

WORK OF THE AWG-LCA CONTACT GROUP

Agenda item 3.2.2

Nationally appropriate mitigation actions by developing country Parties

Version of 18 November 2011 @ 18.00

Revised non-paper by the co-facilitators

Part I. Possible elements of a draft decision for adoption of guidelines for biennial update reports from Parties not included in Annex I to the Convention

Recalling, the relevant provisions of the United Nations Framework Convention on Climate Change, in particular, Article 4, paragraphs 1, 3 and 7, Article 5, Article 7, paragraph 2 (a), (b), (d) and (e), Article 9, paragraph 2 (b), Article 10, paragraph 2 (a), (b) and (c) and Article 12, paragraphs 1, 5, 6 and 7, of the Convention,

Recalling also its decisions on national communications from Parties not included in Annex I to the Convention (non-Annex I Parties), in particular its decisions 10/CP.2, 2/CP.4, 12/CP.4, 8/CP.5, 31/CP.7, 32/CP.7, 17/CP.8 and 8/CP.11,

Recalling further that, by its decision 1/CP.16, it had initiated a process of enhancing the reporting in national communications from non-Annex I Parties, on mitigation actions and their effects, and support received, with additional flexibility to be given to the least developed country Parties and small island developing States,

Recalling also its decision 1/CP.16 that non-Annex I Parties shall submit their national communications to the Conference of the Parties, in accordance with Article 12, paragraph 1, of the Convention, every four years,

Reaffirming that, in accordance with Article 4, paragraph 3, of the Convention, the developed country Parties and other developed Parties included in Annex II to the Convention shall provide new and additional financial resources to meet the agreed full costs incurred by developing country Parties in complying with their obligations under Article 12, paragraph 1, of the Convention,

Noting that current guidelines for the preparation of national communications were adopted by the Conference of the Parties at its eighth session,

Noting also that in accordance with decision 17/CP.8, non-Annex I Parties should use the guidelines contained in the annex to that decision for the preparation of second and, where appropriate, third national communications and, where appropriate, initial national communications,

Recognizing that the preparation of national communications is a continuing process,

Recognizing also that the submission of national communications is very important for Parties to better understand climate change issues,

Recognizing further the difficulties that non-Annex I Parties have had in preparing their initial national communications and the need to build capacity for using the guidelines for the

preparation of national communications from non-Annex I Parties, and the need to allocate adequate time to non-Annex I Parties for preparing their national communications,

Acknowledging that although the majority of non-Annex I Parties have submitted their initial national communications and some have also submitted their second and third national communications, a number of non-Annex I Parties are still having difficulties with the preparation and submission of their initial national communications due to both technical and resource constraints,

Noting its decision 1/CP.16, paragraph 60 (c), that developing countries, consistent with their capabilities and the level of support provided for reporting, should submit biennial [update] reports containing updates of national greenhouse gas inventories, including a national inventory report and information on mitigation actions, needs and support received,

Recognising that, by its decision 1/CP.16, it had initiated a work programme for developing the guidelines for the preparation of biennial [update] reports from non-Annex I Parties,

Noting decision 1/CP.16 to conduct international consultations and analysis of biennial [update] reports submitted by non-Annex I Parties under the Subsidiary Body for Implementation,

Recognizing further that enhanced reporting, including biennial [update] reports from non-Annex I Parties will be an important part of the first review of the adequacy of the long-term global goal, starting in 2013 and to be concluded by 2015,

Emphasizing that information submitted by non-Annex I Parties under Article 12 of the Convention is the main source of information for reviewing the implementation of the Convention by these Parties;

Noting that delays in or absence of submissions from some Parties hinder the assessment of implementation, as well as delays in completion of international consultations and analysis,

Recognizing the need for better information on national emissions and climate change policies from all Parties to more accurately judge the extent of global climate change and the effectiveness of the global response

Recognizing the urgent need for [Annex II [and other]] developed country Parties and other developed country Parties in Annex II to provide new and additional [for provision of] support for preparation of biennial [update] reports;

Acknowledging that enhanced reporting through national communications and biennial [update] reports from non-Annex I Parties depends on their respective capabilities and the level of support they receive,

Recognizing the important role that the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention could also play in facilitating technical advice and support for the preparation and submission of the first biennial [update] report,

1. *Adopts* the guidelines, contained in the annex to this decision, for the preparation of biennial [update] reports by Parties not included in Annex I to the Convention, (hereafter referred to as the ‘the Guidelines’);

2. *Decides*:

(a) That, in using the Guidelines, non-Annex I Parties should take into account their development priorities, objectives and national circumstances;

(b) That the Guidelines should be used to provide guidance to an operating entity of the financial mechanism for funding the preparation of biennial [update] reports from non-Annex I Parties;

(c) Enhanced support for the preparation of biennial [update] reports will be ensured by developed country Parties by means of new and additional resources, under article 4.5 of the Convention,

(d) That additional financial resources, corresponding to 30% of the total monetary amount provided for the preparation of the previous or current National Communication, shall

be made available by Annex II Parties to non-Annex I Parties for the elaboration of a biennial [update] report.

