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**Conference of the Parties**

**Report of the Conference of the Parties on its eighteenth  
session, held in Doha from 26 November to  
8 December 2012**

**Addendum**

**Part Two: Action taken by the Conference of the Parties  
at its eighteenth session**

Contents

**Decisions adopted by the Conference of the Parties**

	<i>Page</i>
<i>Decision</i>	
11/CP.18 Work of the Adaptation Committee .....	2
12/CP.18 National adaptation plans.....	3
13/CP.18 Report of the Technology Executive Committee .....	6
14/CP.18 Arrangements to make the Climate Technology Centre and Network fully operational .....	8
15/CP.18 Doha work programme on Article 6 of the Convention.....	17
16/CP.18 Prototype of the registry.....	28
17/CP.18 Composition, modalities and procedures of the team of technical experts under international consultations and analysis.....	30
18/CP.18 Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention.....	39

## Decision 11/CP.18

### Work of the Adaptation Committee

*The Conference of the Parties,*

*Welcoming with appreciation* the operationalization of the Adaptation Committee as an important step in the implementation of decision 1/CP.13 (Bali Action Plan),

*Also welcoming* the report of the Adaptation Committee,<sup>1</sup>

1. *Approves* the draft three-year workplan of the Adaptation Committee contained in annex II to the report of the Adaptation Committee and looks forward to receiving information, at its nineteenth session, on progress made in the implementation of the workplan to deliver on its objectives of promoting coherence in adaptation under the Convention and synergies with organizations, centres and networks outside the Convention and providing technical support and guidance to the Parties;
2. *Requests* the Adaptation Committee to further elaborate the work referred to in activities 7, 8, 11, 17 and 19 of the above-mentioned workplan;
3. *Endorses* the draft rules of procedure of the Adaptation Committee contained in annex III to its report;
4. *Decides* that, as a consequence of the late nomination of members of the Adaptation Committee in 2012, the term of the members of the Adaptation Committee currently in office will end immediately before the first meeting of the Adaptation Committee in 2015 for members with a term of two years, and immediately before the first meeting of the Adaptation Committee in 2016 for members with a term of three years;
5. *Also decides* that, as a consequence of the adjustment to the terms of office of the members, the terms of the Chair and Vice-Chair who are currently in office will end immediately before the first meeting of the Adaptation Committee in 2014;
6. *Encourages* Parties to make available sufficient resources for the successful and timely implementation of the three-year workplan of the Adaptation Committee;
7. *Takes note* of the estimated budgetary implications of the activities to be undertaken by the secretariat pursuant to paragraph 1 above;
8. *Decides* that the actions of the secretariat called for in this decision be undertaken subject to the availability of financial resources; in the absence of adequate additional funding, as indicated in the budgetary estimates referred to in paragraph 7 above, the secretariat may not be in a position to undertake the requested activities.

*9<sup>th</sup> plenary meeting  
7 December 2012*

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<sup>1</sup> FCCC/SB/2012/3 and Corr.1.

## Decision 12/CP.18

### National adaptation plans

*The Conference of the Parties,*

*Recalling* Article 4, paragraphs 4 and 9, and other relevant Articles of the Convention,

*Also recalling* decisions 11/CP.1, 27/CP.7, 1/CP.16, 2/CP.17, 3/CP.17 and 5/CP.17,

*Further recalling* the initial guidelines for the formulation of national adaptation plans by the least developed country Parties, adopted by decision 5/CP.17,

*Reaffirming* that because of their development status, climate change risks magnify the development challenges for the least developed country Parties,

*Recalling* that national adaptation plans are a process to enable the least developed country Parties to formulate and implement national adaptation plans, building upon their experience in preparing and implementing national adaptation programmes of action, as a means of identifying medium- and long-term adaptation needs and developing and implementing strategies and programmes to address those needs, and that other developing country Parties were invited to employ the modalities formulated to support national adaptation plans in the elaboration of their planning effort,<sup>1</sup>

*Underlining* that planning for adaptation at the national level is a continuous, progressive and iterative process, the implementation of which should be based on nationally identified priorities, including those reflected in the relevant national documents, plans and strategies, and coordinated with national sustainable development objectives, plans, policies and programmes,

*Encouraging* the Adaptation Committee, in accordance with its agreed functions, to continue its work in developing the relevant modalities for supporting interested developing countries that are not least developed country Parties to plan, prioritize and implement their national adaptation planning measures, including through the use of the modalities contained in decision 5/CP.17,

*Reaffirming* the importance of the need to address adaptation planning in the broader context of sustainable development planning,

*Underlining* that the national adaptation plan process should build on and complement existing adaptation planning, should not be prescriptive and should facilitate country-driven, gender-sensitive, participatory action, taking into consideration vulnerable groups, communities and ecosystems,

*Appreciating* the contributions made by developed country Parties to the Least Developed Countries Fund and the Special Climate Change Fund to date,

*Recognizing* that the Green Climate Fund will support developing countries in pursuing project-based and programmatic approaches in accordance with climate change strategies and plans,<sup>2</sup> such as national adaptation programmes of action, national adaptation plans and other related activities,

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<sup>1</sup> Decision 1/CP.16, paragraphs 15 and 16.

<sup>2</sup> Decision 3/CP.17, annex, paragraph 36.

*Also recognizing* the important role of the Convention in catalysing support for the least developed country Parties to undertake the national adaptation plan process, noting the range of activities and programmes, both under and outside of the Convention, which contribute to, and enhance, the national adaptation plan process,

*Recalling* its request to the Subsidiary Body for Implementation to consider guidance on policies and programmes to enable support for the national adaptation plan process for the least developed country Parties, at its thirty-sixth session, for consideration by the Conference of the Parties at its eighteenth session,

*Welcoming* the Nairobi work programme on impacts, vulnerability and adaptation to climate change compilation of case studies on national adaptation planning processes,<sup>3</sup> and the report on the twenty-second meeting of the Least Developed Countries Expert Group,<sup>4</sup>

1. *Decides* to provide the following guidance to the Global Environment Facility, as the operating entity of the financial mechanism of the Convention for the operation of the Least Developed Countries Fund, to enable activities for the preparation of the national adaptation plan process by the least developed country Parties. The operating entity is requested:

(a) As a first step under the national adaptation plan process, to provide funding from the Least Developed Countries Fund, to meet the agreed full cost, as appropriate, of activities to enable the preparation of the national adaptation plan process as described in the elements contained in paragraphs 2–6 of the initial guidelines for the formulation of national adaptation plans in the annex to decision 5/CP.17;

(b) To provide support for the national adaptation plan process, while maintaining support for the least developed countries work programme, including national adaptation programmes of action;

(c) To encourage a flexible approach that enables the least developed country Parties to access funding for components of the national adaptation plan process as identified by the least developed country Parties in response to national needs and circumstances;

2. *Requests* the operating entity referred to in paragraph 1 above to include in its report to the Conference of the Parties information on the steps it has undertaken to implement the provisions of this decision;

3. *Urges* developed country Parties to mobilize financial support for the national adaptation plan process for interested developing country Parties that are not least developed country Parties through bilateral and multilateral channels, including through the Special Climate Change Fund, in accordance with decision 1/CP.16, as it urged developed country Parties to mobilize financial support for the national adaptation plan process for least developed country Parties in decision 5/CP.17, paragraph 21;<sup>5</sup>

4. *Requests* the Global Environment Facility, as an operating entity of the financial mechanism of the Convention, through the Special Climate Change Fund, to consider how to enable activities for the preparation of the national adaptation plan process for interested developing country Parties that are not least developed country Parties, as it requested the Global Environment Facility, through the Least Developed Countries Fund, to consider

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<sup>3</sup> FCCC/SBSTA/2012/INF.6.

<sup>4</sup> FCCC/SBI/2012/27.

<sup>5</sup> FCCC/SB/2012/3, paragraph 27(d).

how to enable activities for the preparation of the national adaptation plan process for the least developed country Parties in decision 5/CP.17, paragraph 22;<sup>6</sup>

5. *Invites* developed country Parties to further contribute to the Least Developed Countries Fund and the Special Climate Change Fund to support the activities for the preparation of the national adaptation plan process in accordance with decision 1/CP.16, including paragraph 18, and other relevant decisions of the Conference of the Parties;

6. *Also invites* the operating entities of the financial mechanism of the Convention, bilateral and multilateral agencies and other relevant organizations, as appropriate, to take this decision into account when providing financial and technical support to developing country Parties in responding to decision 5/CP.17;

7. *Further invites* Parties and relevant organizations to continue to assist the least developed country Parties, drawing upon the work of, and where appropriate in consultation with, the Least Developed Countries Expert Group, in building national institutional arrangements and capacities, and to support scientific and technical capacity needs, as identified by the least developed country Parties, for undertaking the national adaptation plan process;

8. *Invites* United Nations organizations, specialized agencies and other relevant organizations, as well as bilateral and multilateral agencies, to support the national adaptation plan process in the least developed country Parties and, where possible, to consider establishing or enhancing support programmes for the national adaptation plan process within their mandates, as appropriate, which could facilitate financial and technical support to the least developed country Parties, drawing upon the work of, and where appropriate in consultation with, the Least Developed Countries Expert Group, and to keep the Subsidiary Body for Implementation informed, through the secretariat, on how they have responded to this invitation;

9. *Also invites* Parties and relevant organizations to share best practices and lessons learned in addressing adaptation, through the ongoing work of the Least Developed Countries Expert Group, the Nairobi work programme on impacts, vulnerability and adaptation to climate change, and other bodies and ongoing work under the Convention;

10. *Reiterates* the request to the Least Developed Countries Expert Group, the Adaptation Committee and other relevant bodies under the Convention to include information in their reports on how they have responded to the requests made in this decision and on their activities relevant to the national adaptation plan process, as per their respective mandates, and to make recommendations accordingly;

11. *Decides* to assess the progress made in implementing this decision, and to consider the adoption of further guidance, as appropriate, at its twentieth session.

9<sup>th</sup> plenary meeting  
7 December 2012

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<sup>6</sup> FCCC/SB/2012/3, paragraph 27(e).

