



**UNITED  
NATIONS**



**Framework Convention  
on Climate Change**

Distr.  
GENERAL

FCCC/SBI/2009/6  
17 April 2009

Original: ENGLISH

**SUBSIDIARY BODY FOR IMPLEMENTATION**

**Thirtieth session**

**Bonn, 1–10 June 2009**

**Item 6 (b) of the provisional agenda**

**Matters relating to Article 4, paragraphs 8 and 9, of the Convention**

**Matters relating to the least developed countries**

**Report on the fifteenth meeting of the  
Least Developed Countries Expert Group**

**Note by the secretariat\***

*Summary*

This document reports on the fifteenth meeting of the Least Developed Countries Expert Group (LEG), held in Cotonou, Benin, from 3 to 5 March 2009. It provides a response to the request made by the Subsidiary Body for Implementation at its twenty-ninth session for the LEG to report on progress made in the implementation of its work programme. The report includes a summary of the status of preparation and implementation of national adaptation programmes of action (NAPAs), as provided by the secretariat of the Global Environment Facility (GEF) during the meeting. There is also a summary of discussions held between the LEG and the GEF and three of its agencies both on NAPA implementation in general and on the content of the step-by-step guide to NAPA implementation that is being developed jointly by the LEG, and the GEF and its agencies. Issues discussed at a session between the LEG and Benin's NAPA team to share experiences in the preparation and implementation of that country's NAPA are also presented.

\* This document was submitted after the due date as a result of the timing of the meeting of the Least Developed Countries Expert Group.

## CONTENTS

	<i>Paragraphs</i>	<i>Page</i>
I. MANDATE .....	1–2	3
II. SUMMARY OF THE FIFTEENTH MEETING OF THE LEAST DEVELOPED COUNTRIES EXPERT GROUP .....	3–19	3
A. Proceedings .....	3–5	3
B. Status of preparation and implementation of national adaptation programmes of action.....	6–10	3
C. Consideration of efforts to facilitate implementation of national adaptation programmes of action.....	11–18	4
D. Interaction between the Least Developed Countries Expert Group and Benin’s national adaptation programme of action team.....	19	5
III. PROGRESS ON PRIORITY ACTIVITIES FOR IMPLEMENTATION .....	20	6

Annexes

I. Progress on priority activities of the work programme of the Least Developed Countries Expert Group, 2008–2010.....	7
II. Members of the Least Developed Countries Expert Group as at 3 March 2009 .....	8

## I. Mandate

1. The Conference of the Parties (COP), by its decision 29/CP.7, established the Least Developed Countries Expert Group (LEG) to advise on the preparation and implementation strategy for national adaptation programmes of action (NAPAs), and adopted the terms of reference of the LEG. According to these terms of reference, the LEG is to convene twice each year, and report on its work to the Subsidiary Body for Implementation (SBI).

2. In response to decision 8/CP.13, the LEG developed, at its thirteenth meeting, in Sana'a, Yemen, a work programme for 2008–2010,<sup>1</sup> which was considered by the SBI at its twenty-eighth session. The SBI, at its twenty-ninth session, requested the LEG to report on progress made in the implementation of its work programme at the thirtieth session of the SBI.<sup>2</sup>

## II. Summary of the fifteenth meeting of the Least Developed Countries Expert Group

### A. Proceedings

3. The fifteenth meeting of the LEG was hosted by the Government of Benin and held in Cotonou from 3 to 5 March 2009.

4. By its decision 8/CP.13, the COP decided that the LEG may invite the Global Environment Facility (GEF) and its agencies to its meetings. Furthermore, the SBI, at its twenty-eighth session,<sup>3</sup> encouraged the LEG to seek to ensure the complementarity of its work programme activities with related efforts by the GEF, its agencies and other relevant entities. To this end, representatives of the GEF and three of its agencies – the United Nations Development Programme (UNDP), the United Nations Environment Programme (UNEP) and the World Bank – participated in the fifteenth meeting.

