedural and institutional requirements. (Articles 8, paragraph 2, Article 15, and Article 16, of the Convention., Article 13, Article 14, paragraph 2, Article 20 and Article 21 of the Kyoto Protocol, decisions 14/CP.1, 11/CP.11 and 9/CMP.2)	
Expected result(s)	Performance indicators
The operations of the secretariat are conducted in accordance with applicable United Nations rules and regulations, the legislative authority of the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and UNFCCC requirements.	<ul style="list-style-type: none"> The number of contracts and other legal instruments between the secretariat and service providers, governments and other partners that are concluded expeditiously and in a legally-sound manner thereby facilitating the smooth operation of the secretariat The number of audit queries and queries raised by the United Nations Office of Legal Affairs on the appropriateness of legal arrangements entered into by the secretariat

Table 11 (continued)

Objective 3: to facilitate the effective operation of the compliance mechanism in support of the environmental integrity of the Kyoto Protocol and the credibility of the market mechanisms. (Article 18 of the Kyoto Protocol, decisions 27/CMP.1, 4/CMP.2 and 4/CMP.4.).	
Expected result(s)	Performance indicator(s)
The Compliance Committee takes decisions based on best available information.	<ul style="list-style-type: none"> • Proportion of outputs made available on time • Level of satisfaction expressed by members of the Compliance Committee and alternate members with documents prepared by the secretariat
The CMP is provided with adequate and effective support in the development of policy guidance to the Compliance Committee.	<ul style="list-style-type: none"> • Absence of complaints raised by Parties with respect to the legal support provided by the secretariat in the development of policy guidance
Information on the actions taken by the Compliance Committee is made available in a clear and timely fashion.	<ul style="list-style-type: none"> • Proportion of Compliance Committee documents made available to the members and alternate members of the Compliance Committee, Parties concerned and the general public in accordance with the rules of procedure of the Compliance Committee

Strategies

63. The programme will spend about 40 per cent of its proposed core budget on achieving the expected results under objective 1 (implementation of the Convention and the Kyoto Protocol). In order to meet the challenge of an increasingly complex climate change regime, the programme will enhance legal support to the conducting of the intergovernmental process and the implementation of the Convention and the Kyoto Protocol through research on, and analyses of, emerging legal and institutional issues, and the preparation of guidance and information documents for Parties and stakeholders relating to the intergovernmental process and the implementation of the Convention and the Kyoto Protocol.

64. The programme will spend about 15 per cent of its proposed core budget on achieving the expected result under objective 2 (operations of the secretariat). The programme will enhance legal support for the operations of the secretariat through research on, and analyses of, emerging legal and institutional issues, and the development of guidance documents for secretariat programmes on legal and institutional requirements relating to the operation of the secretariat.

65. The programme will spend about 45 per cent of its proposed core budget on achieving the expected results under objective 3 (effective operation of the compliance mechanism). The bulk of this will be spent on the travelling expenses of experts. The programme will provide technical and logistical support to the conducting of the business of the Compliance Committee, drawing on lessons learned in the last two bienniums with a view to continually improving this support. In order to enhance the effectiveness of its support to the Compliance Committee, the programme will collaborate closely with other secretariat programmes that are linked to the compliance mechanism, such as RDA and SDM, to establish efficient workflows and to ensure effective and timely inputs into the work of the Compliance Committee.

66. LA is not divided into subprogrammes due to its small size and the interconnected nature of its work. Hence no organization chart is provided.

Table 12. Resources of the Legal Affairs programme

	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	2 006 446	2 365 608	359 162	17.9
Non-personnel	995 986	797 554	–198 432	–19.9
Total	3 002 432	3 163 162	160 730	5.4
<i>Posts</i>				
Number of posts by category	1 D-2, 1 P-5, 3 P-4, 1 P-3, 4 GS	1 D-2, 1 P-5, 4 P-4, 1 P-3, 4 GS	1 P-4	
Total	10	11	1	10.0
Supplementary fund^c (EUR)				
Total	695 439	1 026 000	330 561	47.5
Proposed additional core budget related to agreed outcomes under the Bali Road Map^d (EUR)				
Total	-	300 475	-	-

Abbreviations: D = Director, P = Professional, GS = General Service.

^a An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^b All staff costs including General Temporary Assistance and overtime.

^c Estimated resource requirements for financing from the Trust Fund for Supplementary Activities as detailed in documents FCCC/SBI/2007/8/Add.2 and FCCC/SBI/2009/2/Add.2 for the bienniums 2008–2009 and 2010–2011, respectively. Actual resource requirements evolve during the bienniums as and when the secretariat receives new mandates.

^d The proposed additional core budget for the biennium 2010–2011 by programme is contained in table 11 of document FCCC/SBI/2009/2.