(e) That non-Annex I Parties shall submit a report biennially either as a component of their national communication or as a stand-alone biennial [update] report. Least Developed Countries (LDCs) and Small Island Developing States (SIDS) may submit biennial [update] reports at their discretion.

(f) That non-Annex I Parties, consistent with their capabilities and the level of support received, should use the Guidelines for the preparation of their first biennial [update] report and submit this report by 30 June 2014 or 18 months after the release of funds by the designated financial mechanism of the convention;

2 (f) *alt* [That non-Annex I Parties should submit either their first biennial reports or their next national communication by 01.01.2014. The content of the biennial report as described in these guidelines shall be integrated¹ into the national communication.]

(g) That each non-Annex I Party that has already submitted an initial national communication or a subsequent national communication shall submit its first biennial [update] report to the secretariat by [date] [April][month] [2013][2014];

(h) That, where an initial national communication has not yet been submitted by a non-Annex I Party, the first biennial [update] report shall contain the information required by the Guidelines to the extent possible, and will be submitted to the secretariat by [date] [April][month] [2013][2014];

(i) That a full national communication shall be submitted every four years, the first due date following this decision being [date] [April][month] [2015][2016];

(j) That the submissions of second and subsequent biennial [update] reports by non-Annex I Parties shall be made within two years of the due date of a full national communication;

(k) That the first biennial [update] report submitted by non Annex I Parties shall cover, at a minimum, the calendar year 2010 emissions or the base year of their pledges, and additionally more recent years as appropriate, and that the next biennial [update] reports shall cover a calendar year that do not precede the submission date by more than 3 years;

(l) That the reporting year of the subsequent biennial [update] reports by non-Annex I Parties shall be determined by the Conference of the Parties at its twentieth session, taking into account the principle of differentiated timetables set by the Convention;

(m) That as outlined in the Guidelines, the biennial [update] report from each non-Annex I Party shall [update] the information contained in the sections of its most recent full national communication submission, and that the greenhouse gas inventory information contained in the biennial [update] report will be for the year [N-3], where N denotes the year of submission;

(n) That all sections included in the Guidelines will be subject to international consultations and analysis;

(o) That the Guidelines for non-Annex I Parties shall be reviewed, and revised guidelines adopted by [2016], taking into consideration the principles of transparency, consistency, comparability, completeness and accuracy of the reported national greenhouse gas inventories, experience with the first round of biennial [update] reports, and other information

¹ The future structure and content of the national communication shall be discussed under the revision of the guidelines for non-Annex I national communications. In the future the national communication submission should consist of two parts: Part 1 covering information reported in biennial reports along the guidelines for biennial reports and Part 2 covering additional information on items reported in the biennial report as well as information on other issues as reported currently in the national communication such as national circumstances, vulnerability assessment etc.

including incorporation [as appropriate] of the 2006 IPCC Guidelines for National Greenhouse Gas Inventories,

(p) That in revising the guidelines it will reflect the experience with reporting and review, including with the use of the standard electronic formats and table no later than [...] and of any further reporting requirements no later than [.....].

(q) That the SBI will revise the national communication guidelines to include the annexed guidelines for biennial reports, as a standalone element within the national communications, to ensure consistency in reporting, for adoption at COP18.

3. *Urges* those non-Annex I Parties that have not submitted their first, second or third national communication, to do so as soon as possible;

4. *Requests* the secretariat to facilitate assistance to non-Annex I Parties in the preparation of their biennial [update] reports, in accordance with Article 8, paragraph 2 (c), of the Convention, and to prepare reports thereon for consideration by the Subsidiary Body for Implementation;

5. *Requests* the designated financial mechanism of the convention to make available support, within 12 months from this decision and on the basis of full agreed cost funding, to non-Annex I Parties preparing their first biennial [update] reports.

6. *Requests* the secretariat to prepare a compilation and synthesis of the information reported by non-Annex I Parties in the biennial [update] reports referred to in paragraph 1(f) above, to be available for the COP at its [20th] session.

Part II. Possible elements of draft guidelines for biennial [update] reports from Parties not included in Annex I to the Convention²

I. Introduction

1. Parties not included in Annex I to the Convention (non-Annex I Parties) [shall] [should] submit updates [reports on a biennial basis [as a component of]] their national communication two years after the submission of their third national communications [and in biennial update reports] in years which Parties are not required to submit their national communications. Least Developed Countries (LDCs) and Small Island Developing States (SIDS) may submit biennial [update] reports at their discretion. [In years in which a submission of a national communication is due, the content of the biennial report as described in these guidelines shall be integrated as a separate section into the national communication.]

