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Administrative, financial and institutional matters

Budget performance for the biennium 2010–2011

**Budget performance for the biennium 2010–2011 as at
30 June 2010**

Note by the Executive Secretary*

Summary

The budget performance for the first six months of the biennium 2010–2011 of the trust funds administered by the secretariat is presented. The aim is to inform Parties of income and expenditure and the results achieved by 30 June 2010. By 30 June 2010, EUR 13.55 million or 65 per cent of the total indicative contributions expected for 2010 had been received. Voluntary contributions amounted to USD 2.9 million under the Trust Fund for Participation in the UNFCCC Process and USD 5.3 million under the Trust Fund for Supplementary Activities. At this point in the year, about 41.5 per cent of core budget resources had been spent on mandated activities and achieving the expected results of the work programme for the biennium. In addition, the secretariat had spent USD 10.2 million on various projects under the Trust Fund for Supplementary Activities and USD 2.4 million from the Trust Fund for Participation in the UNFCCC Process to cover participation from eligible Parties at sessional meetings. This report also contains information on the status of the Trust Fund for the Clean Development Mechanism, the Trust Fund for the International Transaction Log, the Trust Fund for the Special Annual Contribution from the Government of Germany and programme support costs. It further contains a detailed report on programme delivery.

* This document was submitted after the due date owing to the need for internal consultations.

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I. Introduction

A. Mandate

1. The Conference of the Parties (COP) and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), by their decisions 12/CP.15 and 10/CMP.5, approved the programme budget for the biennium 2010–2011 and requested the Executive Secretary to report to the COP on income and budget performance and to propose any adjustments that might be needed in the budget.

B. Scope of the note

2. This document reports income and budget performance as at 30 June 2010. It should be read in conjunction with document FCCC/SBI/2009/2/Add.1, which contains the biennial work programme of the secretariat, and document FCCC/SBI/2010/INF.9, which provides updated information on the status of contributions as at 15 November 2010.

C. Possible action by the Subsidiary Body for Implementation

3. The Subsidiary Body for Implementation (SBI) may wish to take note of the information presented and decide on actions that may need to be included in draft decisions on administrative and financial matters to be recommended for adoption by the COP at its sixteenth session, and the CMP at its sixth session.

II. Income and expenditure report

A. Trust Fund for the Core Budget of the UNFCCC

1. Budget

4. The COP, by its decision 12/CP.15, and the CMP, by its decision 10/CMP.5, approved a total budget of EUR 44.2 million for the biennium 2010–2011 (see table 1).

Table 1

Programme budget and income for the biennium 2010–2011

(Euros)

	2010	2011	2010–2011
Direct cost for programme activities	19 525 3380	19 356 038	38 881 418
Programme support costs	2 538 300	2 516 285	5 054 585
Adjustment to the working capital reserve	264 096	0	264 096
Total approved budget	22 327 776	21 872 323	44 200 099
Indicative contributions from all Parties	20 860 838	20 405 385	41 266 223
Unspent balance of contributions from previous financial periods (carry-over)	700 000	700 000	1 400 000
Contribution from the Host Government	766 938	766 938	1 533 876
Total income	22 327 776	21 872 323	44 200 099

2. Income

5. By 30 June 2010, EUR 13.55 million or 65 per cent of the total indicative contribution for the year 2010 had been received; this includes EUR 2.18 million received as advances in previous bienniums. This income is supplemented by receipt of contributions for previous years. Table 2 shows the actual income to the Trust Fund for the Core Budget of the UNFCCC for the first half of 2010.

Table 2
Actual income as at 30 June 2010
(Euros)

	<i>2010–2011</i>
Carry-over from 2008–2009 ^a	7 707 723
Indicative contributions for 2010 to the Convention	6 521 884
Indicative contributions for 2010 to the Kyoto Protocol	5 023 567
Voluntary contribution from the Host Government	766 938
Interest and miscellaneous income ^a	267 591
<i>Less: Working capital reserve^a</i>	<i>1 835 445</i>
Total actual income	18 452 258

^a Where applicable the exchange rate used (USD 1 = EUR 0.819) is the official United Nations exchange rate for June 2010.

6. Contributions from three of the top 10, or five of the top 20, contributors¹ to the Convention for 2010 had not been received by 30 June 2010. Of the 194 Parties to the Convention, 115 had not made their contributions for 2010. Nine Parties have never made contributions to the core budget of the UNFCCC since its inception in 1996. Table 3 reflects the status of outstanding contributions to the Convention for the period 1996–2009 in United States dollars and for 2010 in euros.

Table 3
Outstanding contributions to the Convention by year as at 30 June 2010

	<i>Number of Parties</i>	<i>Outstanding amount</i>
Outstanding in United States dollars since 1 January of:		
1996	9	5 212
1997	12	8 563
1998	13	3 914
1999	13	4 713
2000	14	4 995
2001	18	11 315
2002	18	16 918
2003	20	19 004
2004	25	40 075
2005	28	40 177
2006	33	44 974

¹ Contributions by the top 10 contributors make up 70.6 per cent, and those by the top 20 make up 85.9 per cent, of the total indicative contributions.

	<i>Number of Parties</i>	<i>Outstanding amount</i>
2007	42	71 891
2008	46	94 892
2009	65	318 328
Total United States dollars		684 971
Outstanding in euros since 1 January 2010	115	5 352 756

7. Contributions from three of the top 10, or four of the top 20, contributors² to the Kyoto Protocol for 2010 had not been received by 30 June 2010. The outstanding contributions are shown in table 4 for the period 2005–2009 in United States dollars and for 2010 in euros.

Table 4

Outstanding contributions to the Kyoto Protocol by year as at 30 June 2010

	<i>Number of Parties</i>	<i>Outstanding amount</i>
Outstanding in United States dollars since 1 January of:		
2005	23	3 363
2006	30	15 344
2007	40	34 908
2008	49	49 612
2009	65	354 949
Total United States dollars		458 176
Outstanding in euros since 1 January 2010	121	1 956 587

3. Expenditure

8. Expenditure as at 30 June 2010 amounted to EUR 8.1 million, EUR 9.2 million including programme support costs, or 41.5 per cent of the approved budget for the year 2010. Table 5 provides a comparison of budget appropriation for the year 2010 and expenditure for the first six months, by programme.

Table 5

Expenditure by programme as at 30 June 2010

(Euros)

	<i>Approved budget for 2010</i>	<i>Expenditure as at 30 June 2010</i>	<i>Expenditure as a percentage of budget</i>
<i>A. Programme</i>			
Executive Direction and Management	1 975 013	775 829	39.3
Reporting, Data and Analysis	4 148 327	1 658 143	40.0
Financial and Technical Support	2 588 319	1 069 656	41.3
Adaptation, Technology and Science	2 208 655	893 595	40.5

² Contributions by the top 10 contributors make up 65.6 per cent, and those by the top 20 make up 83.1 per cent, of the total indicative contributions.

	<i>Approved budget for 2010</i>	<i>Expenditure as at 30 June 2010</i>	<i>Expenditure as a percentage of budget</i>
Sustainable Development Mechanisms	425 755	218 354	51.3
Legal Affairs	1 557 922	500 654	32.1
Conference Affairs Services	1 445 629	833 374	57.6
Information Services	3 725 976	1 617 283	43.4
<i>B. Secretariat-wide operating costs^a</i>	1 449 784	532 435	36.7
Total (A+B)	19 525 380	8 099 323	41.5

^a Secretariat-wide operating costs are managed by the Administrative Services programme.

9. Table 6 presents expenditure divided into six categories. “Staff costs” include salaries and common staff costs of staff members appointed to approved posts, salaries of short-term staff, temporary assistance and overtime. Other external expertise, both individual and institutional, is included under “consultants” Travel of staff on official missions is shown separately from travel of experts to workshops and informal consultations. Payments to suppliers for goods and services and other running costs such as telecommunication charges are combined under “General operating costs”. “Grants and contributions” include payments to the United Nations Common Services Unit in Bonn, Germany, for premises management, which provides logistical and administrative services to the secretariat, and the annual contribution to the Intergovernmental Panel on Climate Change (IPCC).

Table 6
Expenditure as at 30 June 2010
(Euros)

<i>Object of expenditure</i>	<i>Approved budget for 2010 (EUR)</i>	<i>Expenditure as at 30 June 2010 (EUR)</i>	<i>Expenditure as a percentage of budget</i>	<i>Percentage of expenditure by object</i>
Staff costs	14 509 550	6 164 088	42.5	76.1
Consultants	690 212	236 959	34.3	2.9
Expert groups	892 482	323 250	36.2	4.0
Travel of staff	663 535	388 012	58.5	4.8
General operating expenses	2 004 112	788 655	39.4	9.7
Grants and contributions	765 489	198 359	25.9	2.5
Total direct expenditure	19 525 380	8 099 323	41.5	100.0

10. Most objects of expenditure remain under the ideal implementation rate of 50 per cent. The expenditure for travel of staff is higher due to pre-funding several technical missions in preparation for the sessional meetings to be held in the second half of 2010. These expenditures are being reversed as funds are received. The expenditure for staff costs is expected to be closer to the ideal implementation rate in the next six months with the settlement of education grants for the academic year 2009–2010. The costs of expert groups continued to remain low in the first six months of the biennium mainly because there were fewer Compliance Committee meetings than planned. This was in part due to the extensive use of electronic means of decision-making, which reduced the number of face-to-face meetings that needed to be organized for the Compliance Committee.

B. Trust Fund for Participation in the UNFCCC Process

11. The secretariat continues to apply its current policy of providing financial support to eligible Parties. Parties are eligible for funding if their per capita gross domestic product did not exceed USD 7,500 in 2007 according to the statistics published by the United Nations Conference on Trade and Development. This ceiling is raised to USD 14,000 in the case of small island developing States.

1. Income

12. As at 30 June 2010, voluntary contributions received for this biennium amounted to USD 2.9 million. This amount, added to the carry-over balance from the previous financial period, accrued interest and other miscellaneous income resulted in a total income of USD 6.9 million.

2. Expenditure

13. Expenditure incurred during the first six months of the biennium 2010–2011 amounted to USD 2.4 million, which covered the participation of eligible Parties to two sessions in Bonn and other travel-related costs, resulting in a balance of income over expenditure of USD 4.5 million. After setting aside approximately USD 1.1 million as an operating cash reserve (based on 10 per cent of expenditures incurred in 2009), the balance, together with any further voluntary contributions to the trust fund, will be used to cover the participation of eligible Parties at two further sessions of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA) and the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP), one of which was held in Bonn, Germany, from 2 to 6 August 2010, while the other will be held in Tianjin, China, from 4 to 9 October 2010. The balance will also be used to cover participation of eligible Parties at COP 16 and CMP 6, to be held in Cancun, Mexico, from 29 November to 10 December 2010.

14. Table 7 provides information on income and expenditure under the Trust Fund for Participation in the UNFCCC Process during this reporting period.

Table 7

Status of the Trust Fund for Participation in the UNFCCC Process as at 30 June 2010

(United States dollars)

<i>Income</i>	
Brought forward from 2008–2009	3 596 966
Savings on prior period obligations	11 181
Contributions received in 2010–2011	2 934 746
Interest	36 481
Miscellaneous income ^a	288 096
Total income	6 867 470
<i>Expenditure</i>	
Travel of 200 participants to AWG-KP 11 and AWG-LCA 9	657 509
Travel of 204 participants to the thirty-second sessions of the SBI and the SBSTA, AWG-KP 12 and AWG-LCA 10	1 355 817
Advance costs in preparation of travel for participation at AWG-KP 13 and AWG-LCA 11	48 596

Other travel-related costs	20 805
Total direct expenditures	2 082 727
Programme support costs	270 755
Total expenditure	2 353 482
Balance	4 513 988

Abbreviations: AWG-KP = Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol, AWG-LCA = Ad Hoc Working Group on Long-term Cooperative Action under the Convention, SBI = Subsidiary Body for Implementation, SBSTA = Subsidiary Body for Scientific and Technological Advice.

^a Includes contribution from Spain of USD 269,179 received in 2009 and allocated in 2010.

C. Trust Fund for Supplementary Activities

15. A number of mandated core activities continue to be funded from the Trust Fund for Supplementary Activities through voluntary contributions made by Parties, enabling the secretariat to implement more effectively the work programme for this biennium. Contributions in support of the negotiations under the AWG-KP and the AWG-LCA, as well as fees for joint implementation (JI), are also paid into this trust fund.

1. Income

16. Voluntary contributions amounting to USD 5.3 million³ were received during this reporting period. In addition, USD 157,740 in JI fees have been paid into the trust fund. Taking into account the carry-over balance from the biennium 2008–2009, interest and miscellaneous income, and savings on prior period obligations, income to the trust fund currently stands at USD 25.9 million.

2. Expenditures and commitments

17. The secretariat has spent a total of USD 10.2 million on various projects implemented in the current biennium (see annex II), some of which are ongoing from the previous biennium. The available balance of USD 14.7 million will be used to finance ongoing activities for the remainder of this biennium, together with any further voluntary contributions received.

18. Table 8 provides information on income and expenditure during the reporting period under the Trust Fund for Supplementary Activities, which includes fee-based income related to the JI projects.

³ A voluntary contribution of USD 473,981 received in 2008–2009 was allocated in 2010 and has been netted off the total voluntary contributions for the period.

Table 8
Status of the Trust Fund for Supplementary Activities as at 30 June 2010
 (United States dollars)

<i>Income</i>	
Brought forward from 2008–2009	20 564 379
Savings on prior period obligations and refunds to donors	120 328
Voluntary contributions	4 852 289
Joint implementation fees	157 740
Interest and other miscellaneous income	213 113
Total income	25 907 849
<i>Expenditure</i>	
Expenditures and commitments	9 109 268
Programme support costs	1 067 348
Total expenditure	10 176 616
Net of income and expenditure	15 731 233
<i>Fees set-aside</i>	
Joint implementation fees received 2006–2009	1 229 853
Joint implementation fees received January to June 2010	157 740
Balance	14 343 640

D. Trust Fund for the Clean Development Mechanism

19. Under the Trust Fund for the Clean Development Mechanism (see table 9), the income received in the biennium 2010–2011, including the carry-over from the previous biennium, amounted to USD 100 million. Expenditure as at 30 June 2010 was USD 13.7 million, leaving a balance of USD 41.4 million after accounting for the operating reserve.

