



Subsidiary Body for Implementation

Thirty-seventh session

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Item 4(a) of the provisional agenda

National communications from Parties not included in Annex I to the Convention

**Work of the Consultative Group of Experts on National Communications
from Parties not included in Annex I to the Convention**

Progress report on the work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention

Note by the secretariat*

Summary

The 7th meeting of the reconstituted Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) took place in Accra, Ghana, from 17 to 19 September 2012. The CGE considered the progress on the implementation of its work programme between April and September 2012 and the organization of its activities for the remaining period of the year. It also took stock of activities implemented under its work programme for 2010–2012 and assessed the major achievements and lessons learned in implementing its work programme. This report summarizes the outcome of the discussions of the CGE at its 7th meeting. It also includes recommendations that could be useful in further enhancing the effectiveness of the provision of technical assistance to Parties not included in Annex I to the Convention (non-Annex I Parties) for the preparation of their national communications and in addressing the specific needs resulting from new reporting requirements for non-Annex I Parties under the Convention.

* This document was submitted after the due date in order to take into account the outcomes of the hands-on training workshop held in Vientiane, the Lao People's Democratic Republic, from 8 to 12 October 2012.

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I. Introduction

A. Mandate

1. The Conference of the Parties (COP), by decision 5/CP.15, reconstituted the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) for three years, from 2010 to 2012, in order to improve the process of, and preparation of, national communications from Parties not included in Annex I to the Convention (non-Annex I Parties). The COP mandated the CGE to develop a work programme for 2010–2012 at its 1st meeting.
2. The Subsidiary Body for Implementation (SBI), at its thirty-second session, took note of and welcomed the work programme for 2010–2012.¹
3. By decision 5/CP.15, the COP requested the secretariat to facilitate the work of the CGE by organizing meetings and workshops and compiling reports of its meetings and workshops for consideration by the SBI.

B. Scope

4. This report contains the proceedings of the 7th meeting of the reconstituted CGE. At the 7th meeting, the CGE reviewed the progress in the implementation of its work programme since its last meeting, held in Bangkok, Thailand, from 5 to 7 March 2012, and agreed on the organization of work for the remaining period of the year. It also includes a summary of the outcome of the stocktaking exercise with regard to the implementation of its work programme for 2010–2012.
5. In addition to this report, there are five other reports that contain detailed information on the regional hands-on training workshops that were organized under the CGE's work programme between April and October 2012.²

C. Possible action by the Subsidiary Body for Implementation

6. The SBI, having considered this report, may wish to consider the lessons learned and recommendations contained in this report in its consideration of the term and mandate of the CGE, and the need for continuation of the group, with a view to recommending a draft decision for adoption by the COP at its eighteenth session.

II. Proceedings of the 7th meeting of the Consultative Group of Experts

7. The 7th meeting of the reconstituted CGE was held in Accra, Ghana, from 17 to 19 September 2012. The meeting was held back to back with its hands-on training workshop for the Africa region on mitigation assessment, which took place from 10 to 14 September 2012 at the same venue. The main objectives of the meeting were, inter alia, to review the progress in the implementation of planned activities under the work programme of the CGE

¹ FCCC/SBI/2010/10, paragraph 21.

² FCCC/SBI/2012/25, FCCC/SBI/2012/17, FCCC/SBI/2012/18, FCCC/SBI/2012/26 and FCCC/SBI/2012/32.

since its 6th meeting, organize its activities for the period between September and December 2012 and take stock of the implementation of its mandates from 2010 to 2012.

8. The meeting was attended by 21 members of the CGE.³

9. Ms. Ruleta Camacho (Antigua and Barbuda), Chair of the CGE, opened the meeting on 17 September 2012. In her opening remarks, she welcomed the members to the meeting and expressed gratitude, on behalf of the CGE, to the Government of Ghana for hosting the meeting.

10. The Chair outlined the organization of work of the CGE for the meeting, which included the following:

- (a) Implementation of the work programme of the CGE since March 2012;
- (b) Progress reports on the work of the CGE for consideration by the SBI at its thirty-seventh session;
- (c) Stocktaking of implementation of its work programme for 2010–2012.

III. Implementation of the work programme of the Consultative Group of Experts since March 2012

A. Update on the revision of the Consultative Group of Experts training materials

11. The secretariat provided an update on the status of the updating of the CGE training materials on national GHG inventories, V&A assessment and mitigation assessment. The secretariat stated that based on the guidance provided by the CGE at its 6th meeting, the training materials on GHG inventories and mitigation assessment had been further revised. The updating of the training materials on V&A assessment, which received substantial comment from the CGE, was ongoing, but was expected to be completed in September 2012. The CGE was reminded that since the regional hands-on training workshop for the Asia and Pacific region on V&A assessment scheduled for October 2012 in Vientiane, the Lao People's Democratic Republic, was yet to take place, further revision of those training materials could be anticipated if participants at the workshop provided feedback on improving them. The secretariat informed the CGE that, under that scenario, the training materials would be further revised within a week of the completion of the workshop.

12. The CGE Chair highlighted the importance of completing the updating of the training materials as soon as possible in order that the training materials could be disseminated for wider use. Based on the feedback from different regional hands-on training workshops, the CGE recommended translating the updated training materials into other United Nations official languages, subject to the availability of financial resources. The CGE members also agreed to put a disclaimer to the updated training materials to indicate that the training materials are working documents that would benefit from continuous revision and improvement. The CGE requested the secretariat to disseminate the update training materials through the UNFCCC website and electronic media storage devices.