2. [Non-Annex I Parties will implement these guidelines consistent with their capabilities and the level of support provided,] by developed country Parties. Improvements and additions to these guidelines should be pursued by Parties as lessons learned from the first and consecutive delivery of biennial reports and ICA processes emerge.

A. [Objectives

3. The objectives of the guidelines for the preparation of the biennial [update] reports from non-Annex I Parties are:

(a) [To assist non-Annex I Parties in meeting their reporting requirements under Articles 4, paragraph 1[(a)] and 12 of the Convention and decision 1/CP.16];

² The possible elements of draft guidelines for biennial update reports from developing country Parties presented here are [broadly based on [the relevant sections of the guidelines for the preparation of national communications from Parties not included in Annex I to the Convention as contained in the annex to decision 17/CP.8]]. [The mandatory language of this decision has been retained here.]

(b) [To ensure that the Conference of the Parties (COP) has sufficient information to carry out its responsibility of assessing the aggregate effect of action [the implementation of the Convention] by Parties.]

(c) [To encourage the presentation of information in a consistent, transparent, [comparable³, complete, accurate, timely] [and flexible manner], [taking into account specific national] and domestic [sectoral circumstances];

(d) [To facilitate provision of information on mitigation actions and their effects] by developing country Parties.]

(e) To facilitate the presentation of [transparent and consistent] information on new and additional finance, technology and capacity-building support [needs] [required] [and received] [and support provided] [for the preparation of biennial [update] reports];

(f) [To [provide elements to consider] [serve as] [provide a source of] policy guidance to the operating entity of the financial mechanism for the timely provision of financial support needed by developing country Parties in order to meet the agreed full costs of complying with their obligations under Article 12, paragraph 1, and any additional reporting agreed by the COP];

(g) [To enable enhanced reporting by non-Annex I Parties on mitigation actions and their effects, and support received, with additional flexibility to be given to the least developed country Parties and small island developing states [in accordance with their capacities and respective capabilities, and the availability of support];

(h) [To ensure that the COP has sufficient information to carry out the 2013-2015 and subsequent periodic reviews.]

(i) [To facilitate the international consultations and analysis of biennial [update] reports under the Subsidiary Body for Implementation.]

B. Scope

4. The scope of biennial [update] reports is to provide [an update to the most recently submitted national communication] [information] in the following areas:

(a) Information on national circumstances and on institutional arrangements relevant to the preparation of the national communications on a continuous basis⁴

(b) The national [inventory of anthropogenic emissions by sources and removal by sinks of all] greenhouse gases (GHGs) [not controlled by the Montreal Protocol]⁵, including a national inventory report;

(c) [Information on mitigation actions and their effects] when possible [including a description, analysis of the impacts and associated methodologies and assumptions, progress in implementation and information on domestic measurement, reporting and verification]. Programmes containing measures to mitigation climate change⁶;

(d) [Information on methodologies and assumptions that are associated with sub-paragraphs 4 (b) and (c) above];

(e) Constraints and Gaps, and Related Financial, Technical and Capacity Needs⁷, including a description of support needed and received [and provided, as applicable];

(f) [Information on the level of support received to enable the preparation and submission of biennial [update] reports];

³ The use of term “comparable” is consistent with paragraph 1(b) of the annex to the decision 17/CP.8.

⁴ Section II and part of the content of para 5 of the annex to Decision 17/CP.8.

⁵ Section III of the annex to Decision 17/CP.8.

⁶ Section IV.B of the annex to Decision 17/CP.8.

⁷ Title of Section VI of the annex to Decision 17/CP.8

(g) [Information on the implementation and progress of domestic measurement reporting and verification [systems]];

(h) Information on support received for adaptation to adverse effects of climate change and the adverse effects of response measures to climate change.

(i) [Any other information that the non-Annex I Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its biennial [update] report.]

Option to paragraphs 1-4 above

Non-Annex I Parties, consistent with their capacities, data availabilities and the level of support received for reporting, should submit biennial [update] reports containing updated information of national greenhouse gas inventories, information on mitigation actions, finance technological and capacity-building needs and support received.

II. [National greenhouse gas inventory

[A. Principles

X. In the context of the preparation of the national GHG inventory:

(a) Transparency means that the assumptions and methodologies used for an inventory should be clearly explained to facilitate replication and assessment of the inventory by users of the reported information.

(b) Consistency means that an inventory should be internally consistent in all its elements with inventories of other years. An inventory is consistent if the same methodologies are used for the initial and all subsequent years and if consistent data sets are used to estimate emissions or removals from sources or sinks. Under certain circumstances an inventory using different methodologies for different years can be considered to be consistent if methodologies provided by the IPCC for such situations have been applied.

