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MESSAGE TO PARTIES

Multilateral assessment in Lima, Peru

On behalf of the Executive Secretary, I wish to draw the attention of all Parties to the United Nations Framework Convention on Climate Change to the new multilateral assessment (MA) that will be launched at the United Nations Climate Change Conference in Lima, Peru.

The MA process is a part of the newly established international assessment and review (IAR) process for developed country Parties that was established through decisions 1/CP.16 and 2/CP.17. The IAR process comprises two steps:

- 1) A technical review of the national reports of each developed country Party;
- 2) MA of the progress towards achieving the economy-wide emission reduction targets by developed country Parties in a working group session under the Subsidiary Body for Implementation (SBI).

During the SBI working group session, each of the Parties included in Annex I to the Convention (Annex I Parties) will be multilaterally assessed, with the participation of all Parties to the Convention. The first round of MA will be conducted for 17 Annex I Parties (see the annex to this notification for the complete listing) at the twentieth session of the Conference of the Parties in Lima.

As the MA process involves an important preparatory stage, which includes a question and answer process between Parties under MA and all other Parties participating in the process, actions and inputs from all Parties are needed in the next few months in the lead up to Lima. For this purpose, the annex to this message contains a list of activities and inputs called for in accordance with decision 2/CP.17 in order to prepare for the MA session in Lima.

The annex also contains details of the MA working group session under the SBI in Lima, including information on the format and duration of the session as well as other organizational issues. The secretariat has been making the relevant arrangements for the MA under the guidance of the Chair of the SBI, Mr. Amena Yauvoli. At SBI 40 held on 4–15 June 2014, the Chair of the SBI undertook extensive consultations with Parties on the MA process and reported on the results to the SBI (see the report of the SBI on its fortieth session, at <<http://unfccc.int/resource/docs/2014/sbi/eng/08.pdf>>).

Distribution: To Parties and observer States through their national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany..



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The details of the MA working group session contained in the annex reflect the results of the consultations and the guidance provided.

It is hoped that this information will assist Parties in their preparation for, and participation in, the MA process in Lima. Questions or requests for clarification can be addressed to the secretariat <secretariat@unfccc.int>.

The MA process constitutes an important step in the evolution of the UNFCCC process. The secretariat is committed to supporting Parties as they implement their decisions to strengthen transparency under the Convention.

Yours sincerely,

(Signed by)

Richard Kinley
Deputy Executive Secretary



Annex

Overview of the issues related to the preparation and conduct of multilateral assessment in Lima

I. Background of and mandate for multilateral assessment under international assessment and review

1. **International assessment and review (IAR)** is a process under the Subsidiary Body of Implementation (SBI) that aims to promote the comparability of efforts among all developed countries with regard to their quantified economy-wide emission limitation and reduction targets. Modalities and procedures of IAR are elaborated in annex II to decision 2/CP.17 at <<http://unfccc.int/resource/docs/2011/cop17/eng/09a01.pdf#page=4>>.
2. The IAR process comprises:
 - (i) A **technical review** of biennial reports;
 - (ii) A **multilateral assessment (MA)** of the progress made by developed country Parties in implementation towards the achievement of emission reductions and removals related to their quantified economy-wide emission reduction targets.
3. The MA entails:
 - (i) A **question and answer (Q&A)** process before the MA working group session under the SBI – any Party may submit written questions to the Parties being assessed in advance of the MA, and the Parties being assessed endeavour to respond to those questions within two months;
 - (ii) An **assessment** of the Parties concerned with the participation of all Parties during the MA working group session under the SBI.
4. The **outputs** of the MA process for each Party included in Annex I to the Convention (Annex I Party) form the basis of a Party record prepared by the secretariat including:
 - (i) In-depth review reports;
 - (ii) The summary report of the SBI;
 - (iii) The compilation of Q&As;
 - (iv) Any observations by the Party under review that are submitted **within 2 months** of the MA working group session.
5. Based on the Party record, the SBI will forward **conclusions** to relevant bodies under the Convention.

II. List of Parties under multilateral assessment in Lima

6. Following the submission of the sixth national communications and first biennial reports of Annex I Parties due on 1 January 2014, the secretariat organized technical reviews of 28 Annex I Parties as of this day. Based on the schedule of the technical reviews and the availability of



review reports by 1 September 2014 (the cut-off date) as inputs to MA, **17 Annex I Parties** will be multilaterally assessed in Lima during the working group session (WGS) of the SBI meeting. Table 1 shows the list of these Parties and the date and order in which these Parties will be multilaterally assessed. In general, the Parties will be assessed in alphabetical order.

Table 1
List of Parties under multilateral assessment in Lima, Peru

	Name of Party	Date of multilateral assessment session
1	European Union (EU)*	6 December 2014 (Saturday)
2	Austria	
3	Croatia	
4	Cyprus	
5	Denmark	
6	Finland	
7	France	
8	Italy	
9	Latvia	
10	Luxembourg	8 December 2014 (Monday)
11	Netherlands	
12	New Zealand	
13	Portugal	
14	Spain	
15	Sweden	
16	Switzerland	
17	United States	

Note: * The EU requested that it be multilaterally assessed before individual EU member States, in order to provide an overall policy context for all EU member States, in view of the fact that the economy-wide emission reduction target by 2020 is a joint EU target for all EU member States.