³ Representatives were from Algeria, Angola, Antigua and Barbuda, Bangladesh, Brazil, Chile, China, European Union, Ghana, Grenada, Japan, Netherlands, Sri Lanka, Swaziland, Switzerland, Thailand, United Republic of Tanzania and United States of America. In addition, three experts representing international organizations (the United Nations Development Programme, the United Nations Environment Programme and the Intergovernmental Panel on Climate Change) attended.

B. Regional hands-on training workshops conducted between April 2012 and September 2012

13. Between April and September 2012, the CGE, with the assistance of the secretariat, conducted four regional hands-on training workshops that aimed to enhance the capacity of national experts from non-Annex I Parties involved in the process of, and preparation of, national communications, namely the following:

(a) A hands-on training workshop for the Africa region on national GHG inventories, held in Swakopmund, Namibia, from 23 to 27 April 2012;

(b) A hands-on training workshop for the Latin American and Caribbean region on V&A assessment, held in Saint Mary's, Antigua and Barbuda, from 9 to 13 July 2012;

(c) A hands-on training workshop for the Latin American and Caribbean region on mitigation assessment, held in Saint Mary's from 16 to 20 July 2012;

(d) A hands-on training workshop for the Africa region on mitigation assessment, held in Accra from 10 to 14 September 2012.

14. Those workshops, which were conducted on the basis of the updated CGE training materials referred to paragraphs 11 and 12 above, also served as a platform for an exchange of views among the participants and the experts, and generated feedback on the updated training materials for their further improvement.

15. The CGE welcomed the progress achieved in successfully conducting the workshops and, to that end, appreciated the assistance of the secretariat.

C. E-learning programmes and web-based network of experts

16. The CGE, at its 6th meeting, began consideration of the scope, content and target audience of the e-learning programmes and agreed to continue consideration of that issue at its 7th meeting. As requested by the CGE, the secretariat presented the draft concept note it had prepared as an input to the discussion. In presenting the concept note, the secretariat outlined the objectives, scope, structure, target audience, access and delivery of and next steps in developing the e-learning programmes and web-based network of experts.

17. The CGE members engaged in extensive deliberations on the issue. The group worked in a plenary setting to elaborate and further refine the concept note prepared by the secretariat. The final concept note by the CGE, which could serve as a basis for the development of e-learning programmes, is contained in document FCCC/SBI/2012/INF.15.

18. The secretariat also provided an update on the development of a web-based network of experts.⁴ The secretariat presented an overview of the functional concept of the e-network platform, which will consist of two functionalities, a library of documents that will contain a compendium of documents relevant to the national communications from non-Annex I Parties and an online forum in the form of discussion boards. The e-network is expected to be deployed by December 2012, initially targeting those experts that participated in the CGE regional hands-on training workshops.

⁴ FCCC/SBI/2012/2, paragraph 20.

D. Provision of information referred to in paragraph 2(d) and (e) of the annex to decision 5/CP.15**1. Steps to integrate climate change considerations into relevant social, economic and environmental policies and actions⁵**

19. The CGE member from the United Nations Development Programme (UNDP) presented the compilation of a preliminary list of relevant guidance documents and/or materials on integration of climate change considerations into relevant social, economic and environmental policies and actions.

20. The group considered the list and requested the representative of UNDP to further refine the list by structuring the information thematically, in order to facilitate better navigation through the comprehensive list of documents and/or materials. The group agreed to include and disseminate the revised list as a part of the CGE training materials.

2. Existing activities and programmes, including bilateral, regional and multilateral sources of financial and technical assistance, to facilitate and support the preparation of national communications by non-Annex I Parties⁶

21. The CGE member from the United Nations Environment Programme (UNEP) presented the draft compilation of information on the regional centres of excellence that either provide training or undertake activities that are related to or would be useful for national communications from non-Annex I Parties.

22. The group considered the information prepared by UNEP in the form of a comprehensive list of centres of excellence and requested UNEP to further restructure the list, by listing the centres of excellence by region. The group also felt that there was a need to supplement the list by adding information on bilateral, regional and multilateral sources of financial assistance to facilitate and support the preparation of national communications from non-Annex I Parties, in order to fully realize the implementation of the mandate. Accordingly, the CGE requested the secretariat to compile such information on the basis of information that may be reported in national communications both from Parties included in Annex I to the Convention and from non-Annex I Parties. The CGE also requested UNEP and other individual members of the group who are in a position to do so to contribute towards that task. The revised list will also be disseminated as a part of the CGE training materials.

E. Organization of work for the period from September to December 2012

23. The CGE has identified the following actions to be carried out in the implementation of its current mandate relating to the provision of technical assistance to non-Annex I Parties:

(a) The hands-on training workshop for the Asia and Pacific region on V&A assessment, planned to be held in Vientiane from 8 to 12 October 2012;

(b) The organization of a side event in Doha, Qatar, during the eighteenth session of the COP and the eighth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol, to present the lessons learned, challenges and achievements of the CGE under its present term and mandate.⁷

⁵ Decision 5/CP.15, annex, paragraph 2(d).

⁶ Decision 5/CP.15, annex, paragraph 2(e).

⁷ The side event is tentatively scheduled to be held on Monday, 26 November 2012 from 1.15 p.m. to

F. Informal discussion on decisions 2/CP.17 and 14/CP.17

24. The group, at its 6th meeting, agreed to continue, at its 7th meeting, the informal discussion on the possible term and mandate should Parties agree to continue the group beyond 2012.

25. The group noted that the matter is under consideration by the SBI and that the SBI, in its deliberation on the matter, may wish to take into consideration the lessons learned, challenges and recommendations contained in this report.