## Decision 13/CP.18

### Report of the Technology Executive Committee

*The Conference of the Parties,*

*Recalling* the relevant provisions of the Convention, in particular Article 4, paragraphs 1, 3, 5, 7, 8 and 9,

*Also recalling* decisions 1/CP.16, 2/CP.17 and 4/CP.17,

*Further recalling* that the Technology Executive Committee shall report, on an interim basis, to the Conference of the Parties, through the subsidiary bodies, on its activities and the performance of its functions,

*Referring* to decision 1/CP.16, paragraph 119,

1. *Welcomes* the report on activities and performance of the Technology Executive Committee for 2012,<sup>1</sup> including the outcomes of its 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> meetings;
2. *Also welcomes* the rolling workplan of the Technology Executive Committee for 2012–2013 and the progress made by the Committee in advancing its implementation;<sup>2</sup>
3. *Notes* with appreciation the key messages of the Technology Executive Committee on enabling environments for and barriers to technology development and transfer, which are wide-ranging and multidimensional, and that further work on these issues is being undertaken by the Technology Executive Committee, as well as technology road maps and technology needs assessments, as contained in the report referred to in paragraph 1 above;
4. *Recognizes* that the work on the key messages of the Technology Executive Committee may inform governments, relevant bodies under the Convention and other stakeholders;
5. *Notes* the extensive consultations held by the Technology Executive Committee with relevant stakeholders and the submissions from such stakeholders that were received in response to the Committee's calls for inputs on actions undertaken by accredited observer organizations that are relevant to the Technology Executive Committee in performing its functions; on ways to promote enabling environments and to address barriers to technology development and transfer; and on technology road maps and action plans;
6. *Encourages* the Technology Executive Committee to continue its consultations with relevant stakeholders under and outside the Convention;
7. *Also encourages* the Technology Executive Committee to continue to consult relevant institutional arrangements under the Convention, including the Adaptation Committee, the Standing Committee and the Board of the Green Climate Fund, and to initiate consultations with the advisory board of the Climate Technology Centre and Network as soon as it is established, in order to seek their views on and coordinate the proposed modalities of the Technology Executive Committee on linkages with other relevant institutional arrangements under the Convention;<sup>3</sup>
8. *Requests* the Technology Executive Committee to report on the outcomes of its consultations with other relevant institutional arrangements in its report on activities and

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<sup>1</sup> FCCC/SB/2012/2.

<sup>2</sup> FCCC/SB/2012/1, annex I.

<sup>3</sup> FCCC/SB/2012/2, annex.

performance for 2013, in order to inform the consideration and approval by the Conference of the Parties at its nineteenth session of the modalities of the Committee on linkages with other relevant institutional arrangements under and outside the Convention;

9. *Notes* that the Technology Executive Committee, with the assistance of the secretariat, in addition to the activities already planned in its rolling workplan for 2012–2013 and consistent with its functions, will undertake specific follow-up activities in 2013 on enabling environments for and barriers to technology development and transfer, technology road maps and preparation of technical papers, as identified in its report referred to in paragraph 1 above, with a view to facilitating the effective implementation of the Technology Mechanism under the guidance of the Conference of the Parties;

10. *Recognizes* that technology needs assessments and their syntheses are a key information source for the work of the Technology Executive Committee in prioritizing its activities under the Technology Mechanism, and could be a rich source of information for governments, relevant bodies under the Convention and other stakeholders;

11. *Stresses* the need for the implementation of the technology needs assessment results;

12. *Agrees* that the technology needs assessment process should be integrated with other related processes under the Convention, including nationally appropriate mitigation actions, national adaptation plans and low-emission development strategies;

13. *Encourages* the financial and business communities and funding sources under and outside the Convention to facilitate the funding for the implementation of technology needs assessment results;

14. *Takes note* of the Technology Executive Committee's planning for further follow-up activities on issues relating to enabling environments and barriers, including those issues referred to in document FCCC/SB/2012/2, paragraph 35.

*9<sup>th</sup> plenary meeting  
7 December 2012*

## Decision 14/CP.18

### Arrangements to make the Climate Technology Centre and Network fully operational

*The Conference of the Parties,*

*Recalling* decisions 1/CP.16 and 2/CP.17,

1. *Notes with appreciation* the completion of the selection process for the host of the Climate Technology Centre, which had the support of the evaluation panel nominated by the Technology Executive Committee from within its membership, the Subsidiary Body for Implementation and the secretariat and involved the valuable participation of the nine proponents that responded to the call for proposals for hosting the Climate Technology Centre;
2. *Decides* that the United Nations Environment Programme, as the leader of the consortium of partner institutions, is hereby selected as the host of the Climate Technology Centre for an initial term of five years, with possible renewal if so decided by the Conference of the Parties at its twenty-third session;
3. *Adopts* the memorandum of understanding between the Conference of the Parties and the United Nations Environment Programme regarding the hosting of the Climate Technology Centre, as contained in annex I to this decision;
4. *Authorizes* the Executive Secretary to sign, on behalf of the Conference of the Parties, the memorandum of understanding referred to in paragraph 3 above;
5. *Decides* that the Advisory Board of the Climate Technology Centre and Network is hereby established, with the constitution contained in annex II to this decision and with the functions contained in decision 2/CP.17, annex VII, paragraphs 8 and 9;
6. *Requests* the United Nations Environment Programme, as the host of the Climate Technology Centre, to convene and facilitate the first meeting of the Advisory Board as soon as possible in 2013, preferably prior to the thirty-eighth sessions of the subsidiary bodies;
7. *Requests* the Advisory Board to determine at its first meeting its operational modalities and rules of procedure for consideration by the subsidiary bodies at their subsequent sessions;
8. *Takes note* that the United Nations Environment Programme, as the host of the Climate Technology Centre, will ensure that the necessary arrangements are in place for the meetings of the Advisory Board, including privileges and immunities for members of the Board consistent with the Convention on the Privileges and Immunities of the United Nations;<sup>1</sup>
9. *Encourages* the United Nations Environment Programme, as the host of the Climate Technology Centre, to make the necessary arrangements to promptly launch the work of the Climate Technology Centre upon the conclusion of the eighteenth session of the Conference of the Parties, including, inter alia, the appointment of a Director of the Climate Technology Centre, who will facilitate the timely recruitment of the staff of the Climate Technology Centre;

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<sup>1</sup> United Nations Treaty Series. Volume 1: p.15. 13 February 1946.



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10. *Agrees* that the United Nations Environment Programme, as the host of the Climate Technology Centre, shall provide periodic updates on matters regarding its role as the host of the Climate Technology Centre and make this information available in the annual report of the Climate Technology Centre and Network to the Conference of the Parties through the subsidiary bodies; such reports should also address the concerns raised by Parties on issues such as to enhance the in-house capacity of the host organization on technologies for adaptation;
11. *Requests* the Climate Technology Centre to consult with the Technology Executive Committee on establishing procedures for preparing a joint annual report as requested by decision 2/CP.17, with a view to making their joint annual report available to the Conference of the Parties through the subsidiary bodies at their thirty-ninth sessions;
12. *Invites* Parties to nominate their national designated entities for the development and transfer of technologies pursuant to decision 2/CP.17, annex VII, and decision 4/CP.13, paragraph 8, and to communicate this information to the secretariat by 29 March 2013, in order to facilitate the operationalization of the Climate Technology Centre and Network;
13. *Reiterates* that the financial support to the Climate Technology Centre and Network shall be provided in accordance with decision 2/CP.17, paragraphs 139–141;
14. *Reaffirms* that the Climate Technology Centre and Network shall be accountable to, and under the guidance of, the Conference of the Parties through the Advisory Board, and may perform such other activities as may be necessary to carry out its functions in accordance with decisions 1/CP.16, 2/CP.17 and other relevant decisions of the Conference of the Parties;
15. *Reiterates* that the Advisory Board of the Climate Technology Centre and Network will put in place the rules and procedures to monitor, assess and evaluate the timeliness and appropriateness of the responses of the Climate Technology Centre<sup>2</sup> and Network to requests by developing country Parties in accordance with decision 2/CP.17, annex VII, paragraphs 7, 9(e) and 20.

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<sup>2</sup> Including the members of the consortium.

## Annex I

### **Memorandum of Understanding between the Conference of the Parties to the United Nations Framework Convention on Climate Change and the United Nations Environment Programme regarding the hosting of the Climate Technology Centre**

This Memorandum of Understanding (hereinafter referred to as the “MOU”) is concluded between the Conference of the Parties (hereinafter referred to as “the COP”) to the United Nations Framework Convention on Climate Change (hereinafter referred to as the Convention) and the United Nations Environment Programme (hereinafter referred to as “UNEP”) (collectively referred to as the Parties) regarding the hosting of the Climate Technology Centre (hereinafter referred to as “the CTC”).

#### *Preamble*

*Whereas* the COP, by decision 1/CP.16, established a Technology Mechanism, consisting of a Technology Executive Committee and a Climate Technology Centre and Network (hereinafter referred to as the CTCN),

*Whereas* the COP, by decision 2/CP.17, adopted the terms of reference of the CTCN,

*Whereas* the mission of the CTCN is to stimulate technology cooperation and to enhance the development and transfer of technologies and to assist developing country Parties at their request, consistent with their respective capabilities and national circumstances and priorities, in order to build or strengthen their capacity to identify technology needs, to facilitate the preparation and implementation of technology projects and strategies, taking into account gender considerations to support action on mitigation and adaptation and enhance low-emission and climate-resilient development,

*Whereas* UNEP, on behalf of a consortium of partner institutions located in both developed and developing countries, submitted a proposal to host the CTC and informed the Committee of Permanent Representatives to UNEP thereof,

*Whereas* UNEP is the leading organization within the United Nations system in the field of environment and has, in the field of climate change, the mandate, among others: to strengthen the ability of countries, in particular developing countries, to integrate climate change responses into their national development processes and specifically to reduce their vulnerability and build up their resilience to the impacts of climate change; to facilitate the transition to low-carbon societies; to facilitate access to climate change financing for clean technologies; to support both public and private financing mechanisms; to support national processes for implementing sustainable forest management plans; to improve the understanding of climate change science and its use in sound policymaking; and to improve the general understanding of climate change,

*Whereas* the COP, by decision 14/CP.18, selected UNEP as the organization to host the CTC,

*Whereas* the UNEP Governing Council, by decision "..."<sup>3</sup>, at its twenty-seventh regular session, authorized the Executive Director of UNEP to host the CTC in UNEP,

***NOW THEREFORE*** the Parties to this MOU have agreed to the following:

#### **I. Purpose**

1. The purpose of this MOU is to stipulate the terms of the relationship between the COP and UNEP with respect to the hosting of the CTC in UNEP in accordance with decision 14/CP.18.

