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Nineteenth session Milan, 1–9 December 2003 Item 2 (a) of the provisional agenda

PROVISIONAL AGENDA AND ANNOTATIONS

Note by the Executive Secretary

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II. ANNOTATIONS TO THE PROVISIONAL AGENDA¹

1. Opening of the session

1. The nineteenth session of the Subsidiary Body for Implementation (SBI) is scheduled to be opened by the Chair on 1 December 2003.

2. Organizational matters

(a) Adoption of the agenda

- 2. **Background:** The Executive Secretary, in consultation with the Chair of the SBI, has drafted the provisional agenda for the nineteenth session of the SBI.
- 3. **Action:** The SBI will be invited to adopt the provisional agenda.

FCCC/SBI/2003/9 Provisional agenda and annotations

Only brief background information is given in these annotations. For each agenda item, readers are referred to the relevant background documents for the full mandate.

(b) Organization of the work of the session

- 4. **Action:** Parties are invited to refer to the proposed schedule of work contained in annex I to the annotations to the provisional agenda of the Conference of the Parties (COP) and to consult the Daily Programme, published during the session, for a more detailed and up-to-date schedule of work of the SBI.
- 5. Representatives of Parties and international organizations are requested to keep their oral statements as brief as possible. Those wishing to make a written statement available should bring copies for distribution.

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Provisional agenda and annotations

(c) <u>Election of officers other than the Chair</u>

- 6. **Background:** Pursuant to rule 27 of the draft rules of procedure being applied, the SBI is expected to elect its Vice-Chair and Rapporteur. Consultations with the coordinators of the regional groups will be undertaken in coordination with those relating to the election of new Bureaux for the COP and for the Subsidiary Body for Scientific and Technological Advice (SBSTA). Early agreement on the nominations by the regional groups will enable the SBI to continue its substantive work in an efficient manner. The current officers of the SBI will remain in office until their successors are elected.
- 7. **Action:** The SBI will be invited to elect its Vice-Chair and Rapporteur at the earliest opportunity following completion of consultations.
 - 3. National communications from Parties not included in Annex I to the Convention

(a) Consideration of the fifth compilation and synthesis of initial national communications

- 8. **Background:** The COP, by its decision 2/CP.8, requested the secretariat to prepare the fifth compilation and synthesis of initial national communications from Parties not included in Annex I to the Convention (non-Annex I Parties) based on submissions received from such Parties between 1 June 2002 and 1 April 2003, and to make that report available for consideration by the COP at its ninth session. The report covers information on 16 Parties.
- 9. By the same decision, the COP requested the secretariat to prepare a document describing the steps taken by non-Annex I Parties to implement the Convention, based on a representative number of national communications and other relevant documents, including those of the Global Environment Facility (GEF), and to report the results of this assessment to the SBI at its nineteenth session.
- 10. In accordance with decision 12/CP.4, the secretariat makes available on the UNFCCC web site a list of projects proposed by non-Annex I Parties in accordance with Article 12, paragraph 4, of the Convention. This list is regularly updated (http://unfccc.int/resource/webdocs/2003/05.pdf), based on new information provided by Parties in their national communications. It is available to Parties in hard copy on request.
- 11. **Action:** The SBI will be invited to consider the documents mentioned above with a view to recommending draft conclusions and/or a draft decision for adoption by the COP at its ninth session. In considering the document on the steps taken by non-Annex I Parties to implement the Convention, the SBI may wish to provide guidance to the secretariat on how to conduct further assessments, if required.