(c) Comparability means that estimates of emissions and removals reported by Non-Annex I Parties in inventories should be comparable among Non-Annex I Parties. For this purpose, Non-Annex I Parties should use the methodologies and formats agreed by the COP for estimating and reporting inventories.

(d) Completeness means that an inventory covers all relevant sources and sinks, as well as all gases, included in the IPCC Guidelines. Completeness also means full geographic coverage of sources and sinks of a Non-Annex I Party.

(e) Accuracy is a relative measure of the exactness of an emission or removal estimate. Estimates should be accurate in the sense that they are systematically neither over nor under true emissions or removals, as far as can be judged, and that uncertainties are reduced as far as practicable. Appropriate methodologies should be used, in accordance with the IPCC good practice guidance, to promote accuracy in inventories.]

5. [Each non-Annex I Party [shall] [should], [in accordance with Article 4, paragraph 1(a), and Article 12, paragraph 1(a), of the Convention,] communicate biennially to the COP an update[d] of its national inventory of anthropogenic emissions by sources and removals by sinks of all GHGs not controlled by the Montreal Protocol, [to the extent [of the provision of funds from developed country Parties] and their effective delivery, [and] its capacities permit,] following the provisions in these guidelines].

6. The updates of national inventories of anthropogenic emissions by sources and removals by sinks of all GHGs not controlled by the Montreal Protocol indicated in paragraph 5 should contain the most recent data on activity level based on the best information available multiplied by the emission factor reported in its previous National Communication; any change on the emission factor can only be made in the subsequent full National Communication.

7. Each non-Annex I Party [shall] [should] submit inventory data for [the year] 2010 [according to their capabilities and the provision of [support] [funds]] [2010] [N-X]⁸ [N-3][not more than Y years from the date of last submission] 2 years from the date of last submission. [, shall provide a consistent time series back to the first biennial report, and is encouraged to provide a consistent time series back to reported years in the previous national communications]. Each non-Annex I Party shall update their inventory data when they submit their biennial report and national communication subsequently. LDCs and SIDS [should] [may] estimate their national GHG inventories for recent years at their discretion. For the first biennial report [developing country Parties whose share of global emissions is less than 1% [of the global total] may also estimate their national GHG inventories for recent years at their discretion] but no more than N-4 or 5, and should submit N-2 or 3 in subsequent biennial reports.

8. [Non-Annex I Parties which have not previously reported on their national greenhouse gas inventories [should] [shall] submit summary information tables of [previously reported inventory or] inventories for previous submission years (for example for years 1994 and 2000).]

9. The inventory submission [shall][should] include [consist of] [electronic reporting tables, as included in the Annex to these guidelines, and] a national inventory report (NIR), as an update of the inventory information contained in the previous National Communication.

A. Methodologies [Enabling environment to implement methodologies]

10. Non-Annex I Parties should use the current guidelines for the preparation of National Communications from Non-Annex I Parties (Decision 17/CP.8) [the [1996] [the latest] IPCC Guidelines approved by the COP] for estimating and reporting their updated national GHG inventories, as appropriate for an update. [Parties may also continue to use UNFCCC NAI Greenhouse Gas Inventory Software to calculate and report emissions and removals, and report key category analysis.]

11. [In accordance with the IPCC Guidelines and depending on their capacity, Parties may use different methods (tiers) included in the IPCC Guidelines to estimate their emissions, giving priority to those methods which are believed to produce the most accurate estimates, depending on national circumstances and the availability of data.]

12. [The IPCC Guidelines offer a default methodology which includes default emission factors and in some cases default activity data. As these default factors, data and assumptions may not always be appropriate for specific national circumstances, non-Annex I Parties, as encouraged by the IPCC Guidelines, [are encouraged to] [can also] use national methodologies and regional emission factors and activity data for key sources, where they consider these to be better able to reflect their national situations, provided that these methodologies are more accurate than the default data and are documented transparently.]

13. [Non-Annex I Parties are encouraged to [use] [apply] the IPCC good practice guidance [and IPCC good practice guidance for LULUCF], taking into account the need to improve transparency, consistency, comparability, completeness and accuracy in inventories.]

14. [Non-Annex I Parties [shall] [are also encouraged, to the extent possible, to] undertake [any] key category analysis [as indicated in the IPCC good practice guidance] to assist in

⁸ [N-X denotes that data would be submitted for [x] years prior to the date of submission. For example, if biennial update reports were submitted in 2013, the data would be for 2011, in case of to N-2].

developing inventories that better reflect their national circumstances.] [Key categories are those that, when summed together in descending order of magnitude, add up to 70 percent of the total level of GHG emissions. As Parties' reporting improves over time, Parties should assume as key categories those whose sum, in descending order of magnitude, adds up to 90 percent of the total level of GHG emissions].