G. Conference Affairs Services

67. The **overall purpose** of the Conference Affairs Services programme (CAS) is to ensure that the conditions and atmosphere of UNFCCC conferences and meetings are conducive to a productive intergovernmental process. The programme ensures high quality official documentation required for the Parties' sessional and implementation activities, in the six official languages of the United Nations and in good time for informed deliberations and decisions. CAS liaises with all stakeholders, facilitates participation especially by eligible Parties and input from non-governmental organizations (NGOs) and IGOs, and ensures a secure and safe meeting environment. The programme prepares for and operates the full range of conference and meeting facilities and services to the highest standards.

68. The basic **mandates** for CAS are contained in Article 8, paragraph 2, of the Convention and Article 14, paragraph 2, of the Kyoto Protocol (on the functions of the secretariat), as well as in Article 7 of the Convention (on the COP) and Article 13 of the Kyoto Protocol (on the CMP). Additional mandates are contained in the decisions and conclusions of the Convention and Kyoto Protocol bodies, including the decisions and conclusions on arrangements for intergovernmental meetings, and on

meetings and workshops of constituted bodies and other groups and teams established by the COP, CMP and their subsidiary bodies.

69. In the **2008–2009 biennium**, the number of sessional periods organized by CAS is double that of previous bienniums. Likewise, the volume of documentation required by Parties for these sessions and to conduct other activities decided upon by Parties, such as reviews, has also doubled. In addition, the number and overall duration of meetings of constituted bodies and other groups, including workshops, seminars, training sessions and so on, has risen sharply so that statistically more than one UNFCCC meeting is taking place every working day of the biennium. Given this unprecedented intense schedule, and as the work of the Parties progresses, it has become evident how important close liaison and information exchange with Parties is, especially for the ability of developing country Parties to effectively participate in the intergovernmental process, and also for the secretariat to respond proactively to the requirements of these Parties. In this exceptionally intense biennium, CAS had to temporarily enhance its capacities and has managed to organize the conferences and meetings mandated by Parties, which has been made possible by generous contributions from donor countries and excellent cooperation with host countries. This extrabudgetary capacity can be scaled down after the conclusion of negotiations under the Bali Road Map. However, there will be a continued need to sustain, coordinate and manage complex support activities to a schedule of conferences and meetings that will be required to implement agreed outcomes under the Bali Road Map, and to support the reporting and implementation requirements under the Kyoto Protocol as it advances towards the end of its first commitment period.

70. CAS will therefore face **two outstanding challenges** in this biennium. The first will be to dedicate more attention to the closest possible liaison with Parties, especially non-Annex I Parties, and to respond to their requirements for effective participation in a more forward-looking manner. The second major challenge will be to sustain, with a reduced workforce, the high standard of documentation and meeting support services, including heightened security requirements. This will require close coordination and a stronger leadership role within the secretariat in the scheduling and planning of these activities, and increased liaison with host countries.

71. The objectives, expected results and performance indicators for CAS are shown in table 13, and its resources are shown in table 14. The organization of the programme is illustrated in figure 6.

Table 13. Objectives, expected results and performance indicators for the Conference Affairs Services programme

Objective 1: to advance the climate change intergovernmental process as a result of the attendance at, active participation in, and collaboration by, Parties and benefits from inputs from observer organizations.	
Expected result(s)	Performance indicator(s)
The secretariat's relations with Parties are strengthened through networking, the provision of information, in-depth insight and analysis, problem solving and the appropriate treatment of delegates according to protocol.	<ul style="list-style-type: none"> • Number of responses to communications from official sources • Proportion of communications responded to • Average response time
Representatives from eligible Parties, including those eligible for funding through the Trust Fund for Participation in the UNFCCC Process, can attend all relevant meetings and actively participate in this process.	<ul style="list-style-type: none"> • Share of required funds that are actually available • Proportion of eligible participants actually funded • Efficiency of admission process (waiting and processing time)

Table 13 (continued)

Eligible members of civil society and intergovernmental organizations are admitted and participate more and more in the sessions.	<ul style="list-style-type: none"> Proportion of observers out of the total number of participants
Parties receive inputs from observers and have opportunities for exchanges.	<ul style="list-style-type: none"> Proportion of representatives from Parties that attend side events Number of side events per session
Objective 2: to facilitate the work of delegates and assist in the intergovernmental process by maintaining the quality, clarity and readability of documents, and ensuring their timely availability.	
Expected result(s)	Performance indicator(s)
Documents are of high quality.	
Official documents are available on time.	<ul style="list-style-type: none"> Percentage of documents including versions in the six official languages of the United Nations available to Parties within United Nations deadlines (sessional documents) and deadlines mandated by Convention and/or Kyoto Protocol bodies (other documents)
Objective 3: to provide suitable surroundings and comprehensive, state-of-the-art logistical and technical support so that meetings proceed smoothly and productively.	
Expected result(s)	Performance indicator
Comprehensive and functional conference facilities for participants in the climate change negotiation process are planned and provided for during the sessions, workshops and meetings.	
Comprehensive and functional working conditions for staff are planned and provided for during the sessions, workshops and meetings.	<ul style="list-style-type: none"> Number of reports of technical failures for sound, projectors, electricity, and so on, relative to the size, duration and frequency of workshops and meetings