20. For more detailed information on budget performance of the clean development mechanism (CDM), see the annual report of the Executive Board of the CDM to the CMP (FCCC/KP/CMP/2010/10).

Table 9
Status of the Trust Fund for the Clean Development Mechanism as at 30 June 2010
 (United States dollars)

<i>Income</i>	
Brought forward from 2008–2009	81 954 684
Income 2010–2011	
Clean development mechanism fees	17 359 357
Interest	734 118
Total income	100 048 159

<i>Object of expenditure</i>	
Staff	7 084 792
Consultants	599 329
Experts	2 125 983
Travel of staff	257 195
Travel of representatives	1 005 137
Training	60 651
Operational expenses	350 475
Contractual services	27 190
Communications	44 448
Supplies, materials, furniture and equipment	33 171
Fellowships, grants and contributions	446 000
Other expenditures	206 303
Programme support costs	1 476 097
Total expenditure	13 686 718
<i>Less: Operating reserve</i>	45 000 000
Balance	41 361 441

E. Trust Fund for the International Transaction Log

21. The income status of the Trust Fund for the International Transaction Log as at 30 June 2010 is presented in table 10. During the reporting period, 90.3 per cent of fees for 2010 had been collected.

Table 10

Status of the Trust Fund for the International Transaction Log as at 30 June 2010

(Euros)

<i>Income</i>	
Brought forward from 2008–2009 ^a	2 147 051
International transaction log fees collected in 2010	2 263 725
Interest and miscellaneous income ^a	303 982
<i>Less: Operating reserve^a</i>	352 290
Total income	4 362 468

^a Where applicable the exchange rate used (USD 1 = EUR 0.819) is the official United Nations exchange rate for June 2010.

22. Table 11 shows the expenditure of the Trust Fund for the International Transaction Log by object of expenditure. After accounting for total expenditure and the operating reserve, the balance was EUR 3 million. For further detailed information on budget performance of the international transaction log (ITL), see the annual report of the administrator of the ITL under the Kyoto Protocol (FCCC/KP/CMP/2010/8).

Table 11
Expenditure as at 30 June 2010
 (Euros)

<i>Object of expenditure</i>	<i>Approved budget for 2010 (EUR)</i>	<i>Expenditure as at 30 June 2010 (EUR)</i>	<i>Expenditure as a percentage of budget</i>	<i>Percentage of expenditure by object</i>
Staff costs	740 965	321 199	43.4	23.8
Contractors and consultants	1 703 092	819 989	48.2	60.7
Expert groups	24 475	12 533	51.2	0.9
Travel of staff	13 986	7 609	54.4	0.6
General operating expenses	48 951	22 404	45.8	1.7
Contributions to common services	81 600	10 349	12.7	0.8
Programme support costs	339 699	155 231	45.7	11.5
Total direct expenditure	2 952 768	1 349 314	45.7	100.0

F. Trust Fund for the Special Annual Contribution from the Government of Germany (Bonn Fund)

23. As part of its offer to host the UNFCCC secretariat in Bonn, the Government of Germany pledged a special annual contribution (the Bonn Fund) of EUR 1.8 million. By 30 June, the contribution for 2010 had been received in full. This fund was used to cover the costs of organizing and ensuring the flow of information relating to the thirty-second sessions of the SBI and the Subsidiary Body for Scientific and Technological Advice (SBSTA). It also enabled the organization of the eleventh and twelfth sessions of the AWG-KP and the ninth and tenth sessions of the AWG-LCA (including eight pre-session meetings), which were held in Bonn during the reporting period. Table 12 shows income and expenditure under the Bonn Fund in 2010 as at 30 June 2010.

24. Due to increased security measures in accordance with the official request by the United Nations Department of Safety and Security the expenditure rate is higher than in previous years. Value added tax payments included in the expenditures will be refunded later in the year by Germany's Federal Ministry of Finance.

Table 12
Status of the Bonn Fund as at 30 June 2010
 (Euros)

<i>Income</i>	
Brought forward from 2008–2009 ^a	330 575
Contributions	1 789 522
Interest and miscellaneous income ^a	8 116
Total income	2 128 213
<i>Expenditure</i>	
Conference support	1 288 215
Conference information support	341 960
Share of costs for common services	6 745
Programme support costs	212 866

Total expenditure	1 849 786
<i>Prior period adjustments^a</i>	1 575
<i>Less: Working capital reserve^a</i>	245 700
Balance	34 302

^a Where applicable the exchange rate used (USD 1 = EUR 0.819) is the official United Nations exchange rate for June 2010.

G. Programme support costs

25. In accordance with the financial procedures of the United Nations, 13 per cent overhead charges are payable on all trust funds of the UNFCCC to cover administrative services. Most of these services are provided within the secretariat by the Administrative Services programme. Central services such as audit, payroll, investment and treasury services are provided by the United Nations on a reimbursable basis.

26. As at 30 June 2010, the income for the period 1 January 2010 to 30 June 2010, which includes interest and miscellaneous income, amounted to USD 15.5 million. In the same period, USD 3.4 million was used to cover staff and non-staff costs. The charges for services rendered by the United Nations Office at Geneva (UNOG), estimated at USD 650,000 for 2010, will be charged and paid for during the second half of 2010. Table 13 shows the status of the programme support costs for the first six months of the biennium 2010–2011.

Table 13

Status of programme support costs as at 30 June 2010

(United States dollars)

<i>Income</i>	
Carry-over from 2008–2009	10 731 938
Programme support costs income from trust funds	4 662 509
Interest and miscellaneous income	119 920
Total income	15 514 367
<i>Expenditure</i>	
Secretariat staff costs	3 054 511
Secretariat non-staff costs	266 610
Share of costs for common services	115 585
Total expenditure	3 436 706
<i>Less: Operating reserve</i>	2 199 048
Balance	9 878 613

III. Programme delivery

27. Programme delivery is based on the work programme for the biennium 2010–2011 and on mandates given to the secretariat after the presentation of the work programme. This section should therefore be read in conjunction with document FCCC/SBI/2009/2/Add.1, which outlines the work programme.

28. The following sections provide a brief overview of each programme's responsibilities, indicate whether the expected results of the work programme for the biennium are being achieved and summarize the activities that have contributed to the secretariat's achievements. Additional performance data for each programme is contained in annex III.

A. Executive Direction and Management

29. The overall purpose of the Executive Direction and Management programme (EDM) is to ensure the secretariat's responsiveness to the needs of the Convention and Kyoto Protocol bodies and the overall coherence of the work of the secretariat. EDM also coordinates outreach and cooperation activities, especially with the United Nations system, supports the President and Bureau of the COP and the CMP, and directs the secretariat-wide support to the intergovernmental process.

30. In the first half of 2010, EDM focused on supporting concerted efforts by Parties to build on the outcomes of COP 15 and CMP 5 and on supporting the incoming Presidency in the preparation of COP 16 and CMP 6. EDM continued its coordination of the secretariat support to the work of the AWG-LCA and the AWG-KP, including preparations for additional sessions of these bodies in 2010. The Executive Secretary raised funds to ensure the availability of appropriate resources for these additional sessions. The Executive Secretary ensured timely issuance of the reports on the sessions of the COP, the CMP and the AWG-KP, as well as compilation and publication on the UNFCCC website of information communicated by Parties in relation to the Copenhagen Accord.

31. In the light of the experience of COP 15 and of calls made by Parties and the Bureau to rebuild confidence in the UNFCCC process, the Executive Secretary initiated a project with a view to enhancing the effectiveness of the process, including the roles and level of engagement of observer organizations. In this context, the Bureau, at its first meeting in 2010, agreed on the importance of improving negotiation methods, while remaining true to the principles of and models within the United Nations system. The Executive Secretary also launched an assessment of the secretariat arrangements in relation to logistics, participants' registration and access, with a view to improving services and support systems.

32. The Executive Secretary continued to strengthen cooperation with the United Nations Secretariat, specialized agencies and international organizations to support the UNFCCC process and actions to implement decisions of the COP and the CMP. In the framework of the United Nations System Chief Executive Board for Coordination, the secretariat continued to support the further development of a coherent approach to support from United Nations system entities to the implementation of climate change activities. Efforts are under way in 10 areas of cooperation.⁴ The Executive Secretary also participated in the work of the Secretary-General's Advisory Group on Energy and Climate Change, which launched on 28 April 2010 its report⁵ proposing two key goals: ensuring universal energy access and reducing global energy intensity. Other efforts included bilateral cooperation with United Nations system organizations, including the Food and Agriculture Organization of the United Nations (FAO), the United Nations Environment Programme

⁴ The 10 areas are grouped in five focus areas (adaptation; technology transfer; reduction of emissions from deforestation and degradation; financing mitigation and adaptation action; capacity-building) and five cross-cutting areas (climate knowledge: science, assessment, monitoring and early warning; supporting global, regional and national action; climate-neutral United Nations; public awareness-raising; social dimensions of climate change).

⁵ Available at <<http://www.un.org/wcm/webdav/site/climatechange/shared/Documents/AGECC%20summary%20report%5B1%5D.pdf>>.

(UNEP), the United Nations Development Programme (UNDP), the United Nations Industrial Development Organization (UNIDO) and the World Bank.

33. Efforts undertaken by the Executive Secretary to improve the gender and geographical balance of secretariat staff in the Professional level and above have led to a further increase of the percentage of staff from Parties not included in Annex I to the Convention (non-Annex I Parties), which as at 30 June 2010 constituted about 56 per cent of all staff in the Professional level and above. There has also been a significant increase in the number of female staff, which, as at 30 June 2010, stood at about 40 per cent. Over the past four years, the number of staff from non-Annex I Parties in the Professional level and above has thus increased by about 28 per cent, and the number of female staff in these categories has increased by close to 12 per cent.

34. In terms of managing and developing the secretariat as an institution, the Executive Secretary decided to streamline internal managerial decision-making structures by centralizing oversight of internal policy development through a single managerial body, the secretariat's Management Team. As a follow-up to a 360 degree feedback process launched in 2009, staff with managerial functions received further coaching and training to strengthen managerial skills. To enhance coordination of work on strategic issues, the Executive Secretary created a Strategy Development Task Force, which draws on expertise from all programmes to work and advise senior management on cross-cutting strategic matters.

B. Reporting, Data and Analysis

35. The Reporting, Data and Analysis programme (RDA) provides organizational support to the entire reporting and review system for Parties included in Annex I to the Convention (Annex I Parties). During the reporting period, RDA continued to support a robust reporting and review process under both the Convention and its Kyoto Protocol. It contributed to the strengthening of this process, which is required in view of the start of mandatory reporting by Annex I Parties that are also Parties to the Kyoto Protocol in 2010 and for the submission and review of the fifth national communications of Annex I Parties.

36. In accordance with the existing mandates under the Convention and its Kyoto Protocol, fifth national communications from 39 out of 41 Annex I Parties were received. The secretariat coordinated eight in-country reviews by international expert review teams in the first half of 2010 and plans another four reviews in the second half of the year.⁶

37. For Annex I Parties that are also Parties to the Kyoto Protocol, the fifth national communication under the Convention contains supplementary information to demonstrate compliance. These Parties submitted annual information on their greenhouse gas (GHG) emission inventories and related matters on 15 April 2010. The review process was strengthened to cover this additional information, which is essential for the implementation of the Kyoto Protocol.

38. As part of the 2010 reporting and review cycle, RDA received and processed annual GHG inventory submissions from all Annex I Parties, including submission of supplementary information under Article 7, paragraph 1, of the Kyoto Protocol for those Annex I Parties that are also Parties to the Kyoto Protocol.

39. To maintain and enhance the effectiveness of the review process, the secretariat developed new training courses for reviews under the Kyoto Protocol and intensified its work in supporting the training of experts for reviews under both the Convention and its Kyoto Protocol. In addition, the secretariat continued to organize the meetings of the lead

⁶ The review of the remaining fifth national communications is planned for 2011–2012.

reviewers and provided them with the relevant analysis that is critical to ensure the quality and consistency of the review process.

40. The secretariat continued to support the work of the SBSTA on the work programme to revise the “Guidelines for the preparation of national communications by Parties included in Annex I to the Convention, Part I: UNFCCC reporting guidelines on annual inventories” by preparing relevant materials, organizing a workshop and providing support during the SBSTA sessions.

41. RDA continued to make the GHG data reported by Annex I Parties available through the GHG data interface⁷ on the UNFCCC website. To improve the quality of data, three updates of the interface have been planned for 2010, compared with only one regular update in the previous years; this will ensure that Parties and the public at large have access to the most recent data available. The first of the three updates was made in March, which provided access to the final version of 2009 GHG data from Annex I Parties and to data from national communications and inventory data sets from 10 non-Annex I Parties received between November 2009 and March 2010. Preparations have been made during the reporting period for the release of the second update on 7 July 2010.⁸

42. During the reporting period, RDA responded to 109 requests for GHG data from Parties, national and international organizations, the media and individuals. In addition, preparatory work has been launched for two major annual data reports: the GHG data report containing GHG inventory data from Annex I Parties for the period 1990–2008 and the compilation and accounting report containing accounting data for Parties to the Convention with commitments inscribed in Annex B to the Kyoto Protocol (Annex B Parties) for 2009.

43. As part of data-related cooperation within the United Nations system, RDA provided key GHG data for Annex I Parties to the United Nations wide data portal⁹ and to the expert group responsible for the preparation of the Millennium Development Goals Report 2010,¹⁰ which was launched in New York, United States of America, by the Secretary-General on 23 June 2010.

44. RDA continued to develop and improve the systems for reporting GHG inventory data by Annex I Parties. This included the ongoing improvement of the common reporting format (CRF) reporter software, continuous support to Parties using the CRF reporter software and timely publication of the inventory review tools and documents with information on GHG emission trends. RDA successfully completed and released the CRF modules to support reporting under Article 3, paragraphs 3 and 4, of the Kyoto Protocol. RDA further enhanced the GHG data interface by developing an online global map¹¹ that provides interactive access to GHG data for Annex I Parties, containing information on anthropogenic GHG emissions/removals for the period from the base year to the latest available year.