III. The question and answer process before multilateral assessment in Lima

7. The MA will be conducted on the basis of the biennial report, the national greenhouse gas inventory (including the national inventory report), the national communication and their respective review reports, as well as supplementary information on the achievement of the Party's quantified economy-wide emission reduction target provided by the Annex I Party.



8. Prior to WGS of the SBI in Lima, in accordance with decision 2/CP.17, there will be a question and answer period during which any Party can submit questions to the Annex I Parties that will be multilaterally assessed during WGS. The question and answer period is approximately **three months** prior to WGS, during which two months are allocated for the Parties undergoing multilateral assessment to answer questions.
9. To facilitate the question and answer process, the secretariat has developed a web portal, the MA Portal, which can be accessed on the UNFCCC website at <http://process.unfccc.int/sites/ma>. To enable Parties to access the MA Portal, log-in credentials are required which will be emailed to users prior to 1 September 2014. Since June 2014, the secretariat has been in contact with all Parties (via National Focal Points) requesting that they nominate relevant persons to access to the portal on their behalf.
10. For the first round of MA in Lima, the timeline for the question and answer process is outlined in table 2 below. The working language for the question and answer process will be English. Questions or requests for clarification can be addressed to the secretariat using the email address: MA-portal@unfccc.int.

Table 2
Timeline of the question and answer period

Timeline	Action	Note
1 to 30 Sept. 2014	<p>Any Party can submit questions for the 17 Annex I Parties being assessed.</p> <p>Questions should fall into the following categories (annex II to decision 2/CP.17):</p> <ul style="list-style-type: none">• All emissions and removals related to its quantified economy-wide emission reduction target;• Assumptions, conditions and methodologies related to the attainment of its quantified economy-wide emission reduction target;• Progress towards the achievement of its quantified economy-wide emission reduction target.	<p>Questions can be submitted via the MA Portal http://process.unfccc.int/sites/ma, and can be raised on the basis of background documents (see para. 7 above) accessible through the individual Party page http://unfccc.int/national_reports/biennial_reports_and_iar/items/8451.php</p>
1 Oct. to 28 Nov. 2014	<p>The 17 Annex I Parties being assessed will answer the questions from all Parties that were submitted by 30 September 2014. Parties are not obligated to answer questions submitted after 30 September</p>	<p>Answers can be provided via the MA Portal http://process.unfccc.int/sites/ma</p>



No later than 30 Nov. 2014	The secretariat will compile these questions and answers and upload them to the individual Party page upon the completion of answers by the Party	The compiled questions and answers can be accessed through the individual Party page < http://unfccc.int/national_reports/biennial_reports_and_iar/items/8451.php >
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IV. Format, duration and other organizational issues of the multilateral assessment working group session

11. **Format and duration:** The first round of MA will be conducted for each of the 17 Annex I Parties on Saturday, 6 and Monday, 8 December 2014, following the order outlined in table 1 above. The possibility of extending the proceedings to Tuesday, 9 December is extremely limited because of the joint high-level segment of the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol. Within the working group session, flexibility is envisaged in terms of the time allocated to each Party. In this regard, questions submitted in advance of MA WGS could be used as an indication for planning purposes. Table 3 below shows three scenarios for the format and duration of MA WGS for each Party.

Table 3
Format and duration of the working group session

Scenario	Duration	Format
Average	One hour for each Party	10 minutes of oral presentation by the Party, followed by 50 minutes in-session questions and answers
Minimum	15 minutes for a single Party if it receives few questions or no questions in advance of the working group session	5 minutes oral presentation by the Party, followed by 10 minutes in-session questions and answers
Maximum	Two hours for a single Party if it receives a large number of questions in advance of the working group session	20 minutes of oral presentation by the Party, followed by 100 minutes in-session questions and answers

12. For the oral presentation by Parties during WGS, Parties can summarize questions received and answers provided during the three-month question and answer period. In cases where Parties do not receive any questions during the question and answer period, they can summarize their progress made towards the achievement of their emission reduction target.
13. **Representation of Parties:** Based on the anticipated nature of the potential questions, it is expected that a representative with competences in both policy and technical issues will speak on behalf of the Party being assessed during WGS.



14. **Seating arrangements:** It is planned that the representative of the Party being assessed will speak from his or her seat on the floor, to ensure proximity to the technical experts that might be needed for advice and to facilitate a swift transition to the next Party.
 15. **Other organizational issues:** The SBI will complete its work and adopt all conclusions on substantive issues from the SBI agenda during the first part of the SBI closing plenary meeting on Friday, 5 December. Upon the adoption of all conclusions, Parties and groups of Parties, as well as observers, will be invited to deliver their general closing statements. The closing SBI plenary meeting will then be suspended to launch MA WGS.
 16. MA WGS will start on Saturday, 6 December and will be conducted on that day and on Monday, 8 December 2014. Immediately after the completion of WGS on Monday, 8 December, the SBI will briefly resume its closing plenary meeting and the session will be formally closed. In order to give Parties a chance to summarize their main conclusions and positions from the MA process, a brief statement by Parties who wish to do so is allowed at the end of WGS.
 17. WGS will be chaired by the Chair of the SBI, or his designate from the Bureau of the SBI. WGS, conducted in English, will be webcast and open to observers and the media.
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