5. During the meeting, the LEG focused its work on the following: reviewing the status of NAPA preparation and implementation (see chapter II B below); considering efforts to support least developed countries (LDCs) in implementing NAPAs (chapter II C); reviewing progress on priority activities for implementation (chapter III); and reviewing progress on priority activities of its work programme for 2008–2010 (annex I). The LEG also held an interactive session with Benin's NAPA team (chapter II D).

### B. Status of preparation and implementation of national adaptation programmes of action

6. On the status of preparation of NAPAs, the GEF representative reported that, as at 3 March 2009, nine of the 48 LDCs that have received funding to prepare NAPAs had yet to submit their completed NAPAs to the UNFCCC secretariat. However, most of these NAPAs are at an advanced stage of preparation.

7. On the status of implementation of NAPAs, the GEF reported on NAPA projects under consideration by the GEF. As at 3 March 2009, three projects, in Bangladesh, Bhutan and Samoa, had received endorsement of the Chief Executive Officer (CEO) of the GEF, while 22 project identification forms (PIFs) had been approved by the CEO and the GEF Council (from Benin, Burkina Faso, Cambodia, Cape Verde, Democratic Republic of the Congo, Djibouti, Eritrea, Gambia, Guinea, Haiti, Liberia, Malawi, Maldives, Mali, Mauritania, Niger, Rwanda, Sierra Leone, Sudan, Tuvalu, Vanuatu and Zambia). Five PIFs had been submitted but not yet cleared by the CEO (from Burundi, Cambodia,

---

<sup>1</sup> FCCC/SBI/2008/6, annex I.

<sup>2</sup> FCCC/SBI/2008/19, paragraph 60.

<sup>3</sup> FCCC/SBI/2008/8, paragraph 47.

Comoros, Lesotho and Mauritania). Three PIFs (from Yemen) are expected to be processed once the country's NAPA has been finalized and submitted.

8. Of the countries that are eligible for funding (i.e. those that have submitted NAPAs), 11 had yet to submit their first PIF (Central African Republic, Ethiopia, Guinea-Bissau, Kiribati, Madagascar, Mozambique, Sao Tome and Principe, Senegal, Solomon Islands, Uganda and United Republic of Tanzania).

9. In terms of the distribution of funds committed under the Least Developed Countries Fund (LDCF) for the 30 PIFs logged as of 3 March 2009, the GEF reported that 70 per cent of those funds are being used to support projects in Africa, 13 per cent in Asia and 17 per cent in the Pacific and the Caribbean. By sector, 37 per cent of the funding is for projects in agriculture and food security, 13 per cent in water management, 23 per cent in vulnerability and risk management and 27 per cent in coastal management.

10. To date, the following five GEF agencies are supporting the implementation of PIFs: UNDP (supporting the implementation of 19 PIFs), UNEP (6), the International Fund for Agricultural Development (2), the African Development Bank (AfDB) (1), the World Bank (1) and AfDB and UNDP jointly (1).

### **C. Consideration of efforts to facilitate implementation of national adaptation programmes of action**

#### **1. Additional guidance for the design and preparation of strategies to implement national adaptation programmes of action**

11. As part of its work programme, the LEG is developing a technical paper to offer additional guidance to LDCs on NAPA preparation and design of implementation strategies. This technical paper will present NAPA teams with guidance on the preparation of an implementation strategy as well as a set of key criteria and areas of importance for the reassessment by LDCs of their adaptation needs over time. The paper will also assist NAPA teams in updating and submitting any new priorities on adaptation and vulnerabilities to climate change impacts.

#### **2. Development of a step-by-step guide to implementing national adaptation programmes of action**

12. To address the need of LDC Parties for more support and information when accessing funds from the LDCF and implementing NAPAs, the LEG, at its fourteenth meeting, agreed on terms of reference for the preparation of a step-by-step guide to NAPA implementation. The LEG, at its fifteenth meeting, discussed, jointly with the GEF and its agencies, an extended outline for this guide and agreed on a timeline for the completion and distribution of the English language version by the thirtieth session of the SBI. It was agreed that, subject to the availability of funding, the guide will also be made available in French and Portuguese.

