



Subsidiary Body for Implementation

Thirty-eighth session

Bonn, 3–14 June 2013

Item 2(a) of the provisional agenda

Organizational matters

Adoption of the agenda

Provisional agenda and annotations

Note by the Executive Secretary*

I. Provisional agenda

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5. Nationally appropriate mitigation actions by developing country Parties:
 - (a) Composition, modalities and procedures of the team of technical experts under international consultations and analysis;

* This document was submitted late due to technical reasons.

¹ At the thirty-seventh session of the Subsidiary Body for Implementation (SBI), there was no consensus to include this item on the agenda. It was therefore held in abeyance. On a proposal by the Chair, the SBI decided to include this item on the provisional agenda for its thirty-eighth session.

- (b) Work programme to further the understanding of the diversity of nationally appropriate mitigation actions.
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 - (c) Modalities for expediting the continued issuance, transfer and acquisition of joint implementation emission reduction units;
 - (d) Modalities for expediting the establishment of eligibility for Parties included in Annex I to the Convention with commitments for the second commitment period whose eligibility has not yet been established;
 - (e) Procedures, mechanisms and institutional arrangements for appeals against the decisions of the Executive Board of the clean development mechanism;
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- 8. Matters relating to the least developed countries.
- 9. National adaptation plans.²
- 10. Approaches to address loss and damage associated with climate change impacts in developing countries that are particularly vulnerable to the adverse effects of climate change to enhance adaptive capacity.³
- 11. Matters relating to finance:
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- 12. Development and transfer of technologies and implementation of the Technology Mechanism.
- 13. Capacity-building.
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- 15. The 2013–2015 review.
- 16. Parties included in Annex I to the Convention whose special circumstances are recognized by the Conference of the Parties.
- 17. Arrangements for intergovernmental meetings.
- 18. Administrative, financial and institutional matters:

² Decision 1/CP.16, paragraphs 15–18.

³ Decision 1/CP.16, paragraphs 26–29.

- (a) Budget performance for the biennium 2012–2013;
 - (b) Programme budget for the biennium 2014–2015;
 - (c) Continuing review of the functions and operations of the secretariat;
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II. Annotations to the provisional agenda

1. Opening of the session

1. The thirty-eighth session of the Subsidiary Body for Implementation (SBI) will be opened by the Chair on Monday, 3 June 2013, at 10 a.m.

2. Organizational matters

(a) Adoption of the agenda

2. The provisional agenda, prepared by the Executive Secretary in agreement with the Chair, will be presented for adoption.

(b) Organization of the work of the session

3. *Background:* SBI 38 will be held from 3 to 14 June 2013. Delegates are invited to refer to the in-session Daily Programme and to regularly consult the closed-circuit television screens for a detailed and up-to-date schedule of the work of the SBI.
4. The session will be organized taking into account the recommendations of the SBI at its previous sessions.⁴ To enable delegations to participate fully in other meetings, the SBI will be invited to conduct its deliberations as efficiently as possible, including optimizing the time used for plenary and for informal negotiations. The SBI will also be invited to start and finish its work within the time scheduled. Items that are not concluded at this session will be forwarded to the SBI for consideration at SBI 39 or SBI 40.
5. In keeping with decision 23/CP.18, the Chair will be guided by the goal of gender balance when setting up informal negotiating groups and consultation mechanisms and when nominating their facilitators and chairs.
6. Delegations are invited to provide a copy of their official plenary statements to the conference officer⁵ and are reminded that interventions should be limited to three minutes. A timing system will be available to assist delegations in this regard.
7. All documents prepared for and during the session will be made accessible on the UNFCCC website as soon as they are available. Delegates are urged to avoid the unnecessary printing of documents.

⁴ FCCC/SBI/2011/7, paragraph 167, and FCCC/SBI/2010/10, paragraphs 164 and 165.

⁵ These texts will be posted on the UNFCCC website at <<http://unfccc.int/7430>>.

8. When considering relevant agenda items, Parties are invited to take into account information contained in document FCCC/SB/2007/INF.2.⁶
9. The following in-session workshops and events are mandated to take place in conjunction with SBI 38:
- (a) An in-session workshop on the nationally appropriate mitigation actions (NAMAs) work programme;⁷
 - (b) An in-session workshop on the need to improve the coordination of support for the implementation of mitigation actions in the forest sector and on the joint subsidiary body related process;⁸
 - (c) A least developed country (LDC) national adaptation plan (NAP) event organized by the Least Developed Countries Expert Group (LEG);⁹
 - (d) The 2nd meeting of the Durban Forum on capacity-building;¹⁰
 - (e) The 1st dialogue on Article 6 of the Convention;¹¹
 - (f) The 3rd meeting of the forum on the impact of the implementation of response measures, including in-forum workshops and an expert meeting on areas (c),¹² (d),¹³ (e)¹⁴ and (g)¹⁵ of the work programme on the impact of the implementation of response measures.¹⁶
10. *Action:* The SBI will be invited to agree on the organization of the work of the session.

FCCC/SBI/2013/1 *Provisional agenda and annotations. Note by the Executive Secretary*

3. National communications from Parties included in Annex I to the Convention: status of submission and review of fifth national communications from Parties included in Annex I to the Convention

11. *Background:* The Conference of the Parties (COP), by decision 10/CP.13, requested Parties included in Annex I to the Convention (Annex I Parties) to submit to the secretariat a fifth national communication (NC5) by 1 January 2010 in accordance with Article 12, paragraphs 1 and 2, of the Convention. As at March 2013, the secretariat had received 40

⁶ This document provides summarized information on the work of the Convention and its Kyoto Protocol and on provisions of the Mauritius Strategy for the Further Implementation of the Programme of Action for the Sustainable Development of Small Island Developing States (Mauritius Strategy) as requested by SBI 25. This information may be useful to Parties for their consideration of agenda items concerned with the provisions of the Convention and its Kyoto Protocol that they deem relevant to the Mauritius Strategy.

⁷ See paragraph 30 below.

⁸ See paragraph 34 below.

⁹ See paragraph 64 below.

¹⁰ See paragraph 95 below.

¹¹ Decision 15/CP.18, paragraphs 9–11.

¹² Assessment and analysis of impacts.

¹³ Exchanging experience and discussion of opportunities for economic diversification and transformation.

¹⁴ Expert meeting on economic modelling and socioeconomic trends.

¹⁵ Just transition of the workforce and the creation of decent work and quality jobs.

¹⁶ See paragraph 102 below.

NC5s from Annex I Parties and the NC5s of Turkey and Kazakhstan had not yet been received.¹⁷

12. National communications submitted by Annex I Parties under the Convention and under the Kyoto Protocol are subject to in-depth in-country reviews,¹⁸ except for Parties for which the secretariat has organized centralized reviews pursuant to decision 10/CMP.6.

13. As at March 2013, the secretariat had coordinated 40 in-depth reviews of NC5s.

14. *Action:* The SBI will be invited to take note of the status of the submission and review of the NC5s.