Strategies

72. CAS will spend about 50 per cent of its proposed core budget on achieving the expected results under objective 1 (attendance at, and active participation and collaboration in, the intergovernmental process). It will focus on channelling information on issues regarding the intergovernmental process between Parties, observers and the secretariat, playing a more proactive role in liaison and support, especially for the Group of 77. This will include the facilitation of the participation of developing countries by funding and making travel arrangements (including assistance with visas) for eligible participants. The programme will facilitate and manage attendance and activities, such as side events and exhibits, and opportunities for participation by observer organizations in discussions, at sessions and at workshops. CAS will improve registration procedures for meetings and sessions, networking and information exchange, including through the enhancement of online systems. It will organize high-level segments and events prior to and during sessions, ensuring that protocol requirements are met at all times. Finally, it will ensure that the highest standards are met to ensure a safe and secure working environment for all participants at conferences and meetings.

73. The programme will spend about 25 per cent of its proposed core budget on achieving the expected results under objective 2 (documents). CAS will manage the editing, production, publishing and distribution of official documents. These will include not only parliamentary documents to be reviewed by the COP, CMP and their subsidiary bodies, but also several non-parliamentary documents, such as review reports, produced as part of the implementation of the Convention and its Kyoto Protocol and non-official documents, such as major correspondence. The programme will ensure that documents

and the processing of documents are in accordance with United Nations conventions, mandates given by Parties, and are produced to the highest editorial standards.

74. CAS will spend about 25 per cent of its proposed core budget on achieving the expected results under objective 3 (logistics of meetings). It will play a more active role in the secretariat-wide coordination and scheduling of sessions, workshops and meetings, and their more efficient organization. It will plan, organize, coordinate and provide the space, equipment and support services (including interpretation) required for sessions of the COP, CMP and their subsidiary bodies. The programme will advise and assist Parties hosting, and programmes organizing, UNFCCC meetings and workshops on the full scope of required services. CAS will also plan, organize, coordinate and provide the required services for workshops held in Bonn, and, when required, outside Bonn. One aim will be to utilize the new conference venues and facilities in Bonn to their maximum potential. The programme will intensify its outreach to, and cooperation with, host governments, contractors, participants and programmes on the provision of facilities and services, to further increase their effectiveness and the level of satisfaction with the provision of facilities and services.

Table 14. Resources of the Conference Affairs Services programme

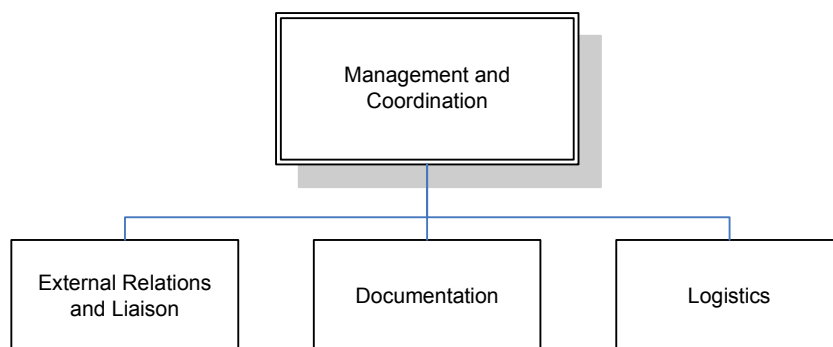
	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	1 985 198	2 486 854	501 656	25.3
Non-personnel	494 858	454 140	–40 718	–8.2
Total	2 480 057	2 940 994	460 938	18.6
<i>Posts</i>				
Number of posts by category	1 P-5, 2 P-4, 3 P-3, 5 GS	1 D-1, 2 P-4, 4 P-3, 1 P-2, 5 GS	1 P-3, 1 P-2	
Total	11	13	2	18.2
Bonn Fund (EUR)				
Total	2 532 639	2 513 296	–19 343	–0.8
Participation Fund^c (EUR)				
Total	3 810 000	5 718 230	1 908 230	50.1

Abbreviations: D = Director, P = Professional, GS = General Service.

^a An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^b All staff costs including General Temporary Assistance and overtime.

^c Estimated resources requirements as indicated in table 4 of decision 13/CP.13 for the biennium 2008–2009 and in chapter IX of FCCC/SBI/2009/2 for the biennium 2010–2011. This calculation includes funding for two sessions per year.