Option to paragraphs 10, 13 and 14

Non-Annex I Parties shall use the IPCC Guidelines and 2000 and 2003 Good Practice Guidance for estimating and reporting their updated national GHG inventories.

15. [Non-Annex I Parties [should] [shall] include a national inventory report with information on the compilation of the inventory, including information on: institutional arrangements; analysis of key categories; [interpretation of trends by sector and most significant key category;] methodologies, assumptions, emission factors and activity data used; level of uncertainty; [changes from previous years]; quality assurance/quality control; and identification of areas of improvement noting that accuracy will improve over time].

16. [Non-Annex I Parties [may][are encouraged to] use the [2006] IPCC Guidelines [in particular in areas in which 2006 IPCC Guidelines provide improved methodologies and parameters for circumstances in developing countries] [and the GWPs in the Fourth Assessment Report, in accordance with their capacity] at their discretion.].

B. Reporting⁹ [Enabling environment for preparation of reporting]

17. Non-Annex I Parties [should][are encouraged to] describe updates to procedures and arrangements undertaken to collect and archive data for the preparation of national GHG inventories, as well as efforts to make this a continuous process, including information on the role of the institutions involved in the section entitled "Information on national circumstances and on institutional arrangements relevant to the preparation of the national communications on a continuous basis¹⁰".

18. Each non-Annex I Party [shall] [should] [is encouraged], [as appropriate and to the extent possible,] provide in its updated national inventory, [on a gas-by-gas basis and in units of mass], estimates of anthropogenic emissions of carbon dioxide (CO₂), methane (CH₄) and nitrous oxide (N₂O) by sources and removals by sinks. Depending on its capacity and the significance⁵ of a gas's contribution to its national GHG emissions total,] each non-Annex I Party [should] provide, on a gas-by-gas basis and in units of mass, estimates on all other gases not controlled by the Montreal Protocol.

19. [Each non-Annex I Party, shall] [depending on its capacity and the significance¹¹ of a gas] [is encouraged to] [should] also provide in its national inventory, [on a gas-by-gas basis and in units of mass,] if these gases amount for more than X% of the national total emissions, estimates on the following greenhouse gases: perfluorocarbons (PFCs), hydrofluorocarbons (HFCs), nitrogen trifluoride (NF₃) and sulphur hexafluoride (SF₆).]

20. [Non-Annex I Parties [should] [shall], to the extent possible, and if disaggregated data are available, report emissions from international aviation and marine bunker fuels separately in their inventories. Emission estimates from these sources should not be included in the national totals].

21. [Non-Annex I Parties [should] [wishing to] report on aggregated GHG emissions and removals expressed in CO₂ equivalents using the global warming potentials (GWPs) provided by the IPCC in its [Second] [Fourth] Assessment Report ("the 1995 IPCC GWP Values") based on the effects of GHGs over a 100-year time horizon.].

⁹ [Some Parties have suggested that providing information in tabular formats may assist with streamlining reporting of biennial update reports].

¹⁰ Section II and part of the content of para 5 of the annex to Decision 17/CP.8

¹¹ Definition of this term needs to be further elaborated.

22. Non-Annex I Parties [should] [are encouraged to] [that provide inventory data shall] provide updated information on methodologies used in the estimation of anthropogenic emissions by sources and removals by sinks of GHGs not controlled by the Montreal Protocol, including on the sources of emission factors and activity data. [Where previously reported data has been recalculated, non-Annex I Parties should describe the reasons for the recalculation, the manner in which the recalculations have been undertaken and the effect in terms of emissions/removals reported.]

23. Non-Annex I Parties [should] [are encouraged to] [shall] include in their biennial [update] reports the [inventory sectoral] tables [annexed to these guidelines] [and worksheets of the IPCC], in electronic format.

24. [Non-Annex I Parties [shall] [are encouraged to] provide updated information on the level of uncertainty associated with inventory data and their underlying assumptions, and to describe the methodologies used, if any, for estimating these uncertainties.]]

Option to paragraphs 5-24 above

Non-Annex I Parties should submit updates of national greenhouse gas inventories according to paragraphs 8-24 in the guidelines for the preparation of national communication from non-Annex I Parties as contained in the annex to decision 17/CP.8. The scope of updates on national greenhouse gas inventories should be consistent with capacities, data availabilities and the level of support provided by developed countries parties for biennial update reporting.

III. Mitigation actions [Measures to mitigation climate change] [supported by developed country Parties]

Option 1

25. Non-Annex I Parties [shall] [are encouraged to] provide up-to-date information on actions to mitigate climate change, by [reducing] addressing anthropogenic emission by sources and [by enhancing] removals by sinks of all GHGs not controlled by the Montreal Protocol.