FCCC/SBI/2013/INF.11 Status of submission and review of fifth national communications. Note by the secretariat

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

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

15. *Background:* COP 18, by decision 18/CP.18, extended for a term of one year the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE), including its current membership.¹⁹ In line with its mandate, the CGE developed, at its meeting held on 25 and 26 February, a work programme for 2013.²⁰

16. COP 18 also forwarded the text of a draft decision on the work of the CGE contained in the annex to decision 18/CP.18 for consideration at SBI 38, with a view to recommending a draft decision on this matter for adoption at COP 19.

17. *Action:* The SBI will be invited to take note of the document prepared for the session, including the work programme of the CGE for 2013, to consider the above-mentioned draft decision text and to recommend a draft decision for adoption at COP 19.

FCCC/SBI/2013/7 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

(b) Information contained in national communications from Parties not included in Annex I to the Convention²¹

18. *Background:* At SBI 24, some Parties proposed that, in accordance with the requirements of Article 10, paragraph 2, of the Convention, the SBI consider the

¹⁷ Malta is also expected to submit its national communication as it became a Party included in Annex I to the Convention on 26 October 2010.

¹⁸ See decisions 9/CP.16 and 22/CMP.1.

¹⁹ Decision 18/CP.18, paragraph 1.

²⁰ The work programme is contained in document FCCC/SBI/2013/7.

²¹ At SBI 37 there was no consensus to include this item on the agenda. It was therefore held in abeyance. On a proposal by the Chair, the SBI decided to include this item on the provisional agenda for SBI 38.

information communicated by Parties not included in Annex I to the Convention (non-Annex I Parties) in all of their national communications.²²

19. *Action:* The SBI will be invited to provide guidance on how to further develop the process for considering the information contained in national communications from non-Annex I Parties, in accordance with the requirements of Article 10, paragraph 2, of the Convention, and taking into consideration the part of decision 2/CP.17 related to biennial update reports (BURs) and international consultation and analysis (ICA).

(c) Provision of financial and technical support

20. *Background:* COP 2, by decision 10/CP.2, requested the secretariat to make available to the SBI, at each of its sessions, details of the financial support made available to non-Annex I Parties by the Global Environment Facility (GEF) for the preparation of their national communications.

21. At SBI 37, the GEF was invited to continue to provide information on its activities relating to the preparation of national communications. It was also invited to continue to provide information on the approximate date of completion of the draft national communications and an approximate date of submission to the secretariat of the national communications, for consideration at SBI 38.²³

22. The GEF was further invited to continue to provide detailed, accurate, timely and complete information on its activities relating to the preparation of BURs.²⁴

23. At the same session, non-Annex I Parties that had not already done so were invited to submit their views, by 25 March 2013, on the detailed costs they incurred for the preparation of their most recent national communications and on the financial resources received through the GEF.²⁵

24. *Action:* The SBI will be invited to consider the documents prepared for the session and to make recommendations on the matter.

<i>FCCC/SBI/2013/INF.7</i>	<i>Information provided by the Global Environment Facility on its activities relating to the preparation of national communications. Note by the secretariat</i>
<i>FCCC/SBI/2013/INF.8</i>	<i>Information provided by the Global Environment Facility on its activities relating to the preparation of biennial update reports. Note by the secretariat</i>
<i>FCCC/SBI/2013/MISC.6</i>	<i>Information provided by Parties not included in Annex I to the Convention on the detailed costs incurred for the preparation of their most recent national communications and on the financial resources received through the Global Environment Facility. Submissions from Parties</i>

²² FCCC/SBI/2006/11, paragraph 32.

²³ FCCC/SBI/2012/33, paragraph 34.

²⁴ FCCC/SBI/2012/33, paragraph 35.

²⁵ FCCC/SBI/2012/33, paragraph 36.

5. Nationally appropriate mitigation actions by developing country Parties

(a) Composition, modalities and procedures of the team of technical experts under international consultations and analysis

25. *Background:* COP 18, by decision 17/CP.18, forwarded the text of a draft decision on composition, modalities and procedures of the team of technical experts under ICA contained in the annex to the decision for consideration at SBI 38, with a view to recommending a draft decision on this matter for adoption at COP 19.

26. *Action:* The SBI will be invited to consider the draft decision text forwarded to it by the COP and to recommend a draft decision for adoption at COP 19.

(b) Work programme to further the understanding of the diversity of nationally appropriate mitigation actions

27. *Background:* COP 18, by decision 1/CP.18, took note of the information on NAMAs contained in documents FCCC/AWGLCA/2011/INF.1 and FCCC/AWGLCA/2012/MISC.2 and Add.1. It reiterated its invitation to developing country Parties that wish to voluntarily inform the COP of their intention to implement NAMAs in association with decision 1/CP.16, paragraph 50, to submit information on those actions to the secretariat.²⁶

28. COP 18 also requested the secretariat to prepare an information note for the subsidiary bodies that compiles the information contained in the documents referred to in paragraph 27 above and to update it with new information as communicated by Parties.²⁷

29. COP 18 further established a work programme under the SBI to further the understanding of the diversity of these NAMAs with a view to facilitating their preparation and implementation.²⁸ It decided that this work programme shall start in 2013 and end in 2014 and requested the SBI to report on progress to COP 19 and on the outcome to COP 21.²⁹

30. The work programme will be implemented during the current SBI session through an in-session workshop³⁰ as well as discussions by Parties under this agenda sub-item.

31. *Action:* Parties are invited to engage in the interactive discussions at the workshop. The SBI will be invited to consider the document below and to agree on the next steps.

FCCC/SBI/2013/INF.12 Compilation of information on nationally appropriate mitigation actions to be implemented by developing country Parties. Note by the secretariat

6. Coordination of support for the implementation of activities in relation to mitigation actions in the forest sector by developing countries, including institutional arrangements

32. *Background:* COP 18, by decision 1/CP.18, recognized the need to improve the coordination of support for the implementation of the activities referred to in decision

²⁶ Decision 1/CP.18, paragraphs 14–16.

²⁷ Decision 1/CP.18, paragraph 17.

²⁸ Decision 1/CP.18, paragraph 19.

²⁹ Decision 1/CP.18, paragraphs 20 and 21.

³⁰ The agenda for the workshop and any additional information will be posted on the UNFCCC website in due course.

1/CP.16, paragraph 70,³¹ and to provide adequate and predictable support, including financial resources and technical and technological support, to developing country Parties for the implementation of those activities.³²

33. COP 18 requested the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the SBI, at their thirty-eighth sessions, to jointly initiate a process with the aim of addressing the matters outlined above, and to consider existing institutional arrangements or potential governance alternatives, including a body, a board or a committee, and to make recommendations on these matters at COP 19.³³

34. COP 18 invited Parties and admitted observer organizations to submit to the secretariat, by 25 March 2013, their views on the matters referred to in paragraphs 32 and 33 above, including potential functions and modalities and procedures.³⁴ It also requested the secretariat to organize an in-session workshop at SBSTA 38 and SBI 38 on these matters, taking into account these submissions.³⁵

35. *Action:* The SBI and the SBSTA will be invited to jointly initiate consideration of this agenda item with the aim of addressing the matters outlined in paragraph 32 above and existing institutional arrangements or potential governance alternatives, and to make recommendation on these matters at COP 19.