#### **3. Training on implementation of national adaptation programmes of action**

13. As many LDCs are already in the process of implementing their NAPAs, the LEG discussed the need to develop a comprehensive training plan aimed at strengthening the capacity of LDC experts to design and implement NAPA projects effectively. The dissemination of the step-by-step guide to experts working on NAPA projects in specific sectors was also discussed. The LEG will identify experts and organizations that will be involved in conducting the training on NAPA implementation.

14. The LDC experts identified a need for targeted training activities that would be of use to those directly involved in the preparation and implementation of NAPAs. These individuals will remain the main recipients of the training, but it was agreed that the scope could be broadened, depending on the status of NAPA implementation in countries, to include those responsible for the implementation of

specific NAPA projects in diverse sectors such as agriculture, water resources, coastal management, health and forestry. This would ensure more effective and timely preparation of project proposals and improved follow-up and implementation. The target groups for the training plan referred to in paragraph 13 above would include:

- (a) National planning officers responsible for climate change projects;
- (b) NAPA project coordinators;
- (c) Experts involved in the development and implementation of sector-specific NAPA projects.

15. In addition to the target groups referred to in paragraph 14 above, programme officers from the GEF agencies which are directly responsible for national project implementation would also be welcome to participate in the training.

16. The step-by-step guide to NAPA implementation will be widely distributed and sent out to all NAPA project coordinators. The guide will be available in paper copy, on CD-ROM and on the Least Developed Countries Portal on the UNFCCC website.<sup>4</sup> It is envisaged that the step-by-step guide will be translated into French and Portuguese.

17. The LEG agreed on a schedule for three regional workshops: one to be held in October 2009 for anglophone LDCs, and one for francophone LDCs and another for lusophone LDCs to take place in early 2010 or sooner, if possible. The LEG emphasized that the implementation of these activities is subject to the availability of funding.

#### 4. Outreach on national adaptation programmes of action

18. The LEG, at its fourteenth meeting, discussed the importance of providing updated and extensive information for LDC Parties to facilitate NAPA preparation and implementation. It was decided that an updated website on LDC matters and an LDC portal would be launched on the UNFCCC website. At the fifteenth meeting of the LEG, recommendations were made regarding specific enhancements to be made to the Least Developed Countries Portal and the key information on NAPAs that should be provided, including:

- (a) Detailed information on NAPA projects;
- (b) A summary of all reports and other outputs of the LEG since its inception;
- (c) A list of the members of the LEG;
- (d) Updates on the LDC work programme;
- (e) Links to activities of other agencies that have synergy with NAPA projects.

#### **D. Interaction between the Least Developed Countries Expert Group and Benin's national adaptation programme of action team**

19. In keeping with its practice of interacting with the national NAPA teams where the LEG meeting is hosted, the LEG conducted an interactive session with representatives of Benin's NAPA team. Benin's NAPA team presented an overview of the NAPA process, its institutional arrangements and stakeholder consultations, and plans for implementation. The presentation also discussed the team's efforts to coordinate the adaptation-related activities of other Rio Conventions in Benin, by involving the focal points of these conventions in the NAPA coordination committee and by choosing project sites that also address issues of importance to the other conventions. The NAPA team attributed the success of the

---

<sup>4</sup> <[www.unfccc.int/ldc](http://www.unfccc.int/ldc)>.

NAPA process in Benin to the use of participatory and multidisciplinary methods as well as to its flexible approach to achieving the planned results. Benin's NAPA focuses on the following sectors: agriculture, forestry, energy, coastal areas, water resources and health. The first NAPA project under implementation will strengthen the capacity of agricultural communities to adapt to climate change in four vulnerable agro-ecological zones of Benin and will be executed by the Ministry of Agriculture.

### **III. Progress on priority activities for implementation**

20. In response to a request by the SBI at its twenty-ninth session,<sup>5</sup> the LEG considered which activities in its work programme for 2008–2010 should take priority. A list of priority activities was presented in document FCCC/SBI/2008/14, annex I. An update on progress, expected deliverables and expected dates is given in annex I to this document.

---

<sup>5</sup> FCCC/SBI/2008/8, paragraph 50.