IV. Stocktaking: implementation of the work programme of the Consultative Group of Experts for 2010–2012

A. Background

26. The COP, at its fifteenth session, reconstituted the CGE for a period of three years, from 2010 to 2012.⁸ The reconstituted CGE, at its 1st meeting, formulated its work programme for 2010–2012 on the basis of the mandate provided by the COP through decision 5/CP.15.

27. The SBI, at its thirty-second session, took note of and welcomed the work programme of the CGE for 2010–2012 contained in annex I to document FCCC/SBI/2010/INF.2.⁹

28. Overall, the successful implementation of the work programme enabled the CGE to:

(a) Provide technical assistance to non-Annex I Parties for, mainly, the regular development of national GHG inventories, V&A assessment and mitigation assessment through updating of the CGE training materials and hands-on training workshops;

(b) Provide recommendations on elements to be considered in a future revision of the “Guidelines for the preparation of national communications from Parties not included in Annex I to the Convention” (hereinafter referred to as the UNFCCC guidelines for the preparation of national communications from non-Annex I Parties), taking into account the difficulties encountered by non-Annex I Parties in the preparation of their most recent national communications;

(c) Provide technical advice to non-Annex I Parties to facilitate the development and long-term sustainability of processes, and the establishment and maintenance of national technical teams, for the preparation of national communications, including GHG inventories, on a continuous basis;

(d) Cooperate with other expert groups under the Convention, the National Communications Support Programme (NCSP) and the Intergovernmental Panel on Climate Change (IPCC).

29. The CGE thanked those Parties included in Annex I to the Convention (Annex I Parties)¹⁰ and multilateral agencies/programmes¹¹ that had made financial contributions for

2.45 p.m.

⁸ Decision 5/CP.15, paragraph 1.

⁹ FCCC/SBI/2010/10, paragraph 21.

¹⁰ Canada, European Union, Finland, Japan, Norway, Romania, Switzerland, United Kingdom of Great Britain and Northern Ireland and United States of America.

¹¹ NCSP, Technical Support Unit for the Task Force on National Greenhouse Gas Inventories and UNEP.

the implementation of the work programme of the CGE. The CGE also thanked those non-Annex I Parties that hosted workshops and meetings organized under the work programme of the CGE.¹²

B. Provision of technical advice to the Subsidiary Body for Implementation

30. With a view to reporting the progress of the implementation of its work programme and providing relevant technical advice to the SBI from 2010 to 2012, the CGE has prepared several technical reports for consideration by the SBI. A summary of the reports prepared is provided in table 1.

Table 1

Summary of technical reports prepared by the Consultative Group of Experts

<i>Report</i>	<i>Document number</i>
First meeting of the reconstituted Consultative Group of Experts (CGE), held in Bonn, Germany, 29–31 March 2010	FCCC/SBI/2010/INF.2
Second meeting of the CGE, held in Manila, the Philippines, 27–29 September 2010	FCCC/SBI/2010/21
Technical problems and constraints affecting Parties not included in Annex I to the Convention (non-Annex I Parties) in the process of, and preparation of, their national communications and the assessment of their capacity-building needs	FCCC/SBI/2010/21/Add.1
Workshop to exchange views on possible elements to be considered in a future revision of the “Guidelines for the preparation of national communications from Parties not included in Annex I to the Convention” taking into account the difficulties encountered by non-Annex I Parties in the preparation of their most recent national communications, held in Saint Mary’s, Antigua and Barbuda, 21–23 March 2011	FCCC/SBI/2011/5/Add.1
Survey on identification of technical problems and constraints affecting non-Annex I Parties in the process of the preparation of their national communications and assessment of capacity-building needs	FCCC/SBI/2011/5/Add.2
Fourth meeting of the CGE, held in Saint Mary’s, 24–26 March 2011	FCCC/SBI/2011/5/Rev.1
Workshop on facilitating the development and long-term sustainability of processes, and the establishment and maintenance of national technical teams, for the preparation of national communications, including greenhouse gas inventories, on a continuous basis, held in Bonn, 20 and 21 June 2011	FCCC/SBI/2011/10/Add.1

¹² Antigua and Barbuda, Chile, Ghana, Lao People’s Democratic Republic, Namibia, Philippines, Sri Lanka and Thailand. In addition to those non-Annex I Parties, UNEP hosted the hands-on training workshop for the Africa region on vulnerability and adaptation assessment, held in Nairobi, Kenya, from 7 to 11 November 2011.

<i>Report</i>	<i>Document number</i>
Hands-on training workshop for the Latin America and Caribbean region on national greenhouse gas inventories, held in Santiago, Chile, 5–9 September 2011	FCCC/SBI/2011/10/Add.2
Fifth meeting of the CGE, held in Santiago, 12 and 13 September 2011	FCCC/SBI/2011/10
Hands-on training workshop for the Africa region on vulnerability and adaptation assessment, held in Nairobi, Kenya, 7–11 November 2011	FCCC/SBI/2012/12
Hands-on training workshop for the Asia and Pacific region on national greenhouse gas inventories, held in Colombo, Sri Lanka, 30 January to 3 February 2012	FCCC/SBI/2012/13
Hands-on training workshop for the Asia and Pacific region on mitigation assessment, held in Bangkok, Thailand, 27 February to 2 March 2012	FCCC/SBI/2012/14
Sixth meeting of the CGE, held in Bangkok, 5–7 March 2012	FCCC/SBI/2012/2
Hands-on training workshop for the Africa region on national greenhouse gas inventories, held in Swakopmund, Namibia, 23–27 April 2012	FCCC/SBI/2012/25
Hands-on training workshop for the Latin America and Caribbean region on vulnerability and adaptation assessment, held in Saint Mary's, 9–13 July 2012	FCCC/SBI/2012/17
Hands-on training workshop for the Latin America and Caribbean region on mitigation assessment, held in Saint Mary's, 16–20 July 2012	FCCC/SBI/2012/18
Hands-on training workshop for the Africa region on mitigation assessment, held in Accra, Ghana, 10–14 September 2012	FCCC/SBI/2012/26
Hands-on training workshop for the Asia and Pacific region on vulnerability and adaptation assessment, Vientiane, the Lao People's Democratic Republic, 8–12 October 2012	FCCC/SBI/2012/32
Concept note on the e-learning programmes on the preparation of national communications from Parties not included in Annex I to the Convention	FCCC/SBI/2012/INF.15
Seventh meeting of the CGE, held in Accra, 17–19 September 2012	FCCC/SBI/2012/28