Figure 6. Organization of the Conference Affairs Services programme

H. Information Services

75. The Information Services programme (IS) is the backbone of the secretariat's communications in three service areas: information and communication technology (ICT), knowledge management, and communications and media relations. IS ensures that the work mandated by Parties is moved forward using dependable and secure ICT supporting infrastructure, that the UNFCCC website is continuously available and upgraded to meet emerging audience requirements, and that Parties have easy access to official documentation, information, data, and the proceedings of UNFCCC events. IS ensures that negotiated outcomes and mechanisms are understood by key external audiences such as the public, private, corporate and technology sectors, the investment and donor community, and the media and NGOs by dissemination of information through outreach and the media.

76. The **basic mandates** for this programme are contained in Article 8, paragraph 2, of the Convention and Article 14, paragraph 2, of the Kyoto Protocol (on the functions of the secretariat). Additional mandates are given in Article 6(b) of the Convention (on education, training and public awareness) and Article 10(e) of the Kyoto Protocol (on cooperation in, and promotion of, the development and implementation of education and training programmes).

77. Through the **2008–2009 work programme**, IS responds to the increasing demand for information services needed to support the bodies of the Convention and its Kyoto Protocol, including for intensive negotiations under the AWG-KP and the AWG-LCA. It supports the Executive Secretary in responding to an exponential growth in media interest and ensures that the UNFCCC website is able to cope with a four-fold increase in visits. IS enhances communication and information management in the secretariat by coordinating the introduction of a secretariat-wide records management system and by consolidating the systems support requirements of the secretariat into a single facility. In addition, the introduction of voice over Internet protocol technology reduces the cost of telephone calls.

78. **The challenges in this biennium** will be to enhance capacity and build new capacity to address the needs for:

- (a) Immediate access to information relating to agreed outcomes under the Bali Road Map;
- (b) A clear and coordinated strategy to ensure that key audiences can identify the opportunities presented by negotiated outcomes and available mechanisms, and in the national communications of Parties;
- (c) Analytical work on future outcomes of negotiations and ensuring that momentum in the medium-term is maintained through public awareness, information and partnerships;

- (d) Enhanced documents management and knowledge management to facilitate negotiations and to reveal clear and present opportunities from negotiated outcomes;
- (e) The most efficient use of resources and enhanced quality in the development, support and management of information and communication systems;
- (f) Enhanced interaction among all of those involved in the intergovernmental process, including secretariat staff and representatives of Parties;
- (g) Managing risks for the continued availability and expansion of services and information, and enhanced programme management capacity to implement a much broader, more complex and diverse work programme that will deliver IS services internally and externally.

79. The objectives, expected results and performance indicators for IS are shown in table 15, and its resources are shown in table 16. The organization of the programme is illustrated in figure 7.

Table 15. Objectives, expected results and performance indicators for the Information Services programme

Objective 1: to make available to all Parties, the global public and other stakeholders authoritative and up-to-date information relating to the UNFCCC process in a user-friendly and cost-efficient manner. (Article 6(b) and Article 8, paragraph 2, of the Convention, and Article 10(e) and Article 14, paragraph 2, of the Kyoto Protocol)	
Expected result(s)	Performance indicator(s)
Journalists in developed and developing countries consistently attend intersessional and sessional meetings.	<ul style="list-style-type: none"> • Frequency of reference in the media to the UNFCCC messages issued during the sessions of the COP
External communication efforts regarding the UNFCCC are coordinated across the United Nations system.	
The UNFCCC website is recognized as the central location for authoritative, up-to-date, comprehensive and user-friendly information on the UNFCCC process.	<ul style="list-style-type: none"> • Number of users accessing website content • Level of satisfaction of Parties with the UNFCCC website
Objective 2: to ensure the reliable, secure, sustainable and cost-efficient operation of the secretariat's information and communication technology infrastructure and systems. (Article 8, paragraph 2, of the Convention and Article 14, paragraph 2, of the Kyoto Protocol)	
Expected result(s)	Performance indicator(s)
The secretariat's information and communication technology (ICT) architecture facilitates the implementation of mandated activities. The secretariat's information systems are adequately supported.	<ul style="list-style-type: none"> • ICT network availability in support of information systems mandated by Parties • ICT resolutions of incidents are in accordance with the service level agreements
Business continuity management of mission-critical information systems is in place.	<ul style="list-style-type: none"> • ICT solutions for identified mission-critical information systems are established

Table 15 (continued)