FCCC/SBI/2003/13	Fifth compilation and synthesis of initial national communications
FCCC/SBI/2003/INF.14	Steps taken by non-Annex I Parties to implement the Convention

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

- 12. **Background:** The COP, by its decision 3/CP.8, decided to continue the mandate of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) to improve the process of preparation of national communications by providing technical advice and support to non-Annex I Parties.
- 13. By the same decision, the COP also provided the new terms of reference to guide the work of the CGE, including a provision for holding no more than two meetings per year, in conjunction with meetings of the subsidiary bodies, or with scheduled workshops. The first CGE meeting under the new terms of reference was held in Mexico City, Mexico, from 23 to 24 September 2003, in conjunction with the United Nations Development Programme (UNDP) workshop on the adaptation policy framework. The main objective of the meeting was to develop the work programme of the CGE for the period 2003–2007.
- 14. **Action:** The SBI will be invited to consider the CGE report and adopt conclusions thereon.

FCCC/SBI/2003/INF.17	Report of the meeting of the Consultative Group of Experts on National
	Communications from Parties not included in Annex I to the Convention

(c) Provision of financial and technical support

- 15. **Background:** In accordance with Article 8.2(c) and (d) of the Convention, the secretariat facilitates assistance to the Parties for the compilation and communication of information, in particular for the preparation of national communications, and prepares reports on the secretariat's activities. The secretariat will make available on the UNFCCC web site (http://unfccc.int/resource/webdocs/2003/04.pdf) information on the status of preparation of national communications from non-Annex I Parties, based on information provided by these Parties and by the GEF and its implementing agencies. This information is regularly updated, based on new information provided by Parties. It is available to Parties in hard copy on request.
- 16. Information received from the GEF secretariat on the financial support provided to non-Annex I Parties for the preparation of their national communications, including the date of first disbursement and the funds made available to each Party, will be before the SBI.
- 17. At its seventeenth session, the SBI invited Parties to submit views on their experiences with the GEF or its implementing agencies in relation to the preparation of their national communications, and requested the secretariat to compile the information contained in those submissions.
- 18. **Action:** The SBI will be invited to take note of the information provided in order to give further guidance to the secretariat on its activities to facilitate the implementation of the Convention by non-Annex I Parties; and to recommend a draft decision to the COP on additional guidance to the GEF on funding of activities relating to the implementation of the Convention.

FCCC/SBI/2003/INF.15	Information on activities by the Global Environment Facility
FCCC/SBI/2003/MISC.9	Experiences of Parties not included in Annex I to the Convention with the Global Environment Facility or its implementing agencies in relation to the preparation of national communications. Submissions from Parties

(d) Frequency of submission of second and, where appropriate, third national communications

- 19. **Background:** The COP, by decision 17/CP.8, decided to determine the frequency of submission of second and, where appropriate, third national communications by non-Annex I Parties, at its ninth session. The SBI, at its eighteenth session, invited Parties to submit to the secretariat their views on this matter.
- 20. **Action:** The SBI will be invited to consider the views submitted by Parties and to recommend a draft decision for adoption by the COP at its ninth session.

FCCC/SBI/2003/MISC.10	Frequency of submission of second and, where appropriate, third national
	communications from Parties not included in Annex I to the Convention.
	Submissions from Parties

4. Financial mechanism of the Convention

(a) Special Climate Change Fund

- 21. **Background:** The COP, by its decision 7/CP.7, established a Special Climate Change Fund (SCCF). The COP, by its decision 7/CP.8, provided initial guidance on the operation of the fund, requesting that the GEF address issues such as complementarity of funding and financial separation between the SCCF and the other funds with which it is entrusted.
- 22. The COP, at its eighth session, invited submissions from Parties on prioritized activities, programmes and measures to be funded out of the SCCF. The SBI, at its eighteenth session, took note of the submissions received and of the secretariat's summary and analysis of the submissions received prior to the session
- 23. The SBI did not complete consideration of issues under this item at its eighteenth session and agreed to continue its consideration of them at its nineteenth session.
- 24. **Action:** The SBI may wish to consider information contained in the documents listed below, with a view to recommending a draft decision on further guidance to the GEF for adoption by the COP at its ninth session.