26. For each mitigation action or suite of mitigation actions [supported by developed countries and voluntarily reported for unsupported actions] [both supported and unsupported], [including those actions contained in document FCCC/AWGLCA/2011/INF.1] non-Annex I Parties [are encouraged to] [shall] provide the following [information] [to the extent possible] [as per respective capabilities and capacities].

(a) Name and description of the mitigation action, including up-to-date information on the nature of the action, [(e.g., economic, fiscal, voluntary, regulatory etc.)], [base year] [start date and time frame], coverage (i.e. sectors and gases), quantitative goals and progress indicators, including a description of any parameter against which emissions are indexed (such as BAU or GDP);

(b) Up-to-date information on methodologies and assumptions (specific to the mitigation action, including where relevant, methods for determining the baseline used, business-as-usual information or according to national or other metrics);

(c) Objectives of the action and specific policies or measures to achieve that action;

(d) Up-to-date information on the progress of implementation of the mitigation actions listed in FCCC/AWGLCA/2011/INF.1 and the underlying policies and measures, and the results achieved, such as estimated outcomes (metrics depending on type of action) [(e.g., deviation from emission reference levels or deviation for projected emission levels in target year or period)] and estimated emissions reductions, to the extent possible. Highlight whether the policy or measure is in the planning stage or is adopted or whether it is under implementation;

(e) Description of the MRV arrangements/guidance applied at national level to implement mitigation actions (e.g., institutional arrangements, implementing entities, data collection methods, progress indicators)]

(f) Information on their projected emissions and removals for the sectors reported in their GHG inventory, in accordance with their capacities and respective capabilities;

(g) [Supplementary information on incremental costs, related public or private investments, and expected benefits other than mitigation for each action or a group of actions];

(h) Parties participating in [bilateral and multilateral offset programmes] [market-based mechanisms] [shall][should] provide up to date information on:

(i) Total acquisitions of international [carbon][credits][offset][units] from market-based mechanisms approved at the UNFCCC level;

(ii) Total transfers of international [carbon][credits][offset][units] from market-based mechanisms approved at the UNFCCC level;

(iii) Total amount of international [carbon][credits][offset][units] from market-based mechanisms approved at UNFCCC level which have been retired and/or cancelled]

(iv) Offset programme elements including offset type, coverage, rules, including provisions for additionality, transparency, permanence and for prevention of double counting and leakage.]

(i) Up-to-date information on domestic verification systems.

[Option 2¹² (option to paragraphs 25 and 26)

Based on national circumstances, non-Annex I Parties are encouraged to provide, to the extent their capacities allow, information on programmes and measures implemented or planned¹³ which contribute to mitigating climate change by addressing anthropogenic emissions by sources and removals by sinks of all GHGs not controlled by the Montreal Protocol, including, as appropriate, relevant information by key sectors on methodologies, scenarios, results, measures and institutional arrangements.]

Option 3

Based on national circumstances, non-Annex I Parties shall provide information in a tabular format on programmes and measures completed, newly implemented or planned since the last national communication, which contribute to mitigating climate change, such as:

- (a) Description of the mitigation action (objective, timeframe, coverage, status of implementation)
- (b) Structure of support for the mitigation action (domestic, international, offset)
- (c) Estimation of the effects of the mitigation action to-date (methodologies and assumptions, metrics)
- (d) To the extent possible, projected emissions (model used, assumptions)

Option 4

Non-Annex I Parties shall provide updated information on the general description of steps taken or envisaged for formulating, implementing, publishing and regularly updating national and, where appropriate, regional programmes containing measures to mitigate climate change by addressing anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol, and any other information they consider to be relevant to the achievement of the objective of the Convention¹⁴ and suitable for inclusion in their update reports. This information should only cover the period since the previous submission, whether National Communication or biennial [update] report.

¹² Paragraph 40 of annex to the decision 17/CP.8.

¹³ Such as measures being considered by the government for future implementation.

¹⁴ Paragraph 37, Decision 17/CP.8.

Option 5 (option to options 1 and 2)

Non-Annex I Parties should submit [update] information on measures to mitigate climate change according to paragraphs 40 in the guidelines for the preparation of national communication from Parties not included in Annex I to 2 the Convention as contained in the annex to decision 17/CP.8. The scope of updates on measures to mitigate climate change should be consistent with capacities, data availabilities and the level of support provided by developed countries parties for biennial update reporting.

[26bis. Non-Annex I Parties shall provide information related to paragraphs 25 and 26 in electronic reporting format tables X of the Annex to these guidelines and should provide descriptive information in the report for the most recent year for which information on mitigation actions is available]. [Non-Annex I Parties using the registry for nationally appropriate mitigation actions are encouraged to report information on mitigation actions, consistent with the information provided in the registry.]

IV. Information on domestic measurement, reporting and verification

27. Each non-Annex I Party shall, as appropriate and to the extent possible, provide its updated information on the implementation and progress of domestic measurement, reporting and verification.