C. Provision of advice and technical support to non-Annex I Parties

31. The CGE agreed, as a first step towards achieving its mandate, to collect information on the difficulties, challenges, technical problems and constraints faced by non-Annex I Parties in preparing their national communications, in using the UNFCCC guidelines for the preparation of national communications from non-Annex I Parties and in sustaining the national communication process and maintaining national technical teams. Accordingly, the group conducted two surveys and analysed the information contained in the submitted national communications as a means of gathering information from non-

Annex I Parties. Furthermore, it collected information from multilateral and bilateral agencies and international organizations involved in supporting non-Annex I Parties in the preparation of their national communications.¹³

32. The activities referred to in paragraph 31 above enabled the CGE to draw up a set of recommendations aimed at addressing constraints and gaps and the related technical and capacity needs of non-Annex I Parties for the preparation of national communications. Those recommendations, contained in document FCCC/SBI/2010/21/Add.1, served as useful guidance to the CGE in the implementation of subsequent activities under its work programme.

33. The CGE agreed to provide technical advice and support to non-Annex I Parties, including through workshops, hands-on training and updating its training materials on national GHG inventories, V&A assessment and mitigation assessment, beginning in 2011.

34. The CGE, with the assistance of the secretariat and consultants, updated the CGE training materials that were initially developed by the CGE between 2004 and 2005. The updating of the training materials was guided by the results of the surveys and the recommendations referred to in paragraph 32 above in order to take into account relevant updated information on science, methods, tools and data in the field of national GHG inventories, V&A assessment and mitigation assessment. While noting that the updating of the training materials is a continuous process, the CGE requested the secretariat to disseminate the electronic copies of the updated training materials to non-Annex I Parties and other interested stakeholders. The updated training materials will be made available on the UNFCCC website.¹⁴

35. The CGE, with the assistance of the secretariat, organized over a period of 14 months the following nine hands-on training workshops through financial and technical support provided by Parties and international organizations:

(a) A hands-on training workshop for the Latin America and Caribbean region on national GHG inventories, held in Santiago, Chile, from 5 to 9 September 2011;

(b) A hands-on training workshop for the Africa region on V&A assessment, held in Nairobi, Kenya, from 7 to 11 November 2011;

(c) A hands-on training workshop for the Asia and Pacific region on national GHG inventories, held in Colombo, Sri Lanka, from 30 January to 3 February 2012;

(d) A hands-on training workshop for the Asia and Pacific region on mitigation assessment, held in Bangkok from 27 February to 2 March 2012;

(e) A hands-on training workshop for the Africa region on national GHG inventories, held in Swakopmund from 23 to 27 April 2012;

(f) A hands-on training workshop for the Latin America and Caribbean region on V&A assessment, held in Saint Mary's from 9 to 13 July 2012;

(g) A hands-on training workshop for the Latin America and Caribbean region on mitigation assessment, held in Saint Mary's from 16 to 20 July 2012;

(h) A hands-on training workshop for the Africa region on mitigation assessment, held in Accra from 10 to 14 September 2012;

(i) A hands-on training workshop for the Asia and Pacific region on V&A assessment, held in Vientiane from 8 to 12 October 2012.

¹³ The results of the surveys are contained in document FCCC/SBI/2010/21/Add.1.

¹⁴ <http://unfccc.int/resource/cd_roms/na1/start.htm>.

36. The hands-on training workshops were effective in building the capacities of national experts from non-Annex I Parties involved in the process of, and preparation of, national communications. They also managed to generate feedback on the CGE training materials in order to improve them further and served as a platform for the exchange of views among Parties and with experts and prospective bilateral and multilateral donors.

37. For each of the workshops, there were two categories of participants: on-site, or in-person, participants and online participants. The on-site or in-person participants were invited to the workshop and were physically present for the five-day period of the workshops, whereas the online participants participated in the training remotely via an online video conferencing tool (WebEx). Overall, 316 national experts on national GHG inventories, V&A assessment and mitigation assessment from the Latin America and Caribbean, Asia and the Pacific,¹⁵ and Africa regions were trained on site at those nine workshops. A detailed summary of workshop participants by region and subject area is provided in table 2. In addition, on average about 33 national experts participated remotely each day of all the five-day hands-on training workshops.