FCCC/SBI/2003/INF.3	Summary of views from Parties on activities, programmes and measures of the Special Climate Change Fund
FCCC/SBI/2003/INF.12	Activities, programmes and measures of the Special Climate Change Fund. Views from the Least Developed Countries Expert Group
FCCC/SBI/2003/INF.12/Add.1	Activities, programmes and measures of the Special Climate Change Fund. Views from the Least Developed Countries Expert Group. Addendum. Views from the Expert Group on Technology Transfer
FCCC/SBI/2003/MISC. 1 and Add.1	Activities, programmes and measures of the Special Climate Change Fund. Submissions from Parties

(b) Report of the Global Environment Facility to the Conference of the Parties

- 25. **Background**: The Memorandum of Understanding (MOU) between the COP and the Council of the GEF, annexed to decision 12/CP.2, provides, inter alia, that the GEF will make available to the COP annual reports and other official public documentation.
- 26. The COP, by its decision 3/CP.4 on the review of the financial mechanism, decided to conduct annual reviews on the conformity of the activities of the GEF with COP guidance.
- 27. The COP, at its eighth session, requested the GEF to include in its report to the COP, at its ninth session, information on specific steps it has taken to implement the provisions of these decisions and of relevant conclusions of the SBI on the report of the GEF to the COP at its eighth session.
- 28. **Action**: The SBI will be invited to take note of this report, bearing in mind decision 3/CP.4, and to recommend relevant conclusions or a draft decision for consideration by the COP at its ninth session.

FCCC/CP/2003/3 Report of the Global Environment Facility

(c) Additional guidance to the Global Environment Facility

- 29. **Background**: Several decisions relevant to this agenda item are expected to be adopted by the COP at its ninth session, on: capacity-building (agenda item 5 of the SBI); the operation of the Least Developed Countries (LDC) Fund (agenda item 7 (b) of the SBI); operation of the SCCF (agenda item 4 (a) of the SBI); national communications from non-Annex I Parties (agenda item 3 of the SBI); and the report of the GEF to the COP (agenda item 4 (b) of the SBI). To facilitate the effective implementation of the different elements of COP guidance to the GEF within these individual decisions, these elements could all be compiled into a single decision on additional guidance to the GEF.
- 30. **Action**: The SBI will be invited to include in its consideration on additional guidance to the GEF the areas of capacity-building, the operation of the LDC Fund, the operation of the SCCF, national communications by non-Annex I Parties and the report of the GEF, as well as any other issues resulting from this report (e.g. adaptation), and to recommend a consolidated draft decision for adoption by the COP at its ninth session.

5. Capacity-building

31. **Background:** The COP, by its decision 2/CP.7, decided to conduct a comprehensive review of the implementation of the framework for capacity-building in developing countries at its ninth session

and every five years thereafter. The COP, by its decision 3/CP.7, also decided to review at regular intervals the effectiveness of the implementation of the framework for capacity-building in countries with economies in transition.

- 32. The SBI, at its eighteenth session, took note of the compilation and synthesis documents prepared by the secretariat relating to the comprehensive review of the implementation of decisions 2/CP.7 and 3/CP.7. It also took note of the information provided by the Parties, the GEF and relevant international organizations and bilateral and multilateral agencies relating to the implementation of capacity-building projects and programmes. At the same session, the SBI endorsed the terms of reference of the first comprehensive review of the implementation of the framework for capacity-building in developing countries and requested the secretariat, in cooperation with the GEF and its implementing agencies, to prepare a paper to support the comprehensive review, for consideration at its nineteenth session. The SBI also recommended that the COP, at its ninth session, adopt a decision on necessary actions and steps to complete the review of the implementation of the framework for capacity-building in developing countries. It also recommended that the COP, at the same session, adopt a decision stipulating that the review of the effectiveness of the implementation of the framework for capacity-building in countries with economies in transition should be based on national communications.
- 33. **Action:** The SBI will be invited to consider the above-mentioned views and document with a view to recommending a draft decision relating to the review of decisions 2/CP.7 and 3/CP.7 and necessary actions and steps to enhance the implementation of the capacity-building frameworks, for adoption by the COP at its ninth session.