45. Further progress was made in the development of the ITL, with 37 national registry systems currently involved in operations with the ITL. The ITL administrator continued to support the operations of the ITL with high availability for emissions trading under the Kyoto Protocol. Several upgrades of the ITL software were made, which significantly improved performance of the ITL and enhanced its user-friendliness.

⁷ Available at <http://unfccc.int/ghg_data/items/3800.php>.

⁸ The update provides access to the 2010 version of Annex I data based on GHG inventory submissions received from Annex I Parties as at 28 May 2010 and to data from two new second national communications and two new inventory data sets from non-Annex I Parties.

⁹ Available at <<http://data.un.org/>>.

¹⁰ Available at <<http://mdgs.un.org/>>.

¹¹ Available at <<http://maps.unfccc.int/di/map/>>.

46. RDA took a leading role in supporting negotiations on matters relating to possible future commitments of Annex I Parties under the Convention and its Kyoto Protocol, including emission targets and methodological issues related to GHG inventories, industrial gases included in the IPCC Fourth Assessment Report but not regulated in the first commitment period under the Kyoto Protocol, also known as new gases, and common metrics. In addition, RDA supported negotiations relating to possible future reporting and review requirements.

C. Financial and Technical Support

47. The Financial and Technical Support programme (FTS) provides support to Parties, especially non-Annex I Parties, in the implementation of the Convention and its Kyoto Protocol in the following areas: the facilitation of the mobilization of financial resources under the Convention and its Kyoto Protocol; national communications from non-Annex I Parties; national adaptation programmes of action (NAPAs); capacity-building; and education, training and public awareness.

48. During the reporting period, the programme supported negotiations in a number of areas, including the fourth review of the financial mechanism, the Adaptation Fund, capacity-building and national communications of non-Annex I Parties. Support to the negotiations under the AWG-LCA for an enhanced financial mechanism, mitigation action by developing countries and enhanced action on capacity-building also required a significant portion of resources.

49. FTS continued working on a finance portal on the UNFCCC website and on the conclusion of the National Economic, Environment and Development Study.¹² The programme continued liaising with the Global Environment Facility (GEF) on several matters, including the Special Climate Change Fund, the Least Developed Countries Fund (LDCF), climate change activities under the GEF Trust Fund, the funding of national communications of non-Annex I Parties and the implementation of NAPAs.

50. FTS assisted the Least Developed Countries Expert Group (LEG) in conducting its meetings and in providing support for the implementation of the work programme for the implementation of Article 4, paragraph 9, of the Convention. One least developed country (LDC) submitted a completed NAPA, bringing the total number submitted to 44. Thirty-seven implementation projects had been submitted to the GEF for funding through the LDCF. Among these, 19 were endorsed by the Chief Executive Officer of the GEF. The LEG provided guidance and technical advice on matters related to NAPA preparation, revision and implementation. The LEG, with support from the GEF and facilitation by the secretariat, organized the second and third workshops in a series of five on implementing NAPAs.¹³

51. FTS continued disseminating information on the financial and technical support available to non-Annex I Parties for the preparation of national communications. A newsletter was produced and disseminated to national focal points, national communication coordinators and experts from developing countries.¹⁴ The programme provided support to the first meeting of the reconstituted Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention. A resource guide

¹² More information on this project is available at <http://unfccc.int/cooperation_and_support/financial_mechanism/items/5630.php>.

¹³ One workshop targeted francophone LDCs and took place in Bamako, Mali, from 8 to 12 February 2010. The other workshop for Asian LDCs took place in Vientiane, Lao People's Democratic Republic, from 4 to 8 May 2010.

¹⁴ The newsletter is available at <<http://unfccc.int/354.php>>.

for preparing the national communications of non-Annex I Parties was developed and communicated to non-Annex I Parties upon request.¹⁵ Following requests by non-Annex I Parties from South-East Asia on national GHG inventories, with a focus on the agricultural and land use, land-use change and forestry (LULUCF) sectors, FTS continued coordinating a project aimed at addressing the needs identified by nine Parties.¹⁶

52. The programme continued supporting the implementation of the amended New Delhi work programme on Article 6 of the Convention by fostering partnerships and catalysing action by intergovernmental organizations (IGOs) and non-governmental organizations (NGOs). FTS organized a regional workshop on the implementation of Article 6 of the Convention in Latin America and the Caribbean and made reports on the three regional workshops held to date available for consideration by the SBI at its thirty-third session for the intermediate review of progress in the implementation of the amended New Delhi work programme.¹⁷

53. The programme launched the work on the transition from a pilot phase of the information network clearing house (CC:iNet) to its full-scale implementation.¹⁸ FTS coordinated the secretariat's fellowship programme with a view to contributing to building capacity to address climate change in non-Annex I Parties, in particular small island developing States and LDCs. Four young professionals were awarded fellowships between December 2009 and April 2010 and undertook research projects at the secretariat in the areas of public awareness, GHG inventories and technology for adaptation. The third round of the fellowship programme was launched in June 2010. Furthermore, the programme published a brochure, *Youth Participation in the UNFCCC Negotiation Process*, under the umbrella of the United Nations Joint Framework Initiative on Children, Youth and Climate Change.

D. Adaptation, Technology and Science

54. The Adaptation, Technology and Science programme (ATS) supports Parties in meeting their specific needs and concerns relating to the impacts of and vulnerability and adaptation to the adverse effects of climate change and relating to the impact of the implementation of response measures. ATS further supports the UNFCCC process in enhancing the development and transfer of technologies and improving the methodological and scientific bases for international climate policy and action by Parties, including actions to reduce emissions from deforestation and forest degradation in developing countries (REDD). The programme coordinates support for the SBSTA, contributing to its effective and efficient functioning.

55. During the reporting period ATS continued supporting negotiations on adaptation, response measures and potential consequences. Continued engagement by the programme of a wide range of stakeholders in support of the Nairobi work programme on impacts, vulnerability and adaptation to climate change has resulted in a higher number of Nairobi work programme partner organizations and action pledges.¹⁹ ATS facilitated knowledge sharing and learning and catalysed adaptation action by preparing several documents and publications, organizing two technical workshops and developing user-friendly databases

¹⁵ The resource guide for preparing the national communications of non-Annex I Parties is available at <http://unfccc.int/essential_background/background_publications_htmlpdf/items/2625.php>.

¹⁶ Cambodia, Indonesia, Lao People's Democratic Republic, Malaysia, Papua New Guinea, Philippines, Singapore, Thailand and Viet Nam.

¹⁷ FCCC/SBI/2010/2, FCCC/SBI/2010/3 and FCCC/SBI/2010/9.

¹⁸ Available at <http://unfccc.int/cc_inet/items/3514.php>.

¹⁹ See annex III, table 22.

such as the “Compendium on methods and tools to evaluate impacts of, and adaptation and vulnerability to, climate change”.²⁰

56. ATS supported the Parties in advancing negotiations on technology development and transfer and in preparing reports to support the SBI in reviewing the effectiveness of the implementation of Article 4, paragraphs 1(c) and 5, of the Convention. ATS facilitated the further implementation of the technology transfer framework and continued supporting the Expert Group on Technology Transfer in the timely delivery of its programme of work and in convening its dialogue with representatives of the private sector. It liaised with developing country Parties in assessing their technology needs and collaborated with UNDP in updating the *Handbook for Conducting Technology Needs Assessments for Climate Change*²¹ and with UNEP/GEF in implementing the Poznan strategic programme on technology transfer. The programme continued its efforts in enhancing the capacity of Parties to prepare technology transfer projects for financing, including through the organization of regional training workshops. ATS collaborated on various matters relating to technology development and transfer with the International Energy Agency, UNEP, UNIDO, the European Patent Office, the World Intellectual Property Organization and the United Nations Institute for Training and Research. The programme continued to maintain and update the technology information clearing house (TT:CLEAR).

57. ATS continued supporting negotiations on matters relating to the scientific, technical and socio-economic aspects of mitigation, including REDD, LULUCF, cooperative sectoral approaches, sector-specific actions and emissions resulting from fuel used for international transport. The programme organized an informal meeting of experts on enhancing coordination of capacity-building in relation to the use of the IPCC guidance and guidelines²² and further developed and maintained the REDD web platform²³ to enhance sharing of information and experiences.

58. The programme organized the fourth meeting of the SBSTA dialogue on developments in research activities relevant to the needs of the Convention,²⁴ with further enhanced participation of Parties, following relevant mandates of the SBSTA. The dialogue contributed to enhancing communication between Parties and research programmes and organizations, including the IPCC, and identifying research needs under the Convention. ATS worked closely with the IPCC, the World Meteorological Organization (WMO) and relevant programmes under the WMO, regional and international global change research programmes and organizations, the United Nations Convention to Combat Desertification and the Ozone Secretariat to facilitate the flow of relevant information into the Convention process. The programme worked with FAO, UNDP, UNEP and the World Bank to enhance the capacity of developing countries to take action on REDD and agriculture and with the International Maritime Organization and the International Civil Aviation Organization to inform Parties on their relevant work on international aviation and maritime transport.

E. Sustainable Development Mechanisms

59. The main role of the Sustainable Development Mechanisms programme (SDM) during the reporting period continued to be the provision of support to the two bodies constituted to supervise the implementation of the project-based mechanisms under the

²⁰ Available at <<http://unfccc.int/5457.php>>.

²¹ Available at <<http://unfccc.int/ttclear/jsp/TNAHandbook.jsp>>.

²² Available at <http://unfccc.int/methods_science/redd/items/5603.php>.

²³ Available at <http://unfccc.int/methods_science/redd/items/4531.php>.

²⁴ Presentations and information on SBSTA32 research dialogue meeting available at http://unfccc.int/methods_and_science/research_and_systematic_observation/items/5609.php.

Kyoto Protocol, namely the Executive Board of the CDM and the Joint Implementation Supervisory Committee (JISC).

60. In order to better support the two bodies, SDM underwent a fundamental restructuring. The new structure is tightly aligned to the processes established under the CDM and JI that address the creation and maintenance of methodologies and standards, as well as the assessment of accredited entities and projects. The new structure facilitates addressing the problems being experienced by the various stakeholders of both mechanisms.

61. During the reporting period, in line with the CDM management plan for 2010, SDM made arrangements for 15 meetings of the Executive Board of the CDM and its panels and working groups. This included the preparation and issuance of about 970 documents. The programme continued facilitating the dialogue on the project-based mechanisms by organizing six coordination and/or training workshops. Communication and transparency was enhanced by further developing the CDM website²⁵ and the CDM Catalogue of Decisions²⁶ and by participating in events with stakeholders. SDM regularly updated the CDM news feed page²⁷ with the latest information on the CDM.²⁸ The programme also continued to manage the daily operations of the CDM registry by opening accounts and executing transactions. SDM collaborated with partners on the Nairobi Framework,²⁹ with the aim of enhancing the equitable regional distribution of CDM project activities, including by further developing the 'CDM Bazaar'.³⁰

62. The programme supported the registration of 263 CDM project activities³¹ and the issuance of 46.7 million certified emission reductions.³² It facilitated the adoption by the Executive Board of the CDM of the revised procedures and guidance related to the registration of CDM programmes of activities and the publishing of the first request for registration of a programme of activities. SDM has taken measures that are expected to significantly increase the timeliness of completeness checks while enhancing the delivery of project evaluation information to the Executive Board. The programme has continued expanding the provision of information on registration and issuance through the CDM website,³³ which in effect reduces the amount of project queries related to internal process management issues. During the reporting period all new methodologies were processed fully in accordance with the established procedures and timelines. Statistics relating to methodology and standards development, as well as registration, issuance and accreditation, are shown in annex III, table 23, under objective 1.

63. SDM made arrangements for three meetings of the JISC and three meetings of the JI accreditation panel. The shortage of funding for JI was a major topic of discussion at the meeting of the JISC held in June. In order to conserve funds, the JISC decided to cancel its next scheduled meeting, reconvene in October, and seek ways to reduce future expenditure while seeking ways to bring the financial predicament to the attention of the Parties. Detailed statistics for JI are shown in annex III, table 23, under objective 2.

²⁵ The CDM website, available at <<http://cdm.unfccc.int/index.html>>, is used monthly by over 20,000 named users out of 123,000 unique visitors; approximately 26,000 files are downloaded every month.

²⁶ Available at <<http://cdm.unfccc.int/Reference/catalogue/search>>.

²⁷ Available at <<http://cdm.unfccc.int/CDMNews/rss.html>>.

²⁸ Over 800,000 calls of the page were counted during the reporting period.

²⁹ Available at <http://cdm.unfccc.int/Nairobi_Framework/index.html>.

³⁰ Available at <<http://www.cdmbazaar.net/>>.

³¹ The total number of registered projects to date (23 June 2010) is 2,300.

³² The total number of certified emission reductions issued to date (23 June 2010) is 421 million.

³³ Available at <<http://cdm.unfccc.int/Registry/index.html>>; <<http://cdm.unfccc.int/Issuance/index.html>>.

64. Another significant function of SDM continued to be the provision of support to the intergovernmental negotiations in relation to market-based mechanisms.

65. Key managerial challenges for SDM included implementing the new structure and reducing the backlog in caseload for CDM projects. The development and implementation of a framework contract allows external expertise to be utilized for addressing both the backlog and future peaks in demand for evaluation. Another focus of the programme management was expediting the recruitment process for the 51 additional posts approved by the Executive Board at its 52nd and 54th meetings. During the reporting period, the number of staff members on fixed-term contracts has grown from 102 to 124.³⁴

F. Legal Affairs

66. The Legal Affairs programme (LA) provides advice and support to Parties, Convention and Kyoto Protocol bodies and the secretariat in order to ensure that the Convention and its Kyoto Protocol are implemented and the associated intergovernmental processes and operations of the secretariat are conducted in accordance with legal, procedural and institutional requirements. LA also provides advice and support to the Compliance Committee in order to ensure that the compliance mechanism operates effectively and supports the environmental integrity of the Kyoto Protocol and the credibility of the market-based mechanisms.