Table 2

Statistics of non-Annex I Party national experts trained through the CGE hands-on training workshops, by region and subject

<i>Region</i>	<i>Vulnerability and adaptation</i>	<i>National greenhouse gas inventories</i>	<i>Mitigation</i>	
	Count of in-person/on-site participants			Total by region
Latin America and the Caribbean	29	30	24	83
Asia and the Pacific ^a	37	41	34	112
Africa	35	41	45	121
Total by subject	101	112	103	316
	Count of online participants (per day)			Average by region (per day)
Latin America and the Caribbean	56	50	30	45
Asia and the Pacific ^a	23	50	2	25
Africa	30	50	10	30
Average (per day) by subject	36	50	14	33

^a Together with non-Annex I Parties from Eastern Europe.

38. In formulating its work programme, the CGE also recognized the need to give equal priority to its work on providing recommendations to the SBI on the future revision of the UNFCCC guidelines for the preparation of national communications from non-Annex I Parties and on providing technical advice to non-Annex I Parties to facilitate the development and long-term sustainability of the national communication processes and the establishment and maintenance of national technical teams for the preparation of national communications, including national GHG inventories, on a continuous basis.

39. Accordingly, the CGE, drawing from the report on its workshop on the exchange of views on possible elements to be considered in a future revision of the UNFCCC guidelines

¹⁵ Together with non-Annex I Parties from Eastern Europe.

for the preparation of national communications from non-Annex I Parties, formulated a set of recommendations for consideration by the SBI at its thirty-fourth session.¹⁶

40. A detailed summary of the outputs and products achieved or delivered in implementing each of the CGE's mandates, as provided in the annex to decision 5/CP.15, is provided in the annex to this report.

D. Cooperation with other relevant bodies under the Convention and the National Communications Support Programme

1. Other relevant bodies under the Convention

41. The CGE provided input to the in-depth discussion on capacity-building work in institutions and initiatives under the Convention. The discussion took place at the third part of the fourteenth session of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention, held in Panama City, Panama, from 1 to 7 October 2011. The Chair of the CGE presented capacity-building aspects covered under the work programme of the CGE.

42. The Chair of the CGE represented the group in the first session of the Durban Forum, held in Bonn, Germany, on 22 and 23 May 2012. The forum, which is an institutional arrangement agreed upon at the seventeenth session of the COP in Durban, South Africa, to facilitate the enhancement of monitoring and review of the effectiveness of capacity-building, enables Parties and other stakeholders to exchange ideas and share experiences, lessons learned and good practices on the implementation of capacity-building activities in developing countries.

43. The continuous exchange of information between the CGE and the Least Developed Countries Expert Group (LEG) and coordination of planning and implementation of activities under the work programme of both groups are achieved through the two members of the CGE who are also members of the LEG and by the secretariat.

44. The group sees opportunities for further collaboration and cooperation with other expert groups and/or constituted bodies under the Convention, such as the LEG, the Technology Executive Committee, the Climate Technology Centre and Network and the Adaptation Committee. However, under the term and mandate, the group was not able to collaborate and cooperate extensively with other expert groups and constituted bodies under the Convention, owing to its ambitious work programme, which had to be implemented within a short period of time in order to fulfil the mandate of the group satisfactorily. Furthermore, collaboration with other bodies was affected by the differing time frames of the mandates. For example, most of the activities under the work programme of the CGE were already in an advanced stage of implementation when some of the constituted bodies mentioned above were constituted by the COP at its seventeenth session.

2. National Communications Support Programme

45. The CGE continued to cooperate and collaborate with the NCSP in addressing the capacity-building needs of non-Annex I Parties for the preparation of national communications.

46. The NCSP, collaborating with the CGE, organized a workshop for countries that are preparing their initial national communications in Manila, the Philippines, from 29 September to 1 October 2010. The overall objective of the workshop was to provide general guidance to, and facilitate the sharing of experiences among national teams on, the

¹⁶ FCCC/SBI/2011/5/Rev.1, annex.

key technical and policy issues related to the preparation of their initial national communications.

47. The NSCP also made in-kind, financial and logistical contributions for the implementation of the work programme of the CGE, in particular for the following activities:

- (a) Updating the CGE training materials;
- (b) Organizing regional hands-on training workshops;
- (c) Compiling sources of information on steps to integrate climate change considerations;
- (d) Compiling information on regional centres of excellence that provide training or activities relating to national communications and bilateral, regional and multilateral sources of financial and technical assistance to facilitate and support the preparation of national communications by non-Annex I Parties.

3. Intergovernmental Panel on Climate Change

48. The CGE also continued to maintain close links with the IPCC, particularly in the field of the preparation of national GHG inventories, where the CGE has been regularly informed of developments in the work of the IPCC on methodologies.

49. The IPCC, through its Technical Support Unit for the Task Force on National Greenhouse Gas Inventories, contributed both financial resources and expertise to the CGE regional hands-on training workshops and to the updating of the CGE training materials on national GHG inventories.

E. Lessons learned and observations

50. In implementing its work programme, the CGE identified the following as some of the key lessons learned and observations:

- (a) The CGE notes the importance of continuity in providing the technical support that it has been delivering as well as easy availability and access to, and regular updates of, training materials in order to ensure effective capacity-building, in particular with a view to continuous improvement of reporting and the creation of institutional memory;
- (b) The CGE continues to receive requests from non-Annex I Parties for its continued capacity-building support both at the regional and national level. In that respect, the group sees a significant role for the implementing agencies and other intergovernmental agencies in facilitating capacity-building support, particularly at the national level;
- (c) The regional hands-on training workshops provided the CGE with a better understanding of the technical support needs of non-Annex I Parties and with practical solutions through first-hand interaction with the practitioners involved in the national communication process;
- (d) The CGE agrees with the recommendation from the workshop participants that the focus of future hands-on training workshops could increasingly address the implementation of adaptation options;
- (e) The CGE has found the approach of providing hands-on training, directly involving practitioners at the national level, to be very useful for the CGE's provision of practical information to the SBI;