FCCC/SBI/2003/14 Analysis of the implementation of the framework for capacity-building in developing countries

6. Article 6 of the Convention

- 34. **Background**: At its eighteenth session, the SBI welcomed the proposal for the development of an Article 6 information network clearing house and invited the secretariat to report on progress of work at its nineteenth session. The SBI will also have before it the report of the first regional workshop on Article 6 of the Convention and a compilation and synthesis of views received from Parties on possible ways to improve reporting on Article 6 activities in national communications.
- 35. The SBI, under agenda item 3 (a), will also consider the fifth compilation and synthesis of initial communications from non-Annex I Parties, which contains, inter alia, information reported by Parties on education, training and public awareness.
- 36. **Action**: The SBI will be invited to take note of the progress of work on the development of the clearing house project and to agree on further action in this regard. It may also wish to consider how Parties can better present information relating to their Article 6 activities in their national communications.

FCCC/SBI/2003/7/Add.4	Compilation and synthesis report on third national communications. Addendum. Article 6 of the Convention
FCCC/SBI/2003/10	Report of the European regional workshop on Article 6 of the Convention
FCCC/SBI/2003/17	Compilation and synthesis of views from Parties regarding possible ways to improve reporting on Article 6 activities in national communications
FCCC/SBI/2003/INF.16	Progress report on the development of an Article 6 information network clearing house
FCCC/SBI/2003/MISC.11	Possible ways to improve reporting on Article 6 activities in national communications. Submissions from Parties

7. Implementation of Article 4, paragraphs 8 and 9, of the Convention

(a) Progress on the implementation of Article 4, paragraph 8

- 37. **Background**: The COP, by its decision 5/CP.7:
- (a) Requested the secretariat to organize several activities relating to issues under Article 4, paragraphs 8 and 9, of the Convention including two workshops on insurance, one workshop on synergies with other multilateral environmental conventions and one workshop on economic diversification and on support programmes of Annex II Parties to address the related needs of non-Annex I Parties. The reports of these activities will be presented to the Conference of the Parties at its ninth session.
 - (b) Requested the subsidiary bodies:
 - (i) To review progress of the activities under chapter I of this decision and make recommendations to the COP at its eighth session;
 - (ii) To consider, at subsequent sessions, the response by Parties to actions listed in paragraphs 22 and 29 of this decision;
 - (iii) To consider, at their nineteenth sessions, the need for regional workshops on modalities for assisting non-Annex I Parties in the implementation of this decision.
- 38. The SBI did not complete consideration of issues under this item at its eighteenth session and agreed to continue its consideration of them at its nineteenth session. The Chair also informed the SBI of her intention to convene pre-sessional consultations on this item and to provide an update accordingly.
- 39. **Action**: The SBI will be invited to consider the reports of the above-mentioned workshops as well as issues relating to the implementation of Article 4, paragraph 8, of the Convention. The SBI may wish to recommend a draft decision for adoption by the COP at its ninth session.

FCCC/SBI/2003/11	Report on the UNFCCC workshops on insurance
FCCC/SB/2003/1	Report of the workshops on possible synergies and joint action with the other multilateral environmental conventions and agreements, and on enhancing cooperation with other conventions

