

Questions to provide a general framework for discussions on ways to facilitate the development and long-term sustainability of processes, and the establishment and maintenance of national technical teams, for the preparation of national communications

20-21 June 2011
Bonn, Germany

A. Institutional arrangements

1. What are your current institutional arrangements?
2. How did your country establish the necessary institutional arrangements for the preparation of your national communication?
3. What do you see as challenges to establishing institutional arrangement?
4. From your experience, which institutional arrangements would yield the production of a quality national communication (starting from the national focal point through to the project management team supervising directly the technical teams on GHG inventories, V&A, and mitigation, etc.)?
5. Do you have issues in retaining qualified experts for the preparation of national communications? Please explain.
6. What are some of the institutional arrangements that should be put in place to ensure that there is continuity in the preparation of national communications?
7. What key activities and procedures can be developed, or put in place, to update data and resources prior to preparing for the new national communication?
8. What recommendations would you give to ensure effective engagement of relevant national stakeholders in the preparation of national communications?
9. How difficult is it to involve the participation of high-level policy-makers during the preparation of your national communication?
10. How can countries ensure involvement and support from high-level policy-makers?
11. How can the national communication team establish relationships and effectively engage the support of various external organizations (i.e. Bilateral/Multilateral Agencies/Organizations) within and outside the country?
12. Do you experience challenges in integrating/mainstreaming climate change related projects identified in the process of preparation of national communications into national and/or sectoral policies plans and programme? Please explain.

B. Financial concerns

1. Do you experience challenges in applying for the financing of your subsequent national communications (within three to five years) after the initial disbursement of financial resources of your current national communication to prepare for the subsequent national communication to avoid a time lag? Please explain.
2. Does your country have provisions for financial support from the national budget for the preparation of the national communication and associated research activities? Do you face challenges in funding your national communication? Please explain.
3. How do you identify synergies with other ongoing multilateral and bilateral projects to increase cost-effectiveness?
4. How do you ensure that climate change related project proposals submitted for funding are consistent with those identified, if any, in the national communication?
5. How can financial management skills of the national communications team be improved to ensure efficient use of resources?

C. National GHG inventories and data systems

1. Do you face challenges with regard to data collection? Please explain, if any, the type of challenges and how you address them.
2. Do you face challenges with regard to archiving information and QA/QC? Please explain.
3. Do you face challenges with the existing guidelines for national inventories and data systems? Please explain.
4. How do you increase the transparency, consistency and accuracy of inventories?
5. Some countries already have in place National Inventory Improvement Plan (NIIP). Does your country have such a plan? Please explain, if any, the major issues identified, and how they can be used to address the improvement of future national communications.
6. What are the current capacity gaps in the use of the UNFCCC GHG inventory software for non-Annex I Parties? How could these gaps be addressed?
7. Do you need additional software for the establishment/development of GHG inventories and data systems at the national level? What should be main features of such software?
8. Which are the GHG inventory sectors for which you have the greatest difficulty to prepare and report on, and what are the underlying issues?

9. What improvements would you recommend to facilitate the establishment and maintenance of a sustainable national GHG inventory system during the preparation of your next national communications?
10. How do you enhance capacity for preparation of future GHG inventories?

D. Cross-cutting issues: Capacity-building and training

1. Which type of technical assistance have you found useful and contributing to the enhancement of preparation of your national communications?
2. What recommendations would you make to further improve on current status of opportunities for information exchange and networking between national and international experts on the preparation of the national communication?
3. Could you explain how the training workshops conducted during the preparation of your second national communication contribute to ensure integration of capacity for future reporting?
4. In your experience, how effective have the capacity building workshops organised by the CGE been? Which capacity building activities, to be conducted by the CGE, could contribute in improving your national communication, and in ensuring the preparation of GHG inventories?
5. How has the support provided through other channels contributed to address the capacity development needs for the preparation of your national communication? Which capacity building activities through other channels, could contribute in improving your national communication, and in ensuring the preparation of GHG inventories?