67. During the reporting period, the President and Bureau of the COP and the CMP, the bureaux and Chairs of the subsidiary bodies and the Chairs of the constituted bodies, Parties, the Executive Secretary and the secretariat's programmes requested and received advice from LA on various legal, procedural and institutional issues.

68. The CDM Executive Board, the JISC, the Compliance Committee and the Adaptation Fund Board received legal advice concerning their work. This advice and support enabled the various bodies to effectively fulfil their mandates in accordance with the provisions of the Convention and its Kyoto Protocol, the applicable rules of procedure, UNFCCC requirements and general international law.

69. LA provided advice and support to Parties on the ongoing negotiations for a future climate change regime. It assessed the legal status of the Copenhagen Accord and reviewed communications from Parties to determine whether they wished to be associated with it and listed in the chapeau of the Accord. In addition, LA maintained an accurate and comprehensive internal record of all communications received from Parties in relation to the Accord and provided regular updates to other programmes.

70. LA clarified a number of procedural and substantive legal issues to Parties concerning the negotiations. This included advice on the pending issues relating to the draft rules of procedure being applied and on the issue of the legal form of the outcome under the AWG-LCA. Additional proposals from Parties for a protocol to the Convention and amendments to the Kyoto Protocol were communicated in accordance with the relevant legal requirements. Support was provided to Parties on the election or appointment of officers of Convention and Protocol bodies.

71. LA provided substantive legal advice, as well as organizational support, to the enforcement branch of the Compliance Committee, which began consideration of a new question of implementation. The programme produced a summary of relevant case law on

³⁴ In addition, in the reporting period the secretariat has issued seven new contracts for temporary staff, 56 contracts for 39 consultants, 22 contracts for desk reviewers, 24 contracts for members of the registration and issuance team, 23 fee and confidentiality forms for assessment team members and payment for six case leaders.

conflict of interest (document CC/7/2010/2),³⁵ which was used by the plenary of the Compliance Committee in its initial discussions on conflict of interest.

72. LA ensured that legal instruments to which the secretariat is a party were concluded in accordance with the rules and regulations of the United Nations and UNFCCC legal requirements. It assisted in the resolution of legal issues and concerns arising in the aftermath of COP 15 and those relating to the breach of the “Guidelines for the participation of representatives of non-governmental organizations at meetings of the bodies of the United Nations Framework Convention on Climate Change” at the June 2010 sessions, in a timely manner.

73. LA launched a review of legal information on the UNFCCC website, in particular information concerning the ratification status of the Convention, the Kyoto Protocol and the amendment to Annex B, as well as compliance issues. Relevant pages were redesigned and updated in order to provide this legal information in a more accessible and user-friendly manner.

G. Conference Affairs Services

74. Conference Affairs Services (CAS) facilitates participation by Parties and observers in the intergovernmental process, makes logistical preparations for and provides support to sessions, meetings and workshops, and edits and processes UNFCCC documents. It maintains the secretariat’s database of contacts and oversees the security arrangements for conferences, working in close collaboration with the United Nations Department of Safety and Security.

75. In the reporting period, CAS made logistical arrangements, including security arrangements and arrangements to facilitate the participation and registration of Parties and observer organizations for a total of two sessional periods, including the sessions of the SBI, the SBSTA, the AWG-KP and the AWG-LCA. Apart from the plenary meetings of these bodies, the sessions encompassed almost 2,000 in-session meetings of contact groups, regional groups, negotiating groups, delegations, observer organizations, side events and media events. In addition, 20 pre-session and post-session meetings and eight preparatory meetings were held during the period. CAS processed a total of 429 requests for financial support for eligible Parties to facilitate attendance of their representatives during the two sessional periods.

76. Within the reporting period, CAS processed 120 applications for observer status by IGOs and NGOs and facilitated the posting of 17 submissions by IGOs and NGOs on the UNFCCC website. Side events and exhibits at sessional meetings are becoming ever more popular among Parties and observers. During the reporting period CAS facilitated 107 such side events and 62 exhibits. In addition, it provided office and meeting space to observer organizations and facilitated a total of 36 plenary statements by observer organizations. CAS held regular meetings with the focal points of the nine recognized observer constituencies and developed an online tool with a view to enhancing observer participation.

77. CAS developed and applied a new online registration system that allows admitted organizations to electronically nominate individuals to attend sessions organized by the secretariat. The system also allows IGOs and NGOs to organize, compile and replace names in their respective delegations according to their needs; as a result, the issuance of badges is expected to be expedited.

³⁵ Available at <http://unfccc.int/files/kyoto_protocol/compliance/plenary/application/pdf/cc-7-2010-2_summary_of_case_law_on_conflict_of_interest.pdf>.

78. On average, one mandated UNFCCC meeting took place every working day in the period from January 2010 to June 2010. CAS supported 110 meetings and workshops in Bonn by pre-registering participants, facilitating visa matters and/or assisting with logistical arrangements.

79. Overall, 205 documents comprising 3,801 pages were edited and processed by CAS between 1 January and 30 June 2010, including parliamentary documents and other mandated documents such as review reports. CAS successfully submitted all review reports within their respective deadlines and all parliamentary documentation was available in English before each session. However, owing to the increasing frequency of meetings, translation deadlines could not always be met. As part of the preparations in the run-up to the sessions in Cancun, CAS has been working very closely with colleagues at UNOG to meet the request by Parties that key documents, such as the negotiating texts of the AWG-KP and the AWG-LCA, are available in all languages in a timely manner.

80. Preparations for the thirteenth session of the AWG-KP and the eleventh session of the AWG-LCA, the thirty-third sessions of the SBI and the SBSTA, the sixteenth session of the COP and the sixth session of the CMP were well under way during the reporting period, and the host country agreements for these events were finalized or in the process of being finalized. In addition, work is in progress with the prospective host Government of the seventeenth session of the COP and the seventh session of the CMP.

H. Information Services

81. The Information Services programme (IS) provides the communications backbone of the secretariat covering three service areas: communication and media relations; information and communication technology (ICT) services; and knowledge management. IS ensures that work mandated by Parties is taken forward using dependable and secure ICT supporting infrastructure and that the UNFCCC website is continuously available and that Parties have easy access to official documentation, information, data, proceedings and events. The programme ensures that the general public is kept informed of the climate change process through dissemination of information materials and media relations.

82. During the reporting period, IS produced 9,330 copies of six new publications and distributed 12,000 copies of other publications at conferences and by mail. Webcast services were provided for two larger meetings and ten smaller meetings, which increased transparency in the intergovernmental process and increased virtual participation. The demand for these services was particularly high for COP 15. During the reporting period a total of 415,508 visitors viewed webcasts.

83. During the reporting period the users of the UNFCCC website viewed 73.5 million pages and downloaded 14 million portable document format files. A total of 1,500 users downloaded the revised iPhone 'negotiator' application during the sessions of the subsidiary bodies held in June 2010. The secretariat distributed two issues of its electronic newsletter in English and in Spanish to 18,000 subscribers. The videos on the UNFCCC YouTube channel were viewed 147,000 times. A total of 4,300 users were using the secretariat's Facebook platform actively to share information and 5,500 people were following the secretariat's information flow via Twitter. The secretariat's photo portal on Flickr enjoys an active community that uses the platform to share photos mainly relating to climate change and the conferences supported by the secretariat.

84. The programme worked closely with the media to enhance understanding and to ensure that the media reported accurately on climate change. During the reporting period, IS responded to a total of 1,302 information requests from the media, prepared 65 speeches and articles and 28 press releases, and organized 366 interviews. The programme continued

a series of workshops for developing country journalists by organizing a further workshop in June 2010.

85. During the reporting period, the secretariat began to centralize its information systems services with the objective of reducing duplication and benefitting from stronger information technology governance, increased ICT security and the introduction of secretariat-wide best practice approaches in systems design and implementation. Work initiated during the biennium 2010–2011 to create an Information Technology Services programme is proposed to be fully implemented in the biennium 2012–2013.

86. The programme maintained a dependable and secure ICT network infrastructure and services that enabled the secretariat to meet the requirements of the intergovernmental process. ICT services were provided to the sessions of the bodies established under the Convention and its Kyoto Protocol, to 35 workshops and smaller meetings, to mandated systems such as the UNFCCC GHG database, the compilation and accounting database, the GHG data interface, the CDM and JI information systems and the CDM registry, as well as to secretariat-wide systems such as the content management system for the UNFCCC website and the records management system.

I. Administrative Services

87. The Administrative Services programme (AS) provides central support services in the management of the human and financial resources of the secretariat, the development of administrative policies and guidelines, procurement, premises management and travel arrangements. It also liaises with UNOG and the United Nations Secretariat on administrative issues and with the Government of Germany on matters relating to the implementation of the Headquarters Agreement.

88. During the reporting period, AS facilitated the work of the United Nations Board of Auditors in the audit of the financial statements for the biennium ended 31 December 2009. The secretariat also started implementing the audit recommendations. AS, in conjunction with the United Nations Office of Internal Oversight Services, participated in the conduct of an internal audit in the area of recruitment and staff entitlements and facilitated the follow-up of internal audits that were undertaken in 2008 and 2009, namely: audit of the arrangements for the implementation of the CDM, audit of conference and document management, audit of information and communication technology governance and security management, and audit of procurement management. The programme initiated overhauling administrative and financial processes to bring them into line with the International Public Sector Accounting Standards in the course of the next few years.

89. AS facilitated successful fund-raising efforts to support additional sessions and to maintain the support provided to participants. The programme continued interacting with Parties to notify them of indicative contributions and to collect the amounts due. It carried out the required activities associated with the management of the budget at the start of a biennium and processed accounts and reports in relation to COP 15.

90. Many activities were undertaken to facilitate the timely recruitment and retention of staff who meet the highest standards of efficiency, competence and integrity. Efforts by AS to improve the geographical and gender distribution among staff at the Professional level and above contributed to an increase in the share of staff from non-Annex I Parties and an increase in the share of female staff.³⁶ A total of 51 posts were advertised between January and June 2010. In the context of a 360-degree feedback process for managerial staff AS supported the establishment of personal development plans and provided coaching and

³⁶ See annex I, paragraph 2.

training courses. The programme also initiated a review of the secretariat's staff selection system and the development of a staffing strategy. The secretariat-wide implementation of an electronic performance appraisal system and the provision of related training were designed to enhance performance management.

91. In the area of procurement, 289 purchase orders worth USD 8.4 million were placed during the reporting period, which is 45 per cent and 31 per cent, respectively, more than during January to June 2008. In the area of travel, 1,410 travel arrangements were made for funded participants and experts who attended a total of 72 meetings, an increase of over 40 per cent compared with the first six months of the last biennium. While the volume of travel and procurement activities has continued to expand, the ongoing traveller satisfaction survey shows that over 90 per cent of participants rated the travel services as "good" or "excellent", and less than 5 per cent were not satisfied.

92. In June 2010, AS completed action to optimize the use of office space, including through a partial move of programmes to the United Nations Campus, in order to be able to absorb the growth of the secretariat until the end of 2011, at which point work on the new office facilities at the United Nations Campus is expected to be completed.

IV. Additional information

93. Information on the secretariat's human resources is contained in annex I. Annex II contains information on income and expenditure for activities funded under the Trust Fund for Supplementary Activities.

Annex I

[English only]

Human resources

A. Staff

1. There are 452.5 established posts, of which 140.5 posts are in the approved staffing table of the core budget and 312 posts under the Trust Fund for Supplementary Activities, the Trust Fund for the Clean Development Mechanism, the Trust Fund for the International Transaction Log, the Trust Fund for the Special Annual Contribution from the Government of Germany and programme support costs (overheads) (see table 14). As at 30 June 2010, 320 staff members had been appointed against established posts, in addition to 33 Professional and 50 General Service level staff members hired under temporary assistance contracts, bringing the total number of staff to 403.

Table 14

Comparison of established posts and filled posts by source of funding as at 30 June 2010

	ASG	D-2	D-1	P-5	P-4	P-3	P-2	P-1	Sub-total	GS	Total
<i>Core budget</i>											
Approved	1	3	5	12	26	32	12		91	49.5	140.5
Filled ^a	1	3	3	11	23	27	8		76	43	119
<i>Supplementary</i>											
Approved		1	1	1	5	10	9		27	13	40
Filled		1	1	1	5	8	8		24	8	32
<i>CDM</i>											
Approved			1	4	18	46	66	1	136	58	194
Filled				3	11	28	35	1	78	34	112
<i>ITL</i>											
Approved					3	2			5	2	7
Filled					3	2			5	2	7
<i>Bonn Fund</i>											
Approved						1	1		2	6	8
Filled									0	4	4
<i>Overhead</i>											
Approved			1	2	3	10	4		20	43	63
Filled			1	2	2	8	3		16	30	46
<i>Total</i>											
Approved	1	4	8	19	55	101	92	1	281	171.5	452.5
Filled	1	4	5	17	44	73	54	1	199	121	320

Abbreviations: ASG = Assistant Secretary-General, Bonn Fund = Trust Fund for the Special Annual Contribution from the Government of Germany, CDM = Trust Fund for the Clean Development Mechanism, Core budget = Trust Fund for the Core Budget of the UNFCCC, D = Director, GS = General Service, ITL = Trust Fund for the International Transaction Log, P = Professional, Supplementary = Trust Fund for Supplementary Activities.

^a Filled posts are occupied by staff members who have been awarded a fixed-term contract of one year or more and are appointed against established posts after going through the complete recruitment process, including review by the Review Board.

2. The secretariat has continued to improve on its efforts in relation to geographical distribution and gender balance among staff at the Professional level and above. Vacancy announcements are placed in many regional and global media covering as many Parties not included in Annex I to the Convention (non-Annex I Parties) as possible. Information on the geographical distribution of the staff appointed at the Professional level and above is provided in table 15. The distribution of staff members appointed at the Professional level and above, between Parties included in Annex I to the Convention and non-Annex I Parties and by gender, is shown in table 16. From July 2009 to June 2010, the percentage of female staff increased by 5 per cent, to 40 per cent. The percentage of staff from non-Annex I Parties at the Professional and higher levels also increased by 5 per cent, from 51 per cent to 56 per cent.