#### **II. Role and responsibilities of the Conference of the Parties**

2. The CTCN shall operate within its terms of reference and be accountable to, and under the guidance of, the COP through the Advisory Board in accordance with decisions 1/CP.16, 2/CP.17, 1/CP.18, 14/CP.18 and other relevant decisions of the COP.

3. The Advisory Board shall advise the CTCN on the implementation of its terms of reference and the guidance provided by the COP.

4. The COP shall consider the annual report on the activities of the CTCN prepared in accordance with decisions 1/CP.16, 2/CP.17 and other relevant decisions of the COP, and provide guidance thereon.

5. In taking decisions that would affect the hosting of the CTC in UNEP, the COP shall take into consideration any views and information provided by UNEP.

#### **III. Role and responsibilities of the United Nations Environment Programme**

6. UNEP agrees to host the CTC as a dedicated entity within UNEP in accordance with decision "..."<sup>4</sup> of the UNEP Governing Council at its twenty-seventh regular session authorizing the Executive Director to host the CTC in UNEP and the provisions of this MOU.

7. UNEP shall design the organizational structure, manage the CTC and provide the necessary administrative and infrastructural support for the effective functioning of the CTC, in accordance with relevant United Nations and UNEP regulations, rules and procedures and decisions of the UNEP Governing Council, and subject to the financing provided pursuant to section VII below.

8. UNEP shall select and appoint, pursuant to the United Nations Staff Regulations and Rules and in accordance with decision 2/CP.17, the Director of the CTC, who shall be a UNEP staff member and accountable to the Executive Director of UNEP.

9. UNEP shall select and appoint, pursuant to the United Nations Staff Regulations and Rules, a small core staff to support the CTC in an effective and efficient manner, to be managed by the Director of the CTC.

10. UNEP may make use of loans of personnel from the consortium of partner institutions to support the CTC, in accordance with relevant United Nations regulations, rules and procedures.

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<sup>3</sup> This decision will be available after the conclusion of the twenty-seventh session of the Governing Council/Global Ministerial Environment Forum of the United Nations Environment Programme, to be held in Nairobi, Kenya, from 18-22 February 2013.

<sup>4</sup> See footnote 3.

11. UNEP shall provide periodic updates on matters regarding its role as the host of the CTC and make this information available in the annual report of the CTCN provided to the COP through the subsidiary bodies, prepared pursuant to paragraph 19 below.

12. UNEP shall guide the consortium of partner institutions to effectively support the functioning and operations of the CTC and shall make appropriate arrangements governing their cooperation.

13. The Executive Director of UNEP shall be responsible for the execution of the functions of UNEP under this MOU.

#### **IV. Role and functions of the Climate Technology Centre and Network**

14. The CTCN shall operate in accordance with decisions 1/CP.16, 2/CP.17, 1/CP.18, 14/CP.18 and other relevant decisions of the COP.

#### **V. Role and functions of the consortium of partner institutions**

15. The consortium of partner institutions shall, following the signature of appropriate agreements governing their cooperation with UNEP, support the operations of the CTC.

#### **VI. Role and functions of the Director and personnel of the Climate Technology Centre**

16. The Director shall be accountable to the Executive Director of UNEP for the effectiveness and efficiency of the CTC in carrying out its functions in accordance with relevant United Nations and UNEP regulations, rules and procedures and decisions of the UNEP Governing Council.

17. The Director shall serve as the secretary to the Advisory Board and be responsible for facilitating and providing support to the work of the Board, including making arrangements for the meetings of the Board.

18. The Director shall prepare a budget for the CTCN in accordance with decision 2/CP.17 and in conformity with the relevant regulations, rules and procedures governing the programme budget of UNEP. The CTCN budget will be prepared in accordance with the guidance provided by the COP. The part of the CTCN budget managed by UNEP will be included in the programme budget of UNEP as an extra-budgetary item to support the CTCN.

19. The Director shall prepare the annual report on the CTCN for submission to the COP through the subsidiary bodies. The annual report shall be approved by the Advisory Board in accordance with decision 2/CP.17, and shall include the financial status of, and information on the mobilization of other resources for, the CTCN.

20. The Director shall manage the financial resources of the CTCN in accordance with the United Nations Financial Regulations and Rules and the Financial Rules of UNEP, fiduciary, anti-fraud and anti-corruption policies and environmental and social safeguards.

21. The Director and personnel of the CTC shall liaise, as appropriate, with the secretariat of the UNFCCC and other relevant international bodies on issues relating to the activities and operations of the CTC.

#### **VII. Financial arrangements of the Climate Technology Centre and Network**

22. The costs associated with the CTC and the mobilization of the services of the Network will be funded from various sources, including the financial mechanism of the Convention, bilateral, multilateral and private-sector channels, philanthropic sources and

financial and in-kind contributions from the host organization and participants in the Network.

23. UNEP shall provide financial and in-kind contributions to the CTC, in accordance with paragraph 139 of decision 2/CP.17 and taking into account the proposal of UNEP and the contribution of the consortium of partner institutions.

24. The CTC, in collaboration with UNEP and in consultation with the Advisory Board, shall help to mobilize funds to meet the costs associated with the CTCN.

#### **VIII. Implementation of this Memorandum of Understanding**

25. The Advisory Board and UNEP may agree on further arrangements for the implementation of this MOU, which do not in any way amend the existing provisions of this MOU, and report thereon to the COP.

26. Nothing in or relating to this MOU will be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs.

#### **IX. Dispute settlement**

27. The COP, through the Advisory Board, and UNEP shall use their best efforts to amicably resolve any disputes, controversies or claims arising out of or relating to this MOU, including by use of mutually agreed dispute resolution methods.

#### **X. Entire agreement**

28. Any annex to this MOU that is concluded in the future will be considered an integral part of this MOU. References to this MOU will be construed as including any annexes, as varied or amended in accordance with the terms of this MOU. This MOU represents the complete understanding between the Parties.

#### **XI. Interpretation**

29. This MOU will be interpreted in accordance with relevant decisions of the COP and the UNEP Governing Council.

30. Any Party's failure to request the implementation of a provision of this MOU will not constitute a waiver of that or any other provision of this MOU.

#### **XII. Term of this Memorandum of Understanding**

31. The initial term of this MOU shall be five years, with two four-year renewal periods, if so decided by the COP and UNEP.

#### **XIII. Notification and amendment**

32. Each Party will promptly notify the other in writing of any anticipated or actual material changes that will affect the execution of this MOU.

33. The Parties may amend this MOU by mutual written agreement.

#### **XIV. Entry into force**

34. This MOU will come into force upon the last date of signature by the duly authorized representatives of the Parties.

**XV. Termination**

35. Subject to section XII above, either Party may terminate this MOU by giving one year's prior written notice to the other Party. The termination shall come into effect one year from the date of the receipt of such a communication.

36. Following the termination of this MOU, UNEP shall take all necessary actions to conclude its operations relating to the CTC in an expeditious manner. Any termination of this MOU will be without prejudice to any other rights and obligations of the Parties accrued prior to the date of the termination under this MOU or any legal instrument executed pursuant to this MOU.

## Annex II

### **Constitution of the Advisory Board of the Climate Technology Centre and Network**

1. The Advisory Board of the Climate Technology Centre and Network (CTCN), with the aim of achieving fair and balanced representation, shall constitute the following:
  - (a) 16 government representatives, comprising equal representation from Parties included in Annex I to the Convention (Annex I Parties) and Parties not included in Annex I to the Convention (non-Annex I Parties);
  - (b) The Chair and the Vice-Chair of the Technology Executive Committee (TEC) in their official capacity as TEC representatives;
  - (c) One of the Co-Chairs, or a member designated by the Co-Chairs, of the Green Climate Fund Board in his/her official capacity as a Green Climate Fund representative;
  - (d) The Chair or the Vice-Chair of the Adaptation Committee, or a member designated by the Chair and the Vice-Chair, in his/her official capacity as an Adaptation Committee representative;
  - (e) One of the Co-Chairs, or a member designated by the Co-Chairs, of the Standing Committee in his/her official capacity as a Standing Committee representative;
  - (f) The Director of the CTCN in his/her official capacity as the CTCN representative;
  - (g) Three representatives, with one being selected by each of the following UNFCCC observer organization constituencies, taking into account balanced geographical representation: environmental non-governmental organizations (ENGOs), business and industry non-governmental organizations (BINGOs) and research and independent non-governmental organizations (RINGOs), with relevant expertise in technology, finance or business, received by the host organization of the Climate Technology Centre (CTC), taking into account balanced geographical representation.
2. The Advisory Board will invite expert observers to attend meetings based on specific agenda needs, according to modalities and procedures developed by the Advisory Board at its first meeting.
3. The director of the CTCN shall be the secretary of the Advisory Board.
4. Government representatives shall be nominated by their respective groups or constituencies and elected by the Conference of the Parties (COP). Groups or constituencies are encouraged to nominate the government representatives to the Advisory Board, with a view to achieving an appropriate balance of expertise relevant to the development and transfer of technologies for adaptation and mitigation, taking into account the need to achieve gender balance in accordance with decisions 36/CP.7 and 23/CP.18.
5. Government representatives elected to the Advisory Board shall serve for a term of two years and shall be eligible to serve a maximum of two consecutive terms of office. The following rules shall apply:
  - (a) Half of the representatives shall be elected initially for a term of three years and half shall be elected for a term of two years;
  - (b) Thereafter, the COP shall elect half of the representatives every year for a term of two years;

- (c) The representatives shall remain in office until their successors are elected.
6. If a government representative of the Advisory Board resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, the Advisory Board may decide, bearing in mind the proximity of the next session of the COP, to appoint another representative from the same constituency to replace said representative for the remainder of that representative's mandate, in which case the appointment shall count as one term.
  7. The representatives of the Advisory Board referred to in paragraph 1(b) above shall serve in accordance with their term of office.
  8. The representatives of the Advisory Board referred to in paragraph 1(c), (d) and (e) above shall serve in accordance with their term of office.
  9. The representatives of the Advisory Board referred to in paragraph 1(g) above shall be eligible to serve for a maximum term of office of one year.
  10. Decisions of the Advisory Board will be taken by consensus by only the Advisory Board representatives referred to in paragraph 1(a) and (b) above. These representatives will specify in the modalities and procedures of the Advisory Board how to adopt decisions in the event that all efforts at reaching consensus have been exhausted.
  11. The Advisory Board shall elect annually a Chair and a Vice-Chair from among the representatives referred to in paragraph 1(a) above for a term of one year each, with one being from an Annex I Party and the other being from a non-Annex I Party. The positions of Chair and Vice-Chair shall alternate annually between a representative from an Annex I Party and a representative from a non-Annex I Party.
  12. If the Chair is temporarily unable to fulfil the obligations of the office, the Vice-Chair shall serve as Chair. In the absence of the Chair and the Vice-Chair at a particular meeting, any other representatives identified in paragraph 1(a) above designated by the Advisory Board shall temporarily serve as the Chair of that meeting.
  13. If the Chair or the Vice-chair is unable to complete the term of office, the Advisory Board shall elect a replacement to complete the term of office, taking into account paragraph 6 above.
  14. The meetings of the Advisory Board shall be open to attendance, as observers, by Parties, the secretariat and observer organizations, except where otherwise decided by the Advisory Board.
  15. The CTC shall support and facilitate the work of the Advisory Board of the CTCN.
  16. The constitution of the Advisory Board shall be reviewed by the COP in 2020.

