



**Framework Convention on  
Climate Change**

Distr.: General  
13 May 2011

English only

---

**Subsidiary Body for Implementation**

**Thirty-fourth session**

**Bonn, 6–16 June 2011**

Item X of the provisional agenda

**Proposed programme budget for the biennium 2012–2013**

**Note by the Executive Secretary\***

**Addendum**

**Activities to be funded from supplementary sources**

*Summary*

This document describes activities proposed to be undertaken during the biennium 2012–2013 that are not covered by the core programme budget, and presents the associated resource requirements to be financed from the Trust Fund for Supplementary Activities. The document should be considered in conjunction with document FCCC/SBI/2011/2 and Add.1, which provides details of the programme budget and work programme for 2012–2013. The Subsidiary Body for Implementation is invited to consider the proposed activities and take note of the resource requirements.

---

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

## Contents

	<i>Paragraphs</i>	<i>Page</i>
I. Introduction.....	1–4	3
A. Scope of the note .....	1–3	3
B. Possible action by the Subsidiary Body for Implementation.....	4	3
II. Resource requirements by programme.....		6
A. Mitigation, Data and Analysis .....		6
B. Finance, Technology and Capacity-building .....		13
C. Adaptation .....		16
D. Sustainable Development Mechanisms .....		20
E. Legal Affairs.....		21
F. Communications and Knowledge Management Services.....		22
G. Administrative Services.....		26

## **I. Introduction**

### **A. Scope of the note**

1. This document gives a preliminary indication of resource requirements to be met from the Trust Fund for Supplementary Activities, for which voluntary contributions from Parties are sought.
2. The resource requirements for each proposed project or event are shown under the implementing programme. As far as possible, activities relating only to the Kyoto Protocol have been indicated separately from those relating only to the Convention.
3. The document outlines the additional activities requested of the secretariat and the additional resources required in order to implement the work programme of the secretariat for the biennium 2012–2013 more effectively. It also includes the resource requirements to support operations relating to joint implementation, which is expected to be funded through a combination of fee-based income and voluntary contributions. However, it is important to note that these are preliminary indications of resource requirements and that deliberations on the programme budget, as well as other deliberations at the thirty-fourth and thirty-fifth sessions of the subsidiary bodies, are expected to further influence the requirements of the Trust Fund for Supplementary Activities.

### **B. Possible action by the Subsidiary Body for Implementation**

4. The Subsidiary Body for Implementation may wish to take note of the preliminary resource requirements for the Trust Fund for Supplementary Activities, as summarized in table 1, and the importance of sufficient and predictable levels of funding to ensure full implementation of mandated activities.

Table 1  
**Resource requirements for the Trust Fund for Supplementary Activities in the biennium 2012–2013**

<i>Table no.</i>	<i>Activities to be undertaken by the secretariat</i>	<i>EUR</i>
<i>Convention</i>		
2	Supporting enhanced action on mitigation by developing countries	357 600
3	Supporting communication by and the consideration of information from developing countries on the implementation of the Convention	1 132 240
8	Supporting the work programme for the development of modalities and guidelines for enhanced reporting by Annex I Parties in accordance with paragraph 46 of decision 1/CP.16	1 708 800
13	Supporting the implementation of the Technology Mechanism	2 750 820
14	Supporting the Standing Committee	945 320
16	Supporting the implementation of the Cancun Adaptation Framework	2 916 420
17	Supporting the least developed countries and the Least Developed Countries Expert Group	1 411 630
18	Supporting the implementation of the Nairobi work programme on impacts, vulnerability and adaptation to climate change	1 205 580
19	Supporting the implementation of provisions related to adaptation in the context of progress on the implementation of decision 1/CP.10	35 000
20	Supporting activities relating to climate change science, research and systematic observation	291 870
21	Supporting the periodic review of the adequacy of the long-term global goal referred to in paragraph 4 of decision 1/CP.16	454 240
<b>Subtotal</b>		<b>13 209 520</b>
<i>Kyoto Protocol</i>		
7	Maintaining the database system for the annual compilation and accounting of emission inventories and assigned amounts under the Kyoto Protocol	188 850
15	Conducting workshops on the process and the requirements of the accreditation of national implementing entities that can access resources from the Adaptation Fund directly	511 600
22	Supporting the operation of joint implementation	1 581 597
23	Supporting the Compliance Committee of the Kyoto Protocol	417 700
<b>Subtotal</b>		<b>2 699 747</b>
<i>Convention and Kyoto Protocol</i>		
4	Redesigning and developing the software for the reporting of greenhouse gas emissions by all Parties to the Convention	3 002 440
5	Facilitating the implementation of the work programme for the revision of 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” and the use of the Intergovernmental Panel on Climate Change (IPCC) 2006 IPCC Guidelines for National Greenhouse Gas Inventories	174 800
6	Providing training for expert review teams and organizing meetings of the lead reviewers	1 578 080
9	Supporting activities relating to the impact of the implementation of response measures	837 000

Table no. Activities to be undertaken by the secretariat

EUR

10	Supporting 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	1 474 880
11	Supporting the implementation of Article 6 of the Convention and Article 10(e) of the Kyoto Protocol: networking and exchange of information and good practices	184 113
12	Supporting capacity-building in developing countries and countries with economies in transition	283 240
24	Developing-country media-training programme	550 000
25	Strategic communications and media relations, including outreach to the business and investment sector	1 341 960
26	Enhancing online communication	1 091 040
27	Electronic library and knowledge management	2 049 440
28	Spanish portal on the UNFCCC website	255 000
29	French portal on the UNFCCC website	175 000
30	Russian portal on the UNFCCC website	95 000
31	Fellowship programme	220 000
<b>Subtotal</b>		<b>13 311 993</b>
Total estimated resource requirements		29 221 260
Programme support costs (13 per cent)		3 798 764
<b>Grand total</b>		<b>33 020 024</b>