Table 15

Geographical distribution of staff members appointed at the Professional level and above as at 30 June 2010

<i>Grade</i>	<i>Africa</i>	<i>Asia and the Pacific</i>	<i>Latin America and the Caribbean</i>	<i>Eastern Europe</i>	<i>Western Europe and other States</i>	<i>Total</i>
ASG					1	1
D-2	1	1			2	4
D-1	2	1		1	1	5
P-5	5	3	1	2	6	17
P-4	5	8	6	5	20	44
P-3	5	27	9	9	23	73
P-2	4	23	13	2	12	54
P-1					1	1
Total	22	63	29	19	66	199
Percentage of total	11.1	31.7	14.6	9.5	33.1	100

Abbreviations: ASG = Assistant Secretary-General, D = Director, P = Professional.

Table 16

Distribution of staff members appointed at the Professional level and above, between Annex I and non-Annex I Parties and by gender

<i>Grade</i>	<i>Annex I</i>	<i>Non-Annex I</i>	<i>Male</i>	<i>Female</i>
ASG	1		1	
D-2	2	2	4	
D-1	2	3	3	2
P-5	8	9	13	4
P-4	26	18	30	14
P-3	33	40	39	34
P-2	15	39	28	26
P-1	1		1	
Total	88	111	119	80
Percentage of total	44.2	55.8	59.8	40.2

Abbreviations: ASG = Assistant Secretary-General, D = Director, P = Professional.

B. Consultants and individual contractors

3. Between 1 January 2010 and 30 June 2010 a total of 90 individual consultants and contractors were hired. They provided a combined total of 140.3 working months at a total cost of USD 841,497 under all sources of funding. Table 17 provides information on how services were distributed among the various programmes.

Table 17

Services of individual consultants and contractors by programme, 1 January to 30 June 2010

<i>Programme</i>	<i>Person-months</i>	<i>Cost (USD)</i>
Executive Direction and Management	0.9	6 229
Reporting, Data and Analysis	3.8	32 281
Financial and Technical Support	12.2	99 124
Adaptation, Technology and Science	7.3	60 697
Sustainable Development Mechanisms	31.3	205 667
Legal Affairs	5.9	29 313
Conference Affairs Services	35.6	160 579
Information Services	16.2	123 901
Administrative Services	27.1	123 706
Total	140.3	841 497

Annex II

[English only]

Projects and events funded from the Trust Fund for Supplementary Activities in the biennium 2010–2011

Table 18

Projects and events funded from the Trust Fund for Supplementary Activities in the biennium 2010–2011

(United States dollars)

<i>Project</i>	<i>Income^a</i>	<i>Expenditure</i>	<i>Balance</i>
Executive Direction and Management			
Preparatory workshops for negotiators from developing countries on the Bali Road Map in the lead-up to the sixteenth session of the Conference of the Parties (COP) and the sixth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol	35 182	5 202	29 980
Support to the Ad Hoc Working Group on Long-term Cooperative Action under the Convention and the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (conference, substantive and information services support)	6 551 539	5 020 611	1 530 928
Reporting, Data and Analysis			
Development and maintenance of the database system for the annual compilation and accounting of emissions inventories and assigned amounts under the Kyoto Protocol	336 731	85 217	251 513
Software development and support to CRF Reporter software	33 641	16 515	17 126
Activities to support the expert review process under the Convention and its Kyoto Protocol: training for expert review teams and meetings of lead reviewers	1 195 647	133 495	1 062 152
Information technology governance	36 017	36 017	–
Financial and Technical Support			
Support to national communications of non-Annex I Parties	136 309	2 520	133 790
Support to the Least Developed Countries Expert Group for 2010–2011	857 127	661 192	195 935
Support to financial cooperation and enhanced provision of financial resources	492 077	77 426	414 651
Support to the implementation of national greenhouse gas inventories and related activities by non-Annex I Parties, including national forest monitoring systems	593 227	180 174	413 054
UNFCCC fellowship programme	260 515	74 029	186 485
Support to capacity-building for developing countries	258 659	65 141	193 518
Organization and facilitation of thematic regional workshops to support the implementation of the amended	381 234	102 848	278 386

<i>Project</i>	<i>Income^a</i>	<i>Expenditure</i>	<i>Balance</i>
New Delhi work programme on Article 6 of the Convention			
National economic, environment and development studies for climate change	285 941	236 742	49 199
Adaptation, Technology and Science			
Support for implementing the programme of work of the Expert Group on Technology Transfer and the framework for meaningful and effective actions to enhance the implementation of Article 4, paragraph 5, of the Convention	1 084 028	401 325	682 702
Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10)	184 538	5 348	179 191
Activities relating to land use, land-use change and forestry: reducing emissions from deforestation and forest degradation, enhancement of carbon sinks and the role of sinks in future mitigation actions	641 097	212 464	428 633
Supporting the implementation of the Nairobi work programme on impacts, vulnerability and adaptation to climate change (decision 2/CP.11)	1 305 246	730 408	574 838
Support to activities relating to scientific, technical and socio-economic aspects of mitigation of climate change	12 827	9 755	3 072
Sustainable Development Mechanisms			
Resource requirements for activities related to Article 6 of the Kyoto Protocol (joint implementation) ^b	1 239 454	1 239 454	–
Legal Affairs			
Handbook on the UNFCCC	48 842	–	48 842
Support to the Compliance Committee	650 982	153 651	497 331
Information Services			
UNFCCC website: development of a Spanish portal	269 769	23 121	246 648
Climate change information outreach activities and products	313 112	163 317	149 795
Developing country media training in the run-up to COP 17 in South Africa	88 716	69 744	18 972
Information Technology Services	630 000	59 360	570 640
Other expenditures			
Junior Professional Officers	910 633	328 955	581 678
Cooperation with the United Nations Headquarters	82 585	82 585	–
Total	18 915 675	10 176 616	8 689 860

^a Note that not all income available under the Trust Fund has been allocated to projects.

^b Includes funds advanced from the Trust Fund which will be replenished upon receipt of additional income.

Annex III

[English only]

Programme performance data for the period 1 January 2010 to 30 June 2010

Table 19

Objectives, expected results,^a performance indicators and performance data for the Executive Direction and Management programme

Objective 1: To enhance the secretariat's responsiveness to the needs of Convention and Kyoto Protocol bodies and to enhance the coherence of its work in order to facilitate the efficient and effective implementation of the Convention

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The secretariat responds to the priorities of, and requests by, Parties and supports emerging issues, including those that relate to agreed outcomes under the Bali Road Map	Proportion of mandated outputs delivered and delivered on time	A total of 330 mandates required the secretariat to deliver outputs during the reporting period, including some that required ongoing output delivery. In over 99 per cent of cases outputs had been fully delivered or output delivery was ongoing. One mandate was not delivered due to insufficient funding. Ninety-three per cent of the outputs were delivered on time. Delays were mostly relating to the availability of documents in the required languages.
	Level of satisfaction of Parties with the work of the secretariat	Information on the level of satisfaction of Parties with the work of the secretariat will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011 ^b
Activities undertaken are coherent across programmes. The strategic objectives of programmes and the distribution of tasks and responsibilities among the programmes are clear	The members of the secretariat management consult with each other and take decisions on a regular basis (bilaterally and in management bodies)	The secretariat management team (MT) met 11 times during the reporting period The Executive Secretary held bilateral meetings with MT members

Objective 2: To ensure secretariat support for the Conference of the Parties (COP) and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), thus enabling progress to be made in the intergovernmental process

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Climate change intergovernmental meetings provide a forum for taking decisions and advancing the process of responding to climate change		

Presidents of the COP and the COP Bureau are kept informed and able to carry out their functions effectively	Level of satisfaction of the COP President and the COP Bureau with secretariat support	Information on the level of satisfaction of the COP President and the COP Bureau with secretariat support will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011
The high-level segment provides political impetus to the intergovernmental process	Number of agenda items unresolved before and after the high-level segment	Data for this indicator will be collected at COP 16 and CMP 6

Objective 3: To ensure effective communication and outreach on the intergovernmental process and close liaison with Parties and intergovernmental organizations, which will enhance the contribution of all stakeholders to the implementation of the Convention

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Information on the UNFCCC process is effectively communicated by the secretariat	Frequency of reference in the media to the UNFCCC messages issued during the COP sessions	A total of 1,306 press items relating to COP 14, have been identified through an analysis of print, and broadcast media in all world regions. The number of press items relating to COP 15 was almost five times higher (6,247). Twenty-three per cent of the media items relating to COP 15 referenced UNFCCC's top message, as compared with only 20 per cent relating to COP 14
	Number and duration of visits to the UNFCCC website and the volume of content downloads	A total of 5.5 million users accessed the website < http://unfccc.int > and downloaded two terabytes of data, mostly portable document format files, during the reporting period. As at 30 June the UNFCCC e-newsletter had 18,000 subscribers, 12,500 for the English version and 5,500 for the Spanish version. The webcast service was used by some 750,000 people
Support provided by the United Nations and intergovernmental agencies to Parties in the implementation of the Convention is enhanced		

Objective 4: To continue to develop the secretariat as a well managed, mature institution with a highly developed working environment and healthy working culture

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Competent and motivated staff representing a broad geographic spectrum and gender balance are recruited, trained and retained	Percentage of staff from non-Annex I Parties and women in posts in the Professional and higher levels	Fifty-six per cent of staff in the professional and higher levels are from non-Annex I Parties. Forty per cent of staff in the professional and higher levels are women
Internal processes function smoothly and staff are satisfied with their work and with management	Level of staff satisfaction with their job, management and development opportunities	Information on the level of staff satisfaction with their job, management and development opportunities will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011

The secretariat has the required financial resources to implement mandates given to it by the COP and the CMP	Percentage of mandated outputs that cannot be delivered as a result of insufficient funding	Sufficient funding was available for the delivery of more than 99 per cent of the mandated outputs
	Contribution rate to core budget (compared with the approved budget)	Sixty-five per cent of the indicative contributions for 2010 had been received by the secretariat by 30 June 2010
	Rate of contribution to the Trust Fund for Supplementary Activities	During the reporting period, the secretariat received USD 5.3 million in voluntary contributions from Parties against an initial requirement of USD 34,540,464 for the biennium. This amount was added to the carry-over from 2008–2009 in order to continue funding activities
Financial resources are managed in a sound manner and are utilized to maximize the benefit to the UNFCCC process	Proportion of actual expenditure compared with the approved budget and available supplementary funds	The core budget as at 30 June 2010 had a budget implementation rate of 41.5 per cent for the year 2010, which is below the ideal implementation rate of 50 per cent. The actual expenditures incurred to support mandated supplementary funded activities as at the end of June 2010 amounted to USD 10.2 million, using contributions received this year and the carry-over from 2008–2009
	Implementation rate of audit recommendations relating to financial and administrative matters	Of the 13 open audit recommendations from the 2006–2007 biennium, one was overtaken by events and nine were fully implemented. The remaining three were under implementation, some of which are of an ongoing nature. The United Nations Board of Auditors did not categorize any recommendation as not implemented following its audit of the 2008–2009 biennium

^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

^b In order to reduce costs for data collection and to avoid possible ‘survey fatigue’ among recipients of questionnaires, data collection for some indicators will be undertaken only once during the biennium.

Table 20

Objectives, expected results,^a performance indicators and performance data for the Reporting, Data and Analysis programme

Objective 1: To manage the reporting and review process under the Convention and its Kyoto Protocol (Article 12 of the Convention, Articles 5, 7 and 8 of the Kyoto Protocol, decisions 18/CP.8, 19/CP.8, 13/CP.9, 14/CP.11, 10/CP.13, 13/CMP.1, 15/CMP.1, 16/CMP.1, 17/CMP.1, 19/CMP.1, 20/CMP.1, 22/CMP.1, 24/CMP.1, 25/CMP.1 and 8/CMP.3)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Effective support is provided to the fulfilment of reporting requirements and to the review of the implementation of the Convention and its Kyoto Protocol by Annex I Parties	All greenhouse gas (GHG) inventories from Annex I Parties submitted on time in the biennium 2010–2011 are received and reviewed by international expert teams within the mandated time frames	GHG inventories from all Annex I Parties due by 15 April 2010 have been received and processed. The related review activities have been launched within the mandated time frames

<p>All national communications from Annex I Parties submitted by 1 January 2010 are received and reviewed by international expert teams within the mandated time frames</p>	<p>Fifteen out of 41 Annex I Parties submitted their national communications by 1 January 2010 and 24 more were received by 30 June 2010. Activities relating to the review of the submitted national communications were initiated during the reporting period and are to be completed within the mandated time frames</p>
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Objective 2: To provide authoritative quantitative information on the GHG emissions from Annex I Parties (Article 12 of the Convention, Articles 4, 7 and 8 of the Kyoto Protocol, decisions 18/CP.8, 19/CP.8, 13/CMP.1, 14/CMP.1, 15/CMP.1 and 22/CMP.1)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
<p>Data reported by Parties under the Convention and its Kyoto Protocol are processed and stored in a technically sound manner, enabling efficient data management and use by all data systems in the UNFCCC secretariat</p>	<p>The GHG database and the compilation and accounting database hosted/managed by the Reporting, Data and Analysis programme (RDA) are operated and maintained without interruption</p>	<p>The GHG database and the compilation and accounting database were operated and maintained without interruption</p>
<p>Data reported by Parties under the Convention and its Kyoto Protocol are made publicly available in a timely and accurate manner; the UNFCCC is recognized as an authoritative source of GHG data</p>	<p>The interlinkages among all relevant UNFCCC data systems (GHG database–compilation and accounting database–international transaction log) are kept operational without interruption</p>	<p>The interlinkages between the GHG database, the compilation and accounting database and the international transaction log were kept operational without interruption</p>
	<p>The GHG database and the compilation and accounting database are able to produce all of the queries and reports required to support the reporting and review processes for Annex I Parties managed by RDA</p>	<p>The GHG database and compilation and accounting database were able to produce all the queries and reports required to support the reporting and review processes</p>
	<p>The two key annual UNFCCC data reports (the GHG data reports and the compilation and accounting reports) have been considered by Parties at the Conference of the Parties (COP) and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP)</p>	<p>Two annual UNFCCC data reports are due to be considered by Parties at COP 16 and CMP 6. Preparatory work for these reports, the GHG data report containing GHG inventory data from Annex I Parties for the period 1990–2008 and the compilation and accounting report containing accounting data for Parties to the Convention with commitments inscribed in Annex B to the Kyoto Protocol for 2009, has been launched</p>
	<p>All data-related inquiries received by the UNFCCC secretariat have been answered within one week</p>	<p>A total of 109 data-related inquiries were answered, all within one week of receipt</p>