Objective 3: to facilitate the search for, and retrieval of, UNFCCC documents. (Article 6(b) and Article 8, paragraph 2, of the Convention, and Article 10(e), and Article 14, paragraph 2, of the Kyoto Protocol)	
Expected result(s)	Performance indicator(s)
Parties, observers, staff and the general public have ready access to well organized and comprehensive official documentation of the climate change negotiating process.	<ul style="list-style-type: none"> • Number of official documents published on the UNFCCC website, within the agreed time frames • Level of satisfaction of internal and external users with the official document publishing service
Records are archived or disposed of in accordance with secretariat policy and guidelines.	<ul style="list-style-type: none"> • Volume of records deposited in permanent archives or disposed of
Objective 4: to improve communication, collaboration and knowledge sharing within the secretariat, and with Parties and other stakeholders through the implementation of knowledge management systems. (Article 8, paragraph 2, of the Convention, and Article 14, paragraph 2, of the Kyoto Protocol).	
Expected result(s)	Performance indicator(s)
Availability of an extranet for secretariat staff and external users to support collaboration between the secretariat and Parties, as well as with other external stakeholders.	<ul style="list-style-type: none"> • Number of projects supported by the collaborative system
Personal computer and laptop users have ready access to collaborative workplaces and can identify the expertise needed to complete tasks.	
Knowledge sharing and information distribution mechanisms are established, and communication, collaboration and knowledge sharing is subsequently improved.	

Strategies

80. The programme will spend about 35 per cent of its proposed core budget on achieving the expected results under objective 1 (making available up-to-date information). IS represents the secretariat in its role as the focus for professional and expert advice, guidance and action on climate change inside the emerging United Nations Communications Group task force on climate change. IS will seek to identify and increase the number of effective outreach partnerships with the public and private sector, NGOs, and United Nations organizations. The impact of these partnerships will increase the public's understanding of, and commitment to, the response to climate change. A particular focus of the outreach activities of the programme will be to build new partnerships and cooperative projects with key audiences based on the agreed outcomes of negotiations under the Bali Road Map, with the aim of raising awareness in the public and private sectors, and promoting the fast implementation of the provisions of the agreed outcomes.

81. IS will also seek to create new partnerships to broaden and deepen the reporting of climate change in the media in the developing world by helping to build capacity. IS will continue to provide all members of the media with the necessary facilities and services, including regular press briefings and webcasting, in particular during the sessions of the COP and CMP, which is a timely opportunity to inform the public about results achieved and constraints to further progress. IS will support the communications and outreach work of the secretariat with updated and standardized substantive content. The programme will continue to liaise with external organizations and the media, and will respond to requests and questions. IS will relaunch the UNFCCC website, depending on the availability of funding, in order to streamline the functionality of the site for the Parties and launch new Web entry points for the other key audiences, including the media and the general public, in order to communicate the objectives

of the Parties in a targeted and effective way. IS will provide all communications in English and, depending on the availability of resources and funding, in other official United Nations languages, which will reach wider audiences.

82. The programme will spend about 45 per cent of its proposed core budget on achieving the expected results under objective 2 (ICT infrastructure and systems). IS will continue to provide and maintain the essential ICT infrastructure and user support to ensure that the ICT services and information systems of the secretariat at its headquarters and at conference facilities are fully accessible and secure. The programme will provide secretariat staff with reliable and fully compatible ICT tools for their work, and related support and training. It will, in cooperation with United Nations organizations and specialized industry consultants, introduce international best practices and standards for ICT at the UNFCCC secretariat together with any briefing and training that may be required. ICT services will be further enhanced through the establishment of service catalogues that define in detail the services available and their respective costs so as to ensure appropriate levels of cost sharing across all of the secretariat's sources of funding. These service catalogues will support the specialized services needed for mandated information systems through operational level agreements. As part of the enhancement of the system delivery within the secretariat, the programme will build an information technology architecture and supporting strategy that will harmonize approaches to the technical development of secretariat information systems. IS will maximize the use of common tools and system support services by developing system support services that have transparent cost recovery structures and that are based on international best practices.

83. For the first time, there will be a focus on the deployment of the UNFCCC secretariat business continuity and disaster preparedness strategy in order to manage risks and ensure the availability of services and information. This strategy will address all ICT systems and services required to support the continuity of the work of the secretariat in the event of a disaster, either at the secretariat or elsewhere. IS will implement the ICT continuity solution, based on the direction set by the secretariat's business continuity group, that was set up in 2008 to steer the implementation of the business continuity solution.

84. The programme will spend about 20 per cent of its proposed core budget on achieving the expected results under objectives 3 and 4 (the search for, and retrieval of, UNFCCC documents, and knowledge management systems). IS will maintain and strengthen document management, and archiving and retrieval systems, and will ensure that Parties and other stakeholders have access to official documentation, including the dissemination of national communications and other relevant reports and plans. IS will provide support in order to maintain record keeping operations and ensure that processes for the disposal and archiving of records are in place. It will build on the efficiency gains from records management through the introduction of document management across the secretariat, funding permitting, using the records management system repository as its permanent archive. Close coordination with the United Nations Office in Geneva (UNOG) will ensure that efforts within the UNFCCC secretariat will be fully synchronized with those of the UNOG Conference Services in this area. IS will define secretariat requirements for an information and knowledge sharing infrastructure, and for collaborative systems and services in order to implement knowledge sharing mechanisms and platforms, including an electronic workplace and an expertise locator for staff available on every staff laptop or personal computer.