*9<sup>th</sup> plenary meeting  
7 December 2012*



## Decision 15/CP.18

### Doha work programme on Article 6 of the Convention

*The Conference of the Parties,*

*Recalling* Articles 2, 3, 4 and 6 of the Convention,

*Also recalling* decisions 11/CP.8, 9/CP.13 and 7/CP.16,

*Reaffirming* the importance of Article 6 of the Convention for achieving the ultimate objective of the Convention and for the effective implementation of adaptation and mitigation actions,

*Recognizing* that education, training and skills development are fundamental for all Parties to achieve sustainable development in the long term,

*Also recognizing* that a goal of education is to promote changes in lifestyles, attitudes and behaviour needed to foster sustainable development and to prepare children, youth, women, persons with disabilities and grass-root communities to adapt to the impacts of climate change,

*Reaffirming* that public participation and access to information are crucial in order to develop and implement effective policies, as well as to engage all stakeholders actively in the implementation of these policies,

*Also reaffirming* the importance of taking into account gender aspects and the need to promote the effective engagement of children, youth, the elderly, women, persons with disabilities, indigenous peoples, local communities and non-governmental organizations in activities related to Article 6 of the Convention,

*Acknowledging* the progress made by Parties, international organizations and civil society in planning, coordinating and implementing education, training, public awareness, public participation and access to information activities,

*Recognizing* the importance of taking a long-term, strategic and country-driven approach to education, training and skills development at the local, national, subregional, regional and international levels, including strengthening of relevant institutional and sectoral capacities,

*Also recognizing* that ensuring the availability of sufficient financial and technical resources continues to be a challenge for the implementation of Article 6 of the Convention for all Parties, in particular African countries, the least developed countries and small island developing States,

*Having considered* the information in documents prepared by the secretariat in support of the review of the implementation of the amended New Delhi work programme on Article 6 of the Convention,<sup>1</sup>

1. *Adopts* the eight-year Doha work programme on Article 6 of the Convention as contained in the annex to this decision (hereinafter referred to as the work programme);
2. *Decides* to undertake a review of the work programme in 2020, with an intermediate review of progress in 2016, to evaluate its effectiveness, identify any emerging gaps and

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<sup>1</sup> FCCC/SBI/2012/3, FCCC/SBI/2012/4, FCCC/SBI/2012/5, FCCC/SBI/2012/19 and FCCC/SBI/2012/MISC.4.

needs, and inform any decisions on improving the work programme's effectiveness as appropriate;

3. *Invites* Parties to submit information (as part of their national communications, where appropriate) on their efforts and steps taken to implement the work programme and to share their experiences and best practices for the purpose of reviewing the programme in 2016 and 2020;

4. *Also invites* Parties to provide information on the funding received from all sources, including from the Global Environment Facility, bilateral and multilateral agencies and United Nations organizations, for the implementation of Article 6 of the Convention;

5. *Encourages* intergovernmental and non-governmental organizations to continue their activities relevant to Article 6 of the Convention, enhance collaborative efforts for implementing Article 6 initiatives and strategies at the international, regional, national and local levels, and share information on their programmatic responses to the work programme through the UNFCCC climate change information network clearing house CC:iNet and other media;

6. *Invites* multilateral and bilateral institutions and organizations, including operating entities of the financial mechanism of the Convention, as appropriate, to provide financial resources to support the activities relating to the implementation of Article 6 of the Convention;

7. *Requests* the Global Environment Facility to continue to provide financial resources to Parties not included in Annex I to the Convention, in particular African countries, the least developed countries and small island developing States, in accordance with decisions 11/CP.1, 6/CP.7, 4/CP.9, 7/CP.10, 3/CP.12, 7/CP.13, 3/CP.16 and 11/CP.17, to support the implementation of the work programme and to regularly report to the Conference of the Parties on the activities it has supported;

8. *Also requests* the secretariat to encourage other intergovernmental organizations in a position to do so to provide technical or financial support, and to promote partnerships with other organizations, the private sector and donors, in order to support the implementation of the work programme;

9. *Further requests* the Subsidiary Body for Implementation to enhance the work on Article 6 of the Convention by organizing an annual in-session dialogue on Article 6 of the Convention with the participation of Parties, representatives of relevant bodies established under the Convention and relevant experts, practitioners and stakeholders to share their experiences and exchange ideas, best practices and lessons learned regarding the implementation of the work programme;

10. *Decides* that the dialogue referred to in paragraph 9 above will cluster the six elements of Article 6 of the Convention (education, training, public awareness, public participation, public access to information and international cooperation) into two focal areas, the consideration of which will alternate on an annual basis, with the first focal area consisting of education and training, the second consisting of public access to information, public participation and public awareness, and international cooperation being a cross-cutting theme of both focal areas;

11. *Also decides* that the first session of the annual dialogue will be held at the thirty-eighth session of the Subsidiary Body for Implementation and focus on the first focal area;

12. *Requests* the secretariat to prepare a summary report of every session of the dialogue;

13. *Also requests* the Subsidiary Body for Implementation, in its consideration of the reviews of the implementation of the work programme referred to in paragraph 2 above, to

include the summary reports from the dialogue sessions, referred to in paragraph 12 above, as additional inputs to these reviews;

14. *Further requests* that the actions of the secretariat called for in this decision be undertaken subject to the availability of financial resources.

## Annex

### Doha work programme on Article 6 of the Convention

#### I. Observations

1. The implementation of all elements of Article 6 of the Convention – education, training, public awareness, public participation, public access to information and international cooperation – will contribute to meeting the objective of the Convention.
2. All Parties are responsible for the implementation of Article 6 of the Convention. The capacity to implement Article 6 related activities will vary among countries, as will the priority thematic areas and target audiences, consistent with their sustainable development priorities and the culturally preferred method of programme delivery, in order to increase people's understanding of the climate change issue.
3. Regional, subregional and international cooperation can enhance the collective ability of Parties to implement the Convention, improve synergies, avoid duplication of effort between the different conventions, and ultimately both improve the effectiveness of programming and facilitate its support.
4. It is important to learn more from countries regarding their experiences, lessons learned, good practices and challenges in the implementation of Article 6 of the Convention, so that Parties and intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) that have the resources to do so might effectively target their efforts at providing appropriate support.
5. Many Parties, IGOs, NGOs and community-based organizations, as well as the private and public sectors, have been actively raising awareness on, and increasing understanding of, the causes and impacts of climate change, as well as solutions. The availability of sufficient financial and technical resources for the adequate implementation of Article 6 of the Convention continues to be a challenge for all Parties, in particular developing countries.
6. The nature of Article 6 activities carried out by Parties can easily be reported. However, monitoring and evaluating the impacts of these activities remains a challenge.
7. Implementation of Article 6 activities and programmes can complement low-emission and climate-resilient development strategies.
8. Gender is a cross-cutting issue in all six elements of Article 6 of the Convention.
9. Implementation of Article 6 of the Convention has a broad range of stakeholders, including, governments, the private sector, IGOs, NGOs and others international organizations, decision makers, scientists, the media, teachers, the general public, youth, women, people with disabilities and indigenous peoples among others.
10. Implementation of Article 6 of the Convention serves to spread and improve understanding and awareness of climate change and to change behaviour, and therefore communication should address the general public and all stakeholders, such as those referred to in paragraph 9 above.
11. In order to increase climate change awareness, Article 6 activities should be integrated into sectoral strategies and plans.

## II. Purposes and guiding principles

12. The Doha work programme on Article 6 of the Convention sets out the scope of, and provides the basis for action on, activities related to Article 6 of the Convention, in accordance with the provisions of the Convention. It should serve as a flexible framework for country-driven action addressing the specific needs and circumstances of Parties and reflecting their national priorities and initiatives.

13. The Doha work programme builds on existing decisions of the Conference of the Parties (COP), specifically the Marrakesh Accords, which contain a number of references to Article 6 activities, in particular decisions 2/CP.7 and 3/CP.7 on capacity-building in developing countries and in countries with economies in transition, respectively, 4/CP.7 on development and transfer of technologies and 5/CP.7 on implementation of Article 4, paragraphs 8 and 9, of the Convention.

14. The Doha work programme shall be guided by:

- (a) A country-driven approach;
- (b) Cost-effectiveness;
- (c) Flexibility;
- (d) Gender and an intergenerational approach;
- (e) A phased approach integrating Article 6 activities into existing climate change programmes and strategies;
- (f) Promotion of partnerships, networks and synergies, in particular synergies between conventions;
- (g) An interdisciplinary multi-sectoral, multi-stakeholder and participatory approach;
- (h) A holistic, systematic approach;
- (i) The principles of sustainable development.

## III. Scope of the Doha work programme

15. As part of their national programmes to implement the Convention, and taking into account national circumstances and capacities, Parties are encouraged to undertake activities under the categories listed below, which reflect the six elements of Article 6 of the Convention.