<p>The UNFCCC GHG data interface is kept operational and up to date in 2010–2011</p>	<p>Three updates of the interface are planned for 2010, compared with only one regular update in the previous years. The first update was made on 22 March 2010 and provided access to the final version of GHG data of 2009 from Annex I Parties and to data from new national communications and inventory data sets from 10 non-Annex I Parties. Preparations have been made for the second update</p>
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Objective 3: To support the international transaction log as a foundation of the carbon market infrastructure (Articles 6, 12 and 17 of the Kyoto Protocol, decisions 2/CMP.1, 3/CMP.1, 5/CMP.1, 9/CMP.1, 11/CMP.1, 12/CMP.1, 13/CMP.1, 14/CMP.1, 15/CMP.1, 16/CP.10 and 22/CMP.1)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
<p>Carbon market infrastructure functions properly. Parties are able to access the international transaction log when using emissions trading and project-based mechanisms</p>	<p>International transaction log downtimes are kept to a minimum, in accordance with the agreed technical standards</p> <p>The international transaction log is able to process all transactions coming from Parties within the time limits defined by the technical standards adopted by Parties</p> <p>Information on the operation of the international transaction log and the registry systems of Parties is publicly available in accordance with the mandates given by Parties</p>	<p>International transaction log unplanned downtimes amounted to about 12 hours out of 4,380 hours during the reporting period, which amounts to 0.28 per cent of unavailability for the reporting period</p> <p>The international transaction log was able to process all transactions coming from Parties within the time limits defined by the technical standards adopted by Parties</p> <p>Information on the operation of the international transaction log and the registry systems of Parties was publicly available in accordance with the mandates given by Parties</p>

Objective 4: To support the development of decisions relating to measurement, reporting and verification for the post-2012 regime (decision 1/CP.13 (the Bali Action Plan))

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
<p>The development of a post-2012 regime that ensures robust measurement, reporting and verification of commitments and actions undertaken by Parties is facilitated</p>	<p>Provisions and guidelines enabling measurement, reporting and verification are developed in a timely manner</p> <p>New requirements for the information systems managed by RDA (GHG database, compilation and accounting database, international transaction log) are identified; work on specification and implementation is launched</p>	<p>Preparatory work started in anticipation of the formal requests to the secretariat from the intergovernmental process</p>

^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

Table 21

Objectives, expected results,^a performance indicators and performance data for the Financial and Technical Support programme

Objective 1: To increase the understanding of Parties of financial resources available to non-Annex I Parties and Parties with economies in transition for the funding of climate change initiatives, especially financial incentives to participate in the Convention and Kyoto Protocol processes, and options for funding to advance the future international response to climate change (Article 4, paras. 3, 4, 5, 7 and 9, Article 8, para. 2(b) and 2(c), and Article 11 of the Convention, Article 10(c), Article 11 and Article 12, para. 8, of the Kyoto Protocol, decisions 6/CP.7, 27/CP.7, 5/CP.9, 6/CP.9, 8/CP.10, 3/CP.11, 5/CP.11, 1/CP.12, 2/CP.12, 3/CP.12, 28/CMP.1, 5/CMP.2 and 1/CMP.3)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Parties are provided on a regular basis with information on financial resources available to assist developing country Parties in implementing mitigation and adaptation measures	Proportion of mandated reports and technical papers provided to Parties in a timely manner Number of visits to the section on the financial mechanism on the UNFCCC website	Two reports were provided to Parties during the reporting period, both in a timely manner. No technical paper was requested to be prepared during the reporting period A total of 71,398 visits were made to the section on the financial mechanism on the UNFCCC website
Information on the implementation of guidance by the Conference of the Parties to the Global Environment Facility (GEF) and its implementing and executing agencies is made available	Number of reports prepared by the operating entity of the financial mechanism made available by the UNFCCC secretariat in a timely manner	No report was required to be made available during the reporting period
Parties are adequately supported in developing the operational modalities for financing that arise from the agreed outcomes under the Bali Road Map	Proportion of mandated technical papers prepared and activities carried out Proportion of mandated outputs delivered on time	No technical paper was requested to be prepared during the reporting period No outputs were mandated to be delivered during the reporting period

Objective 2: To enhance the capacity of Parties and education, training and public awareness activities by Parties, in particular developing country Parties, for their active engagement and participation in implementing the Convention and its Kyoto Protocol (Article 6 of the Convention, Article 10(e) of the Kyoto Protocol, decisions 2/CP.7, 3/CP.7, 2/CP.10, 11/CP.8, 2/CP.10, 3/CP.10, 7/CP.10, 4/CP.12, 6/CMP.2 and 9/CP.13)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Parties are regularly provided with information on progress, effectiveness and gaps in capacity-building for non-Annex I Parties and Parties with economies in transition to effectively monitor and evaluate the implementation of the framework for capacity-building in developing countries established under decision 2/CP.7 and the framework for capacity-building in countries with economies in transition established under decision 3/CP.7 (capacity-building frameworks)	Annual reports made available in a timely manner	No report was mandated to be delivered during the reporting period
The implementation of the capacity-building frameworks is facilitated through the operating entity (or entities) of the financial mechanism and with key implementing agencies, including United Nations agencies	Number of partner agencies and organizations that contribute to the implementation of UNFCCC mandates for capacity-building	A total of 17 partner agencies from the United Nations contributed to the implementation of UNFCCC mandates for capacity-building
Developing countries are supported in building capacity in order to participate in the Convention and its Kyoto Protocol processes in a regionally balanced manner	Number of people trained under the secretariat's fellowship programme and the secretariat's training programmes and workshops by geographical region	A total of four fellows were trained, including one from the Latin America and the Caribbean region, two from the Asia and Pacific region and one from the Eastern European region A total of 483 workshop participants were trained, including 197 from the African region, 204 from the Asia and Pacific region, 77 from the Latin America and the Caribbean region and five from the Eastern European region

Parties are regularly provided with information on progress achieved by Parties and relevant organizations in implementing Article 6 of the Convention, in support of a mandated review of the implementation of the amended New Delhi work programme on Article 6 of the Convention	Reports made available in a timely manner	Three reports were made available, two with delays
Relevant organizations are mobilized to provide coordinated input to the amended New Delhi work programme	Number of organizations mobilized by the secretariat to provide input to the amended New Delhi work programme	A total of 59 organizations were mobilized
The information network clearing house (CC:iNet) is useful for enhancing exchange of information on activities under Article 6 of the Convention	Number of registered and unregistered users in different world regions	As at 30 June 2010 CC:iNet had a total of 184 registered users, including 20 from the African region, 25 from the Asia and Pacific region, 49 from the Latin America and the Caribbean region and 90 from the European region. Twenty-four users registered during the reporting period ^b
	Level of satisfaction with CC:iNet of users surveyed	Ninety-four per cent of users surveyed at the regional workshops found CC:iNet to be user-friendly and 75 per cent evaluated its overall usefulness as good to excellent

Objective 3: To support non-Annex I Parties in preparing and submitting national communications and any other reporting requirements required for the implementation of the Convention (Article 4 and Article 12, para. 1, of the Convention, decisions 17/CP.8, 3/CP.8, 8/CP.11 and 1/CP.13 (the Bali Action Plan))

<i>Expected result(s) under the Convention</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Non-Annex I Parties are regularly provided with information, guidelines, methods and tools for preparing and submitting their national communications	Proportion of mandated reports made available	The one report mandated to be made available during the reporting period was made available as mandated
	Amount of training materials and CD-ROMs distributed to Parties	Specialized software and related templates for activity data collection were distributed to 76 experts
Parties receive timely, comprehensive and accurate information on GEF support available or provided to non-Annex I Parties for the preparation of national communications	Proportion of mandated reports made available	The one report mandated to be made available during the reporting period was made available as mandated
	Proportion of outputs delivered on time	One output was mandated to be delivered during the reporting period. It was delivered on time

Support is provided to Parties in developing implementation modalities on long-term cooperative action under the Convention related to communication of information by non-Annex I Parties	Proportion of mandated technical papers/reports made available Proportion of mandated outputs delivered on time	No report was mandated to be delivered during the reporting period No outputs were mandated to be delivered during the reporting period
Information communicated by non-Annex I Parties is easily accessible by all Parties		All national communications from non-Annex I Parties are available on the UNFCCC website. Six second national communications were received during the reporting period and were uploaded within two days upon their receipt

Objective 4: To support the least developed country Parties in addressing their special needs and concerns with regard to funding and technical support under the Convention (Article 4, para. 9, of the Convention, decisions 2/CP.7, 5/CP.7, 3/CP.11, 4/CP.11, 8/CP.13 and 5/CP.14)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The work of the Least Developed Countries Expert Group (LEG) is facilitated	Number of LEG reports prepared and amount of information compiled in support of the work programme of the LEG	One LEG report was prepared during the reporting period. Data and information compiled in support of the LEG work programme include the results of a survey, updated data stored in four databases, and the contents of 15 working papers
	Number of LEG meetings held	One LEG meeting was held during the reporting period
Collaboration between the LEG and the GEF and its agencies is facilitated and Parties are kept informed of procedures for the implementation of national adaptation programmes of action (NAPAs) under the GEF	Number of joint activities between the GEF and the LEG facilitated by the secretariat	The secretariat facilitated two LEG workshops to which the GEF contributed
Least developed country (LDC) Parties are assisted in addressing their priority capacity-building needs	Number of LDC experts trained in the preparation and implementation of NAPAs through workshops, manuals, information documents, etc.	A total of 106 LDC experts were trained in two regional workshops, held in February 2010 in Bamako, Mali, and in May 2010 in Vientiane, Lao People's Democratic Republic
LDC Parties are assisted in implementing all elements of the LDC work programme	Number of requests by LDC Parties addressed by the LEG on elements of the LDC work programme	Four requests from LDC Parties for technical advice were received and responded to. Two requests from Parties that are not LDCs were also received and responded to

^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

^b Since it was technically impossible to retrieve the number of unregistered users the performance indicator will be adjusted in the next proposed biannual work programme of the secretariat.

Table 22

Objectives, expected results,^a performance indicators and performance data for the Adaptation, Technology and Science programme

Objective 1: To support Parties in meeting their specific needs and concerns relating to the impacts of and vulnerability and adaptation to the adverse effects of climate change and relating to the impact of the implementation of response measures (Article 4, paras. 8 and 9, and Article 12 of the Convention, Article 2, para. 3, and Article 3, para. 14, of the Kyoto Protocol, decisions 5/CP.7, 9/CP.7, 10/CP.9, 1/CP.10, 1/CP.11, 2/CP.11, 1/CP.13 (the Bali Action Plan) and 31/CMP.1)

<i>Expected result(s) under the Convention</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The implementation of provisions relating to the impacts of and vulnerability and adaptation to climate change and relevant provisions relating to adaptation resulting from agreed outcomes under the Bali Road Map is facilitated	Proportion of mandated outputs delivered and delivered on time	A total of 12 mandates required output delivery during the reporting period. Eleven mandates relate to ongoing support to the implementation of the Nairobi work programme on impacts, vulnerability and adaptation to climate change and include producing specific documents and holding meetings, catalysing action, and coordination and outreach services. One mandate relates to decision 1/CP.10. All mandated outputs were delivered and 75 per cent were delivered on time. The remaining 25 per cent comprises two slightly delayed documents and a delayed organization of one workshop due to the volcanic ash cloud that hindered air traffic over Europe in April 2010
	The number of organizations and networks participating in the Nairobi work programme and/or supporting the relevant provisions of an agreement on long-term cooperative action under the Convention	As at 30 June 2010, a total of 189 organizations and networks were actively participating in the Nairobi work programme. A total of 104 action pledges were submitted by 47 Nairobi work programme partner organizations
The implementation of provisions relating to the impact of the implementation of response measures is facilitated and the implementation of provisions on potential consequences is facilitated	Proportion of mandated outputs delivered and delivered on time	The requested compilation of views from Parties on possible further action on the implementation of decision 1/CP.10 was made available on time

Objective 2: To support and enhance cooperation among Parties on the development, deployment, diffusion and transfer of environmentally sound technologies and know-how. (Article 4, paras. 1, 3, 5, 7 and 8, Article 9 and Article 12 of the Convention, Article 10(c) of the Kyoto Protocol, decisions 4/CP.7, 10/CP.8, 6/CP.10, 1/CP.11, 6/CP.11, 3/CP.12, 1/CP.13, 3/CP.13 and 4/CP.13)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The implementation of the framework for meaningful and effective actions to enhance the implementation of Article 4, paragraph 5, of the Convention (technology transfer framework) and of relevant provisions of agreed outcomes under the Bali Road Map is facilitated	Proportion of mandated outputs delivered and delivered on time	A total of six mandates required output delivery. The mandates relate to ongoing support to the implementation of the technology transfer framework and support to the review of Article 4, paragraphs 1(c) and 5, of the Convention. All mandated outputs were delivered, and 50 per cent were delivered on time. Three mandated documents were delayed due to late availability of data provided from external sources
	The number of activities from the set of actions for enhancing the implementation of the technology transfer framework implemented by the secretariat or with the contribution of the secretariat	Two activities from the set of actions for enhancing the implementation of the technology transfer framework have been implemented by or with the contribution of the secretariat during the reporting period: disseminating the UNFCCC publication <i>Preparing and Presenting Proposals: A Guidebook on Preparing Technology Transfer Projects for Financing^b</i> and making technology needs assessment reports available on the technology information clearing house (TT:CLEAR)
	The number of public- and private-sector entities and intergovernmental organizations involved in the implementation of the set of actions for enhancing the implementation of the technology transfer framework	All Parties are involved in the implementation of the set of actions for enhancing the implementation of the technology transfer framework. Thirteen public- and private-sector entities and intergovernmental organizations (the United Nations Development Programme, the United Nations Environment Programme, the United Nations Institute for Training and Research, the United Nations Industrial Development Organization, the Climate Technology Initiative/Private Financing Advisory Network, the World Intellectual Property Organization, the European Patent Office, the Energy Research Centre of the Netherlands, the United States National Renewable Energy Laboratory, infoDev, the International Energy Agency, the Global Environment Facility and the World Business Council for Sustainable Development) have contributed in the implementation of the set of actions
The work of the Expert Group on Technology Transfer (EGTT) is adequately supported	Proportion of mandated outputs delivered and delivered on time	A total of six mandates required output delivery. All mandated outputs were delivered on time
	Level of satisfaction of EGTT members with the secretariat's support of the work of the EGTT	Information on the level of satisfaction of EGTT members with the secretariat's support of the work of the EGTT will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011