## II. Resource requirements by programme

### A. Mitigation, Data and Analysis

Table 2

**Supporting enhanced action on mitigation by developing countries**

Mandate	Article 4, paragraph 1(b), of the Convention and decision 1/CP.16	
Objective	To support the implementation of mitigation actions by developing countries	
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To set up and maintain the electronic registry system, including the preparation of procedures for the submission of information by Parties, to facilitate the recording of nationally appropriate mitigation actions (NAMAs) of developing countries and the matching of support from developed countries</li> <li>• To support the organization of workshops to enhance understanding of the underlying assumptions used for the implementation of NAMAs and any support needed by developing countries to implement their NAMAs</li> <li>• To prepare any mandated technical papers containing information on and analysis of NAMAs of non-Annex I Parties and the functional relationships between the registry and the financial support provided to non-Annex I Parties, for consideration by the subsidiary bodies and/or the Conference of the Parties</li> <li>• To prepare guidance on the preparation of low-carbon development strategies</li> </ul>	
Posts required	1 P3	
Budget (EUR)	Staff costs	205 800
	Consultants	100 000
	Travel of staff	28 000
	Support services	23 800
	<b>Total</b>	<b>357 600</b>

Table 3

**Supporting communication by and the consideration of information from developing countries on the implementation of the Convention**

Mandate	Article 12, paragraph 7, of the Convention; decision 17/CP.8, paragraph 3; decision 5/CP.15; and decision 1/CP.16	
Objective	To support the preparation of national communications and biennial update reports by non-Annex I Parties, and the consideration of the information contained therein	
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To provide technical assistance to non-Annex I Parties in preparing their national communications and biennial update reports, including by strengthening the capacity of experts from non-Annex I Parties in the application of the relevant guidelines</li> <li>• To provide support for the technical analysis by experts of developing countries' biennial update reports</li> <li>• To support the implementation of the work programme of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE), including: <ul style="list-style-type: none"> <li>○ To provide technical assistance to non-Annex I Parties for the regular development of</li> </ul> </li> </ul>	

	national greenhouse gas (GHG) inventories, vulnerability and adaptation assessment, mitigation assessment, research and systematic observation, education, training and public-awareness raising, technology transfer and capacity-building, with a view to improving the accuracy, consistency and transparency of the information in their national communications	
	○	To provide technical advice and support to Parties, upon request, with regard to the provision of information on steps to integrate climate change considerations into relevant social, economic and environmental policies and actions, in accordance with Article 4, paragraph 1(f), of the Convention
	○	To provide non-Annex I Parties, upon request, with information on existing activities and programmes, including bilateral, regional and multilateral sources of financial and technical assistance, to facilitate and support the preparation of national communications by non-Annex I Parties
	○	To develop and implement e-learning programmes for non-Annex I Parties for the preparation of their national GHG inventories and for conducting mitigation and adaptation assessments
	○	To respond to any future mandates of the CGE given by the subsidiary bodies and/or the Conference of the Parties
Posts required	1 P2	
Budget (EUR)	Staff costs	174 440
	Consultants	100 000
	Travel of representatives	630 000
	Travel of staff	84 000
	Operating expenses	120 000
	Support services	23 800
	<b>Total</b>	<b>1 132 240</b>

Table 4

**Redesigning and developing the software for the reporting of greenhouse gas emissions by all Parties to the Convention**

Mandate	Articles 12, 4(a) and 8(c) of the Convention; Articles 7 and 8 of the Kyoto Protocol; decisions 3/CP.5, 6/CP.5, 7/CP.11, 14/CP.11, 17/CP.8, 18/CP.8 and 19/CP.8; and conclusions adopted by the Subsidiary Body for Scientific and Technological Advice at its twenty-seventh (FCCC/SBSTA/2007/16, paragraphs 64 and 103), thirtieth (FCCC/SBSTA/2009/3, paragraphs 101 and 102) and thirty-second sessions (FCCC/SBSTA/2010/6, paragraph 66 and annex II)
Objectives	<ul style="list-style-type: none"> <li>• To address, comprehensively and fundamentally, the underlying problems relating to the age, design and performance of the existing CRF Reporter, used by Annex I Parties for reporting their greenhouse gas (GHG) emissions and removals</li> <li>• To redesign the existing reporting software for non-Annex I Parties, aiming to provide them with a comprehensive, state-of-the-art tool, tailored to their needs and capabilities, for reporting their GHG emissions/removals as part of their national communications</li> <li>• To utilize technical synergies between the development of software for Annex I and non-Annex I Parties, in order to minimize the design/development effort and ensure long-term efficiency gains relating to the operational support and the maintenance of the software</li> <li>• To make the UNFCCC software for reporting GHG emissions/removals capable of operating with modern IT technologies, and to ensure the flexibility of design that is</li> </ul>

	necessary for introducing changes requested by Parties promptly and efficiently, including possible future requirements relating to the measurement, reporting and verification processes	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• Upgrade of the common reporting format (CRF) software (i.e. CRF Reporter), with a view to completing this upgrade by October 2012, subject to a decision on the CRF tables relating to the use of the Intergovernmental Panel on Climate Change (IPCC) <i>2006 IPCC Guidelines for National Greenhouse Gas Inventories</i> being taken by the Conference of the Parties at its seventeenth session</li> <li>• Redesign and development of a new version of the CRF Reporter for Annex I Parties</li> <li>• Development of new GHG inventory software for non-Annex I Parties</li> <li>• Review and modification of the UNFCCC GHG database and supporting infrastructure as required to ensure consistency and efficient data exchange with the new reporting software</li> </ul>	
Posts required	1 P4, 1 P3, 1 P2 and 1 GS	
Budget (EUR)	Staff costs	746 760
	Temporary assistance	650 230
	Consultants	70 000
	Travel of staff	21 000
	Operating expenses	120 000
	Support services	184 450
	Data processing software – CRF Reporter development	950 000
	Data processing software – GHG database development	260 000
	<b>Total</b>	<b>3 002 440</b>

Table 5

**Facilitating the implementation of the work programme for the revision of 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” and the use of the Intergovernmental Panel on Climate Change (IPCC) 2006 IPCC Guidelines for National Greenhouse Gas Inventories**

Mandate	Article 12, paragraph 1, of the Convention; and conclusions adopted by the Subsidiary Body for Scientific and Technological Advice at its thirtieth (FCCC/SBSTA/2009/3, paragraphs 99 and 101), thirty-second (FCCC/SBSTA/2010/6, paragraphs 66, 74 and 75 and annex II) and thirty-third sessions (FCCC/SBSTA/2010/13, paragraph 78)	
Objective	To facilitate the implementation of the work programme for the revision of 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” (UNFCCC Annex I reporting guidelines), including by organizing workshops and preparing analytical materials on Parties’ experiences with the use of these guidelines, including the new draft common reporting format (CRF) tables	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• Preparing analytical materials to reflect Annex I Parties’ experience gained on a voluntary basis in using the revised UNFCCC Annex I reporting guidelines, including the new draft CRF tables and the upgraded CRF Reporter</li> <li>• Organizing a workshop to share Parties’ experiences with the use of the revised UNFCCC Annex I reporting guidelines, with a view to preparing the final new CRF tables, upon request</li> </ul>	