Annex I

**Progress on priority activities of the work programme of the  
Least Developed Countries Expert Group, 2008–2010**

Activity <sup>a</sup>	Update, expected deliverables and expected dates
Enhance efforts to support least developed countries (LDCs) with special needs in the preparation and implementation of national adaptation programmes of action (NAPAs)	Ongoing
Further support NAPA preparation and implementation through the preparation of a technical paper for NAPA preparation and development of implementation strategies	Final draft, to be finalized and distributed in June 2009
Prepare and disseminate a step-by-step guide on NAPA implementation	Extended outline discussed at the fifteenth meeting of the Least Developed Countries Expert Group (LEG) and to be finalized and distributed by the thirtieth session of the Subsidiary Body for Implementation (SBI)
Organize training in the design of NAPA implementation strategies and preparation of projects based on the step-by-step guide	<ul style="list-style-type: none"> <li>• Collaborate with relevant agencies to design training – first training session to be offered in October 2009</li> <li>• Invite donors to fund regional training sessions on using the guide conducted in English, French and Portuguese</li> </ul>
Conduct a survey of LDC Parties, United Nations agencies and other relevant actors to collect information on the status of implementation of NAPAs	<ul style="list-style-type: none"> <li>• Ongoing follow-up with LDC Parties that have yet to submit a NAPA, with a focus on assessing the status of preparation</li> <li>• Ongoing follow-up with LDC Parties that have submitted a NAPA to assess the status of implementation</li> </ul>
Conduct capacity-building and outreach activities as requested by Parties through various means	Training activities, workshops and other forms of technical support, ongoing
Summarize key aspects of NAPAs with a view to identifying key vulnerabilities, adaptation options by sector and opportunities for regional synergy, and to show evidence of alignment with, and integration of NAPA activities into, national development priorities and plans	<ul style="list-style-type: none"> <li>• Distribute a brochure on NAPAs at SBI 30</li> <li>• Ongoing analysis of NAPAs – results to be included in future reports by the LEG to the SBI</li> </ul>
Conduct activities to promote synergy during implementation	<ul style="list-style-type: none"> <li>• Continue to explore synergy in implementation of projects addressing multiple objectives, ongoing</li> <li>• Regional initiatives including workshops to exchange experiences, to be scheduled</li> </ul>
Catalyse action by United Nations organizations and bilateral and multilateral agencies in support of the implementation of the LEG work programme and of NAPAs	The LEG is actively collaborating with the Global Environment Facility and its agencies to produce a step-by-step guide on NAPA implementation
Raise awareness of the NAPA process with a view to advancing adaptation and encouraging effective implementation of NAPAs	<ul style="list-style-type: none"> <li>• The Least Developed Countries Portal, available at &lt;<a href="http://www.unfccc.int/ldc">www.unfccc.int/ldc</a>&gt;, was designed to include information on the LEG, the LDC work programme and NAPA projects</li> <li>• A side event was held at the fourteenth session of the Conference of the Parties to highlight a recently submitted NAPA (from Solomon Islands) and to provide an update on NAPA implementation</li> <li>• A set of frequently asked questions has been prepared to promote awareness of NAPAs</li> <li>• The LEG continues to participate in collaborative efforts and initiatives by partner organizations</li> </ul>
Develop an approach paper on the collection of information for assessing the effectiveness of the NAPA programme and NAPA projects at the national and global level	Initiate work in time for the sixteenth meeting of the LEG

<sup>a</sup> Summarized from document FCCC/SBI/2008/6, annex I.

Annex II

**Members of the Least Developed Countries Expert Group  
as at 3 March 2009**

Mr. Mirza Shawkat Ali	Bangladesh
Mr. Ibila Djibril	Benin
Mr. Adérito Manuel Fernandes Santana	Sao Tome and Principe
Mr. Pa Ousman Jarju	Gambia
Mr. Benjamin Karmorh	Liberia
Mr. Erwin Künzi	Austria
Ms. Beth Lavender	Canada
Mr. Fred Machulu Onduri	Uganda
Mr. Russell Nari	Vanuatu
Mr. Ali Lishan	Maldives
Mr. Batu Krishna Uprety	Nepal
Mr. Jan Verhagen	Netherlands

-----