<p>Authoritative and timely information on technology needs by non-Annex I Parties, as well as support offered and provided to meet these needs, is made available to Parties and stakeholders in a user-friendly manner</p>	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>One mandate required output delivery, namely to post technical needs assessment reports by non-Annex I Parties on TT:CLEAR. All reports received were posted in a timely manner</p>
	<p>Number of visits to the technology information clearing house (TT:CLEAR)</p>	<p>TT:CLEAR received a total of 87,339 visits</p>
	<p>Information contained in TT:CLEAR is updated at least before each session of the subsidiary bodies</p>	<p>Information contained in TT:CLEAR was updated prior to the thirty-second sessions of the subsidiary bodies</p>
	<p>Number of registered and unregistered users of TT:CLEAR in different world regions</p>	<p>A total of 1091 users were registered with TT:CLEAR as at 30 June 2010</p>
<p>Work on the methodological and scientific bases for long-term cooperative action to reduce emissions from deforestation and forest degradation in developing countries (REDD) is facilitated</p>	<p>Level of satisfaction of registered and unregistered users with TT:CLEAR</p>	<p>Information on the level of satisfaction of registered and unregistered users of TT:CLEAR will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011</p>
	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>A total of two mandates required output delivery. All required outputs were delivered on time</p>
	<p>Number submissions posted on the REDD web platform</p>	<p>A total of 18 submissions were received and posted on the REDD web platform</p>
<p>Work by Convention and Kyoto Protocol bodies on methodological and scientific matters is facilitated, including in the areas of land use, land-use change and forestry, mitigation of climate change, sectoral approaches, international aviation, maritime transport, and research and systematic observation</p>	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>A total of 10 mandates required output delivery. The mandates relate to research and systematic observation and cooperation with the Ozone Secretariat, the International Civil Aviation Organization and the International Maritime Organization. All the required output was delivered, 90 per cent being delivered on time. The delay relates to a document on cooperation with the Ozone Secretariat, which was delayed due to the late availability of external data</p>
	<p>Number of international and regional programmes and organizations taking part in the research dialogue under the Convention</p>	<p>A total of 10 international and regional programmes and organizations took part in the research dialogue meeting held during the thirty-second session of the Subsidiary Body for Scientific and Technological Advice</p>

^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

^b <<http://unfccc.int/ttclear/jsp/Guidebook.jsp>>.

Table 23

Objectives, expected results,^a performance indicators and performance data for the Sustainable Development Mechanisms programme

Objective 1: To support and optimize the operation of the clean development mechanism

<i>Expected result(s) under the Kyoto Protocol</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Meetings of the Executive Board of the clean development mechanism (CDM) are organized efficiently and are well supported	Level of satisfaction of the members of the CDM Executive Board with the support provided by the programme for their work	Information on the level of satisfaction of the members of the CDM Executive Board with secretariat support will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011
	Proportion of meeting documents made available fully in accordance with the rules of procedure of the CDM Executive Board	A total of 25 documents were prepared by the secretariat on behalf of the Executive Board Chair and were published in accordance with the rules of procedure. Only one document (Annex 12, Draft CDM-MAP 2010 to EB52) was late for one meeting, due to an excess of work
The work of the CDM Executive Board on methodologies is facilitated	Level of satisfaction of the members of the Methodologies Panel, the Afforestation and Reforestation Working Group and the small-scale CDM working group with the support provided by the secretariat for their work	Information on the level of satisfaction of the members of the Methodologies Panel, the Afforestation and Reforestation Working Group and the small-scale CDM working group with the support provided by the secretariat will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011
	Proportion of new methodologies processed fully in accordance with the established procedures and timelines	All new methodologies were processed fully in accordance with the established procedures and timelines
	Proportion of requests for revisions of, clarifications to and deviations from approved methodologies processed fully in accordance with the procedures and timelines	A total of 91 requests for revisions of, clarifications to and deviations from approved methodologies were received. Ninety-eight per cent were processed fully in accordance with the established procedures and timelines
The registration of CDM projects and the issuance of certified emission reductions (CERs) are facilitated	Proportion of summary notes delivered to the CDM Executive Board within the specified timelines	The secretariat delivered a total of 521 summary notes to the CDM Executive Board in order to facilitate the registration of CDM projects and the issuance of CERs. One hundred per cent of the summary notes were delivered within the specified timelines

	Proportion of project completeness checks conducted within the specified timelines	A total of 461 requests for registration were submitted. Due to the high influx of submissions for project registration no completeness check could be conducted within the specified timelines. Measures taken by the secretariat during the reporting period are expected to significantly increase the timeliness of the completeness checks with a view to meeting the specified timelines soon
	Proportion of issuance instructions acted upon within one month	A review of this indicator showed that the “proportion of issuance instructions acted upon within one month” is not a measure of the secretariat’s performance. A new indicator will be proposed in the work programme for the secretariat for the biennium 2012–2013
The operation of the CDM registry is facilitated	Total number of requests to forward CERs completed per month	A review of this indicator showed that the “total number of requests to forward CERs completed per month” is not a measure of the secretariat’s performance. A new indicator will be proposed in the work programme for the secretariat for the biennium 2012–2013
	Total number of requests to change the modalities of communication and status of project participants processed per month	A review of this indicator showed that the “total number of requests to change the modalities of communication and status of project participants processed per month” is not a measure of the secretariat’s performance. A new indicator will be proposed in the work programme for the secretariat for the biennium 2012–2013
The accreditation of operational entities by the CDM Executive Board is facilitated	Level of satisfaction of the members of the CDM Accreditation Panel, designated operational entities and applicant entities with the support provided by the programme for their work	Information on the level of satisfaction of the members of the CDM Accreditation Panel, designated operational entities and applicant entities with the support provided by the secretariat will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011
	Proportion of cases processed fully in accordance with the procedure for accrediting operational entities	All cases were processed fully in accordance with the procedure for accrediting operational entities
	Proportion of cases prepared for consideration by the CDM Executive Board and its Accreditation Panel fully in accordance with the accreditation procedures	The secretariat prepared a total of 85 accreditation cases for consideration by the CDM Executive Board and its Accreditation Panel. Ninety-six per cent of the cases were fully in accordance with the accreditation procedures. Three cases for presentation to the Accreditation Panel were delayed

Objective 2: To support and optimize the operation of joint implementation

<i>Expected result(s) under the Kyoto Protocol</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Meetings of the Joint Implementation Supervisory Committee (JISC) and of its panels, committees and working groups are organized efficiently and are well supported	<p>Level of satisfaction of the members of the JISC with the support provided by the programme for their work</p> <p>Proportion of meeting documents made available fully in accordance with the rules of procedure of the JISC</p>	<p>Information on the level of satisfaction of the members of the JISC with the support provided by the secretariat will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011</p> <p>The secretariat made available a total of 22 meeting documents to the JISC. Ninety-five per cent of all meeting documents were made available fully in accordance with the rules of procedure. One document was delayed by one day</p>
The accreditation of independent entities (IEs) by the JISC is facilitated	<p>Level of satisfaction of the members of the JISC Accreditation Panel with the support provided by the programme for their work</p> <p>Proportion of applications for accreditation received in advance of a JISC Accreditation Panel meeting prepared for assignment to an accreditation team and processed fully in accordance with the procedure for accrediting IEs</p>	<p>Information on the level of satisfaction of the members of the JISC Accreditation Panel with the support provided by the secretariat will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011</p> <p>One application for accreditation was submitted by an independent entity, but the entity withdrew it before it was considered by the JISC Accreditation Panel</p>
The work of the JISC on the full project cycle of the joint implementation (JI) Track 2a procedure is facilitated	<p>Level of satisfaction of project participants, applicant/accredited IEs and JISC members with the support provided by the programme for the handling of JI Track 2 procedures</p> <p>Proportion of submissions and calls for input that are processed fully in accordance with established modalities and procedures</p>	<p>Information on the level of satisfaction of project participants, applicant/accredited IEs and JISC members with the support provided by the secretariat for the handling of JI Track 2 procedures will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011</p> <p>The secretariat received and processed a total of 22 project design documents, seven determination reports, 14 monitoring reports and 12 verification reports under the JI Track 2 procedures. The secretariat also administered 56 JI Track 1 projects. In addition, the secretariat launched two calls for public input related to experience with the JI verification procedure, materiality and changes during project implementation. One hundred per cent of all submissions and calls for input were processed in accordance with established modalities and procedures</p>

Objective 3: To realize the full potential of sustainable development mechanisms to enhance the implementation of the Convention

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Negotiations and decision-making by Parties on the sustainable development mechanisms are facilitated	Proportion of mandated outputs delivered and delivered on time	The secretariat was not mandated to deliver outputs facilitating negotiations and decision-making on the sustainable development mechanisms during the reporting period
The dedicated services and resources in support of CDM and JI are clearly and transparently defined and implemented in accordance with internal arrangements	A quality management system is in place and is maintained	The secretariat is establishing a quality and performance management system and continual improvement activities are being undertaken across all CDM and JI processes
The Sustainable Development Mechanisms programme has the required resources to implement mandates given to it by the relevant constituted bodies, the Conference of the Parties (COP) and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP)	Proportion of outputs mandated by the CMP, delegated to and under the control of the secretariat, that cannot be delivered due to insufficient funding	The secretariat had the required resources to implement all mandates given to it by the relevant constituted bodies, the COP and the CMP. With regard to JI, all outputs were implemented with the available resources in the reporting period; however, additional resources will be needed for the second half of 2010
Compliance with United Nations financial regulations and rules and with UNFCCC financial procedures	Implementation rate of audit recommendations relating to financial and administrative matters	Of the 19 audit recommendations made by the Office of Internal Oversight, 18 were fully implemented and one is currently under implementation

^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

Table 24

Objectives, expected results,^a performance indicators and performance data for the Legal Affairs programme

Objective 1: To provide legal advice and support so that the Convention and its Kyoto Protocol as well as the outcomes from the negotiations under the Bali Road Map are implemented and the associated intergovernmental process is conducted in accordance with legal, procedural and institutional requirements (Article 8, para. 2, Article 15 and Article 16 of the Convention, Article 13, Article 14, para. 2, Article 20 and Article 21 of the Kyoto Protocol, decisions 14/CP.1, 11/CP.11 and 9/CMP.2)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The Convention and its Kyoto Protocol, as well as any new international agreement(s) adopted thereunder, are interpreted and implemented in accordance with relevant legal, procedural and institutional requirements	Absence of complaints by Parties and other stakeholders regarding the timeliness and soundness of legal advice and support provided by the secretariat	During the first half of 2010, the Legal Affairs programme issued two legal opinions addressed to Parties and provided legal advice on at least 18 different legal issues. The secretariat did not receive any complaints from Parties and other stakeholders regarding the timeliness and soundness of such legal advice or on the legal support provided by the secretariat during the reporting period
The bodies established under the Convention and its Kyoto Protocol, including constituted bodies, as well as the intergovernmental process, function and operate in accordance with legal, procedural and institutional requirements	Absence of complaints raised by Parties with respect to the legal support provided by the secretariat to the intergovernmental process and the operation and functioning of the constituted bodies under the Kyoto Protocol	The intergovernmental process was a major area of attention for the legal advice provided by the Legal Affairs programme during the reporting period. Seven of the 14 legal opinions issued in the first half of 2010 dealt with the legal, procedural and institutional requirements of the intergovernmental process. Three Parties raised questions about the secretariat's characterization of the Copenhagen Accord's legal status. A clarification was issued to the satisfaction of these Parties. In addition, several queries were raised in relation to the number of Parties that had associated with the Copenhagen Accord. These queries were satisfactorily answered
The bodies established under the Convention and its Kyoto Protocol, including constituted bodies, as well as the intergovernmental process, function and operate in accordance with legal, procedural and institutional requirements	Proportion of concerns, issues or disputes raised by public or private entities against constituted bodies under the Kyoto Protocol or their members that are addressed and resolved expeditiously and amicably and do not result in legal action against individuals serving on constituted bodies	Concerns regarding possible conflict of interest were raised by public or private entities in relation to the Executive Board of the clean development mechanism and the Compliance Committee in the reporting period. The Legal Affairs programme provided advice to the Executive Secretary and to these bodies on the appropriate response to these concerns, which are being addressed by these bodies. These concerns have not resulted in legal action against any of the individuals serving in these bodies

Objective 2: To provide legal advice and support so that the operations of the secretariat are conducted in accordance with legal, procedural and institutional requirements (Article 8, para. 2, Article 15 and Article 16 of the Convention, Article 13, Article 14, para. 2, Article 20 and Article 21 of the Kyoto Protocol, decisions 14/CP.1, 11/CP.11 and 9/CMP.2)

<i>Expected result(s)</i>	<i>Performance indicators</i>	<i>Performance data</i>
The operations of the secretariat are conducted in accordance with applicable United Nations rules and regulations, the legislative authority of the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and UNFCCC requirements	<p>The number of contracts and other legal instruments between the secretariat and service providers, governments and other partners that are concluded expeditiously and in a legally sound manner, thereby facilitating the smooth operation of the secretariat</p> <p>The number of audit queries and queries raised by the United Nations Office of Legal Affairs on the appropriateness of legal arrangements entered into by the secretariat</p>	<p>The secretariat concluded 28 legal instruments with third parties during the first two quarters of 2010. Twenty-five of these instruments had been cleared by the Legal Affairs programme. No legal query was raised by the United Nations Office of Legal Affairs in relation to any of these instruments and no disputes have arisen in the implementation of these instruments</p> <p>From the period 1 January to 30 June 2010 no audit queries or queries from the United Nations Office of Legal Affairs were received in relation to the appropriateness of legal arrangements entered into by the secretariat</p>