	<ul style="list-style-type: none"> <li>Formulating technical requirements and preparing analytical materials to support the preparation of the final version of the new CRF tables</li> </ul>	
Posts required	None	
Budget (EUR)	Consultants	50 000
	Experts	20 000
	Travel of representatives	83 600
	Travel of staff	11 200
	Operating expenses	10 000
	<b>Total</b>	<b>174 800</b>

Table 6

**Providing training for expert review teams and organizing meetings of the lead reviewers**

Mandate	Article 12, paragraph 1, of the Convention; Articles 5, 7 and 8 of the Kyoto Protocol; decisions 12/CP.9, 10/CP.15, 23/CMP.1, 24/CMP.1 and 8/CMP.5; and conclusions adopted by the Subsidiary Body for Scientific and Technological Advice (FCCC/SBSTA/2009/3, paragraphs 72 and 79) and by the Subsidiary Body for Implementation (FCCC/SBI/2009/8, paragraphs 86 and 91) at their thirtieth sessions	
Objectives	To provide technical training to members of expert review teams in order to ensure the quality and consistency of the review processes under the Convention and the Kyoto Protocol, including by organizing regional training seminars and seminars for experienced reviewers, and to provide enhanced support for the lead reviewers' forum, which will facilitate the discussion by lead reviewers of methodological and procedural issues in order that a common approach is taken by expert review teams and consistency is ensured in future reviews	
Major activities under the Convention and under the Kyoto Protocol	<p>Training activities:</p> <ul style="list-style-type: none"> <li>Maintaining the online availability of training courses</li> <li>Updating training courses to reflect changes stemming from the revision of 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"</li> <li>Organizing annual regional training seminars</li> </ul> <p>Activities to support the lead reviewers' forum:</p> <ul style="list-style-type: none"> <li>Organizing refresher seminars for experienced reviewers</li> <li>Preparing analytical materials for the lead reviewers' forum</li> <li>Fully implementing the tool to enhance communication among expert reviewers</li> </ul> <p>Strengthening of the review process and of the capacity of the secretariat to support the review and training activities:</p> <ul style="list-style-type: none"> <li>Supporting the participation of additional experts in the review process, including as trainees</li> <li>Enhancing the support provided by the secretariat for the review and training activities</li> </ul>	
Posts required	1 P3 and 1 GS	
Budget (EUR)	Staff costs	329 280
	Temporary assistance	205 800

Consultants	370 000
Experts	110 000
Travel of representatives	380 000
Travel of staff	41 600
Operating expenses	70 000
Support services	71 400
<b>Total</b>	<b>1 578 080</b>

Table 7

**Maintaining the database system for the annual compilation and accounting of emission inventories and assigned amounts under the Kyoto Protocol**

Mandate	Articles 3, 7 and 8 of the Kyoto Protocol; and decisions 13/CMP.1, 14/CMP.1, 15/CMP.1, 22/CMP.1 and 27/CMP.1	
Objectives	To ensure continued hosting, maintenance and operating of the compilation and accounting database (CAD) and to design, develop and deploy a new version of the CAD with the additional functionality required for the additional period for fulfilling the commitments under the Kyoto Protocol (true-up period)	
Major activities under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• The CAD will be hosted, operated, maintained and supported. Any issues related to its operation will be addressed promptly, in order to guarantee the correct functioning of this important instrument of the Kyoto Protocol</li> <li>• Issues resulting from the annual review will be addressed to ensure that the CAD is maintained in an up-to-date fashion</li> <li>• Required reports on the accounting data contained in the CAD will be created and generated in a timely manner</li> <li>• Technical appraisal of the CAD functionality with regard to the requirements of the true-up period will be made, followed by the specification, design, implementation, testing and deployment of a new version of the CAD</li> </ul>	
Posts required	None	
Budget (EUR)	Temporary assistance	123 525
	Consultants	20 000
	Support costs	20 825
	Hardware and software	24 500
	<b>Total</b>	<b>188 850</b>

Table 8

**Supporting the work programme for the development of modalities and guidelines for enhanced reporting by Annex I Parties in accordance with paragraph 46 of decision 1/CP.16**

Mandate	Article 12, paragraph 1, of the Convention and decision 1/CP.16
Objective	To provide support for the implementation of the work programme for the development of modalities and guidelines for enhanced reporting by Annex I Parties

Major activities under the Convention	Organizing workshops and preparing analytical materials and software tools, upon request, with a view to supporting the implementation of the work programme in relation to:	
	<ul style="list-style-type: none"> <li>• The revision of the guidelines, as necessary, on the preparation of national communications, including the biennial report</li> <li>• The provision of financing, through enhanced common reporting formats, methodologies for finance and tracking of climate-related support</li> <li>• Supplementary information on the achievement of quantified economy-wide emission reduction targets</li> <li>• Information on national inventory arrangements</li> <li>• The revision of guidelines for the review of national communications, including the biennial report, annual greenhouse gas inventories and national inventory systems</li> <li>• The establishment of guidelines for national inventory arrangements</li> <li>• Modalities and procedures for international assessment and review of emissions and removals related to quantified economy-wide emission reduction targets, including the role of land use, land-use change and forestry, and carbon credits from market-based mechanisms, taking into account international experience</li> <li>• The development and support of electronic collaboration tools</li> </ul>	
Posts required	None	
Budget (EUR)	Temporary assistance	205 800
	Consultants	350 000
	Travel of representatives	748 800
	Travel of staff	50 400
	Operating expenses	150 000
	Support services	23 800
	Software development and licences	180 000
	<b>Total</b>	<b>1 708 800</b>

Table 9

**Supporting activities relating to the impact of the implementation of response measures**

Mandate	Article 4, paragraphs 8, 9 and 10, of the Convention; Articles 2, paragraph 3, and 3, paragraph 14, of the Kyoto Protocol; decisions 5/CP.7, 1/CP.10, 1/CP.13, 1/CP.16 and 1/CMP.16; and relevant conclusions adopted by the Subsidiary Body for Scientific and Technological Advice (FCSS/SBSTA/2010/13, paragraphs 104–108) and by the Subsidiary Body for Implementation (FCSS/SBI/2010/27, paragraphs 87–90 and 123–127) at their thirtieth sessions
Objective	To support work under the Convention and its Kyoto Protocol on the impact of the implementation of response measures
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To support the consideration of response measure related activities under the Convention and its Kyoto Protocol</li> <li>• To support the implementation of a work programme and a forum on response measures, when established</li> <li>• To organize workshops and prepare outreach materials and technical information, upon request</li> </ul>