FCCC/SB/2013/MISC.3 Views on the matters referred to in decision 1/CP.18, paragraphs 34 and 35. Submissions from Parties

7. Matters relating to the mechanisms under the Kyoto Protocol

(a) Review of the modalities and procedures of the clean development mechanism

36. *Background:* The Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), by decision 3/CMP.1, adopted the modalities and procedures for a clean development mechanism (CDM), as contained in the annex to this decision.

37. CMP 8 requested the SBI to prepare recommendations on possible changes to the modalities and procedures for the CDM, for consideration and adoption at CMP 9.³⁶

38. CMP 8 invited Parties and admitted observer organizations to submit their views, by 25 March 2013, on possible changes to the modalities and procedures for the CDM, for consideration at SBI 38.³⁷

39. CMP 8 also requested the Executive Board to submit recommendations on such possible changes, drawing upon experience gained by the Executive Board of the CDM, the secretariat and stakeholders in the implementation of the CDM, for consideration by SBI 38. It further requested the secretariat to organize, prior to SBI 38, a workshop with the aim of facilitating the progress of the review of the modalities and procedures for the CDM, with a broad participation by developing country Parties.³⁸

³¹ The activities are: Reducing emissions from deforestation; reducing emissions from forest degradation; conservation of forest carbon stocks; sustainable management of forests and Enhancement of forest carbon stocks.

³² Decision 1/CP.18, paragraph 34.

³³ Decision 1/CP.18, paragraph 35.

³⁴ Decision 1/CP.18, paragraphs 36 and 37.

³⁵ Decision 1/CP.18, paragraph 38.

³⁶ Decision 5/CMP.8, paragraph 14.

³⁷ Decision 5/CMP.8, paragraphs 10 and 11.

³⁸ Decision 5/CMP.8, paragraphs 12 and 13.

40. *Action:* The SBI will be invited to consider the documents below and to forward a draft decision containing recommendations on possible changes to the modalities and procedures of the CDM, for consideration and adoption at CMP 9.

<i>FCCC/SBI/2013/MISC.1</i>	<i>Views on possible changes to the modalities and procedures of the clean development mechanism. Submissions from Parties and admitted observers organizations</i>
<i>FCCC/SBI/2013/INF.1</i>	<i>Recommendations of the Executive Board of the clean development mechanism on possible changes to the modalities and procedures of the clean development mechanism</i>
<i>FCCC/SBI/2013/INF.6</i>	<i>Report on the workshop on the review of the modalities and procedures of the clean development mechanism. Note by the secretariat</i>

(b) Review of the joint implementation guidelines

41. *Background:* CMP 1, by decision 9/CMP.1, adopted the guidelines for the implementation of Article 6 of the Kyoto Protocol (joint implementation (JI)), as contained in the annex to the decision.

42. CMP 1 also decided that any future revision of the guidelines for the implementation of Article 6 shall be decided in accordance with the rules of procedure of the CMP, as applied. It further decided that the first review shall be carried out no later than one year after the end of the first commitment period, based on recommendations by the Joint Implementation Supervisory Committee (JISC) and by the SBI, drawing on technical advice from the SBSTA, as needed.

43. CMP 7, by decision 11/CMP.7, recalled its decision to initiate the first review of the JI guidelines³⁹ and invited all Parties, intergovernmental organizations and admitted observer organizations to submit their views, by 16 April 2012, on the revision of the guidelines.⁴⁰ A synthesis report of these views was prepared for consideration at CMP 8.⁴¹

44. CMP 7 also requested the JISC to draft a revised set of key attributes and transitional measures dealing with the possible changes to the JI guidelines and to present them for discussion to CMP 8, with a view to developing revised JI guidelines for adoption at CMP 9.⁴²

45. CMP 8 acknowledged the recommendations of the JISC⁴³ in response to the request contained in decision 11/CMP.7 and took note of the submissions as well as the synthesis report.⁴⁴ It invited Parties and admitted observer organizations to submit further views, by 18 February 2013, on how the JI guidelines and other decision of the CMP pertaining to JI should be revised.⁴⁵

³⁹ As contained in decision 4/CMP.6, paragraph 15.

⁴⁰ Submissions are contained in document FCCC/KP/CMP/2012/MISC.1.

⁴¹ The synthesis report is contained in document FCCC/KP/CMP/2012/INF.1.

⁴² Decision 11/CMP.7, paragraph 16.

⁴³ Contained in FCCC/KP/CMP/2012/4, paragraph 25(c), and FCCC/KP/CMP/2012/5.

⁴⁴ Decision 6/CMP.8, paragraphs 5 and 6.

⁴⁵ Decision 6/CMP.8, paragraph 12. FCCC/KP/CMP/2011/9.

46. CMP 8 requested the secretariat to compile a report on possible changes to the JI guidelines, drawing on the recommendations of the JISC referred to above as well as its recommendations contained in its annual report to CMP 8, the submissions of views referred to above, and the experience gained by the JISC and by stakeholders in the implementation of JI, for consideration at SBI 38.⁴⁶

47. *Action:* The SBI will be invited to consider the documents below and to forward a draft decision containing recommendations, including draft revised JI guidelines in accordance with decision 6/CMP.8, paragraph 16, for consideration at CMP 9.

<i>FCCC/SBI/2013/MISC.3</i>	<i>Views on the revision of the joint implementation guidelines. Submissions from Parties</i>
<i>FCCC/SBI/2013/INF.3</i>	<i>Recommendation on the revision of the joint implementation guidelines. Note by the secretariat</i>

(c) Modalities for expediting the continued issuance, transfer and acquisition of joint implementation emission reduction units

48. *Background:* Under the current guidance,⁴⁷ an Annex I Party may issue, transfer and acquire ERUs only after its amendment to Annex B has entered into force, its assigned amount has been calculated and recorded, and its assigned amount units and removal units have been issued.

49. CMP 6, by decision 4/CMP.6, clarified that for an Annex I Party that wishes to host JI projects before the amendment to include it in Annex B to the Kyoto Protocol enters into force that:⁴⁸

(a) In the interest of transparency, the secretariat may accept for publication the project design documents of JI projects;

(b) The JISC may consider these projects in accordance with the JI guidelines.