### A. Education

16. Cooperate in, promote, facilitate, develop and implement formal and non-formal education and training programmes focused on climate change at all levels, targeting women and youth in particular, and including the exchange or secondment of personnel to train experts.

### B. Training

17. Cooperate in, promote, facilitate, develop and implement training programmes focused on climate change for groups with a key role, such as scientific, technical and managerial personnel, journalists, teachers and community leaders at the local, national,

subregional, regional and international levels, as appropriate. Technical skills and knowledge provide an opportunity to adequately address and respond to climate change issues.

### **C. Public awareness**

18. Cooperate in, promote, facilitate, develop and implement public awareness programmes on climate change and its effects at the national and, as appropriate, subregional, regional and international levels by, inter alia, encouraging contributions and personal action in addressing climate change, supporting climate-friendly policies and fostering behavioural changes, including by using popular media, noting the important role that social media platforms and strategies can play in this context.

### **D. Public access to information**

19. Facilitate public access to data and information, by providing the information on climate change initiatives, policies and results of actions that is needed by the public and other stakeholders to understand, address and respond to climate change. This should take into account such factors as quality of Internet access, literacy and language issues.

### **E. Public participation**

20. Promote public participation in addressing climate change and its effects and in developing adequate responses, by facilitating feedback, debate and partnership in climate change activities and in governance, noting the important role that social media platforms and strategies can play in this context.

### **F. International cooperation**

21. Subregional, regional and international cooperation in undertaking activities within the scope of the work programme can enhance the collective ability of Parties to implement the Convention. The efforts of IGOs and NGOs can also contribute to its implementation. Such cooperation can further enhance synergies between conventions and improve the effectiveness of all sustainable development efforts.

## **IV. Implementation**

### **A. Parties**

22. As part of their national programmes and activities in implementing the Convention, and within the scope of the Doha work programme, Parties could, inter alia:

#### *Strategy*

(a) Designate and provide support, including technical and financial support, and access to information and materials to a national focal point for Article 6 activities and assign specific responsibilities. These responsibilities could include the identification of areas for possible international cooperation and opportunities for strengthening synergies with other conventions, and the coordination of the preparation of the Article 6 chapter in

the national communications, ensuring that relevant contact information, including web addresses, is provided therein;

- (b) Develop institutional and technical capacity to:
  - (i) Identify gaps and needs for the implementation of Article 6 of the Convention;
  - (ii) Assess the effectiveness of Article 6 activities;
  - (iii) Consider the linkages between Article 6 activities, implementation of policies and measures to mitigate and adapt to climate change, and other commitments under the Convention, such as technology transfer and capacity-building;
- (c) Prepare assessments of needs specific to national circumstances in the area of the implementation of Article 6 of the Convention, including the use of social research methods and other relevant instruments to determine target audiences and potential partnerships;
- (d) Prepare a national strategy on Article 6 of the Convention, which could be structured according to the scope elements and target stakeholders mentioned in paragraph 9 above;
- (e) Develop communication strategies on climate change on the basis of targeted social research in order to create behavioural changes;
- (f) Strengthen national education and training/skills development institutions to deliver climate change learning action.

#### *Tools and activities*

- (a) Develop a directory of organizations and individuals, with an indication of their experience and expertise relevant to Article 6 activities, with a view to building active networks involved in the implementation of these activities;
- (b) Increase the availability of copyright-free and translated climate change materials, in accordance with laws and standards relating to the protection of copyrighted materials;
- (c) Seek opportunities to disseminate widely relevant information on climate change. Measures could include translation into appropriate languages and distribution of popularized versions of key documents on climate change, including assessment reports and other reports by the Intergovernmental Panel on Climate Change;
- (d) Benefit from new technologies, especially from social networks, in order to integrate these into Article 6 strategies;
- (e) Develop appropriate social media programmes, noting the important and complementary role that such platforms can play in the implementation of Article 6 of the Convention;
- (f) Promote and enhance the inclusion of climate change in school curricula at all levels and across disciplines. Efforts could be made to develop materials and promote teacher training focused on climate change at the regional and international levels where appropriate;
- (g) Integrate climate change learning into the curricula of institutions that provide formal education and training at all levels and support non-formal and informal education on climate change, training of trainers programmes and the development of educational, training and public awareness materials in accordance with national circumstances and the cultural context;

(h) Develop tools and methodologies to support climate change training and skills development through collaborative efforts and provide training programmes for groups with a key role in climate change communication and education, including journalists, teachers, youth, children and community leaders;

(i) Seek input and public participation, including participation by youth, women, civil society organizations and other groups, in the formulation and implementation of efforts to address climate change, and also in relation to the preparation of national communications, and encourage the involvement and participation of representatives of all stakeholders and major groups in the climate change negotiation process;

(j) Inform the public about causes of climate change and sources of greenhouse gas emissions, as well as actions that can be taken at all levels to address climate change;

(k) Foster the participation of all stakeholders in the implementation of Article 6 of the Convention and invite them to report on the implementation of activities. In particular, enhance the active participation of youth, women, civil society organizations and the media;

(l) Encourage the public as part of public awareness programmes to contribute to mitigation and adaptation actions;

(m) Participate in the annual dialogue on Article 6 of the Convention organized by the Subsidiary Body for Implementation (SBI), subject to the availability of financial resources.

#### *Monitoring and review*

(a) Conduct surveys, such as “knowledge-attitude-practice/behaviour” surveys, to establish a baseline of public awareness, which can serve as a basis for further work and support the monitoring of the impact of activities;

(b) Share the findings contained in their national communications and national action plans or domestic programmes on climate change with the general public and all stakeholders;

(c) Develop criteria for identifying and disseminating information on good practices for Article 6 activities, at the national or regional levels in accordance with national circumstances and capacities, and promote the sharing of such practices;

(d) Seek to enhance cooperation and coordination in developing and implementing Article 6 activities at the international and regional levels. This includes identifying partners and networks with other Parties, IGOs and NGOs, the private sector, state and local governments and community-based organizations. Parties should also promote and facilitate the exchange of information and materials, and the sharing of experience and good practices.

## **B. Regional and international efforts**

23. To strengthen regional and international efforts, Parties and other relevant organizations and agencies in a position to do so could cooperate in and support the following activities:

(a) Promote the implementation of Article 6 activities taking into account challenges and opportunities in regional and subregional contexts;

(b) Strengthen existing regional institutions and networks;



- (c) Promote and encourage regional programmes and projects that support the implementation of Article 6 of the Convention and promote the sharing of experiences, including through the dissemination of best practices and lessons learned, and the exchange of information and data;
- (d) Create regional portals for the UNFCCC climate change information network clearing house (CC:iNet), in collaboration with regional centres, to further develop and enhance the functionality and user-friendliness of the clearing house;
- (e) Develop regional programmes and activities, including the preparation of training and education materials as well as other tools, using local languages where applicable and practical;
- (f) Promote the implementation of pilot projects through collaborative actions at the regional and national levels on any of the six elements of Article 6 of the Convention, and support their replication and expansion and the sharing of lessons learned and experiences;
- (g) Conduct regional and subregional workshops to promote training, the exchange and sharing of experiences and best practices, and the transfer of knowledge and skills;
- (h) Strengthen North–South, South–South and triangular collaboration in matters of climate change education and training, skills development.

### **C. Intergovernmental organizations**

24. United Nations organizations, in particular the Food and Agriculture Organization of the United Nations, the United Nations Children’s Fund, the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the United Nations Institute for Training and Research and the World Meteorological Organization, as the members of the United Nations Alliance on Climate Change Education, Training and Public Awareness, are invited, inter alia:

- (a) To continue supporting efforts to implement activities under Article 6 of the Convention through their work programmes, and through specific programmes focused on climate change, including, as appropriate, through the provision and dissemination of information and resource materials, such as visual materials that could easily be translated and adapted, as well as through the provision of financial and technical support;
- (b) To strengthen collaboration with, and enhance the involvement of, other IGOs with a view to ensuring coordinated support to Parties in their activities related to Article 6 of the Convention and avoiding duplication of work;
- (c) To further strengthen regional and international cooperation by mobilizing partnerships and networking among Parties, IGOs, NGOs, academia, the private sector, state and local governments and community-based organizations and by jointly designing, implementing and evaluating activities and policies related to Article 6 of the Convention;
- (d) To contribute to the implementation of the Doha work programme in their respective areas of competence;
- (e) To support countries in developing a long-term, strategic and country-driven approach to climate change education, training and skills development, which is linked to national climate change objectives, and strengthening relevant national institutions;
- (f) To design and implement training programmes, develop guidelines and provide other direct support to national focal points for Article 6 of the Convention;

(g) To promote in partnership with Parties and civil society the organization of global, regional, subregional and national workshops focusing on specific elements of Article 6 of the Convention;

(h) To participate in the annual dialogue on Article 6 of the Convention organized by the SBI.

#### **D. Non-governmental organizations**

25. NGOs are encouraged to continue their activities relating to Article 6 of the Convention and are invited to consider ways to enhance cooperation between NGOs from different geographical regions and subject areas, as well as collaboration on activities between IGOs, NGOs and Parties.

26. NGOs are invited to foster the participation of all stakeholders in the implementation of Article 6 of the Convention and to encourage them to report on the implementation of their activities. In particular, NGOs are invited to enhance the active participation of youth, women, civil society organizations and the media in climate change activities.

27. NGOs are also invited to participate in the annual dialogue on Article 6 of the Convention.

#### **E. Support**

28. Parties will need to determine the most efficient and cost-effective way to implement Article 6 activities, and are encouraged to create partnerships with other Parties, as well as IGOs and NGOs and other stakeholders, to facilitate the implementation of these activities, including the identification of priority areas for support and funding.

29. As initial priorities, the implementation of the Doha work programme will require the strengthening of national institutions and capacities, in particular in developing countries.

#### **F. Review of progress and reporting**

30. The COP, through the SBI, will undertake a review of progress in the implementation of this work programme in 2020, with an intermediate review of progress in 2016. The assessment of the usefulness of the annual in-session dialogue on Article 6 of the Convention will constitute part of the review in 2020.

31. All Parties are requested to report on activities and policies implementing Article 6 in their national communications, where possible, and in other reports, on their accomplishments, lessons learned, experiences gained and remaining challenges and opportunities, noting that the six elements of Article 6 provide a useful guide for this reporting.