(f) The CGE is able to deliver its work programme in a timely manner provided that the required resources are available in a timely manner;

(g) While managing to implement its work programme successfully, the CGE found its work programme, which included the organization of nine regional hands-on training workshops and the updating of the materials on national GHG inventories, V&A assessment and mitigation assessment in a period of about one and half years, to be ambitious;¹⁷

(h) The training materials, updated and used by the CGE at the regional hands-on training workshops, are more helpful and relevant when enriched with regional examples;

(i) The CGE acknowledges the difficulties in using models, including the use of local data sets in hands-on training sessions, and welcomes related improvements to be considered in future hands-on training programmes;

(j) The CGE understands the relevance of hands-on training in the context of mitigation and acknowledges the relevance of adapting training programmes to the specific region, and that it is important to reflect the diversity of methods and approaches to mitigation assessment;

(k) The CGE acknowledges the participants' interest in the structural and institutional aspects of reporting procedures, including the specific need to take into account the new challenges resulting from new developments, in particular new reporting requirements for non-Annex I Parties under the Convention.

F. Challenges

51. While acknowledging that it managed to fulfil its mandate of providing technical assistance to non-Annex I Parties on the preparation of their national communications, the CGE encountered the following challenges that impeded the efficiency and effectiveness of the provision of the mandated activities:

(a) The CGE was given an ambitious work programme for a period of three years, which included a range of major activities to be implemented simultaneously;

(b) Difficulties in raising and ensuring financial resources in a timely manner, taking into account budget planning of donors and the secretariat;

(c) The lack of predictability of financial resources affected planning and timely execution of the planned activities;

(d) The inability to identify and mobilize relevant experts to participate in the surveys and workshops compromised the quality of input;

(e) Difficulty in maintaining high standards and updating training materials tailored to meet the needs of very diverse stakeholders;

(f) The CGE was limited in its ability to respond to the evolving needs of the Parties, owing to the prescriptive and limited mandate;

(g) Language barriers in conducting the training and the lack of available material in different languages;

¹⁷ The first one and half years of the term of the CGE were spent mainly on developing its work programme, planning activities for implementation and mobilizing financial resources.

(h) Limited availability of trainers for the workshops, some of which were not aware of the CGE mandate and resources and the different national and regional needs and constraints of the participants;

(i) The conduct of the work of the CGE by thematic groups (GHG inventories, V&A, mitigation assessment, other issues) in some circumstances posed difficulties for the treatment of issues in a holistic manner, as well as for the consideration of cross-cutting issues.

G. Recommendations

52. The CGE, drawing upon the insights and experiences gained from implementing its work programme, identified the following recommendations that could be useful in further enhancing the effectiveness of the provision of technical assistance to non-Annex I Parties for the preparation of their national communications. Furthermore, the recommendations also address specific needs to take into account new challenges resulting from new developments, in particular new reporting requirements for non-Annex I Parties under the Convention.

1. Delivery and dissemination of training materials

53. The distribution of electronic versions of CGE training materials, in advance of the training workshop if feasible, will enhance the achievement of the goals of the training workshops. Replicating such training materials at the national level will increase their usefulness.

54. The updated training materials should be made publicly available.

2. Further enriching the Consultative Group of Experts training materials

55. More case studies from both Annex I Parties and non-Annex I Parties should be included in both the CGE training materials and the e-learning programmes.

56. More practical examples, case studies and best practices from the different regions should be included in order to enhance the usefulness of the hands-on training sessions.

57. Any future updates and refinement of the CGE training materials should be guided by the objective of improving the accuracy, consistency and transparency of information. It should also take into account the regional constraints and gaps, as well as needs, and should take into account any new reporting requirements under the Convention.

58. The CGE noted the particular utility of hands-on exercises using mitigation assessment models and recommended that the training be improved through the inclusion of more information on non-energy sectors and additional country-related examples.

59. The CGE also noted that participants highlighted issues associated with access and availability of data, and suggests that future trainings address the issue of using models in the absence of sufficient national data.

3. Further enhancing participation

60. The hands-on training workshop participants should be further encouraged to share and disseminate what they learned with their colleagues at the national level after the workshops.

61. In order to achieve the highest level of cost-efficiency in terms of getting appropriate participants and the organization of the workshops, planning and preparation for the organization of workshops should be undertaken well in advance.

62. The CGE noted that the participants in the hands-on training workshops should be encouraged to devote time to basic theoretical material, including preparatory exercises, which should be made available before the workshop, to increase the effectiveness of the hands-on training.

4. Further enhancing capacity-building

63. E-learning could respond to the need expressed by participants for in-country training, which also could contribute to facilitating exchange among regional experts.

64. The CGE noted the participants' interest in exchanging experiences and networking and the emphasis on implementation issues and noted that the establishment of a network of experts, including at the regional level, could facilitate sharing of knowledge, experiences and best practices.

65. A database of professionals trained at CGE workshops on national GHG inventories (either attending or following the training online) should be built, maintained and made available to the Parties, so they can be considered at the national level to support the now more frequent processes of calculating national GHG inventories, thus increasing local capacity for developing inventories. Also, communication and interaction among such professionals should be facilitated through the e-network.

66. The awareness of national GHG inventory teams about new methodologies and tools available (e.g. the *2006 IPCC Guidelines for National Greenhouse Gas Inventories*, the new IPCC inventory software and the IPCC database on greenhouse gas emission factors) should be increased, which could more efficiently help non-Annex I Parties in increasing transparency, accuracy, completeness, comparability and consistency of their GHG inventories.