		<ul style="list-style-type: none"> <li>To engage relevant stakeholders, including the private sector</li> </ul>
Posts required		1 P4, 1 P2 and 1 GS
Budget (EUR)	Staff costs	540 960
	Temporary assistance	61 740
	Consultants	80 000
	Travel of staff	21 000
	Operating expenses	50 000
	Support services	83 300
	<b>Total</b>	<b>837 000</b>

Table 10

**Supporting 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**

Mandate	Decisions 1/CP.13, 2/CP.13, 4/CP.15, 1/CP.16, 1/CMP.6 and 2/CMP.6
Objectives	<ul style="list-style-type: none"> <li>To support activities, including coordinating capacity-building activities, to facilitate Parties' consideration of technical and methodological issues relating to reducing emissions from deforestation and forest degradation in developing countries (REDD)</li> <li>To support the consideration of policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries; and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries (REDD-plus) by the Ad Hoc Working Group on Long-term Cooperative Action under the Convention</li> <li>To support the consideration of land use, land-use change and forestry (LULUCF) related issues in addition to REDD-plus when considering the enhancement of action on mitigation</li> <li>To support the consideration of the rules to guide the treatment of LULUCF under the work programme of the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol</li> <li>To support the consideration of other LULUCF-related issues under the Convention and the Kyoto Protocol (including harvested wood products, LULUCF inventories, and Kyoto Protocol rules and procedures) in response to past and possible future mandates given by the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the subsidiary bodies</li> </ul>
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>Upgrading and maintaining the web interactive forum to support developing countries in readiness activities related to monitoring REDD-plus (in accordance with the methodological guidance given by the COP in decisions 4/CP.15 and 1/CP.16, and a decision anticipated to be taken at its seventeenth session)</li> <li>Upgrading and maintaining the REDD Web Platform</li> <li>Organizing, upon request, regional training workshops on the use of the Intergovernmental Panel on Climate Change <i>Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories</i> by developing countries when implementing their forest monitoring systems</li> <li>Participating in external meetings and workshops on LULUCF and REDD, in order to build in-house capacity for the provision of effective support to Parties</li> <li>Sharing information with other organizations in the UNFCCC process on REDD, including</li> </ul>

the governing bodies of the Forest Carbon Partnership Facility, the United Nations Collaborative Programme on Reducing Emissions from Deforestation and Forest Degradation in Developing Countries, the Forest Investment Program and the REDD-plus Partnership

Posts required	1 P3	
Budget (EUR)	Staff costs	205 800
	Temporary assistance	123 480
	Consultants	150 000
	Travel of staff	168 000
	Travel of representatives	700 000
	Operating expenses	80 000
	Support services	47 600
	<b>Total</b>	<b>1 474 880</b>

## B. Finance, Technology and Capacity-building

Table 11

### Supporting the implementation of Article 6 of the Convention and Article 10(e) of the Kyoto Protocol: networking and exchange of information and good practices

Mandate	Article 6 of the Convention and Article 10(e) of the Kyoto Protocol; and decisions 9/CP.13 and 7/CP.16	
Objective	To support the implementation of Article 6 of the Convention and Article 10(e) of the Kyoto Protocol	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>To enhance collaboration with international organizations, convention secretariats and the private sector with a view to catalysing action on education, information exchange, training and public awareness</li> <li>To further enhance the efficiency and usefulness of the information network clearing house CC:iNet by broadening its content and functionality, and promoting its usage</li> </ul>	
Posts required	None	
Budget (EUR)	Temporary assistance	41 160
	Consultants	40 000
	Travel of representatives	13 020
	Travel of staff	42 000
	Support services	7 933
	Printing and translation	40 000
	<b>Total</b>	<b>184 113</b>

Table 12

**Supporting capacity-building in developing countries and countries with economies in transition**

Mandate	Decisions 2/CP.7, 3/CP.7, 4/CP.9, 9/CP.9, 2/CP.10, 3/CP.10, 4/CP.12, 6/CP.14, 8/CP.15, 1/CP.16, 10/CP.16, 29/CMP.1, 30/CMP.1, 6/CMP.2, 6/CMP.4, 7/CMP.5 and 11/CMP.6	
Objective	To facilitate capacity-building in developing countries and countries with economies in transition for their active engagement and participation in implementing the Convention and its Kyoto Protocol, including the outcome of the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To assist Parties in implementing the outcomes of the comprehensive review of the implementation of the framework for capacity-building in countries with economies in transition established under decision 3/CP.7</li> <li>• To develop a capacity-building information system to enhance support for the annual reporting, collation and dissemination of best practices and lessons learned in implementing activities under the frameworks for capacity-building in developing countries established under decision 2/CP.7 and in countries with economies in transition established under decision 3/CP.7</li> </ul>	
Posts required	1 P2	
Budget (EUR)	Staff costs	174 440
	Consultants	25 000
	Travel of staff	20 000
	Operating expenses	40 000
	Support services	23 800
	<b>Total</b>	<b>283 240</b>

Table 13

**Supporting the implementation of the Technology Mechanism**

Mandate	Decisions 4/CP.7, 3/CP.13, 4/CP.13 and 1/CP.16	
Objective	To support and facilitate the implementation of the Technology Mechanism, as mandated by the Conference of the Parties (COP) and relevant bodies	
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To support and facilitate the work of the Technology Executive Committee in undertaking its functions as mandated by decision 1/CP.16 and any other subsequent decisions of the COP</li> <li>• To continue to facilitate the implementation of the framework for meaningful and effective actions to enhance the implementation of Article 4, paragraph 5, of the Convention, as adopted by decision 4/CP.7</li> <li>• To continue to assist developing country Parties in their efforts to conduct and implement the results of technology needs assessments (TNAs), by preparing synthesis reports of the information contained in completed TNA reports and by organizing expert meetings and workshops in collaboration with relevant partner organizations</li> <li>• To update and maintain the UNFCCC technology information clearing house TT: CLEAR as the technology information platform to support the effective implementation of the Technology Mechanism</li> </ul>	
Posts required	1 P3, 1 P2 and 1 GS	