Table 16. Resources of the Information Services programme

	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	3 920 946	4 715 149	794 203	20.3
Non-personnel	2 376 366	2 831 107	454 741	19.1
Total	6 175 932	7 546 256	1 370 324	22.2
<i>Posts</i>				
Number of posts by category	1 D-1, 1 P-5, 3 P-4, 5 P-3, 2 P-2, 10 GS	1 D-1, 2 P-5, 3 P-4, 6 P-3, 3 P-2, 10 GS	1 P-5, 1 P-3, 1 P-2	
Total	22	25	3	13.6
Supplementary fund^c (EUR)				
Total	1 577 310	5 105 338	3 528 028	223.7
Proposed additional core budget related to agreed outcomes under the Bali Road Map^d (EUR)				
Total	-	418 022	-	-
Bonn Fund (EUR)				
Total	634 657	654 000	19 343	3.0

Abbreviations: D = Director, P = Professional, GS = General Service.

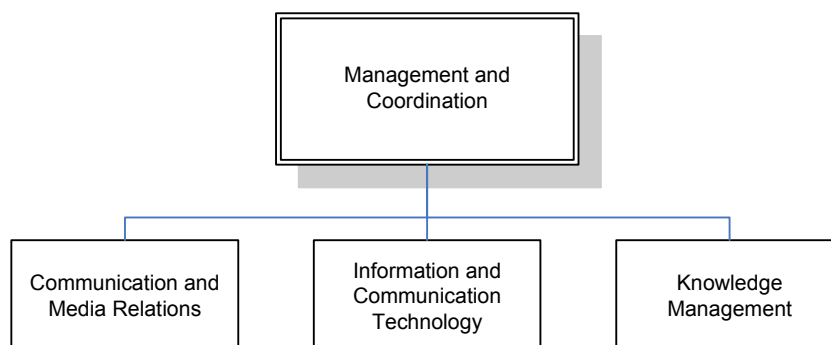
^a An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^b All staff costs including General Temporary Assistance and overtime.

^c Estimated resource requirements for financing from the Trust Fund for Supplementary Activities as detailed in documents FCCC/SBI/2007/8/Add.2 and FCCC/SBI/2009/2/Add.2 for the bienniums 2008–2009 and 2010–2011, respectively.

Actual resource requirements evolve during the bienniums as and when the secretariat receives new mandates.

^d The proposed additional core budget for the biennium 2010–2011 by programme is contained in table 11 of document FCCC/SBI/2009/2.

Figure 7. Organization of the Information Services programme

I. Administrative Services

85. The **overall function** of the Administrative Services programme (AS) is to provide central services in the management of the human and financial resources of the secretariat, the development of financial and administrative policies and guidelines, procurement, premises management, and travel arrangements.

86. The basic **mandates** for this programme are contained in Article 8, paragraph 2, of the Convention and Article 14, paragraph 2 of the Kyoto Protocol (on the functions of the secretariat). Additional mandates are contained in decisions and conclusions of the Convention and Kyoto Protocol bodies, particularly decision 15/CP.1 (on financial procedures).

87. **During the biennium 2008–2009**, AS strengthens its capacity to cope with a significant increase in workload, to provide adequate services for an expanding secretariat and to support arrangements for a large number of sessions and meetings, including those relating to future processes under the Convention and the Kyoto Protocol.

88. **The main challenge in this biennium** will be to adjust the programme's services to any changes in the size and complexity of tasks given to the secretariat, including as a result of agreed outcomes under the Bali Road Map.

89. The objectives, expected results and performance indicators for AS are shown in table 17, and its resources are shown in table 18. The organization of the programme is illustrated in figure 8.

Table 17. Objectives, expected results and performance indicators for the Administrative Services programme