50. CMP 8 clarified that Annex I Parties with commitments for the second commitment period are eligible to transfer and acquire ERUs valid for the second commitment period as of 1 January 2013.⁴⁹ CMP 8 also decided that each Annex I Party with commitments for the second commitment period shall submit its initial report for the second commitment period to facilitate the calculation of its assigned amount by 15 April 2015.⁵⁰

51. CMP 8, by decision 1/CMP.8, requested the SBI to consider modalities for expediting the continued issuance, transfer and acquisition of emission reduction units (ERUs) under Article 6 of the Kyoto Protocol for the second commitment period.⁵¹

52. *Action:* The SBI will be invited to consider the modalities for expediting the continued issuance, transfer and acquisition of ERUs and agree on how ERUs for the second commitment period can be issued in the absence of an established assigned amount for the second commitment period with a view to recommend a draft decision on this matter for consideration and adoption by the CMP.

⁴⁶ Decision 6/CMP.8, paragraph 13.

⁴⁷ Decision 9/CMP.1.

⁴⁸ Decision 4/CMP.6, paragraph 10.

⁴⁹ Decision 1/CMP.8, paragraph 15(a).

⁵⁰ Decision 2/CMP.8, paragraph 2.

⁵¹ Decision 1/CMP.8, paragraph 16.

(d) Modalities for expediting the establishment of eligibility for Parties included in Annex I to the Convention with commitments for the second commitment period whose eligibility has not yet been established

53. *Background:* The CMP, by decision 1/CMP.8, paragraph 16, requested the SBI to consider modalities for expediting the establishment of the eligibility of Parties for participation in the Kyoto Protocol flexible mechanisms whose eligibility has not yet been established in the first commitment period.⁵²

54. Such modalities are needed to allow those Parties to, inter alia, transfer and acquire certified emission reductions, assigned amount units, ERUs and removal units valid for the second commitment period under Article 17 of the Kyoto Protocol.

55. *Action:* The SBI will be invited to consider and agree on those modalities and to forward a draft decision containing recommendations on the matter for consideration and adoption at CMP 9.

(e) Procedures, mechanisms and institutional arrangements for appeals against the decisions of the Executive Board of the clean development mechanism

56. *Background:* CMP 6, by decision 3/CMP.6, requested the SBI to make recommendations for adoption at CMP 7 on procedures, mechanisms and institutional arrangements under the CMP to allow for appeals against decisions of the Executive Board of the CDM based on decision 2/CMP.5, paragraph 42, taking into account the recommendations of the Executive Board contained in annex II to its annual report.⁵³

57. The SBI has been considering this matter since SBI 34. At SBI 37, it agreed to continue its consideration of this matter at SBI 38 on the basis of the draft text contained in document FCCC/SBI/2012/33/Add.1.⁵⁴

58. *Action:* The SBI will be invited to conclude its consideration of this matter and to forward a draft decision to be considered and adopted at CMP 9.

(f) Report of the administrator of the international transaction log under the Kyoto Protocol

59. *Background:* SBI 37 took note of the annual report of the administrator of the international transaction log (ITL) under the Kyoto Protocol⁵⁵ and agreed to continue its consideration of the recommendations contained in paragraph 58(b) and (c) of that report at SBI 38.⁵⁶

60. To facilitate such consideration, the ITL administrator established the Security Working Group to address the need for improved information security and to ensure a comprehensive approach to information security management. The working group prepares an implementation strategy for cost-effective information security management based on an internationally-recognized information security standard, such as the International Organization for Standardization (ISO) standard ISO 27000, across the registry systems.

61. *Action:* The SBI will be invited to continue its consideration of the recommendations referred to in paragraph 59 above and to agree on the further steps with a view to facilitate the consideration of this matter at CMP 9.

⁵² Belarus, Cyprus, Kazakhstan and Malta.

⁵³ Decision 3/CMP.6, paragraph 18.

⁵⁴ FCCC/SBI/2012/33, paragraph 144.

⁵⁵ FCCC/KP/CMP/2012/8.

⁵⁶ FCCC/SBI/2012/33, paragraphs 153 and 154.

8. Matters relating to the least developed countries

62. *Background:* COP 16, by decision 6/CP.16, requested the LEG to develop a two-year rolling programme of work for consideration by the SBI at its first sessional meeting of each year and to report on its work to the SBI at each of its sessions.⁵⁷

63. SBI 36 welcomed the LEG work programme for 2012–2013⁵⁸ and requested the LEG to keep it informed of the efforts of the LEG in implementing the work programme over the period 2012–2013.⁵⁹

64. SBI 37 requested the LEG to submit its views on the ways it could further support LDCs to prepare their NAPs as listed in the report on the 22nd meeting of the LEG,⁶⁰ for consideration by SBI 38.⁶¹ It also requested the LEG to organize an LDC NAP event in conjunction with SBI 38.⁶²

65. In accordance with its mandate, the LEG conducted its 23rd meeting, in Lome, Togo, from 13 to 16 March 2013.

66. *Action:* The SBI will be invited to consider the report of the LEG prepared for the session and to take any further action, as appropriate.

FCCC/SBI/2013/8

Report on the 23rd meeting of the Least Developed Countries Expert Group. Note by the secretariat

9. National adaptation plans⁶³

67. *Background:* COP 16, by decision 1/CP.16, established a process to enable LDC Parties to formulate and implement NAPs. It also invited other developing country Parties to employ the modalities formulated to support the NAPs in the elaboration of their planning effort.⁶⁴

68. COP 17, by decision 5/CP.17, adopted initial guidelines for the formulation of NAPs and elaborated on the modalities and guidelines to support and enable LDCs to formulate and implement NAPs. The COP requested the LEG to prepare technical guidelines for the NAP process, based on the initial guidelines.⁶⁵

69. COP 17 invited Parties and relevant organizations to submit, by 13 February 2013, information on their experiences with the application of the guidelines for the NAP process for LDCs.⁶⁶ It requested the secretariat to prepare a synthesis report on experiences with the application of the guidelines for the NAP process in LDC Parties for consideration at SBI 38.⁶⁷

70. COP 17 also decided to take stock of, and if necessary revise, the guidelines mentioned in paragraph 68 above at COP 19, taking into account the above-mentioned

⁵⁷ Decision 6/CP.16, paragraph 3.

⁵⁸ FCCC/SBI/2012/15, paragraph 121.

⁵⁹ FCCC/SBI/2012/15, paragraph 124.

⁶⁰ FCCC/SBI/2012/27.

⁶¹ FCCC/SBI/2012/33, paragraph 68.

⁶² FCCC/SBI/2012/33, paragraph 69.

⁶³ Decision 1/CP.16, paragraphs 15–18.

⁶⁴ Decision 1/CP.16, paragraphs 15 and 16.

⁶⁵ Decision 5/CP.17, paragraph 15.

⁶⁶ Decision 5/CP.17, paragraph 7.