67. There should be continued support for capacity-building of national experts for the preparation of national GHG inventories at the regional and national level.

Annex

Detailed summary of the outputs and products achieved or delivered in implementing each of its mandates contained in the annex to decision 5/CP.15

<i>Mandate paragraph of the annex to decision 5/CP.15</i>	<i>Tasks</i>	<i>Means to achieve the outputs and activities: planned</i>	<i>Means to achieve the outputs/activities: implemented</i>	<i>Output or product achieved or delivered</i>
2(a)	Provide technical assistance to Parties not included in Annex I to the Convention (non-Annex I Parties) for the regular development of national greenhouse gas (GHG) inventories, vulnerability and adaptation (V&A) assessment, mitigation assessment, research and systematic observation, education, training and public awareness, technology transfer and capacity-building, with a view to improving the accuracy, consistency and transparency of information in their national communications (NCs)	<p>Identify technical problems and constraints affecting non-Annex I Parties in the process of preparing their NCs and assess capacity-building needs by conducting a survey of non-Annex I Parties</p> <p>Assess information in recently submitted NCs to identify concerns and difficulties and related capacity gaps highlighted by Parties in preparing their NCs</p> <p>Assess technical assistance provided by other groups and institutions with a view to identifying gaps and avoiding duplication</p> <p>Compilation of the above information and proposals to address constraints and gaps, and related technical and capacity needs</p> <p>Present those outputs and products during the sixteenth session of the Conference of the Parties (COP) in a side event</p>	<p>Survey conducted, for which 56 non-Annex I Parties responded</p> <p>Assessed 27 second NCs from non-Annex I Parties</p> <p>Surveyed the National Communications Support Programme (NCSP), the United Nations Environment Programme (UNEP) and the United Nations Development Programme (UNDP)</p> <p>Information compiled in the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) report and technical report submitted to the Subsidiary Body for Implementation (SBI)</p> <p>Outputs and products of the survey (FCCC/SBI/2010/21/Add.1), presented at COP 16 at a side event</p>	Document FCCC/SBI/2010/21/Add.1, providing information on the technical problems and constraints affecting non-Annex I Parties in the process of, and preparation of, their NCs and on their capacity-building needs, concerns and difficulties, and related capacity gaps with regard to preparing NCs, and recommendations for addressing constraints and gaps, and related technical and capacity needs

Mandate
paragraph of the
annex to decision
5/CP.15

Tasks

Means to achieve the outputs and activities:
planned

Means to achieve the outputs/activities:
implemented

Output or product achieved or delivered

Provide technical assistance, including through workshops, hands-on training and training of trainers, liaising, to the extent possible, with other expert groups and institutions, including regional centres of excellence

Conducted nine regional hands-on training workshops on national GHG inventories, V&A assessment and mitigation assessment

Trained a pool of national experts from non-Annex I Parties (316 on-site participants and about 33 online participants on average per day per workshop). Nine workshop reports summarizing the proceedings and recommendations for consideration by the SBI

Implement at least one activity per region

Organized three hands-on training workshops per region covering national GHG inventories, V&A assessment and mitigation assessment

Identify technical problems and constraints affecting those non-Annex I Parties that have not completed their initial NCs

Technical workshop organized by the NCSP in collaboration with the CGE (29 September to 1 October 2010, Manila, the Philippines)

Provided guidance on the main elements of NCs, and the CGE and eight non-Annex I Parties shared information, lessons learned and best practices in order to facilitate the successful completion of the initial NCs

Provide technical assistance to those non-Annex I Parties that have not completed their initial NCs, liaising, to the extent possible, with other expert groups and institutions, including regional centres of excellence

Review CGE training materials and update them, taking into account feedback from non-Annex I Parties

Updated the training materials on GHG inventories, V&A assessment and mitigation assessment

Updated CGE training materials on V&A, mitigation and GHG inventories

Develop and implement e-learning programmes and establish web-based network of experts

Requested the secretariat to develop e-learning programmes and a web-based platform for a network of experts

A concept on the development of e-learning programmes^a
A web-based platform for a network of experts developed