Objective 1: to facilitate the mobilization, allocation and utilization of resources. (Article 8, paragraph 2(f), of the Convention, Article 14, paragraph 2, of the Kyoto Protocol, decision 15/CP.1)	
Expected result(s)	Performance indicator
Parties are kept fully informed on the receipt and use of financial resources.	<ul style="list-style-type: none"> Financial statements are made available to Parties in a timely manner
Coherence and transparency in fund-raising and use of funds.	<ul style="list-style-type: none"> Proportion of donor reports sent on time
Optimal budget implementation rate.	<ul style="list-style-type: none"> Proportion of actual expenditure compared to the approved budget
Compliance with United Nations financial regulations and rules, and UNFCCC financial procedures.	<ul style="list-style-type: none"> Implementation rate of audit recommendations relating to financial and administrative matters
Objective 2: to facilitate the timely recruitment and retention of staff who meet the highest standards of efficiency, competence and integrity in order to support mandated activities to the largest extent possible. (Article 8, paragraph 2(f), of the Convention, and Article 14, paragraph 2, of the Kyoto Protocol)	
Expected result(s)	Performance indicators(s)
Competent and motivated staff reflecting a broad geographic spectrum and gender balance are recruited and retained.	<ul style="list-style-type: none"> Percentage of staff from Parties not included in Annex I to the Convention and women in posts at the Professional and higher categories Rate of staff turnover

Table 17 (continued)

Objective 3: to provide travel and procurement services that respond adequately to the needs of Parties. (Article 8, paragraph 2(f), of the Convention, and Article 14, paragraph 2, of the Kyoto Protocol)	
Expected result(s)	Performance indicator
Travel of delegates and staff to official meetings is arranged effectively and efficiently.	Proportion of participants attending meetings versus nominations
Procurement of goods and services is carried out in a timely manner in accordance with United Nations regulations and rules, and UNFCCC policies.	Percentage of procurement cases processed within established time frames

Strategies

90. About 40 per cent of the resources allocated to AS will be spent on achieving the expected results under objective 1 (mobilization, allocation and utilization of resources). This includes compensation to the United Nations for services that are not rendered by the secretariat, which currently include payroll, treasury management, and the hosting of the management information system. The programme will enhance monitoring and reporting of the secretariat income, expenditures and the achievement of expected results by further developing related tools for the information of Parties and senior management. AS will continue to liaise with Parties to ensure the receipt of indicative contributions and will coordinate fund-raising activities, leading to the coherent management of resources that will fund the supplementary activities. One of the focuses of the programme during the biennium will be the implementation of the change management process, comprising the replacement of the current management information system and compliance with the International Public Sector Accounting Standards, working in close collaboration with the United Nations Secretariat. Facilitating external and internal audits will continue to ensure optimal transparency of the use of the secretariat's resources.

91. The programme will spend about 30 per cent of its financial resources on objective 2 (recruitment and retention of staff). This involves services relating to classifying posts, preparing job descriptions and vacancy announcements, and shortlisting and selecting qualified candidates. The programme will ensure transparency and fairness in the selection process, and will ensure that geographical and gender issues are considered. It will further enhance its human resources management, and its support capacity in order to optimize staff development and performance and to provide the support required, including training, staff development and staff counselling.

92. The programme will spend a further 30 per cent of its financial resources on achieving the expected results under objective 3 (travel and procurement services). It will provide procurement and travel services to Parties and the secretariat, and will liaise with the host government on the implementation of the host country agreement, visa issues and the status of secretariat staff as international civil servants in Germany.

93. In an effort to provide a more effective and relevant service to the other programmes, AS will devote about 20 per cent of its resources (for all three programme objectives) to the assignment of administrative staff to each programme. These staff members will liaise between the programme and the central administration in order to enhance the efficiency and timely delivery of services, and to achieve the three main objectives of AS.

Table 18. Resources of the Administrative Services programme

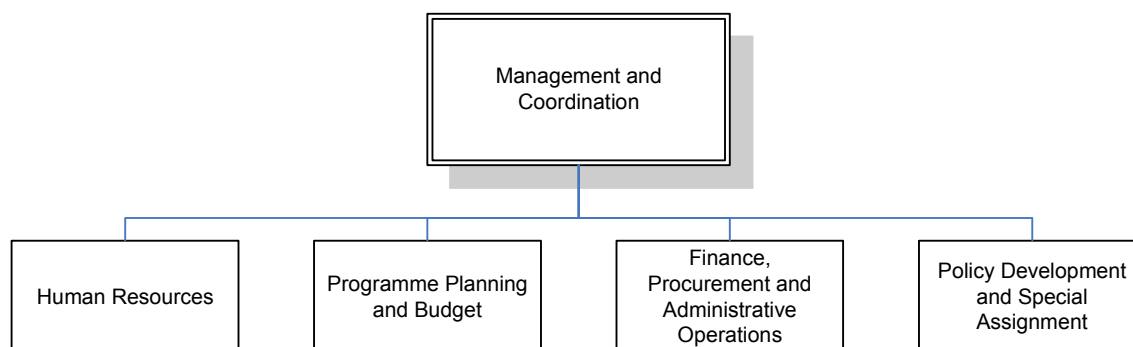
Administrative Services	2008–2009	2010–2011	Difference between 2008–2009 and 2010–2011	
			Amount	%
Core budget^a (EUR)				
Personnel^b	579 120	797 763	218 643	37.8
Non-personnel	1 870 341	2 000 000	129 659	6.9
Total	2 449 461	2 797 763	348 302	14.2
Programme support costs (overheads)^c (EUR)				
Personnel	6 801 036	9 881 119	3 080 083	45.3
Non-personnel	1 908 100	2 689 510	780 410	41.0
Total	8 709 136	12 570 629	3 861 493	44.3
<i>Posts</i>				
Number of posts by category	1 D-1, 1 P-5, 3 P-4, 8 P-3, 3 P-2, 28 GS	1 D-1, 2 P-5, 3 P-4, 9 P-3, 5 P-2, 39 GS	1 P-5, 1 P-3, 2 P-2, 11 GS	
Total	44	59	15	34.1