Budget (EUR)	Staff costs	493 920
	Consultants	1 288 000
	Experts	205 500
	Travel of representatives	542 000
	Travel of staff	40 000
	Operating expenses	110 000
	Support services	71 400
	<b>Total</b>	<b>2 750 820</b>

Table 14  
**Supporting the Standing Committee**

Mandate	Decisions 1/CP.13 and 1/CP.16	
Objective	To support the intergovernmental process in addressing enhanced action on the provision of financial resources and investment to support action on mitigation and adaptation and technology cooperation	
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To support the Standing Committee by: <ul style="list-style-type: none"> <li>○ Making logistical, travel and organizational arrangements for its meetings</li> <li>○ Preparing background documents, technical papers and web-based information</li> <li>○ Assisting the Committee in preparing its reports to the Conference of the Parties</li> <li>○ Facilitating interaction with various stakeholders, such as bilateral and multilateral agencies and the private sector</li> <li>○ Developing and maintaining a module on fast-start finance on the finance web portal</li> </ul> </li> </ul>	
Posts required	1 P2 and 1 GS	
Budget (EUR)	Staff costs	297 920
	Temporary assistance	100 000
	Consultants	50 000
	Travel of representatives	210 000
	Travel of staff	56 000
	Operating expenses	60 000
	Support services	71 400
	Other	100 000
<b>Total</b>	<b>945 320</b>	

Table 15  
**Conducting workshops on the process and the requirements of the accreditation of national implementing entities that can access resources from the Adaptation Fund directly**

Mandate	Decision 5/CMP.6
---------	------------------

Objective	To familiarize Parties with the process and the requirements of the accreditation of national implementing entities that can access resources from the Adaptation Fund directly	
Major activities under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To make logistical, travel and organizational arrangements for up to three regional or subregional, as appropriate, workshops, with the possibility of another, as circumstances permit and as warranted, in consultation with the Adaptation Fund Board</li> <li>• To collaborate with the Adaptation Fund Board secretariat in the conduct of and dissemination of information on the workshops, taking into consideration the need to target workshops to potential national implementing entities</li> <li>• To make use of the Adaptation Fund Accreditation Toolkit, lessons learned and best practices</li> <li>• To report to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its eighth session on efforts to implement paragraphs 8, 9 and 10 of decision 5/CMP.6 and the outcomes of the workshops</li> </ul>	
Posts required	None	
Budget (EUR)	Consultants	18 000
	Travel of representatives	432 000
	Travel of staff	21 600
	Operating expenses	40 000
	<b>Total</b>	<b>511 600</b>

### C. Adaptation

Table 16

#### Supporting the implementation of the Cancun Adaptation Framework

Mandate	Decision 1/CP.16; and anticipated relevant conclusions of the Subsidiary Body for Implementation at its thirty-fourth session and decisions of the Conference of the Parties (COP) at its seventeenth and eighteenth sessions
Objective	To support the implementation of the Cancun Adaptation Framework, in particular to facilitate: the formulation and implementation of national adaptation plans (NAPs), the work of the Adaptation Committee, the implementation of the work programme on loss and damage, and the engagement of stakeholders
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To support the process to enable the least developed country Parties to formulate and implement their NAPs, and to support other developing country Parties in employing the modalities formulated to support NAPs by: <ul style="list-style-type: none"> <li>○ Making logistical, travel and organizational arrangements for up to three possible regional workshops, upon request by Parties</li> <li>○ Preparing user-friendly guidance material</li> </ul> </li> <li>• To support the Adaptation Committee by: <ul style="list-style-type: none"> <li>○ Making logistical, travel and organizational arrangements for one of its meetings</li> <li>○ Facilitating the implementation of its programme of work, including, as it relates to the provision of technical support and guidance to Parties: the sharing of relevant information, knowledge, experience and good practices; the promotion of synergies and the strengthening of engagement with national, regional and international organizations, centres and networks; the provision of information and recommendations for consideration by the COP when providing guidance on means to incentivize the</li> </ul> </li> </ul>



	implementation of adaptation actions, including finance, technology and capacity-building; and the consideration of information communicated by Parties on their monitoring and review of adaptation actions and support provided and received	
	<ul style="list-style-type: none"> <li>• To support the implementation of the work programme on loss and damage by:           <ul style="list-style-type: none"> <li>○ Making logistical, travel and organizational arrangements for up to five possible meetings or workshops, upon request by Parties</li> <li>○ Preparing relevant documentation</li> </ul> </li> <li>• To facilitate the implementation of any provisions related to the strengthening and, where necessary, establishment of regional centres and networks</li> <li>• To support the engagement of relevant multilateral, international, regional and national organizations, the public and private sectors, civil society and other relevant stakeholders in the implementation of the Cancun Adaptation Framework, and to make information available on the progress made</li> </ul>	
Posts required	3 P3, 5 P2 and 1 GS	
Budget (EUR)	Staff costs	1 613 080
	Temporary assistance	174 440
	Consultants	175 000
	Travel of experts	48 000
	Travel of representatives	432 000
	Travel of staff	64 000
	Operating expenses	160 000
	Support services	249 900
	<b>Total</b>	<b>2 916 420</b>

Table 17  
**Supporting the least developed countries and the Least Developed Countries Expert Group**

Mandate	Article 4, paragraph 9, of the Convention; decisions 5/CP.7, 28/CP.7, 1/CP.10, 3/CP.11, 4/CP.11, 1/CP.13, 8/CP.13, 5/CP.14,1/CP.16, 5/CP.16 and 6/CP.16; and relevant conclusions anticipated to be adopted by the Subsidiary Body for Implementation at its thirty-fourth session on the work programme of the Least Developed Countries Expert Group (LEG) for 2011–2012
Objective	To support the LEG in providing technical advice and guidance to the least developed countries (LDCs) related to the implementation of the least developed countries work programme
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To support the LEG by:           <ul style="list-style-type: none"> <li>○ Making logistical, travel and organizational arrangements for one of its meetings</li> <li>○ Making logistical, travel and organizational arrangements for up to five regional workshops on the implementation of national adaptation programmes of action (NAPAs)</li> <li>○ Preparing relevant documentation for its meetings</li> <li>○ Preparing and disseminating user-friendly information and knowledge products</li> <li>○ Engaging relevant stakeholders</li> </ul> </li> <li>• To support the integration of gender-related considerations into adaptation planning and</li> </ul>

	implementation in the LDCs	
	<ul style="list-style-type: none"> <li>To maintain and update the LDC Portal on the UNFCCC website and to enhance it to include information on funding sources for NAPAs, on accessing the Least Developed Countries Fund and other available sources, and on best practices and lessons learned in the NAPA process</li> </ul>	
Posts required	1 GS	
Budget (EUR)	Staff costs	123 480
	Temporary assistance	295 000
	Consultants	120 000
	Travel of experts	57 750
	Travel of representatives	500 000
	Travel of staff	144 000
	Operating expenses	100 000
	Support services	71 400
	<b>Total</b>	<b>1 411 630</b>