⁶⁷ Decision 5/CP.17, paragraph 8.

submissions and synthesis report, reports of the LEG and other relevant sources of information.⁶⁸

71. COP 18, by decision 12/CP.18, invited United Nations organizations, specialized agencies and other relevant organizations, as well as bilateral and multilateral agencies, to support the NAP process in the LDC Parties, and to consider establishing or enhancing support programmes for the NAP process, and to keep the SBI informed on how they have responded to the invitation.⁶⁹

72. COP 18 reiterated its request to the LEG, the Adaptation Committee and other relevant bodies under the Convention to include information in their reports on how they have responded to the decision and on their activities relevant to the NAP process, and to make recommendations accordingly.⁷⁰

73. *Action:* The SBI will be invited to consider the guidelines for the formulation of NAPs and the documents below in preparing recommendations for consideration and adoption at COP 19.

<i>FCCC/SBI/2013/8</i>	<i>Report on the 23rd meeting of the Least Developed Countries Expert Group. Note by the secretariat</i>
<i>FCCC/SBI/2013/9</i>	<i>Synthesis report on experiences with the application of the guidelines for the national adaptation plan process in the least developed country Parties. Note by the secretariat</i>
<i>FCCC/SBI/2013/MISC.2</i>	<i>Experience with the application of the guidelines for the national adaptation plan process for the least developed country Parties. Submissions from Parties and relevant organizations</i>

10. Approaches to address loss and damage associated with climate change impacts in developing countries that are particularly vulnerable to the adverse effects of climate change to enhance adaptive capacity⁷¹

74. *Background:* COP 16, by decision 1/CP.16, established a work programme to consider approaches to address loss and damage associated with climate change impacts in developing countries that are particularly vulnerable to the adverse effects of climate change.⁷²

75. COP 18, by decision 3/CP.18, acknowledged the further work to advance the understanding of and expertise on loss and damage⁷³ and decided to establish, at COP 19, institutional arrangements, including functions and modalities, elaborated in accordance with the role of the Convention as defined in decision 3/CP.18, paragraph 5, to address loss and damage associated with the impacts of climate change in developing countries that are particularly vulnerable to the adverse effects of climate change.⁷⁴

⁶⁸ Decision 5/CP.17, paragraph 9.

⁶⁹ Decision 12/CP.18, paragraph 8.

⁷⁰ Decision 12/CP.18, paragraph 10.

⁷¹ Decision 1/CP.16, paragraphs 26–29.

⁷² Decision 1/CP.16, paragraph 26.

⁷³ Decision 3/CP.18, paragraph 7.

⁷⁴ Decision 3/CP.18, paragraph 9.

76. COP 18 also requested the secretariat to carry out interim activities under the work programme referred to above prior to SBI 39⁷⁵ and requested SBI 38 to elaborate activities under the work programme to further the understanding of and expertise on loss and damage associated with the adverse effects of climate change, taking into account the provisions contained in decision 3/CP.18, paragraph 7.⁷⁶

77. *Action:* The SBI will be invited to elaborate the activities as referred to in paragraph 76 above and to initiate work towards the establishment of institutional arrangements at COP 19 as referred to in paragraph 75 above.

11. Matters relating to finance

(a) Adaptation Fund under the Kyoto Protocol

78. *Background:* CMP 8, by decision 4/CMP.8, completed the initial review of the Adaptation Fund and requested SBI 38 to initiate the second review of the Fund in accordance with the terms of reference contained in the annex to decision 6/CMP.6, or as those guidelines may be subsequently amended.⁷⁷

79. CMP 8 requested the Adaptation Fund Board to report to SBI 38 on the status of resources of the Fund, trends in the flow of resources and any identifiable causes of these trends.⁷⁸

80. It also requested the secretariat to prepare a technical paper, based on the experiences of bodies under the Convention and the wider United Nations system, on the process of selecting host institutions for entities under the Convention and the wider United Nations system, including the steps and time frames required to conduct open and competitive bidding processes, for consideration by SBI 38.⁷⁹

81. *Action:* The SBI will be invited to initiate the second review of the Adaptation Fund, and to consider any additional guidelines for the conduct of the review.

<i>FCCC/SBI/2013/INF.2</i>	<i>Information on the status of the resources of the Adaptation Fund. Note by the secretariat</i>
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<i>FCCC/TP/2013/1</i>	<i>Steps and time frames to conduct an open and competitive bidding process for selecting host institutions for entities under the Convention. Technical paper</i>
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(b) Other matters

82. *Background:* COP 18, by decision 9/CP.18, invited the GEF to submit to SBI 38 information on the status of resources available for programming in its fifth replenishment period and on any possible contingency measures regarding the allocation of resources for implementing climate change projects.⁸⁰

⁷⁵ Decision 3/CP.18, paragraph 10.

⁷⁶ Decision 3/CP.18, paragraph 12.

⁷⁷ Decision 4/CMP.8, paragraph 10.

⁷⁸ Decision 3/CMP.8, paragraph 5.

⁷⁹ Decision 3/CMP.8, paragraph 12.

⁸⁰ Decision 9/CP.18, paragraph 3.

83. COP 18, by decision 8/CP.18, requested the Standing Committee on Finance to provide periodic updates on the status of its work relating to the fifth review of the financial mechanism to the SBI for its consideration, beginning at SBI 38.⁸¹

84. *Action:* The SBI will be invited to take note of the document prepared for the session containing information on the status of the resources available for programming the fifth replenishment period of the GEF and on the update by the Standing Committee on Finance.

FCCC/SBI/2013/INF.9 Information on the status of the resources available for programming the fifth replenishment period of the Global Environment Facility. Note by the secretariat

12. Development and transfer of technologies and implementation of the Technology Mechanism

85. *Background:* COP.16, by decision 1/CP.16, decided to establish a Technology Mechanism, comprising a Technology Executive Committee (TEC) and a Climate Technology Centre and Network (CTCN).⁸²

86. COP 17, by decision 2/CP.17, requested the CTCN, once it is operational, to elaborate its modalities and procedures based on its term of reference⁸³ and to report on this matter for consideration and decision at COP19, through the subsidiary bodies at their thirty-eighth sessions.⁸⁴

87. COP 18, by decision 14/CP.18, decided that the United Nations Environment Programme (UNEP), as the leader of a consortium of partner institutions, be selected as the host of the CTCN for an initial term of five years, with possible renewal if so decided by COP 23. It requested UNEP, as the host of the CTC, to convene and facilitate, preferably prior to the thirty-eighth sessions of the subsidiary bodies, the 1st meeting of the Advisory Board of the CTCN, established by the same decision, to determine its operational modalities and rules of procedure for consideration by the subsidiary bodies at their subsequent sessions.⁸⁵

88. COP 18, by decision 13/CP.18, encouraged the TEC to continue its consultations with relevant stakeholders on its proposed modalities on linkages with other relevant institutional arrangements under and outside the Convention and to report on the outcomes of these consultations in its report on activities and performance for 2013, for consideration and approval at COP 19.⁸⁶

89. SBI 34 invited the GEF to provide reports on the progress made in carrying out its activities under the Poznan strategic programme on technology transfer for consideration at SBI 35 and subsequent sessions, for the duration of the programme.⁸⁷

90. *Action:* The SBI and the SBSTA will be invited to consider the document prepared for the session containing information on the modalities and procedures of the CTCN and to recommend a draft decision on this matter for consideration and adoption at COP 19.