32. Parties and relevant organizations are encouraged to share information on the implementation of the work programme through CC:iNet and social media platforms, in addition to formal reporting channels such as national communications.

33. IGOs are invited to develop programmatic responses to the Doha work programme and, following consultations with the secretariat, to communicate to the SBI, through the secretariat, the responses and progress achieved, for the purpose of reviewing the programme and evaluating its effectiveness in 2016 and 2020.

34. NGOs are invited to provide relevant information to the secretariat and in accordance with their national circumstances, informing and involving their national focal point as appropriate, on progress achieved, for the purpose of reviewing the Doha work programme and evaluating its effectiveness in 2016 and 2020.

## **G. Role of the secretariat**

35. In accordance with Article 8 of the Convention, the secretariat is requested to facilitate the work on the Doha work programme and, in particular:

(a) To prepare reports to the SBI on progress achieved by Parties in implementing Article 6 of the Convention, based on information contained in national communications, reports on the annual in-session dialogue on Article 6 and other sources of information, including a report<sup>1</sup> on good practices of stakeholder participation in implementing Article 6 activities. These reports will be issued regularly, and in particular for the intermediate progress review in 2016 and the review in 2020;

(b) To facilitate coordinated inputs into the eight-year Doha work programme from relevant organizations;

(c) To continue its work on maintaining, developing and promoting CC:iNet, by reforming its structure, improving its functionality and accessibility and increasing the content in the official United Nations languages and other languages;

(d) To establish a network of national focal points for Article 6 of the Convention and facilitate a regular exchange of views, good practices and lessons learned through CC:iNet and the organization of workshops, videoconferences and activities at the international, regional and national levels in order to build and strengthen the existing skills and capacities of national focal points for Article 6;

(e) To catalyse collaborative training initiatives and projects to promote an effective implementation of Article 6 of the Convention at the international, regional and national levels in cooperation with Parties, international organizations, NGOs, youth organizations and development partners;

(f) To continue its work on the United Nations Joint Framework Initiative on Children, Youth and Climate Change in order to enhance the involvement and participation of children and youth in Article 6 activities and their attendance at intergovernmental meetings, including sessions of the COP;

(g) To continue collaborating and coordinating with United Nations organizations, other IGOs, NGOs, the private sector, civil society and youth, with a view to catalysing action on the implementation of Article 6 of the Convention.

*9<sup>th</sup> plenary meeting  
7 December 2012*

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<sup>1</sup> Taking into account information presented in the “Synthesis report on ways to enhance the engagement of observer organizations” (FCCC/SBI/2010/16) and the “Report on the in-session workshop to further develop ways to enhance the engagement of observer organizations” (FCCC/SBI/2011/INF.7).

## Decision 16/CP.18

### Prototype of the registry

*The Conference of the Parties,*

*Recalling* decisions 1/CP.13, 1/CP.16 and 2/CP.17,

*Further recalling* decision 2/CP.17, paragraph 45(b), by which the Conference of the Parties decided that participation in the registry shall be voluntary that and only information submitted expressly for inclusion in the registry should be recorded,

1. *Takes note* with appreciation of the submission of nationally appropriate mitigation actions by developing countries to the registry;
2. *Reiterates* its invitation to developed country Parties, the entity or entities entrusted with the operation of the financial mechanism, including the Global Environment Facility and the Green Climate Fund, multilateral, bilateral and other public donors, and private and non-governmental organizations that are in position to do so, to submit, as appropriate, information on financial, technology and capacity-building support available and/or provided for the preparation and/or implementation of nationally appropriate mitigation actions, in accordance with decision 2/CP.17, paragraph 48;
3. *Invites* developing country Parties to submit, as appropriate, information on further individual nationally appropriate mitigation actions seeking international support in accordance with decision 2/CP.17, paragraph 46;
4. *Invites* developing country Parties to submit other individual nationally appropriate mitigation actions, for their recognition, in accordance with decision 2/CP.17, paragraph 47.
5. *Notes* that the information referred to in paragraph 2 above is important for the registry to play an effective role in facilitating the matching of actions seeking international support with support available by providing and directing information to Parties, in accordance with decision 2/CP.17, paragraph 51;
6. *Takes note* of the general design requirements<sup>1</sup> for the prototype of the registry presented by the secretariat at the thirty-seventh session of the Subsidiary Body for Implementation;
7. *Also takes note* of information provided by the secretariat indicating that a fully operational prototype of the registry will be deployed in April 2013;
8. *Requests* the secretariat to notify Parties of the deployment of the fully operational prototype of the registry referred to in paragraph 7 above, and to provide the necessary access rights to the Parties and entities referred to in decision 2/CP.17, paragraphs 46–48, to enable them to use this registry;
9. *Invites* Parties and entities to submit to the secretariat, before the thirty eighth session of the Subsidiary Body for Implementation, comments on the fully operational prototype of the registry referred to in paragraph 7 above;
10. *Decides* to operationalize the registry by requesting the secretariat to deploy the first release of the dynamic web-based registry at least two months before the nineteenth session

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<sup>1</sup> These requirements are described in an informal note by the secretariat available at [http://unfccc.int/files/cooperation\\_support/nama/application/pdf/design\\_requirements.pdf](http://unfccc.int/files/cooperation_support/nama/application/pdf/design_requirements.pdf).

of the Conference of the Parties, after having taken into consideration the comments referred to in paragraph 9 above;

11. *Further requests* the secretariat:

(a) To notify Parties of the deployment of the first release of the dynamic, web-based registry;

(b) To provide information on the operation of the registry to the Conference of the Parties at its nineteenth session in order to inform the discussions on the financial mechanism, in accordance with decision 2/CP.17, paragraph 52(b);

(c) To continue to provide technical assistance to the Parties and entities referred to in decision 2/CP.17, paragraphs 46–48, in using the registry;

(d) To engage with the Parties and entities referred to in decision 2/CP.17, paragraph 48, to facilitate the provision of information on support;

12. *Takes note* of the estimated budgetary implications of the activities to be undertaken by the secretariat pursuant to the provisions contained in paragraphs 10 and 11 above;

13. *Requests* that the actions of the secretariat called for in this decision be undertaken subject to the availability of financial resources.

*9<sup>th</sup> plenary meeting  
7 December 2012*

## **Decision 17/CP.18**

### **Composition, modalities and procedures of the team of technical experts under international consultations and analysis**

*The Conference of the Parties,*

*Decides* to forward the text of a draft decision contained in the annex to this decision, for consideration by the Subsidiary Body for Implementation at its thirty-eighth session, with a view to recommending a draft decision on this matter, for adoption by the Conference of the Parties at its nineteenth session.

## Annex

[English only]

### Draft decision text

#### [Draft decision -/CP.18

### Composition, modalities and procedures of the team of technical experts under international consultations and analysis

*The Conference of the Parties,*

*Recalling* decisions 1/CP.16 and 2/CP.17, which established a process for international consultation and analysis of biennial update reports under the Subsidiary Body for Implementation that aims to increase the transparency of mitigation actions and their effects, and adopted the modalities and guidelines for the international consultation and analysis,

*Noting* that international consultation and analysis of biennial update reports will be conducted in a manner that is non-intrusive, non-punitive and respectful of national sovereignty,

*Recognizing* the need to have an efficient, cost-effective and practical international consultation and analysis process which does not impose an excessive burden on Parties and the secretariat,

*Having taken note* of the estimated budgetary implications, as provided by the secretariat, of the actions requested of the secretariat in paragraph 3 below and other actions contained in the appendix to this decision,

*Also recognizing* the difficulties faced by Parties not included in Annex I to the Convention (non-Annex I Parties) in reporting under the Convention, as well as the need to take into account national capabilities and circumstances, the need to build capacity and the need for the provision of financial support in a timely manner to non-Annex I Parties to facilitate the timely preparation of their biennial update reports,

*Further recognizing* that the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention will play an important role in facilitating technical advice and support for the preparation and submission of Parties' first biennial update report,

*Having taken note* that the requirements for additional resources for the implementation of the actions referred to in paragraph 3 below cannot be met by the approved UNFCCC core budget for the biennium 2012–2013,

*Having taken note* that the UNFCCC core budget for the biennium 2014–2015 will need to address the resources necessary for the implementation of the actions contained in the appendix to this decision,

1. *Adopts* the composition, modalities and procedures of the team of technical experts referred to decision 2/CP.17, annex IV, paragraph 1, as contained in the appendix to this decision;
2. *Invites* Parties and, as appropriate, intergovernmental organizations to nominate technical experts with the relevant qualifications to the UNFCCC roster of experts;

3. *Requests* the secretariat:
  - (a) To maintain and update the roster of technical experts;
  - (b) To develop the technical tools necessary to conduct the technical analysis of the biennial update reports efficiently;
4. *Requests* the CGE to develop [and conduct] appropriate training programmes for nominated technical experts, based on the most-updated training materials of the CGE, with a view to improve the technical analysis taking into account the difficulties encountered by non-Annex I parties in the preparation of their BURs;
5. *Encourages* Parties included in Annex II to the Convention to provide the financial resources necessary for the actions of the secretariat called for in paragraph 3 above and the actions required within the provisions contained in the appendix to this decision;
6. *Also encourages* developed country Parties and other developed country Parties included in Annex II to the Convention to provide new and additional financial resources at the agreed full cost in accordance with Article 4, paragraph 3, of the Convention and relevant decisions of the Conference of the Parties, with a view to supporting any reporting needed for international consultations and analysis;
7. *Requests* that the actions of the secretariat called for in this decision, and the actions required within the provisions contained in the appendix to this decision, be undertaken subject to the availability of financial resources.



## Appendix

### **Composition, modalities and procedures of the team of technical experts for undertaking the technical analysis of biennial update reports from Parties not included in Annex I to the Convention**

The objective of this document is to provide details of the composition, modalities and procedures of the team of technical experts (TTE) referred to in decision 2/CP.17, annex IV, paragraph 3, for undertaking technical analysis of biennial update reports (BURs) from Parties not included in Annex I to the Convention (non-Annex I Parties), in a manner that is non-intrusive, non-punitive and respectful of national sovereignty, and that does not include, in accordance with decision 1/CP.16, paragraph 64, discussion about the appropriateness of such domestic policies and measures.