Table 18

**Supporting the implementation of the Nairobi work programme on impacts, vulnerability and adaptation to climate change**

Mandate	Article 4, paragraphs 4, 8 and 9, of the Convention; decision 2/CP.11; documents FCCC/SBSTA/2008/6, paragraphs 10–74, and FCCC/SBSTA/2010/13, paragraphs 14–22; and relevant conclusions anticipated to be adopted by the Subsidiary Body for Scientific and Technological Advice at its thirty-fourth session	
Objective	To support Parties in addressing their specific needs and concerns relating to impacts, vulnerability and adaptation to the adverse effects of climate change	
Major activities under the Convention	<ul style="list-style-type: none"> <li>To engage relevant stakeholders and organizations, institutions, experts and communities in the implementation of the activities under the above-mentioned mandates</li> <li>To catalyse action on adaptation by other organizations and institutions through their networks</li> <li>To develop and disseminate user-friendly information and knowledge products</li> <li>To organize and conduct intersessional and in-session events to facilitate the implementation of the Nairobi work programme</li> </ul>	
Posts required	1 P4, 1 P3 and 1 P2	
Budget (EUR)	Staff costs	623 280
	Consultants	110 000
	Travel of representatives	280 000
	Travel of staff	46 000
	Operating expenses	63 000
	Support services	83 300
	<b>Total</b>	<b>1 205 580</b>

Table 19

**Supporting the implementation of provisions related to adaptation in the context of progress on the implementation of decision 1/CP.10**

Mandate	Article 4, paragraphs 8 and 9, of the Convention; decisions 5/CP.7 and 1/CP.10; conclusions adopted by the Subsidiary Body for Implementation at its thirty-third session (FCCC/SBI/2010/27, paragraphs 82–86); and relevant decisions anticipated to be adopted at the seventeenth session of the Conference of the Parties	
Objective	To support Parties in addressing their specific needs and concerns relating to the adverse effects of climate change	
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To enhance the web-based interface on adaptation funding,<sup>a</sup> with a view to improving the availability of information on accessing existing funds for adaptation</li> <li>• To develop, in collaboration with Parties and relevant organizations, user-friendly outputs and accessible ways of disseminating information relevant to adaptation funding</li> <li>• To support additional activities, upon request by Parties</li> </ul>	
Posts required	None	
Budget (EUR)	Consultants	25 000
	Operating expenses	10 000
	<b>Total</b>	<b>35 000</b>

<sup>a</sup> <<http://unfccc.int/4638.php>>.

Table 20

**Supporting activities relating to climate change science, research and systematic observation**

Mandate	Decisions 11/CP.9, 5/CP.10, 1/CP.13, 11/CP.13, 9/CP.15 and 1/CP.16; and relevant conclusions adopted by the Subsidiary Body for Scientific and Technological Advice (SBSTA) at its twenty-sixth (FCCC/SBSTA/2007/4, paragraphs 44 and 47(a–f)), twenty-eighth (FCCC/SBSTA/2008/6, paragraph 102), thirtieth (FCCC/SBSTA/2009/3, paragraph 48) and thirty-second sessions (FCCC/SBSTA/2010/6, paragraph 47)	
Objectives	<ul style="list-style-type: none"> <li>• To further strengthen the science-policy interface under the Convention, and to support activities under the SBSTA on science, research and systematic observation, including the SBSTA research dialogue and other activities aimed at enhancing understanding and the provision of scientific information for consideration in the UNFCCC process</li> <li>• To support activities relating to the identification of needs for research and systematic observation, including the identification of needs for the maintenance and/or enhancement of the capacity of countries, in particular developing countries</li> </ul>	
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To make logistical, travel and organizational arrangements for a workshop on priority scientific and research topics and emerging scientific findings, upon request by Parties</li> <li>• To organize and conduct the SBSTA research dialogue</li> <li>• To make logistical, travel and organizational arrangements for a possible expert meeting on identifying further needs for systematic observation, upon request by Parties</li> <li>• To prepare outreach materials and technical information and to engage relevant stakeholders</li> </ul>	
Posts required	1 P2	
Budget (EUR)	Staff costs	174 440
	Consultants	15 000

Experts	24 000
Travel of representatives	34 630
Operating expenses	20 000
Support services	23 800
<b>Total</b>	<b>291 870</b>

Table 21

**Supporting the periodic review of the adequacy of the long-term global goal referred to in paragraph 4 of decision 1/CP.16**

Mandate	Article 2 of the Convention and decision 1/CP.16	
Objective	To support the process among Parties to review the adequacy of the long-term global goal referred to in paragraph 4 of decision 1/CP.16 and of the overall progress towards achieving it, and to identify the global goal for reducing emissions by 2050	
Major activities under the Convention	<ul style="list-style-type: none"> <li>• To support the first review, scheduled to start in 2013, by: <ul style="list-style-type: none"> <li>○ Making logistical, travel and organizational arrangements for one possible workshop and one possible expert meeting, upon request by Parties</li> <li>○ Collecting, preparing and disseminating technical information in support of the review</li> </ul> </li> <li>• To support the identification of the global goal for reducing global emissions by 2050, and the time frame for their peaking, by collecting, preparing and disseminating technical information</li> </ul>	
Posts required	1 P2	
Budget (EUR)	Staff costs	174 440
	Consultants	70 000
	Travel of experts	40 000
	Travel of representatives	100 000
	Travel of staff	16 000
	Operating expenses	30 000
	Support services	23 800
	<b>Total</b>	<b>454 240</b>

## D. Sustainable Development Mechanisms

Table 22

**Supporting the operation of joint implementation**

Mandate	Decisions 16/CP.7, 2/CMP.1, 9/CMP.1, 10/CMP.1, 2/CMP.2, 3/CMP.3, 5/CMP.4, 3/CMP.5 and 4/CMP.6
Objective	To support the implementation of decisions on joint implementation (JI) and to facilitate the work of the Joint Implementation Supervisory Committee (JISC)
Major activities under the Kyoto	<ul style="list-style-type: none"> <li>• To support the JISC in the verification of emission reduction units generated by projects under Article 6 of the Kyoto Protocol and in its other functions</li> </ul>