⁸¹ Decision 8/CP.18, paragraph 3.

⁸² Decision 1/CP.16, paragraph 117.

⁸³ Decision 2/CP.17, annex VII, and 1/CP.16, paragraph 123.

⁸⁴ Decision 2/CP.17, paragraph 135.

⁸⁵ Decision 14/CP.18, paragraphs 2 and 6.

⁸⁶ Decision 13/CP.18, paragraphs 6 and 7.

⁸⁷ FCCC/SBI/2011/7, paragraph 137.

91. The SBI will be further invited to consider the report by the GEF prepared for this session and any other matters relating to the development and transfer of technologies, with a view to determining any further action.

<i>FCCC/SB/2013/1</i>	<i>Report on modalities and procedures of the Climate Technology Centre and Network</i>
<i>FCCC/SBI/2013/5</i>	<i>Report of the Global Environment Facility on the progress made in carrying out the Poznan strategic programme on technology transfer. Note by the secretariat</i>

13. Capacity-building

92. *Background:* In accordance with decision 2/CP.17, the 1st meeting of the Durban Forum for in-depth discussion on capacity-building took place in May 2012 in conjunction with SBI 36.⁸⁸

93. SBI 37 initiated, but did not conclude, the consideration of the summary report on this meeting.⁸⁹ It agreed to continue consideration of this matter at its next session, on the basis of the draft text contained in document FCCC/SBI/2012/33/Add.1.⁹⁰

94. COP 18, by decision 1/CP.18, requested the secretariat to continue to provide reports to the COP at each of its sessions on activities to implement the framework for capacity-building in developing countries,⁹¹ as well as the compilation and synthesis reports referred to in decision 2/CP.17, paragraphs 146 and 150, and to make the reports available to the SBI at its sessions coinciding with the meetings of the Durban Forum.⁹²

95. COP 18 invited Parties to submit to the secretariat, by 18 February 2013, information on the activities that they have undertaken pursuant to decisions 2/CP.7, 2/CP.10, 1/CP.16 and 2/CP.17, as well as their views on specific issues to be considered at the 2nd meeting of the Durban Forum, to be held at SBI 38, and on the potential enhancement of the organization of this forum.⁹³

96. COP 18 also invited intergovernmental organizations and non-governmental organizations and the private sector to submit information on activities undertaken in support of the implementation of the framework for capacity-building in developing countries.⁹⁴

97. CMP 8, by decision 10/CMP.8, invited Parties to submit their views on specific thematic issues related to capacity-building for the implementation of the Kyoto Protocol in developing countries, to be considered at the 2nd meeting of the Durban Forum.⁹⁵

98. *Action:* The SBI will be invited to continue consideration of this matter on the basis of the draft text referred to in paragraph 93 above and the documents below, with a view to recommending a draft decision for adoption at COP 19.

⁸⁸ Decision 2/CP.17, paragraph 144.

⁸⁹ Decision 2/CP.17, paragraph 147.

⁹⁰ FCCC/SBI/2012/33, paragraph 130.

⁹¹ See decision 2/CP.7, paragraph 9(c), and decision 4/CP.12, paragraph 1(c).

⁹² Decision 1/CP.18, paragraph 78.

⁹³ Decision 1/CP.18, paragraph 75.

⁹⁴ Decision 1/CP.18, paragraph 76.

⁹⁵ Decision 10/CMP.8, paragraph 3.

<i>FCCC/SBI/2013/2</i>	<i>Synthesis report on the implementation of the framework for capacity-building in developing countries. Note by the secretariat</i>
<i>FCCC/SBI/2013/2/Add.1</i>	<i>Synthesis report on the implementation of the framework for capacity-building in developing countries. Note by the secretariat. Addendum. Capacity-building activities undertaken by United Nations organizations and other institutions</i>
<i>FCCC/SBI/2013/3</i>	<i>Synthesis report on capacity-building work undertaken by bodies established under the Convention and its Kyoto Protocol. Note by the secretariat</i>
<i>FCCC/SBI/2013/MISC.4</i>	<i>Views on specific issues to be considered at the 2nd meeting of the Durban Forum and on the potential enhancement of its organization and information on activities undertaken to implement the framework for capacity-building in developing countries. Submissions from Parties</i>
<i>FCCC/SBI/2012/20</i>	<i>Summary report on the first meeting of the Durban Forum on Capacity-building. Note by the secretariat</i>

14. Impact of the implementation of response measures

(a) Forum and work programme

99. *Background:* COP17, by decision 8/CP.17, adopted a work programme on the impact of the implementation of response measures under the subsidiary bodies. COP 17 also established a forum on the impact of the implementation of response measures, to be convened by the Chairs of the subsidiary bodies, to implement the work programme and to provide a platform allowing Parties to share information, experiences, case studies, best practices and views.⁹⁶

100. The 2nd meeting of the forum took place in conjunction with the thirty-seventh sessions of the subsidiary bodies. It included in-forum workshops on areas (a)⁹⁷ and (h)⁹⁸ and discussions on area (f)⁹⁹ of the work programme. The SBI and the SBSTA requested their Chairs, to prepare reports on the in-forum workshops and to prepare a summary of the discussion by Parties, before the thirty-eighth sessions of the subsidiary bodies.¹⁰⁰

101. As part of the implementation of the work programme,¹⁰¹ Parties and relevant organizations were invited to provide their views on the following areas of the work programme in accordance with decision 8/CP.17, paragraph 1:

⁹⁶ Decision 8/CP.17, paragraphs 3 and 4.

⁹⁷ Sharing of information and expertise, including reporting and promoting understanding of positive and negative impacts of response measures.

⁹⁸ Building collective and individual learning towards a transition to a low greenhouse gas emitting society.

⁹⁹ Relevant aspects relating to the implementation of decisions 1/CP.10, 1/CP.13 and 1/CP.16 and Article 2, paragraph 3, and Article 3, paragraph 14, of the Kyoto Protocol.

¹⁰⁰ FCCC/SBI/2012/33, paragraph 105.

¹⁰¹ The plan for implementation is presented in document FCCC/SBI/2012/15, annex I.

- (a) Assessment and analysis of impacts (area (c));
- (b) Exchanging experience and discussion of opportunities for economic diversification and transformation (area (d));
- (c) Economic modelling and socioeconomic trends (area (e));
- (d) Just transition of the workforce and the creation of decent work and quality jobs (area (g)).

102. Discussions at this session's forum on areas (c), (d) and (g) outlined above will be held in a workshop-like format with presentations from Parties and relevant organizations, followed by an interactive exchange of views. The forum will also discuss area (e) outlined above in an expert meeting-like format. The Chairs will report on the forum outcomes to the subsidiary bodies at their closing meetings.