#### *Option 1 (paragraphs 1-3)*

1. The secretariat will provide administrative support to the TTE. In the selection of the members of the TTE the secretariat will be guided by the CGE in accordance with this decision.
2. A TTE shall be composed of 3-9 experts made up of, as a high priority and to the extent available, 1-3 CGE members and other experts drawn from the UNFCCC roster of experts with priority given to experts who served as the members of the CGE. Only those nominated experts that have successfully completed the CGE training programme referred to in paragraph xx of this decision shall be eligible to serve in the TTE.
3. [The composition of each TTE shall aim to ensure the geographical balance, ensure that majority of experts come from non-Annex I Parties and ensure expertise needed to address the areas of information defined in decision 2/CP.17, annex IV, paragraph 3(a).]

#### *Option 2 (paragraphs 1-3bis)*

1. The secretariat will provide administrative support to the TTE and coordinate the selection of the members of the TTE.
2. A TTE shall be composed of 3-6 experts made up of experts drawn from the roster of experts, of which, as a high priority and to the extent available, CGE members or other experts who served as members of the CGE. CGE members shall maintain, at a maximum, a ratio of one third to the total members of the TTE. Only those experts and members of the CGE that have successfully completed the training programme referred to in paragraph XX of this decision shall be eligible to serve in the TTE.
3. The overall composition of the TTEs shall aim to ensure a balance between experts from non-Annex I and Annex I Parties. The secretariat shall make every effort to ensure geographical balance among those experts selected from non-Annex I Parties and among those experts selected from Annex I Parties and ensure expertise needed to address the areas of information defined in decision 2/CP.17, annex IV, paragraph 3(a).

3bis: A member of the TTE shall not have been involved in the preparation of the BUR under analysis.

#### *Option 3 (paragraphs 1-4)*

1. A team of technical experts shall be composed of experts nominated to the UNFCCC roster of experts by Parties to the Convention and, as appropriate, by intergovernmental organizations.

2. [Only those nominated experts that have been successfully completed the training programme conducted by the CGE will be able to conduct the technical analysis referred to in paragraph 3(a) of Annex IV of Decision 2/CP.17.]
3. The secretariat shall compose the members of a TTE from the UNFCCC roster of experts maintained by the secretariat to conduct technical analysis of biennial update reports in such a way that:
  - (a) Allows the collective skills of each team to address the areas of information defined in decision 2/CP.17, annex IV, paragraph 3(a);
  - (b) Achieves a balance between experts from Parties included in Annex I to the Convention (Annex I Parties) and non-Annex I Parties in the overall composition of the team, without compromising the selection criteria referred to in paragraph 1 above;
  - (c) Ensures geographical balance among the experts selected from non-Annex I Parties and Annex I Parties;
  - (d) Ensures that each TTE is co-led by two experts: one from an Annex I Party and another from a non-Annex I Party. The co-lead experts should ensure that the technical analyses in which they participate are performed in accordance with the relevant guidelines contained in relevant decisions of the Conference of the Parties.
4. A TTE may vary in size and composition, taking into account the national circumstances of the Party whose BUR is under technical analysis and the particular needs for expertise of each technical analysis activity. At least one member of the TTE shall be an expert in greenhouse gas inventories. The need for experts in the associated methodologies and assumptions behind mitigation actions should be determined based on the national circumstances of the Party whose BUR is under technical analysis.

*Option 4 (paragraphs 1-3)*

1. The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) shall serve as the TTE for international consultation and analysis and undertake the technical analysis of biennial update reports in a manner that is non-intrusive, non-punitive and respectful of national sovereignty, in accordance with decision 2/CP.17, paragraphs 56–62 and annex IV. The membership of the CGE shall be as set out in decision 3/CP.8, annex, paragraphs 3–8.
2. The CGE may establish committees, panels or working groups to assist it in the performance of its functions. The CGE shall draw on the expertise necessary to perform its functions, including from the UNFCCC roster of experts. In this context, it shall take regional balance fully into consideration, in line with the composition of the CGE.
3. The CGE may decide on the organization of committees, panels or working groups for conducting the technical analysis of individual or groups of up to four BURs from Parties not included in Annex I to the Convention within six months of its submission.

*Option 5 (paragraphs 1-4)*

1. A TTE will be coordinated by the secretariat under the guidance of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) and shall be composed of at least three experts selected from the CGE.
2. Other additional experts, drawn from the UNFCCC roster of experts by the secretariat under the guidance of CGE, may be included in the TTE, taking into account the national circumstance of the Party concerned and the different expertise needs of each technical analysis.

3. The composition of experts should ensure the geographical balance, maximize the participation of experts from non-Annex I Parties (no less than 70% of experts should be from non-Annex I Parties) and take into consideration of expertise needed.

4. Experts selected from the UNFCCC roster of experts should have recognized competence in understanding the difficulties encountered by non-Annex I Parties in preparation of their BURs. Participating experts shall be trained on ad hoc basis by the CGE to ensure the necessary competence of experts.

[4. Ensures that each TTE is coordinated by two experts: one from a Party included in Annex I to the Convention (Annex I Party) and another from a non-Annex I Party. The coordinators should ensure that the technical analyses in which they participate are performed in accordance with the relevant guidelines contained in relevant decisions of the Conference of the Parties.]

8. The participating experts shall serve in their personal capacity. They shall neither be a national of the Party whose BUR is under analysis nor be nominated by that Party.

9. The technical analysis of successive BURs from the same Party shall not be undertaken by the same TTE.

10.

*Option 1* A single TTE shall be responsible for conducting the technical analysis of at least 2 up to six submitted BURs individually, within six months of its submission, resulting in an individual summary report for each analysed BUR. In accordance with decision 2/CP.17, paragraph 58(d), small island developing States and the least developed country Parties may undergo international consultation and analysis as a group of Parties at their discretion.

[On a voluntary basis, and at the request of the Party concerned, the TTE may be constituted to undertake the technical analysis of the BUR in the country of the requesting Party.]

*Option 2* Individual technical analysis of single BUR shall be conducted by a TTE in a single location. A TTE may analyse several BURs during one series of technical analyses. In accordance with decision 2/CP.17, paragraph 58(d), small island developing States and the least developed country Parties may undergo international consultation and analysis as a group of Parties at their discretion.

12. The technical analysis of BURs shall result in an individual summary report for each BUR submitted and analysed.

13. The TTE shall complete a draft summary report, referred to in paragraph 12 above, no later than three months after the start of the technical analysis. The draft summary report should be shared with the respective non-Annex I Party for comment, to be provided within three months of its receipt.

14. The TTE shall respond to and incorporate the comments referred to in paragraph 13 above from the Party concerned and finalize, in consultation with the Party concerned, the summary report within three months of the receipt of the comments. [Should the Party and the TTE be unable to reach common understanding on the treatment of comments, the TTE shall ensure that the comments of the Party are incorporated.]

15. The summary report referred to in paragraph xx above will be noted by the SBI in its conclusions and shall be made publicly available on the UNFCCC website.

*Option 1 (Paragraphs 16 and 17)*

[16. In the course of a technical analysis, as set out in decision 2/CP.17, annex IV, paragraphs 4, the Party concerned may provide the TTE with additional technical information and data sufficient to assess the conformity of the BUR with the “UNFCCC biennial update reporting guidelines for Parties not included in Annex I to the Convention” and other relevant guidelines adopted by the Conference of the Parties.

17. Where some of the additional information or data, including the data used by the Party concerned to prepare its BUR, requested by the team of experts in accordance with decision 2/CP.17, annex IV, paragraph 4, falls under confidentiality protection in accordance with the national legislation of the Party concerned, the Party shall inform the TTE thereof, indicating the reasons for classifying the information.]

*Option 2: No text*

18. The obligation of a member of a TTE not to disclose confidential information shall continue after termination of his or her service on the TTE.

19. Participating experts from non-Annex I Parties and Annex I Parties with economies in transition shall be funded in accordance with the existing procedures<sup>1</sup> for participation in UNFCCC activities. Experts from other Parties included in Annex I to the Convention shall be funded by their governments and those representing intergovernmental organizations shall be funded by their respective organizations.

[20. The technical analysis under ICA will aim to increase transparency of mitigation actions and their effects; discussion on appropriateness of such domestic policies and measures is not part of the process. The TTE shall:

(a)

*Option 1:* [Check the completeness<sup>2</sup> of submitted BURs against the “UNFCCC biennial update reporting guidelines for Parties not included in Annex I to the Convention” contained in annex III to decision 2/CP.17;]

*Option 2:* Identify the extent to which the elements of information listed in paragraph 3(a) of the guidelines contained in decision 2/CP.17, annex IV are included in the biennial update report of the Party concerned;

*Option 3:* Analysis of the completeness<sup>3</sup> of submitted BURs related to the scope in accordance with paragraph 3 of the “UNFCCC biennial update reporting guidelines for Parties not included in Annex I to the Convention” contained in annex III to decision 2/CP.17

(b)

*Option 1: No text*

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<sup>1</sup> Under this procedure, funding is limited to an air ticket for the most direct route and at the least costly fare, plus a daily subsistence allowance at the established United Nations rate.

<sup>2</sup> Completeness refers to a complete biennial update report, containing the elements identified in UNFCCC biennial update reporting guidelines for Parties not included in Annex I to the Convention (Annex III in decision 2/CP.17).

<sup>3</sup> Completeness refers to a complete biennial update report, containing the elements identified in UNFCCC biennial update reporting guidelines for Parties not included in Annex I to the Convention (Annex III in decision 2/CP.17).

*Option 2:* [Examine the consistency, [transparency and comparability<sup>4</sup>] of the BUR with the “UNFCCC biennial update reporting guidelines for Parties not included in Annex I to the Convention” contained in annex III to decision 2/CP.17;]

*Option 3:* Analysis of the consistency, transparency, accuracy, timeliness and methodological comparability of the information presented.

(c) [Conduct a technical analysis which considers the information listed in paragraph 3(a) of the guidelines contained in decision 2/CP.17, annex IV, including: national greenhouse gas inventory reports; information on mitigation actions, including a description of such actions, an analysis of their impacts and associated methodologies and assumptions, and the progress made in their implementation; information on domestic measurement, reporting and verification, and support received; and any additional information provided by the Party<sup>5</sup> in order to analyse the BUR according to the guidelines;]

(d)

*Option 1:* No text

*Option 2:* Identify needs for further capacity building [and noting possible ways][in order][and suggest possible ways] to enhance the preparation of BURs, taking into account differing national circumstances and capabilities and provide comments [or encouragements] to the Party concerned.