Objective 3: To facilitate the effective operation of the compliance mechanism in support of the environmental integrity of the Kyoto Protocol and the credibility of the market mechanisms (Article 18 of the Kyoto Protocol, decisions 27/CMP.1, 4/CMP.2 and 4/CMP.4)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The Compliance Committee takes decisions based on the best available information	Proportion of outputs made available on time	From 1 January 2010 to 30 June 2010, two meetings of the enforcement branch and one meeting of the plenary took place. In the reporting period, the Legal Affairs programme delivered all but one of its mandated outputs relating to the Compliance Committee on time, that is, in accordance with the timelines set out in decisions 27/CMP.1, 4/CMP.2 and 4/CMP.4. Transmittal to the bureau of the Compliance Committee of the note by the Executive Secretary entitled "Evidence from a Party which may indicate a conflict of interest" was slightly delayed while the secretariat ascertained if the information received constituted evidence of a conflict of interest under the terms of the rules of procedure of the Compliance Committee
The Compliance Committee takes decisions based on the best available information	Level of satisfaction expressed by members of the Compliance Committee and alternate members with documents prepared by the secretariat	Information on the level of satisfaction expressed by members of the Compliance Committee and alternate members with documents prepared by the secretariat will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011

The CMP is provided with adequate and effective support in the development of policy guidance to the Compliance Committee	Absence of complaints raised by Parties with respect to the legal support provided by the secretariat in the development of policy guidance	No session of the CMP was held during the reporting period. The secretariat provides support in the development of policy guidance to the Compliance Committee towards the end of each year, when the annual report of the Compliance Committee to the CMP is made available
Information on the actions taken by the Compliance Committee is made available in a clear and timely fashion	Proportion of Compliance Committee documents made available to the members and alternate members of the Compliance Committee, Parties concerned and the general public in accordance with the rules of procedure of the Compliance Committee	In the reporting period, all the Compliance Committee documents prepared by the secretariat were made available to the members and alternate members of the Compliance Committee, the Party with respect to which a question of implementation had been raised, and the public, as appropriate, in accordance with the timelines set out in the "Procedures and mechanisms relating to compliance under the Kyoto Protocol" (annex to decision 27/CMP.1) and the "Rules of procedure of the Compliance Committee of the Kyoto Protocol" (annex to decision 4/CMP.2 as amended by decision 4/CMP.4). In one instance, given the sensitive nature of the document, the bureau of the Compliance Committee decided that the plenary should consider whether to make the note on a possible conflict of interest available to the public. The document was posted on the website as soon as the plenary decided to make the document publicly available

Table 25

Objectives, expected results,^a performance indicators and performance data for the Conference Affairs Services programme

Objective 1: To advance the climate change intergovernmental process as a result of the attendance at, active participation in, and collaboration by, Parties and benefits from inputs from observer organizations

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The secretariat's relations with Parties are strengthened through networking, the provision of information, in-depth insight and analysis, problem solving and the appropriate treatment of delegates according to protocol	Number of responses to communications from official sources	A total of 7,720 responses to communications were provided
	Proportion of communications responded to	All communications from official sources were responded to
	Average response time	The average response time was two hours
Representatives from eligible Parties, including those eligible for funding through the Trust Fund for Participation in the UNFCCC Process, can attend all relevant meetings and actively participate in this process	Share of required funds that are actually available	One hundred per cent of the required funds were actually available
	Proportion of eligible participants actually funded	In April 2010, 92 per cent of eligible participants were actually funded. In June 2010, 96 per cent of eligible participants were actually funded
	Efficiency of admission process (waiting and processing time)	The average waiting time was five minutes The average processing time was two to three minutes

Eligible members of civil society and intergovernmental organizations are admitted and increasingly participate in the sessions	Proportion of observers out of the total number of participants	A total of 1,379 members of civil society and intergovernmental organizations participated at UNFCCC sessions in the reporting period, representing 34 per cent of the total number of participants
Parties receive inputs from observers and have opportunities for exchanges	Proportion of representatives from Parties that attend side events	A survey of participants at side events will be conducted during the thirty-fourth sessions of the Subsidiary Body for Implementation and the Subsidiary Body for Scientific and Technological Advice, scheduled to be held in June 2011, in Bonn, Germany. Data on the proportion of representatives from Parties that attend side events during that sessional period will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011
	Number of side events per session	A total of 112 side events were held at UNFCCC sessions (21 in April and 91 in June) during the reporting period

Objective 2: To facilitate the work of delegates and assist in the intergovernmental process by maintaining the quality, clarity and readability of documents and ensuring their timely availability

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Documents are of high quality		
Official documents are available on time	Percentage of documents, including versions in the six official languages of the United Nations, available to Parties within United Nations deadlines (sessional documents) and deadlines mandated by Convention and/or Kyoto Protocol bodies (other documents)	A total of 66 documents were mandated to be made available during the reporting period. All documents were actually made available and 16 per cent of the documents were made available on time. Delays in the availability of the remaining 84 per cent of the documents were mainly due to the additional negotiating sessions in April 2010

Objective 3: To provide suitable surroundings and comprehensive, state-of-the-art logistical and technical support in order that meetings proceed smoothly and productively

<i>Expected result(s)</i>	<i>Performance indicator</i>	<i>Performance data</i>
Comprehensive and functional conference facilities for participants in the climate change negotiation process are planned and provided for during the sessions, workshops and meetings		

Comprehensive and functional working conditions for staff are planned and provided for during the sessions, workshops and meetings	Number of reports of technical failures for sound, projectors, electricity, and so on, relative to the size, duration and frequency of workshops and meetings	A total of 58 workshops and meetings were held during the reporting period. No technical failure was reported. Feedback received from staff on technical arrangements made by the programme, including for sound, projectors and electricity, was positive
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^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

Table 26

Objectives, expected results,^a performance indicators and performance data for the Information Services programme
Objective 1: To make available to all Parties, the global public and other stakeholders authoritative and up-to-date information relating to the UNFCCC process in a user-friendly and cost-efficient manner (Article 6(b) and Article 8, para. 2, of the Convention, Article 10(e) and Article 14, para. 2, of the Kyoto Protocol)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Journalists in developed and developing countries consistently attend intersessional and sessional meetings	Frequency of reference in the media to the UNFCCC messages issued during the sessions of the Conference of the Parties (COP)	A total of 1,306 press items relating to COP 14 have been identified through an analysis of print, online and broadcast media in all world regions. The number of press items relating to COP 15 was almost five times higher (6,247). Twenty-three per cent of the media items relating to COP 15 referenced UNFCCC's top message, as compared with only 20 per cent relating to COP 14
External communication efforts regarding the UNFCCC are coordinated across the United Nations system		The secretariat leads the development of the United Nations system communications plan for COP 16. This plan was endorsed by the United Nations Communications Group at its annual meeting in June 2010
The UNFCCC website is recognized as the central location for authoritative, up-to-date, comprehensive and user-friendly information on the UNFCCC process	Number of users accessing website content Level of satisfaction of Parties with the UNFCCC website	A total of 5.5 million users accessing the UNFCCC website and downloaded, inter alia, 14 million portable document format files during the reporting period. The webcast service was used by some 750,000 people Information on the level of satisfaction of Parties with the UNFCCC website will be made available in the budget performance report covering the period 1 January 2010 to 30 June 2011

Objective 2: To ensure the reliable, secure, sustainable and cost-efficient operation of the secretariat's information and communication technology infrastructure and systems (Article 8, para. 2, of the Convention, Article 14, para. 2, of the Kyoto Protocol)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The secretariat's information and communication technology (ICT) architecture facilitates the implementation of mandated activities. The secretariat's information systems are adequately supported	ICT network availability in support of information systems mandated by Parties ICT resolutions of incidents are in accordance with the service-level agreements	According to assessments for 2010 engagement agreements, the secretariat's ICT infrastructure facilitated the implementation of 38 business information systems supporting mandates for substantive programmes. Excluding planned maintenance, all systems were available during at least 99 per cent of the reporting period Two operational-level agreements for delivery of system services were in place during the performance period. All ICT resolutions were in accordance with the agreements

Business continuity management of mission-critical information systems is in place	ICT solutions for identified mission-critical information systems are established	Draft disaster recovery plans for the four most mission-critical systems (the clean development mechanism (CDM) and joint implementation information system, the CDM registry, the compilation and accounting database and the greenhouse gas database) have been established. Procurement of the additional external data centre services required for the implementation of sustainable disaster recovery and business continuity solutions was ongoing
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Objective 3: To facilitate the search for, and retrieval of, UNFCCC documents (Article 6(b) and Article 8, para. 2, of the Convention, Article 10(e) and Article 14, para. 2, of the Kyoto Protocol)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Parties, observers, staff and the general public have ready access to well-organized and comprehensive official documentation of the climate change negotiating process	Number of official documents published on the UNFCCC website within the agreed time frames Level of satisfaction of internal and external users with the official document publishing service	A total of 239 official documents were published by the UNFCCC secretariat during the reporting period, and all were available on the UNFCCC website within the agreed time frames The secretariat received oral and written feedback from internal and external users on the official document publishing system. This feedback suggests that the level of satisfaction of all users remained high during the reporting period. The secretariat will systematically gauge the level of satisfaction of internal and external users through surveys and interviews to be conducted in 2011
Records are archived or disposed of in accordance with secretariat policy and guidelines	Volume of records deposited in permanent archives or disposed of	A total of 3,676 electronic records were captured into the electronic records management system An archive of physical records was opened in June 2010

Objective 4: To improve communication, collaboration and knowledge sharing within the secretariat and with Parties and other stakeholders through the implementation of knowledge management systems (Article 8, para. 2, of the Convention, Article 14, para. 2, of the Kyoto Protocol)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Availability of an extranet for secretariat staff and external users to support collaboration between the secretariat and Parties, as well as with other external stakeholders	Number of projects supported by the collaborative system	Extranet functionality is planned to be made available towards the end of 2010. Preparatory activities to this effect were undertaken during the reporting period
Personal computer and laptop users have ready access to collaborative workplaces and can identify the expertise needed to complete tasks		A new collaboration platform was introduced in 2009. A total of 10 pilot projects are being implemented in order to facilitate collaboration by secretariat staff. Full implementation of the platform is planned for the end of the 2010–2011 biennium

Knowledge sharing and information distribution mechanisms are established and communication, collaboration and knowledge sharing is subsequently improved

A knowledge management strategy framework was adopted in March 2010 and is being implemented

^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.

Table 27

Objectives, expected results,^a performance indicators and performance data for the Administrative Services programme

Objective 1: To facilitate the mobilization, allocation and utilization of resources (Article 8, para. 2(f), of the Convention, Article 14, para. 2, of the Kyoto Protocol, decision 15/CP.1)

<i>Expected result(s)</i>	<i>Performance indicator</i>	<i>Performance data</i>
Parties are kept fully informed on the receipt and use of financial resources	Financial statements are made available to Parties in a timely manner	No financial statement was to be made available to Parties during the reporting period
Coherence and transparency in fund-raising and use of funds	Proportion of donor reports sent on time	Seven donor reports were due during the reporting period. Six were sent on time and one is still outstanding
Optimal budget implementation rate	Proportion of actual expenditure compared with the approved budget	The core budget as at 30 June 2010 had a budget implementation rate of 41.5 per cent for the year 2010, which is below the ideal implementation rate of 50 per cent
Compliance with United Nations financial regulations and rules and with UNFCCC financial procedures	Implementation rate of audit recommendations relating to financial and administrative matters	Of the 13 open audit recommendations from the 2006–2007 biennium, one was overtaken by events and nine were fully implemented. The remaining three were under implementation, some of which are of an ongoing nature. The United Nations Board of Auditors did not categorize any recommendation as not implemented following its audit of the 2008–2009 biennium

Objective 2: To facilitate the timely recruitment and retention of staff who meet the highest standards of efficiency, competence and integrity in order to support mandated activities to the largest extent possible (Article 8, para. 2(f), of the Convention, Article 14, para. 2, of the Kyoto Protocol)

<i>Expected result(s)</i>	<i>Performance indicators(s)</i>	<i>Performance data</i>
Competent and motivated staff reflecting a broad geographic spectrum and gender balance are recruited and retained	Percentage of staff from non-Annex I Parties and women in posts at the Professional and higher levels	Fifty-six per cent of staff in the professional and higher levels are from non-Annex I Parties. Forty-one per cent of staff in the Professional and higher levels are women
	Rate of staff turnover	The rate of voluntary staff turnover during the first half of 2010 was 4 per cent. The annual voluntary staff turnover rates for 2008 and 2009 were 6 per cent and less than 1 per cent, respectively

Objective 3: To provide travel and procurement services that respond adequately to the needs of Parties (Article 8, para. 2(f), of the Convention, Article 14, para. 2, of the Kyoto Protocol)

<i>Expected result(s)</i>	<i>Performance indicator</i>	<i>Performance data</i>
Travel of delegates and staff to official meetings is arranged effectively and efficiently	Proportion of participants attending meetings versus nominations	Ninety-one per cent of nominated participants attended meetings (1,286 out of 1,410) Nominees cancelled their participation mainly due to other commitments; some cancelled due to illness or immigration problems. A few meetings and trips had to be postponed due to the volcanic ash cloud that hindered air traffic over Europe in April 2010. No journey was cancelled because of inability to provide a ticket on time
Procurement of goods and services is carried out in a timely manner in accordance with United Nations regulations and rules with and UNFCCC policies	Percentage of procurement cases processed within established time frames	One hundred per cent of procurement cases were processed within the established time frames It is now intended to make the established time frames more ambitious by adjusting them downwards

^a Unless otherwise stated, expected results relate to both work under the Convention and work under its Kyoto Protocol.