

SUBSIDIARY BODY FOR IMPLEMENTATION

Twenty-seventh session

Bali, 3–11 December 2007

Agenda item 4 (a)

National communications from Parties not included in Annex I to the Convention

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

Terms of reference of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention

Text submitted to the co-chairs on 8 December 2007 by the United States of America

1. The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (non-Annex I Parties) shall have the objective of improving the process of preparing second and subsequent national communications from non-Annex I Parties and the quality of information on implementation of the Convention, by providing technical advice and support to non-Annex I Parties. In order to achieve this objective, greater attention will need to be given to the institutionalization of the national communications process, notably including the production of greenhouse gas inventories;

2. The Consultative Group of Experts (CGE) shall be composed of experts with demonstrated competence in greenhouse gas inventories, vulnerability and adaptation assessment, mitigation and other matters relating to the preparation of national communications.

3. The Consultative Group of Experts shall comprise 25 experts as follows:

- (a) Five members from each of the regions of non-Annex I Parties, namely, Africa, Asia and the Pacific, and Latin America and the Caribbean;
- (b) Six members from Parties included in Annex I to the Convention (Annex I Parties), including one from countries with economies in transition;
- (c) One member from each of three international organizations with relevant experience in providing technical assistance to non-Annex I Parties in the preparation of national communications;
- (d) One member from the GEF Secretariat;

4. The experts referred to in paragraph 3 (a) and (b) above shall be appointed by the Parties from the region in order to ensure geographical balance. The experts from Annex I shall be appointed by the Annex I Parties. In addition, one expert from each of the three international organizations referenced in 3(c) above shall be selected by the secretariat. The Chair of the Subsidiary Body for Implementation (SBI) shall be notified of these appointments. Additional experts shall be selected from the roster of

experts on an ad hoc basis, when required, on the basis of their specific areas of expertise and in consultation with the Chair of the SBI, who will decide on their terms and length of service;

5. Members of the Consultative Group of Experts shall be nominated for a period of two years and shall serve a maximum of two consecutive terms. For reasons of continuity and institutional memory, two members of each regional group of the CGE shall continue to serve for a period of one year. Thereafter, new members shall be nominated to replace those who have served their terms;

6. Representatives of the three regional groups of non-Annex I parties shall serve as Chair and Rapporteur on a rotational basis. The Chair shall serve for a period of one year. The Rapporteur shall succeed in serving as Chair, at which time a new Rapporteur shall be nominated;

7. If a member of the CGE resigns or is otherwise unable to complete the assigned term or to perform the functions of that office, the CGE may decide, bearing in mind the proximity of the next session of the Conference of Parties, to request the group that had nominated the member to nominate another member to replace the said member for the remainder of that member's term. In such a case, the CGE shall take into account any views expressed by the group that had nominated the member and shall notify the Chair of the SBI of any replacement. Failure to attend two consecutive meetings may be considered evidence of a member's inability to perform the functions of the office;

8. The Consultative Group of Experts shall meet not more than twice a year, each time in conjunction with meetings of the subsidiary bodies or other events necessary for it to accomplish its mandate. Ad hoc meetings may be convened, subject to the availability of funds and in consultation with the Chair of the SBI, when deemed necessary to fulfill its mandate;

9. The Consultative Group of Experts shall be mandated to:

- (a) Develop recommendations for the structure and operation of an individual national communication examination process for consideration by the SBI. The process should make maximum use of individuals from non-Annex I Parties with demonstrated competence in relevant areas of expertise, should take account of alternative costs, and the least cost alternative consistent with a high quality examination should be identified;
- (b) Support and participate in an agreed individual national communication examination process;
- (c) Individually examine national communications submitted to the Secretariat, with assistance from the Secretariat and/or other appropriate means, with a view to making recommendations to the SBI for improving the quality, consistency and transparency of information on implementation of the Convention;
- (d) Develop recommendations for consideration by the SBI regarding the elements of revised guidelines for the production of third and subsequent national communications of non-Annex I Parties, taking into account relevant decisions by the Conference of Parties;
- (e) Provide advice and make recommendations to the SBI and individual non-Annex I Parties on the development and institutionalization of systems for the production of national communications, and the information contained therein on a continuous basis;
- (f) Provide advice and make recommendations to the SBI and individual non-Annex I Parties on the submission every two years of a greenhouse gas inventory, with annual updates of emissions from the energy sector;
- (g) Review existing activities and programmes to facilitate and support the preparation of national communications from non-Annex I Parties, and report on its findings to the SBI;

- (h) Organize and conduct workshops and similar meetings of non-Annex I Parties as needed to implement its mandate subject to the availability of funds;
- (i) Prepare technical advice and make recommendations to the SBI on matters relating to the implementation of the Convention by non-Annex I Parties, as requested by the SBI;
- (j) Carry-out other requests directed to it by the SBI.