103. *Action:* The SBI and the SBSTA will be invited to take note of the reports on the in-forum workshops on areas (a) and (h), and of the summary of the discussion by Parties on area (f), for their consideration at their thirty-ninth sessions during the review of the work of the forum.

<i>FCCC/SB/2013/INF.2</i>	<i>Report on the in-forum workshop on area (a). Note by the Chairs of the subsidiary bodies</i>
<i>FCCC/SB/2013/INF.3</i>	<i>Report on the in-forum workshop on area (h). Note by the Chairs of the subsidiary bodies</i>
<i>FCCC/SB/2013/INF.4</i>	<i>Summary of the discussion by Parties on area (f). Note by the Chairs of the subsidiary bodies</i>
<i>FCCC/SB/2013/MISC.2</i>	<i>Views on the work programme on the impact of the implementation of response measures. Submissions from Parties and relevant organizations</i>

(b) Matters relating to Article 3, paragraph 14, of the Kyoto Protocol

104. *Background:* SBI 37 agreed to consider this matter jointly with the SBI and SBSTA agenda item "Forum and work programme on the impact of the implementation of response measures" in a joint SBI/SBSTA forum.¹⁰² The SBI agreed to continue, at SBI 38, consultations on how to take up this matter.

105. *Action:* The SBI will be invited to agree on how to take up this matter.

(c) Progress on the implementation of decision 1/CP.10

106. *Background:* SBI 37 agreed to consider this matter jointly with the SBI and SBSTA agenda item "Forum and work programme on the impact of the implementation of response measures" in a joint SBI/SBSTA forum.¹⁰³ The SBI agreed to continue, at SBI 38, consultations on how to take up this matter.

107. *Action:* The SBI will be invited to agree on how to take up this matter.

¹⁰² FCCC/SBI/2012/33, paragraph 99.

¹⁰³ FCCC/SBI/2012/33, paragraph 54.

15. The 2013–2015 review

108. *Background:* COP 16, by decision 1/CP.16, recognized that deep cuts in global greenhouse gas emissions are required to hold the increase in the global average temperature below 2 °C above pre-industrial levels and that Parties should take urgent action to meet this long-term goal, and recognized the need to consider strengthening the long-term global goal, including in relation to a global average temperature rise of 1.5 °C.¹⁰⁴ The COP decided to periodically review the adequacy of the above-mentioned long-term global goal and overall progress made towards achieving it, including a consideration of the implementation of the commitments under the Convention.¹⁰⁵ The COP also decided that the first review should start in 2013 and should be concluded in 2015.¹⁰⁶

109. COP 17, by decision 2/CP.17, agreed on the principles that should guide the review, the elements that should be taken into account and the inputs to the review. It decided that the review will be conducted with the assistance of the SBSTA and the SBI and requested the subsidiary bodies to organize workshops, including for the considerations of the inputs to the review, and to report on their considerations and findings to the COP.¹⁰⁷

110. COP 18, by decision 1/CP.18, invited the SBSTA and the SBI to establish a joint contact group to assist the COP in conducting the review. It also decided to establish a structured expert dialogue to support the work of the joint contact group to ensure the scientific integrity of the review. This dialogue is to consider the relevant inputs through scientific workshops and expert meetings.¹⁰⁸

111. COP 18 decided that the dialogue will be facilitated by two co-facilitators, one from an Annex I Party and one from a non-Annex I Party, who will be selected by each group, respectively.¹⁰⁹

112. COP 18 requested the Chairs of the SBSTA and the SBI to organize the review in a flexible and appropriate manner, allowing for an adequate and timely consideration of the inputs to the review as they become available,¹¹⁰ and to take the steps necessary for the subsidiary bodies to start the consideration of inputs without delay at their thirty-eighth sessions. It invited the subsidiary bodies, beginning in 2013, to gather and compile information relevant for conducting the review.¹¹¹

113. *Action:* The SBSTA and the SBI will be invited to initiate consideration of this matter, including the inputs for the review that have become available, and to take any further steps, as appropriate.

16. Parties included in Annex I to the Convention whose special circumstances are recognized by the Conference of the Parties

114. *Background:* COP 18, by decision 1/CP.18, requested the secretariat to prepare a technical paper identifying opportunities for Annex I Parties whose special circumstances are recognized by the COP to benefit, at least until 2020, from support from relevant bodies

¹⁰⁴ Decision 1/CP.16, paragraph 4.

¹⁰⁵ Decisions 1/CP.16, paragraph 138, and 1/CP.18, paragraph 79.

¹⁰⁶ Decision 1/CP.16, paragraph 139(b).

¹⁰⁷ Decision 2/CP.17, paragraphs 160–162, 165 and 166.

¹⁰⁸ Decision 1/CP.18, paragraphs 80, 85 and 86(a).

¹⁰⁹ Decision 1/CP.18, paragraph 87(b).

¹¹⁰ Decision 1/CP.18, paragraph 90.

¹¹¹ Decision 1/CP.18, paragraphs 81 and 83.

and institutions to enhance mitigation, adaptation, technology, capacity-building and access to finance.¹¹²

115. *Action:* The SBI will be invited to consider the technical paper prepared for this session and to prepare a draft decision for consideration and adoption at COP 19.

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Opportunities for Parties included in Annex I to the Convention whose special circumstances are recognized by the Conference of the Parties to benefit from support from relevant bodies and institutions to enhance mitigation, adaptation, technology, capacity-building and access to finance. Technical paper

17. Arrangements for intergovernmental meetings

116. *Background:* COP 18, by decision 26/CP.18, accepted with appreciation the offer by the Government of Poland to host COP 19 and CMP 9 in Warsaw, Poland, from 11 to 22 November 2013.¹¹³ It is expected that a Host Country Agreement will be concluded no later than the thirty-eighth sessions of the subsidiary bodies. Information on the organization of the work of the COP and the CMP, the possible elements of the provisional agendas for COP 19, CMP 9 and the subsidiary bodies, and possible arrangements for the high-level segment is contained in document FCCC/SBI/2013/4.

117. COP 18 also noted that the President of COP 20 and CMP 10 would come from the Latin America and Caribbean States and noted the offer of the Government of France to host COP 21 and CMP 11 in 2015. It invited Parties to consult further on the host of COP 20 and CMP 10, and COP 21 and CMP 11, with a view to concluding these consultations no later than SBI 38 so that a decision could be taken at COP 19.

118. In planning for future sessions, the SBI may wish to take note of any additional sessions in 2013, as appropriate, as well as any updates or further guidance from Parties. In keeping with the recommendation from SBI 30 that future sessions be scheduled from mid-week to mid-week, where possible,¹¹⁴ the SBI will be invited to recommend dates for the sessional periods in 2018 so that a decision can be taken at COP 19.