Protocol	<ul style="list-style-type: none"> <li>• To provide substantive and procedural support to the JISC and its panels and working groups relating to methodologies, accreditation, registration and determination</li> <li>• To support the consideration of matters relating to JI by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the subsidiary bodies</li> <li>• To ensure the flow of information between the JISC, its panels and working groups, Parties, independent entities, project participants, experts, relevant organizations and the public, including by maintaining the JI information system</li> <li>• To support the JISC in its capacity-building efforts</li> </ul>																						
Posts required	1 P5, 1 P4, 2 P3, 1 P2 and 3 GS																						
Budget (EUR)	<table border="0"> <tr> <td>Staff costs</td> <td>1 487 902</td> </tr> <tr> <td>Temporary assistance</td> <td>41 170</td> </tr> <tr> <td>Consultants</td> <td>30 440</td> </tr> <tr> <td>Experts and travel of experts</td> <td>686 690</td> </tr> <tr> <td>Travel of representatives</td> <td>298 312</td> </tr> <tr> <td>Travel of staff</td> <td>83 298</td> </tr> <tr> <td>Operating expenses</td> <td>207 905</td> </tr> <tr> <td>Support services</td> <td><u>190 400</u></td> </tr> <tr> <td>Subtotal</td> <td>3 026 117</td> </tr> <tr> <td>Less projected income under JI Track 1</td> <td>(1 444 520)</td> </tr> <tr> <td><b>Total</b></td> <td><b>1 581 597</b></td> </tr> </table>	Staff costs	1 487 902	Temporary assistance	41 170	Consultants	30 440	Experts and travel of experts	686 690	Travel of representatives	298 312	Travel of staff	83 298	Operating expenses	207 905	Support services	<u>190 400</u>	Subtotal	3 026 117	Less projected income under JI Track 1	(1 444 520)	<b>Total</b>	<b>1 581 597</b>
Staff costs	1 487 902																						
Temporary assistance	41 170																						
Consultants	30 440																						
Experts and travel of experts	686 690																						
Travel of representatives	298 312																						
Travel of staff	83 298																						
Operating expenses	207 905																						
Support services	<u>190 400</u>																						
Subtotal	3 026 117																						
Less projected income under JI Track 1	(1 444 520)																						
<b>Total</b>	<b>1 581 597</b>																						

## E. Legal Affairs

Table 23  
Supporting the Compliance Committee of the Kyoto Protocol

Mandate	Article 8, paragraph 2, of the Convention; Articles 14 and 18 of the Kyoto Protocol; and decisions 27/CMP.1, 4/CMP.2 and 4/CMP.4								
Objective	To ensure that the compliance mechanism of the Kyoto Protocol is working effectively and supports the environmental integrity of the Kyoto Protocol, including the integrity of the market-based mechanisms under Articles 6, 12 and 17 of the Kyoto Protocol								
Major activities under the Kyoto Protocol	To organize and support additional meetings of the bureau, the plenary and the branches of the Compliance Committee								
Posts required	None								
Budget (EUR)	<table border="0"> <tr> <td>Consultants</td> <td>14 000</td> </tr> <tr> <td>Experts</td> <td>293 450</td> </tr> <tr> <td>Operating expenses</td> <td>110 250</td> </tr> <tr> <td><b>Total</b></td> <td><b>417 700</b></td> </tr> </table>	Consultants	14 000	Experts	293 450	Operating expenses	110 250	<b>Total</b>	<b>417 700</b>
Consultants	14 000								
Experts	293 450								
Operating expenses	110 250								
<b>Total</b>	<b>417 700</b>								

## F. Communications and Knowledge Management Services

Table 24

### Developing-country media-training programme

Mandate	Articles 6 and 8, paragraph 2, of the Convention; and Articles 10(e) and 14, paragraph 2, of the Kyoto Protocol	
Objectives	To build the capacity of developing countries' media to inform the public about the climate change negotiations under the auspices of the United Nations, and to allow developing country journalists who would otherwise not be able to attend such meetings for financial reasons to follow key UNFCCC meetings	
Major activities under the Convention and under the Kyoto Protocol	To make logistical, travel and organizational arrangements for six media-training workshops to be held in conjunction with the United Nations Climate Change Conferences in the biennium 2012–2013	
Posts required	None	
Budget (EUR)	Consultants	40 000
	Travel of representatives	480 000
	Travel of staff	30 000
	<b>Total</b>	<b>550 000</b>

Table 25

### Strategic communications and media relations, including outreach to the business and investment sector

Mandate	Articles 6 and 8, paragraph 2, of the Convention; and Articles 10(e) and 14, paragraph 2, of the Kyoto Protocol
Objectives	To facilitate the sharing and management of information within the secretariat so that Parties can be given timely and relevant information; to directly support the Executive Secretary and the secretariat in the implementation of the communications strategy to foster public understanding and awareness of the Convention process; and to conduct outreach to the global business, investment and markets communities and other priority constituencies
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To develop, modify and update the secretariat's annual communications strategy, on the basis of developments that support or influence the climate change negotiations, as well as of priorities identified by the Executive Secretary, using the media and other means</li> <li>• To coordinate and contribute to the translation of the communications strategy into key messages on particular issues for identified events, target groups and the media</li> <li>• To coordinate and contribute to outreach to the global business and investment sector</li> <li>• To contribute to speeches, statements and speaking notes for the Executive Secretary, the President of the Conference of the Parties and senior secretariat staff, and to conduct associated media relations</li> <li>• To compile and edit the UNFCCC electronic newsletter (six issues per year), and to coordinate the production of other-language versions and the development of video content</li> <li>• To prepare texts for and input to UNFCCC publications and media products, such as secretariat brochures, fact sheets and media kits</li> <li>• To collect and analyse information on current world and regional events that may be relevant to the climate change negotiating process, as well as relevant communications and</li> </ul>

	publications from different sources, including intergovernmental and national policy, research and scientific institutions and bodies on climate change
	<ul style="list-style-type: none"> <li>• To contribute towards an up-to-date knowledge bank of information on climate change and other key political, economic or social information</li> <li>• To collaborate with communications teams from other United Nations organizations to ensure the reinforcement of messages, where appropriate</li> </ul>
Posts required	1P4, 1 P3, 1 P2 and 1 GS
Budget (EUR)	Staff costs 746 760
	Travel of staff 100 000
	Operating expenses 400 000
	Support services 95 200
	<b>Total 1 341 960</b>