V. Finance, technology and capacity-building needs and support received

28. Non-Annex I Parties [shall] [should] also provide up-to-date information on constraints and gaps, and related financial, technical and capacity needs, including on [public] financial resources, technology transfer, capacity-building, and technical support received from [the Global Environment Facility (GEF),] [[Annex II Parties], [any other Parties], developed country Parties and other developed country Parties in Annex II or bilateral and multilateral institutions,] for activities relating to climate change and related financial, technical and capacity building needs, [including for the preparation of the current biennial [update] report]. The information should be [presented in relation to mitigation outcomes achieved through use of the support,] based on the most recent information available and should cover [at least] two more recent years since the submission of the last report.

29. [Non-Annex I Parties are encouraged to provide, to the extent their capacities permit, a list of actions proposed for financing (support needs), in accordance with Article 12, paragraph 4, of the Convention, in preparation for arranging the provision of technical and financial support. For Parties using the registry, [information on] mitigation actions [included in this list] should [aim to] be consistent with information provided in the Registry.]

29bis To the extent possible, Non-Annex I Parties should also provide up-to-date information on private finance resources received, including carbon market finance.

30. [Non-Annex I Parties should also provide information on financial resources and technical support for the preparation of the current biennial report provided by themselves. Non-Annex I Parties are also encouraged to provide information on financial resources related to the implementation of the Convention provided through bilateral, regional and multilateral channels for other Non-Annex I Parties.]

31. [With regard to the development and transfer of technology, non-Annex I Parties [shall] [should] provide information on [country-specific] technology needs, which must be nationally determined, and technology support received,] that is support received for activities to promote, facilitate or enhance the development, transfer and diffusion of climate technologies; this information shall at least include the donor country or organization, the

amount of the financial support received, the description of the activity or initiative, and the type of technology transferred, including on how this assistance has been utilized in support of the development and enhancement of endogenous capacities, technologies and know-how].

[31bis. Non-Annex I Parties should provide information related to paragraphs 26 and 29 by using the electronic reporting format tables Y-Z of the Annex to these guidelines].

Option to paragraphs 28, 29 and 31

Non-Annex I Parties should submit update information on finance, technology and capacity-building needs and support according to paragraphs 49, 52 and 54 in the guidelines for the preparation of national communication from non-Annex I Parties as contained in the annex to decision 17/CP.8. The scope of updates on finance, technology and capacity-building needs and support should be consistent with capacities, data availabilities and the level of support provided by developed countries parties for biennial update reporting.

VI. Submission

32. The information provided in accordance with these guidelines [shall] be communicated by each non-Annex I Party to the COP in a single document, in electronic format.

33. Non-Annex I Parties should [shall] submit their biennial [update] reports in [English] [any][one of the] [official UN language[s]]. [Non-Annex I Parties are also encouraged to submit a translation of the biennial report into English].

34. [Additional or supporting information may be supplied through other documents, such as a technical annex.]

35. Non-Annex I Parties should submit biennial update reports two years after submission of national communications. Non-Annex I Parties should initiate the process for preparing biennial update report when funding on agreed full cost basis has been received. Least Developed Countries (LDCs) and Small Island Developing States (SIDS) may submit biennial update reports at their discretion.

VII. VI. [Updating the guidelines

36. [These guidelines shall be reviewed and revised, as appropriate, in accordance with decisions of the COP.] Also decides that in case of a future revision of the guidelines for the preparation of national communications from non-Annex I Parties, the content of biennial [update] reports may be revised by the Conference of the Parties, taking into account the difficulties encountered by non-Annex I Parties in the preparation of their biennial [update] reports.

Annex

The templates in this annex are provided to assist non-Annex I Parties with the compilation and submission of their biennial update reports.

Template 1: Submission of information

	Year
	Submission
Country	
Inventory Years	
Contact Name	
Title	
Organization	
Address	
Phone	
Fax	
Email	
URL	

Additional Information

Status	
Comments	

Template 2: Outline of biennial update report

National greenhouse gas inventory	Notes
<p>Summary report</p> <ul style="list-style-type: none"> Sectoral table for energy Sectoral table for industrial process Sectoral table for Solvent and other Product Use Sectoral table for agriculture Sectoral table for LULUCF Sectoral table for Waste 	<p>Emission/removal summary by sector and by gas using standard reporting table</p> <p>Summary of each sector using standard reporting tables</p>
Key category analysis	Parties should identify their national key categories for the latest reported inventory year, using the IPCC tier 1 level assessment.
Methodologies used	Choice of methods/activity data/emission factors, assumptions, parameters and conventions underlying the emission and removal estimates – the rationale for their selection, any specific methodological issues
Recalculations and improvements	Any changes in estimates of emissions and removals, compared with previously submitted inventories, regardless of magnitude. Clearly indicate the reason for the changes using the template provided. Parties should also describe planned improvements to methodologies, activity data, emission factors, etc. (optional)
Procedures and arrangements for the national greenhouse gas inventory	A description of the GHG inventory procedures and arrangements, using the template provided

