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Page 1 of 3

INFORMATION NOTE

Submission of information on capacity-building activities undertaken between 1 January - 31 December 2017 to be uploaded on the capacity-building portal

Pursuant to decision 16/CP.22, paragraph 9, United Nations agencies, multilateral organizations and relevant admitted observer organizations engaged in providing capacity-building support to developing countries are invited to submit information to be uploaded on the capacity-building portal.¹ Such information should be related to capacity-building activities undertaken between 1 January - 31 December 2017,² with a view to building and/or enhancing the capacity of developing countries to implement the Climate Change Convention, the Kyoto Protocol and the Paris Agreement.

The capacity-building portal is a web-based platform which has been designed to contribute to monitor the progress on the implementation of the framework for capacity-building actions in developing countries, enshrined in decision 2/CP.7. Through its interactive world map, it is possible to access, retrieve and download capacity-building related information submitted since 2008 by United Nations organizations, its specialized agencies and related institutions. Following the provisions contained in decision 16/CP.22³, since 2016 the portal features also information on capacity-building activities undertaken by admitted observer organizations.

As a repository of information on the delivery of capacity-building actions by non-Party stakeholders, the capacity-building portal plays also a relevant role to inform the work of the Paris Committee on Capacity-building when implementing its mandates as contained in decisions 1/CP.21 and 16/CP.23.

Distribution: United Nations agencies, multilateral organizations and relevant admitted observer organizations

¹ < <http://unfccc.int/capacitybuilding/activities.html>>.

² Activities undertaken includes both activities approved and activities under implementation.

³ Decision 16/CP.22, paragraph 9.



Page 2

The information to be submitted is expected to be in accordance with the 15 priority areas for capacity-building identified in decision 2/CP.7 (annexed to this note), and relate to capacity-building activities for the implementation of nationally determined contributions in the context of the Paris Agreement, in line with the 2018 focus area of work of the Paris Committee on Capacity-building.

Please note that, in order to proceed with the submission, the organization's representative/focal point will need to access the capacity-building portal through an assigned account. Those organizations which do not have an account yet are invited to send a request to capacitybuildingportal@unfccc.int. The secretariat will provide the organization with a user name and password, as well as with a quick user guide to assist with the submission.

The deadline to submit relevant information is **16 February 2018**.

Please contact the secretariat at capacitybuildingportal@unfccc.int if you wish to receive further information and/or clarifications on the submission process.

We look forward to receiving your submission and starting and/or continuing a fruitful cooperation with your organization.

Yours sincerely,

(Signed by)

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Annex

Scope of needs and areas for capacity building in developing countries⁴

The following is the initial scope of needs and areas for capacity building in developing countries as broadly identified in the annex to decision 10/CP.5, in the compilation and synthesis document prepared by the secretariat, and in submissions by Parties:

- (a) Institutional capacity building, including the strengthening or establishment, as appropriate, of national climate change secretariats or national focal points;
- (b) Enhancement and/or creation of an enabling environment;
- (c) National communications;
- (d) National climate change programmes;
- (e) Greenhouse gas inventories, emission database management, and systems for collecting, managing and utilizing activity data and emission factors;
- (f) Vulnerability and adaptation assessment;
- (g) Capacity building for implementation of adaptation measures;
- (h) Assessment for implementation of mitigation options;
- (i) Research and systematic observation, including meteorological, hydrological and climatological services;
- (j) Development and transfer of technology;
- (k) Improved decision-making, including assistance for participation in international negotiations;
- (l) Clean development mechanism;
- (m) Needs arising out of the implementation of Article 4, paragraphs 8 and 9, of the Convention;
- (n) Education, training and public awareness;
- (o) Information and networking, including the establishment of databases.

⁴ Decision 2/CP.7, Annex, paragraph 15.