Table 26

**Enhancing online communication**

Mandate	Article 8, paragraph 2, of the Convention; and Article 14, paragraph 2, of the Kyoto Protocol
Objective	To consolidate and enhance content delivered on the UNFCCC website, its mobile applications for virtual participation, as well as the UNFCCC presence on emerging online social media websites such as Facebook and Twitter to provide a more up-to-date and coordinated delivery and sharing of information and documents to and by Parties and observer organizations, the general public and the media
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To establish an integrated content management system with required additional functionalities, such as extranets, for enhanced communication with and among Parties and stakeholders</li> <li>• To implement secretariat-wide business management processes for the more efficient uploading of notifications and other information on the UNFCCC website</li> <li>• To redesign the secretariat's intranet to enhance internal communication and knowledge management, including the establishment of links to extranets and the UNFCCC website</li> <li>• To provide a secretariat-wide online collaboration platform</li> <li>• To manage the webcast and audio-visual collection of records and to digitize analogue recordings</li> <li>• To consolidate contacts data across the secretariat through the introduction of a contacts relationship management system, including for use in conference registration</li> <li>• To establish partnerships and cooperation with private-sector companies and associated organizations and networks to provide support for communications activities, especially through the pro bono donation of 'virtual' participation and online tools and expert services</li> </ul>
Posts required	2 P2 and 2 GS
Budget (EUR)	Staff costs 595 840
	Operating expenses 400 000
	Support services 95 200
	<b>Total 1 091 040</b>

Table 27  
**Electronic library and knowledge management**

Mandate	Articles 6 and 8, paragraph 2, of the Convention; and Articles 10(e) and 14, paragraph 2, of the Kyoto Protocol	
Objectives	To increase the capacity of library services to fully include electronic and online products and services that can respond to the needs of a larger secretariat, as well as to deal with the needs of Parties and queries from civil society and the general public. Specifically, to make available enhanced electronic and metadata library services to facilitate the availability of and access to information arising from the UNFCCC process, official documents and other climate change information, including a search facility that reflects the revised or new terminology arising from the decisions taken by the Conference of the Parties at its sixteenth session and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its sixth session	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To replace the existing semi-automated system of e-publishing of UNFCCC official documents directly to the website with a fully automated document management system providing instant publishing capability with enhanced search and archiving, including the migration of all the existing documents from the old to the new system</li> <li>• To transfer to the document management system all existing bibliographic data that may serve to improve search and retrieval</li> <li>• To develop new taxonomic tools for classification and metadata standardization to improve the searching for and finding of official documents and other records</li> <li>• To improve access to library resources through the introduction of external and internal web access, including for mobile devices</li> <li>• To provide reference and information services to Parties and observers and other participants at UNFCCC meetings</li> </ul>	
Posts required	2 P3, 4 P2 and 1 GS	
Budget (EUR)	Staff costs	1 232 840
	Operating expenses	650 000
	Support services	166 600
	<b>Total</b>	<b>2 049 440</b>

Table 28  
**Spanish portal on the UNFCCC website**

Mandate	Articles 6 and 8, paragraph 2, of the Convention; and Articles 10(e) and 14, paragraph 2, of the Kyoto Protocol	
Objective	To provide information in Spanish on the UNFCCC website and in publications and press releases	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To translate web content into Spanish and update web content already in Spanish covering the UNFCCC negotiation processes and issues, including the increased integration of Spanish content into the sections of the main website</li> <li>• To maintain Spanish entry pages and links</li> <li>• To issue a Spanish version of the UNFCCC newsletter</li> <li>• To issue press releases, fact sheets and other materials in Spanish</li> </ul>	
Posts required	None	



Budget (EUR)	Consultants	105 000
	Operating expenses	150 000
	<b>Total</b>	<b>255 000</b>

Table 29

**French portal on the UNFCCC website**

Mandate	Articles 6 and 8, paragraph 2, of the Convention; and Articles 10(e) and 14, paragraph 2, of the Kyoto Protocol	
Objective	To provide information in French on the UNFCCC website and in publications and press releases	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To translate web content into French and update web content already in French covering the UNFCCC negotiation processes and issues</li> <li>• To maintain French entry pages and links</li> <li>• To issue a French version of the UNFCCC newsletter</li> <li>• To issue press releases, fact sheets and other materials in French</li> </ul>	
Posts required	None	
Budget (EUR)	Consultants	105 000
	Operating expenses	70 000
	<b>Total</b>	<b>175 000</b>

Table 30

**Russian portal on the UNFCCC website**

Mandate	Articles 6 and 8, paragraph 2, of the Convention; and Articles 10(e) and 14, paragraph 2, of the Kyoto Protocol	
Objective	To provide information in Russian on the UNFCCC website and in newsletters, publications and press releases	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To translate web content into Russian and update web content already in Russian covering the UNFCCC negotiation processes and issues</li> <li>• To maintain Russian entry pages and links</li> <li>• To issue a Russian version of the UNFCCC newsletter</li> <li>• To issue press releases, fact sheets and other materials in Russian</li> </ul>	
Posts required	None	
Budget (EUR)	Consultants	25 000
	Operating expenses	70 000
	<b>Total</b>	<b>95 000</b>

## G. Administrative Services

Table 31  
Fellowship programme

Mandate	Decision 2/CP.7	
Objective	To contribute to building capacity for addressing climate change in non-Annex I Parties, in particular Parties that are small island developing States (SIDS) and least developed countries (LDCs), through the development of professional expertise by inviting research fellows to undertake projects with the secretariat	
Major activities under the Convention and under the Kyoto Protocol	<ul style="list-style-type: none"> <li>• To identify, select and make travel arrangements for 10 junior professionals, preferably from SIDS and the LDCs, who will each complete a three- to six-month fellowship at the secretariat</li> <li>• Each research fellow is to prepare an analytical paper of 20–30 pages containing the results of their work at the end of the fellowship</li> <li>• To undertake reviews periodically to assess the impact of the fellowship programme and to what extent its objectives have been met</li> </ul>	
Posts required	None	
Budget (EUR)	Travel	40 000
	Fellowships, grants and contributions	180 000
	<b>Total</b>	<b>220 000</b>