Abbreviations: D = Director, P = Professional, GS = General Service.

^a Secretariat-wide operating costs. An overview of the proposed core programme budget for the biennium 2010–2011 by programme is contained in table 3 of document FCCC/SBI/2009/2. An overview of the core programme budget for the biennium 2008–2009 by programme is contained in table 1 of document FCCC/SBI/2007/8.

^b Cost of recruitment, separation of staff from the organization and after-service health insurance.

^c Programme support costs for the biennium 2010–2011 are contained in table 9 of document FCCC/SBI/2009/2. Programme support costs for the biennium 2008–2009 are contained in table 9 of document FCCC/SBI/2007/8.

Figure 8. Organization of the Administrative Services programme

Annex**Proposed programme budget for the 2010–2011 biennium by source of funding**

Table 19 indicates the total funding requirements by programme for the core budget, fee-based income for the clean development mechanism and joint implementation, and other trust funds. It also reflects the projected income by source in the next biennium. The distribution of sources of funding for the 2010–2011 programme budget are as follows: core budget, 34 per cent; fee-based income, 36 per cent; and other trust funds, 30 per cent.

Table 19. Programme budget for the 2010–2011 biennium by source of funding

Expenditure	Core budget (EUR)	Supplementary funding		TOTAL (EUR)
		Fee-based income (EUR)	Other trust funds ^a (EUR)	
A. Programme appropriations				
Executive Direction and Management	4 012 472	-	-	4 012 472
Reporting, Data and Analysis	8 345 820	-	3 062 498	11 408 318
International Transaction Log	-	-	5 226 139	5 226 139
Financial and Technical Support	5 240 159	-	3 318 942	8 559 101
Adaptation, Technology and Science	4 554 611	-	4 000 198	8 554 809
Sustainable Development Mechanisms	1 205 580	-	-	1 205 580
Clean development mechanism	-	41 942 520	-	41 942 520
Joint implementation	-	419 580	4 442 816	4 862 396
Legal Affairs	3 163 162	-	1 026 000	4 189 162
Conference Affairs Services	2 940 994	-	-	2 940 994
Bonn Fund	-	-	2 513 296	2 513 296
Trust Fund for Participation in the UNFCCC Process ^b	-	-	5 718 230	5 718 230
Information Services	7 546 256	-	5 105 338	12 651 594
Bonn Fund	-	-	654 000	654 000
B. Secretariat-wide operating costs	2 797 763	-	-	2 797 763
Subtotal	39 806 817	42 362 101	35 067 457	117 236 374
C. Programme support costs (overheads)^c	5 174 886	5 507 073	4 558 769	15 240 728
D. Working capital reserve	307 466 ^d	-	245 080 ^e	552 546
TOTAL (A + B + C + D)	45 289 169	47 869 174	39 871 306	133 029 648
Income				
Contribution from the host Government	1 533 876	-	3 579 044	5 112 920
Indicative contributions	43 755 293	-	-	43 755 293
Voluntary contributions	-	-	30 141 644	30 141 644
Contributions to the International Transaction Log	-	-	6 150 617	6 150 617

Table 19 (continued)

Income	Supplementary funding			TOTAL
	Core budget	Fee-based income	Other trust funds^a	
	(EUR)	(EUR)	(EUR)	(EUR)
Registration and accreditation fees; share of proceeds	-	47 869 174	-	47 869 174
TOTAL INCOME	45 289 169	47 869 174	39 871 305	133 029 648

^a Other trust funds include the Trust Fund for Supplementary Activities, the Trust Fund for the Special Annual Contribution from the Government of Germany (Bonn Fund), the Trust Fund for the International Transaction Log and the Trust Fund for Participation in the UNFCCC Process.

^b This calculation includes funding for two sessions per year.

^c Standard 13 per cent applied by the United Nations for administrative support.

^d In accordance with financial procedures (decision 15/CP.1, annex I, para. 14), the working capital reserve will be brought up to EUR 1,874,655 in 2010 and maintained at that level in 2011.

^e The operating reserve has been set at 8.3 per cent of estimated expenditure of the international transaction log for one year.

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