119. SBI 36 invited submissions from Parties on ways to improve efficiency and effectiveness, planning, and the structure of the process to streamline it, including budgetary implications. The SBI requested the secretariat to compile the views and to prepare a synthesis report based on the above-mentioned submissions for consideration at SBI 38.¹¹⁵

120. SBI 36 requested the secretariat to provide, at SBI 38, an update on participation by observer organizations in the UNFCCC process, including on the implementation of SBI 34 conclusions on this issue.¹¹⁶

121. *Action:* The SBI will be invited to consider the information contained in documents prepared for the session and to provide further guidance to the host government, Parties and the secretariat on the organization of COP 19 and CMP 9, including the arrangements for the high-level segment, possible elements of the provisional agendas for COP 19 and CMP

¹¹² Decision 1/CP.18, paragraph 95.

¹¹³ Decision 26/CP.18.

¹¹⁴ FCCC/SBI/2009/8, paragraph 115.

¹¹⁵ FCCC/SBI/2012/15, paragraph 238.

¹¹⁶ FCCC/SBI/2012/15, paragraph 242.

9, additional sessions in 2013, offers to host future sessions, sessional dates for 2018, ways to improve efficiency, effectiveness and planning, as well as the structure of the process, and the requested update on participation by observer organizations including the implementation of past conclusions on the enhancement of observer engagement.

<i>FCCC/SBI/2013/4</i>	<i>Arrangements for intergovernmental meetings. Note by the secretariat</i>
<i>FCCC/SBI/2013/MISC.5</i>	<i>Views on ways to improve efficiency, effectiveness and planning, as well as the structure of the process. Submissions from Parties</i>

18. Administrative, financial and institutional matters

(a) Budget performance for the biennium 2012–2013

122. *Background:* In accordance with the financial procedures,¹¹⁷ the interim financial statements as at 31 December 2012 have been prepared for this session.

123. A report on the status of indicative contributions by Parties as at 15 May 2013 to the Trust Fund for the Core Budget of the UNFCCC and the Trust Fund for the International Transaction Log, and of voluntary contributions made to all of the trust funds of the UNFCCC, is provided, in keeping with the financial procedures that require the Executive Secretary to inform Parties of their status of contributions at least twice a year.

124. *Action:* The SBI will be invited to take note of the information presented in the documents prepared for the session and any additional relevant oral information provided by the Executive Secretary, and to decide on actions that may need to be included in draft decisions on administrative and financial matters to be recommended for adoption at COP 19 and CMP 9.

<i>FCCC/SBI/2013/INF.4</i>	<i>Interim financial statements for the biennium 2012–2013 as at 31 December 2012. Note by the Executive Secretary</i>
<i>FCCC/SBI/2013/INF.10</i>	<i>Status of contributions as at 15 May 2013. Note by the secretariat</i>

(b) Programme budget for the biennium 2014–2015

125. *Background:* The COP and the CMP, by decisions 25/CP.18 and 13/CMP.8, requested the Executive Secretary to propose a programme budget for the biennium 2014–2015 for consideration at SBI 38.¹¹⁸

126. *Action:* The SBI will be invited to consider the programme budget proposed by the Executive Secretary for the biennium 2014–2015 and to recommend a draft decision for adoption at COP 19 and for endorsement at CMP 9. The SBI is also expected to authorize the Executive Secretary to inform Parties of their indicative contributions for 2014 based on the recommended budget.

¹¹⁷ Decision 15/CP.1.

¹¹⁸ Decision 25/CP.18, paragraph 11 and decision 13/CMP.8, paragraph 12.

<i>FCCC/SBI/2013/6</i>	<i>Proposed programme budget for the biennium 2014–2015. Note by the Executive Secretary</i>
<i>FCCC/SBI/2013/6/Add.1</i>	<i>Proposed programme budget for the biennium 2014–2015. Note by the Executive Secretary. Addendum. Work programme for the secretariat for the biennium 2014–2015</i>
<i>FCCC/SBI/2013/6/Add.2</i>	<i>Proposed programme budget for the biennium 2014–2015. Note by the Executive Secretary. Addendum. Activities to be funded from supplementary sources</i>
<i>FCCC/SBI/2013/6/Add.3</i>	<i>Proposed programme budget for the biennium 2014–2015. Note by the Executive Secretary. Addendum. Trust Fund for the International Transaction Log</i>

(c) Continuing review of the functions and operations of the secretariat

127. *Background:* SBI 21¹¹⁹ decided to review the functions and operations of the secretariat under this agenda sub-item annually. COP 17 agreed that the SBI should consider this matter at SBI 36 and SBI 38.¹²⁰

128. The COP 17 requested the Executive Secretary to report on dynamic efficiency gains achieved by the end of 2012.¹²¹

129. *Action:* The SBI will be invited to take note of the information presented in the document prepared for the session and any additional relevant information and to make recommendations, as appropriate.

<i>FCCC/SBI/2013/INF.5</i>	<i>Dynamic efficiency gains achieved by the end of 2012. Note by the Executive Secretary</i>
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(d) Implementation of the Headquarters Agreement

130. *Background:* SBI 27 requested the Host Government and the Executive Secretary to report, once a year, on progress regarding the implementation of the Headquarters Agreement.¹²² The last report was provided to SBI 36.¹²³

131. SBI 36 requested the secretariat to keep Parties informed of progress made in the provision of facilities on an ongoing basis and invited the Host Government and the Executive Secretary to report to it at SBI 38 on further progress made on these and other aspects of the implementation of the Headquarters Agreement.

132. *Action:* A representative of the Host Government and the Executive Secretary will make oral presentations on progress made since SBI 36. The SBI will be invited to consider the statements and take any action, as appropriate.

¹¹⁹ FCCC/SBI/2004/19, paragraph 105.

¹²⁰ Decision 17/CP.17, paragraph 9.

¹²¹ Decision 18/CP.17.

¹²² FCCC/SBI/2002/17, paragraph 58.

¹²³ FCCC/SBI/2012/15, paragraphs 248–251.

(e) Privileges and immunities for individuals serving on constituted bodies established under the Kyoto Protocol

133. *Background:* CMP 8 took note of the draft treaty arrangements on privileges and immunities for individuals serving on constituted bodies established under the Kyoto Protocol that were forwarded by the SBI. It requested SBI 38 to continue its consideration of this matter and to report to CMP 9 on the outcome of its work.¹²⁴

134. *Action:* The SBI will be invited to conclude its consideration of this matter and recommend a draft decision for adoption at CMP 9.

19. Other matters

135. Any other matters arising during the session will be taken up under this agenda item.

20. Report on the session

136. *Background:* A draft report on the work of the session will be prepared for adoption by the SBI at the end of the session.

137. *Action:* The SBI will be invited to adopt the draft report and authorize the Rapporteur to complete the report after the session, under the guidance of the Chair and with the assistance of the secretariat.

¹²⁴ FCCC/KP/CMP/2012/13, paragraphs 106 and 107.