	Uncertainties	Encouraged to provide information on uncertainties using IPCC good practice guidance as basis
Mitigation actions and their effects		
	Description of the action	Using the template provided, for each action or group of actions, a description, including the objective, nature and type of the action, base year, coverage (i.e. sectors and gases,) quantitative goals and progress indicators.
	Name of implementing entity(ies)	
	Progress of implementation	Using the template provided, for each action or group of actions information on the status of implementation, and the results so far: such as estimated outcomes (metrics depending on type of action) and estimated emission reductions.
	Estimated mitigation impact by 20XX or alternative indicator	
	Methodologies and assumptions	Using the template provided, for each action or group of actions information on methodologies and assumptions specific to the mitigation action, including where relevant, methods for determining the baseline used, business-as-usual information or other metrics
	Use of international or domestic offsets	Using the template provided, report on the use of international or domestic emission reduction credits or allowances. Information also to be provided on any rules/documentation/verification of such units
	Additional voluntary information	
Domestic MRV		An up-to-date description of system of domestic measurement, reporting and verification using the template provided
Support received		Summary level information using the template provided

Template 3: National inventory procedures and arrangements

Entity submitting the inventory to the UNFCCC secretariat	
Entity/entities completing the national inventory report	
Entity coordinating work between the core institutions	
Entity approving the inventory before the official submission to the UNFCCC secretariat	
Entity/entities maintaining the underlying emission models	
Entity/entities collecting the relevant basic data	
Entity/entities collecting point source data	
Entity/entities compiling the reporting tables	
Entity implementing and coordinating the quality assurance/quality control (QA/QC) plan	
Entity/entities ensuring that the different underlying methodologies are based on sound and updated scientific knowledge	

Template 4: Reporting of recalculations

Sector	Gas	Previous year (xxx)	This report (yyy)	Difference (absolute)	Difference (percentage)	Impact on total emissions (including LULUCF)	Impact on total emissions (excluding LULUCF)	Reason for recalculation (e.g. change in emission factor(s), methodology, activity data, other)

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 UNDER THE CONVENTION
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Template 5

Template 5.1: Report table of update/ change in policy framework¹

Title	Description

1. Development plan, climate change policy, change in regime, etc.

Template 5.2: Report table of mitigation actions

Description of mitigation action	Base year	Coverage		Implementing entities	Quantitative goal	Progress indicators	Progress to date	Estimated outcomes/ Emissions reductions	Methodological assumptions
		Sector ¹	Gas						

1. IPCC sector (Energy, Industrial processes, Solvent and Other Product Use, Agriculture, LULUCF, Waste)

Template 6: Use of Offsets

Unit sold (type of unit)	Tonnes of CO ₂ - equivalent	Information on rules/documentation/verification
Unit purchased (type of unit)		
Total		

Template 7: General description of domestic systems for MRV

Component of MRV system ^{1,2}	Methodologies applied/rationale for approach taken

1. Includes any updates since last submission

2. For example, entities responsible of MRV of mitigation actions; description of data collection system including models used for projections; selection of performance indicators; QA/QC system; third party verification; process for reporting.

Template 8

Template 8.1: Support received, broken down by theme - mitigation, adaptation, REDD+

Project/activity	Estimated costs	Supported by ¹	Type of finance (grant, loan etc.)	Public finance flows (separate out ODA from OOFs)	Private flows (if appropriate)	Timescale		Total funding		Proportion of costs from various sources of funding	Mitigation and/or other results achieved	Relationship to the needs identified in the LCDS
						Start	Finish	Local currency	USD			

1. GEF; Annex II Party; Other Party; bilateral institution or fund; multilateral institution or fund

Template 8.2: Support received and own contribution for the preparation of the current biennial update report, years X and Y, in USD

	x. biennial report YEAR X	x. biennial report YEAR Y
From GEF		
From Annex I Parties		
From Annex II Parties		

Own contributions		
Other sources (please specify)		
Total		

Template 8.3: Technology and capacity building support received - broken down by mitigation, adaptation, REDD+

Type of support received	Supported by ¹	Timeframe	Specific purpose

1. GEF; Annex II Party; Other Party; bilateral institution or fund; multilateral institution or fund

Template 8.4: Support needs - Descriptive list, specifying type of support (i.e. finance, technology, capacity building), sector or cross-cutting etc.

Activity needing support	Amount needed (USD and national currency)	Specific type of support requested (Cash, GBS, technology, training etc)	Funding amount broken down by preferred type (Loan, grant, in-kind support, private sources, carbon market)