(b) <u>Matters relating to the least developed countries</u>

- 40. **Background**: The COP decided that, at its ninth session, it shall:
- (a) Consider providing further guidance for the operation of the LDC Fund (decision 8/CP.8). The SBI, at its eighteenth session, concluded that further discussion was needed to address modalities relating to the implementation of national adaptation programmes of action (NAPAs) and decided to consider additional guidance for the operation of the LDC Fund at its nineteenth session, with a view to recommending a decision for adoption by the COP at its ninth session.
 - (b) Review, and if necessary revise, the NAPA guidelines (decision 9/CP.8).
- (c) Review the need for continuation, and the terms of reference, of the Least Developed Countries Expert Group (LEG), including the duration of the term of office of its members, and to adopt a decision thereon (decision 29/CP.7).
- 41. The COP, at its seventh session, had also concluded that there was a need to assess the status of implementation of Article 4, paragraph 9, of the Convention at its ninth session, with a view to considering further action.
- 42. **Action**: The SBI may wish to consider the LEG report and adopt conclusions thereon. The SBI may also wish to recommend decisions on the above-mentioned matters for adoption by the COP at its ninth session.

FCCC/SBI/2003/16

Progress report of the Least Developed Countries Expert Group

8. Request from a group of countries of Central Asia and the Caucasus, Albania and the Republic of Moldova regarding their status under the Convention

- 43. **Background:** The SBI, at its eighteenth session, took note of the report by the Chair on her consultations with the group of countries of Central Asia and the Caucasus, Albania and the Republic of Moldova and the views expressed by Parties on this matter, as well as the announcement of the Chair that she would continue her consultations and report on their outcome at the next session of the SBI.
- 44. **Action**: The SBI is expected to consider the oral report of the Chair on her consultations and to conclude on the ways to resolve the issue.

FCCC/CP/2001/12	Letter from the Central Asia, Caucasus and Moldova countries on their
	status under the Convention

9. Administrative and financial matters

(a) <u>Interim financial performance for the biennium 2002–2003</u>

45. **Background**: The interim financial statements for the current biennium as at 31 December 2002 have been prepared for this session in accordance with the financial regulations of the Convention. The main purpose of the report on income and expenditure performance for the first three quarters of the biennium is to inform Parties of the income received, expenditures incurred and results achieved by 30 June 2003. Information on the latest status (as at 31 October 2003) of contributions by Parties to the core budget, the Trust Fund for Participation in the UNFCCC Process and the Trust Fund for Supplementary Activities is also provided.

46. **Action:** The SBI will be invited to take note of these reports and recommend a draft decision on administrative and financial matters for adoption by the COP at its ninth session.

FCCC/SBI/2003/12	Income and budget performance as at 30 June 2003
FCCC/SBI/2003/INF.13	Unaudited financial statements for the biennium 2002–2003 as at 31 December 2002
FCCC/SBI/2003/INF.18	Status of contributions as at 31 October 2003

(b) **Programme budget for the biennium 2004–2005**

- 47. **Background**: After considering the proposal made by the Executive Secretary at its eighteenth session, the SBI invited the secretariat to inform Parties that the COP at its ninth session will be requested to consider a total programme budget of US\$ 32,837,100, US\$35,792,430, or any other amount. It also requested the Executive Secretary to propose a revised programme budget, including a revised staffing table, based on these options, taking into account budgetary implications of the recommendations made at the eighteenth session of the subsidiary bodies, for consideration and subsequent adoption by the COP at its ninth session.
- 48. **Action:** The SBI will be invited to consider the revised proposed programme budget prepared by the Executive Secretary and to recommend a draft decision on the budget for the biennium 2004–2005 for adoption by the COP at its ninth session.

FCCC/SBI/2003/15	Programme budget for the biennium 2004–2005. Proposed programme budget of the UNFCCC secretariat
FCCC/SBI/2003/15/Add.1	Programme budget for the biennium 2004–2005. Proposed programme budget of the UNFCCC secretariat. Addendum. Work programme and resource requirements

10. Other matters

(a) Proposal by Croatia on land use, land-use change and forestry

- 49. **Background**: The SBI, at its sixteenth, seventeenth and eighteenth sessions, considered a request by the Government of Croatia to consider its forest management activities under Article 3, paragraph 4, of the Kyoto Protocol. The SBI, at its eighteenth session, noted with appreciation the provision by Croatia of country-specific data and information relating to Article 3, paragraphs 3 and 4, of the Kyoto Protocol.
- 50. **Action**: The SBI will be invited to consider data and information provided by Croatia and to recommend a draft decision for adoption by the COP at its ninth session.