<i>Mandate paragraph of the annex to decision 5/CP.15</i>	<i>Tasks</i>	<i>Means to achieve the outputs and activities: planned</i>	<i>Means to achieve the outputs/activities: implemented</i>	<i>Output or product achieved or delivered</i>
2(b)	Provide recommendations, as appropriate, on elements to be considered in a future revision of the “Guidelines for the preparation of national communications from Parties not included in Annex I to the Convention” (hereinafter referred to as the UNFCCC guidelines), taking into account the difficulties encountered by non-Annex I Parties in the preparation of their most recent NCs	<p>Identify and assess the difficulties, challenges and problems encountered by non-Annex I Parties in using the UNFCCC guidelines in the preparation of their most recent NCs, through a survey in conjunction with the survey referred to in 2(a) above and by assessing information contained in NCs</p> <p>Conduct a workshop to exchange views on possible elements to be considered in a future revision of the UNFCCC guidelines, taking into account the difficulties encountered by non-Annex I Parties in the preparation of their most recent NCs</p> <p>The workshop will take into account the results of the above-mentioned survey</p> <p>Based on the above-mentioned activities, provide recommendations, as appropriate, on elements to be considered in a future revision of the UNFCCC guidelines, taking into account the difficulties encountered by non-Annex I Parties in the preparation of their most recent NCs</p>	<p>Implemented in conjunction with 2(a) above</p> <p>Held a workshop to exchange views on possible elements to be considered in a future revision of the UNFCCC guidelines (21–23 March 2011, Saint Mary’s, Antigua and Barbuda)</p> <p>Drew up a set of recommendations on the basis of a summary of the exchange of views among the workshop participants on possible elements to be considered in a future revision of the UNFCCC guidelines</p>	<p>Document FCCC/SBI/2010/21/Add.1 (see 2(a) above for further details)</p> <p>Document FCCC/SBI/2011/5/Add.1, containing a summary of the exchange of views on possible elements to be considered in a future revision of the UNFCCC guidelines</p> <p>A set of recommendations from the CGE to the SBI on possible elements to be considered in a future revision of the UNFCCC guidelines contained in document FCCC/SBI/2011/5/Rev.1</p> <p>Document FCCC/SBI/2011/5/Add.2, summarizing the following: common challenges, options and case studies and best practices available to countries and possible means of facilitating the development and long-term sustainability of processes for the preparation of NCs; and a set of</p>
2(c)	Provide technical advice to non-Annex I Parties to facilitate the development and long-term sustainability of processes, and the establishment and maintenance of national technical teams, for the	Conduct a survey to collect information from countries and multilateral and bilateral agencies on problems related to the sustainability of the NC process and maintenance of national technical teams for the preparation of NCs, including GHG inventories, on a	Conducted a survey on problems related to the sustainability of the NC process and the maintenance of national technical teams for the preparation of the NCs from non-Annex I Parties, including national GHG inventories, on a continuous basis. The CGE received responses	Document FCCC/SBI/2011/5/Add.2, summarizing the following: common challenges, options and case studies and best practices available to countries and possible means of facilitating the development and long-term sustainability of processes for the preparation of NCs; and a set of

<i>Mandate paragraph of the annex to decision 5/CP.15</i>	<i>Tasks</i>	<i>Means to achieve the outputs and activities: planned</i>	<i>Means to achieve the outputs/activities: implemented</i>	<i>Output or product achieved or delivered</i>
	preparation of NCs, including GHG inventories, on a continuous basis	continuous basis	from experts representing 39 non-Annex I Parties and three multilateral and bilateral agencies	recommendation from the CGE on the provision of technical assistance to address institutional and financial concerns, use of inventory software and other cross-cutting issues, such as capacity-building and training
		Synthesize information collected through the survey, as well as information contained in NCs, to identify common challenges, options and case studies and best practices available to countries and possible means of facilitating the development and long-term sustainability of processes, and the establishment and maintenance of national technical teams, for the preparation of NCs, including GHG inventories, on a continuous basis	Held a workshop on facilitating the development and long-term sustainability of processes, and the establishment and maintenance of national technical teams, for the preparation of NCs, including GHG inventories, on a continuous basis (20 and 21 June 2011, Bonn, Germany)	Document FCCC/SBI/2011/10/Add.1, containing the following: a summary of sharing of good practices and lessons learned in the establishment and maintenance of national technical teams, for the preparation of NCs, including GHG inventories, on a continuous basis; and recommendations from the workshop participants to facilitate the establishment and maintenance of national technical teams, for the preparation of NCs, including GHG inventories, on a continuous basis
		Provide technical advice and support to Parties, including through workshops, hands-on training and training of trainers	Certain aspects of the establishment and maintenance of national technical teams for the preparation of NCs are incorporated as a part of the updated CGE training materials and covered during the regional CGE hands-on training workshops	See 2(a) for further details
		Implement at least one activity per region	Organized three hands-on training workshops per region covering national GHG inventories, V&A assessment and mitigation assessment	See 2(a) for further details
2(d)	Provide technical advice and support to Parties, upon request, on the provision of information	Review relevant CGE materials and update them, as appropriate	Collected the technical information,	Compendium of sources of
		Collect and synthesize technical		

<i>Mandate paragraph of the annex to decision 5/CP.15</i>	<i>Tasks</i>	<i>Means to achieve the outputs and activities: planned</i>	<i>Means to achieve the outputs/activities: implemented</i>	<i>Output or product achieved or delivered</i>
	on steps to integrate climate change considerations into relevant social, economic and environmental policies and actions, in accordance with Article 4, paragraph 1(f), of the Convention	information on tools and support available for the provision of information on steps to integrate climate change considerations into relevant social, economic and environmental policies and actions Make that technical information available to Parties, upon request Provide technical advice and support, to the extent possible, on request by Parties, on the provision of information on steps to integrate climate change considerations into relevant social, economic and environmental policies and actions	in collaboration with the NCSP and UNDP and with the assistance of CGE members Disseminated the information as a part of the updated CGE training materials That aspect of technical advice and support was normally provided during the training workshops that the CGE was involved with	information on steps to integrate climate change considerations The information is publicly available on the UNFCCC website
2(e)	Provide non-Annex I Parties, upon request, with information on existing activities and programmes, including bilateral, regional and multilateral sources of financial and technical assistance, to facilitate and support the preparation of NCs by non-Annex I Parties	Collect and synthesize information on existing activities and programmes, including bilateral, regional and multilateral sources of financial and technical assistance, to facilitate and support the preparation of NCs by non-Annex I Parties Make the information available to Parties, upon request	Collected the relevant information, in collaboration with the NCSP and UNEP and with the assistance of CGE members Disseminated the information as a part of the updated CGE training materials	Compendium of information on regional centres of excellence that provide training on national communication related substantive areas (contributed by UNEP) The information is publicly available on the UNFCCC website

^a The e-learning programmes were to be developed on the basis of updated CGE training materials, which are to be completed in November 2012. Hence, the full development of the e-learning programme could not be initiated.