(b) Special circumstances of Croatia under Article 4, paragraph 6, of the Convention

51. **Background:** Following a request by the SBSTA at its sixteenth and seventeenth sessions, the SBI, at its eighteenth session, considered a request by the Government of Croatia concerning the estimates of its base year emissions and invited Croatia to submit, by 30 September 2003:

- (a) Inventories of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol, by year, including data from 1990 or an earlier year to the latest inventory year available;
 - (b) Projections of its greenhouse gas emissions.
- 52. **Action:** The SBI will be invited to consider data and information provided by Croatia and to recommend a draft decision for adoption by the COP at its ninth session.

FCCC/SBI/2003/MISC.12 Special circumstances of Croatia under Article 4, paragraph 6, of the Convention. Submission from a Party

(c) <u>Status report on the review of third national communications from Parties included in Annex I to the Convention</u>

- 53. **Background:** The COP, by its decision 33/CP.7, requested the secretariat to apply the procedures for the review of national communications, including in-depth reviews, as defined in decisions 2/CP.1 and 6/CP.3, to the third national communications submitted by Annex I Parties in accordance with decision 11/CP.4.
- 54. **Action:** The SBI will be invited to take note of the status report on the review of third national communications.

FCCC/SBI/2003/INF.19 Status report on the review of third national communications from Parties included in Annex I to the Convention

(d) Any other matters

- 55. **Background:** On 18 August 2003 the secretariat received a communication from the Republic of Belarus titled "Base year 1990 for the Republic of Belarus and Kyoto Protocol target".
- 56. **Action:** The SBI will be invited to take note of the communication from the Republic of Belarus regarding its intention to use 1990 as its base year in the implementation of the Convention. The SBI will also be invited to take note of the request of the Republic of Belarus regarding its quantified emission limitation commitment under the Kyoto Protocol, particularly in light of its Article 21, and to advise the Republic of Belarus on further steps required in order to consider this request.

FCCC/SBI/2003/MISC.13 Base year 1990 for the Republic of Belarus and Kyoto Protocol target. Submission from a Party

57. Any other matters for the attention of the SBI will also be taken up under this item.

11. Report on the session

- 58. **Background**: A draft report on the work of the session will be prepared for adoption by the SBI at the end of the session.
- 59. **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.

Annex

DOCUMENTS BEFORE THE SUBSIDIARY BODY FOR IMPLEMENTATION AT ITS NINETEENTH SESSION

Documents prepared for the session

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FCCC/SBI/2003/MISC.12	Other matters. Special circumstances of Croatia under Article 4, paragraph 6, of the Convention. Submission from a Party
FCCC/SBI/2003/MISC.13	Other matters. Any other matters. Base year 1990 for the Republic of Belarus and Kyoto Protocol target. Submission from a Party
FCCC/SB/2003/1	Cooperation with relevant international organizations. Implementation of Article 4, paragraphs 8 and 9, of the Convention. Progress on the implementation of Article 4, paragraph 8. Report of the workshops on possible synergies and joint action with the other multilateral environmental conventions and agreements, and on enhancing cooperation with other conventions

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Other documents before the session

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FCCC/CP/2003/3 Review of implementation of commitments and of other provisions of

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FCCC/SBI/2003/7/Add.4 National communications from Parties included in Annex I to the

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FCCC/SBI/2003/8 Report of the Subsidiary Body for Implementation on its eighteenth

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FCCC/SBI/2003/INF.3 Financial matters relating to Parties not included in Annex I to the

Convention. Financial mechanism: the Special Climate Change Fund. Summary of views from Parties on activities, programmes and measures

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FCCC/SBI/2003/INF.12/Add.1 Financial matters relating to Parties not included in Annex I to the

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