*Option 3:* Provide comments on difficulties encountered by the NAI Party concerned in preparation for its BUR in order to facilitate identification of further capacity building activities needed

(e)

*Option 1:* No text

*Option 2:* [[Prepare a draft summary report containing the outcomes of the analysis of each BUR under its collective responsibility and in consultation with the Party concerned.] The summary report may also include the [recommendations][suggestions] referred to in paragraph xx above.]

*Option 3:* :[Prepare a draft summary report, incorporate comments from Parties, and finalize the report in consultation with the Party concerned.]]

21.

*Option 1:* No text

*Option 2:* With a view to continuously improving the ICA process, the [coordinators][CGE] shall meet periodically:

(a) To prepare a report for the SBI biennially, containing [recommendations and suggestions][comments] on how to improve the quality of BURs, and the technical analysis and the ICA process;

(b) To advise on technical support tools to facilitate the technical analysis;

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<sup>4</sup> [Comparability means that estimates of emissions and removals reported by non-Annex I Parties in their inventories should be comparable among non-Annex I Parties. For this purpose, non-Annex I Parties should use the methodologies and formats agreed by the COP for estimating and reporting inventories.]

<sup>5</sup> Refers to additional technical information that may be provided by the Party concerned in accordance with decision 2/CP.17, annex IV, paragraph 4.

*Option 3:* With a view to continuously improving the technical analysis process, the secretariat will collect input from the TTE members and prepare a technical paper for consideration by the SBI as an input to the revision of the technical analysis guidelines and to the CGE for consideration in implementation of its work programme.]

*9<sup>th</sup> plenary meeting  
7 December 2012*

## Decision 18/CP.18

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

*The Conference of the Parties,*

*Recalling* the relevant provisions of the Convention, in particular Article 4, paragraphs 1, 3 and 7, and Article 12, paragraphs 1, 4, 5 and 7,

*Also recalling* decisions 8/CP.5, 3/CP.8, 17/CP.8, 8/CP.11, 5/CP.15, 1/CP.16, 2/CP.17 and 14/CP.17,

*Acknowledging* that the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention has made a substantial contribution to improving the process of, and preparation of, national communications from Parties not included in Annex I to the Convention (non-Annex I Parties) by providing technical advice and support and therefore enhancing the capacity of such Parties to prepare their national communications,

*Emphasizing* the importance of providing relevant technical advice and support for the process of the preparation of national communications, as well as the importance of providing a forum for non-Annex I Parties to share experiences of this process,

*Recognizing* that the preparation of national communications is a continuing process,

*Also recognizing* that the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention will also play an important role in facilitating technical advice and support for the preparation and submission of the first biennial update report,

1. *Decides* to extend for a term of one year, the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention including its current membership;
2. *Also decides* that the Consultative Group of Experts, in fulfilling its mandate, shall function in accordance with the terms of reference contained in the annex to decision 5/CP.15;
3. *Requests* the Consultative Group of Experts to develop, at its first meeting in 2013, a work programme for 2013, taking into account the current and future needs of Parties not included in Annex I to the Convention, the provisions under the Convention and the relevant decisions of the Conference of the Parties;
4. *Invites* Parties included in Annex II to the Convention and other Parties included in Annex I to the Convention in a position to do so to provide financial resources to enable the Consultative Group of Experts to implement the activities planned in accordance with its work programme in a timely manner;
5. *Decides* to forward the text of a draft decision contained in the annex to this decision, for consideration by the Subsidiary Body for Implementation at its thirty-eighth session, with a view to recommending a draft decision on this matter, for adoption by the Conference of the Parties at its nineteenth session.

## Annex

[English only]

### Draft decision text<sup>1</sup>

#### [Draft decision -/CP.18

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

*[The Conference of the Parties,*

*Recalling* the relevant provisions of the Convention, in particular Article 4, paragraphs 1, 3 and 7, and Article 12, paragraphs 1, 4, 5 and 7,

*Also recalling* decisions on 8/CP.5, 3/CP.8, 17/CP.8, 8/CP.11, *5/CP.15, 1/CP.16, 2/CP.17 and 14/CP.17.*

*Acknowledging* that the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention has made a substantial contribution to improving the process of preparation of national communications from Parties not included in Annex I to the Convention (non-Annex I Parties) by providing technical advice and support and therefore enhancing the capacity of such Parties to prepare their national communications,

*Recalling decision 1/CP.16, paragraph 60, that decided to enhance the reporting in national communications from non-Annex I Parties, and emphasizing that the CGE could provide also technical advice and support for the preparation of biennial update reports,*

*Having taken note of, as provided by the secretariat, the estimated budgetary implications of the actions requested of the secretariat in paragraph 10 below and other actions contained in the annex to this decision,*

*Also having taken note that the requirements for additional resources for the implementation of the relevant actions referred to in paragraph 10 below and in the annex to this decision cannot be met by the approved core budget of the secretariat for the biennium 2012–2013,*

*Emphasizing* the importance of providing relevant technical advice and support for the process of preparation of national communications *and biennial update reports,* as well as the importance of providing a forum for non-Annex I Parties to share experiences of this process,

*[Recognizing further that developing countries require further support in the process to enhanced reporting,]*

*Recognizing* that the preparation of national communications *and biennial update reports* is a continuing process,

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<sup>1</sup> At the thirty-seventh session of the Subsidiary Body for Implementation, Parties agreed to identify parts of the texts contained in this draft decision and its annex that are different from those contained in decision 5/CP.15 and its annex. The underlined texts in italics represent those texts.



1. Decides to continue the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention [for a period of [three years from 2013 to 2015][four years from 2013 to 2016] [five years from 2013 to 2017]][as a permanent expert group of the Convention];
2. Also decides that the Consultative Group of Experts, in fulfilling its mandate, shall function in accordance with the [revised] terms of reference contained in annex I to this decision;
3. Further decides that membership of the Consultative Group of Experts [should be increased from 24 to 28 with four additional members from Annex I Parties to the Convention (Annex I Parties)] [shall be the same as in decision 3/CP.8, annex, paragraphs 3–8 ] [should be expanded from 24 to 26 members in order to include one member from non-Annex I countries of Eastern European Group and an additional one member from Parties included in Annex I to the Convention (Annex I Parties)];
4. Decides that the Consultative Group of Experts shall be composed of experts [drawn from the UNFCCC roster of experts] with expertise in at least one of the following chapters of national communications or biennial update reports: greenhouse gas inventories, vulnerability and adaptation assessment, mitigation [financing, MRV/NAMAs, technology] and other matters related to the process of preparation of national communications and biennial update reports;
5. Encourages regional groups, in nominating their experts to the Consultative Group of Experts, to make every effort to ensure balanced representation in the areas of expertise indicated in paragraph 4 above [as well as taking into account gender balance in accordance with decision 36/CP.7];
6. Requests the secretariat to publish the list of the membership of the Consultative Group of Experts including their respective area of expertise and experience relating to national communications and/or biennial update reports, and notify the Subsidiary Body for Implementation of such appointments;
7. Further requests the Consultative Group of Experts to report on the progress of its work to the Subsidiary Body for Implementation [at its second meeting of each year] [at the SBI meeting during the COP session];
8. Decides to [initiate] review, at its [twenty-first] [twentieth] [twenty-fifth] session, [the term and mandate][mandate and terms of reference] of the Consultative Group of Experts [and the need for the continuation of the group], with a view to adopting a decision thereon [at the same session];
9. Requests the secretariat to facilitate the work of the Consultative Group of Experts by:
  - (a) Organizing meetings and workshops of the Consultative Group of Experts and compiling reports of its meetings and workshops for consideration by the Subsidiary Body for Implementation;
  - (b) Providing technical support to the Consultative Group of Experts as required, particularly in the areas of national greenhouse gas inventories, vulnerability and adaptation assessment, mitigation assessment, research and systematic observation, education, training and public awareness, technology transfer and capacity-building, [and also mitigation actions and assessments relating to institutional arrangements, assessment of gaps and needs, support received, domestic MRV, projections] as they relate to the process of and the preparation of national communications [or biennial update reports];
  - (c) Liaising with other relevant multilateral programmes and organizations to provide additional [financial and] technical support [disseminating the information

materials and technical reports prepared by the Consultative Group of Experts to Parties, relevant experts and organizations] to the Consultative Group of Experts as required related to the preparation of national communications and biennial update reports;

(d) [Providing technical and logistical support, as required [by committees, panels or working groups established to serve as technical experts for its functions including ICA;], [to the Consultative Group of Experts in [serving as] [building capacity for] the team of technical experts for international consultation and analysis;]]

10. [Invites][Urges] Parties included in Annex II to the Convention and other Parties [included in Annex I to the Convention] in a position to do so to [provide][contribute] financial resources to enhance the support by the secretariat to the work of the Consultative Group of Experts and to support the full operation of the work of the Consultative Group of Experts.

11. Requests that the actions of the secretariat called for in this decision be undertaken subject to the availability of financial resources.

## Appendix

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

1. [The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) shall have the objective<sup>[s]</sup> of:

(a) Improving the process of and preparation of national communications *and biennial update reports* from Parties not included in Annex I to the Convention (non-Annex I Parties), by providing technical advice and support to non-Annex I Parties;

(b) *Building capacity of the team of technical experts* referred to in decision 2/CP.17, annex IV, paragraph 3, for undertaking technical analysis of biennial update reports (BURs) from Parties not included in Annex I to the Convention (non-Annex I Parties) under *international consultation and analysis (ICA) process*.

(c) *Placeholder for objective(s) related to the role of CGE in technical analysis*.

2. The CGE, in fulfilling its mandate, shall:

(a) *[Identify and provide technical assistance regarding problems and constraints that have affected the process of and the preparation of national communications and biennial update reports by non-Annex I Parties;]*

(b) *[Provide technical assistance and support to non-Annex I Parties to facilitate the process of and preparation of their national communications and biennial update reports, with a view to improving the accuracy, consistency and transparency of the information in their national communications and biennial update reports, particularly with respect to reporting on national GHG inventories, vulnerability and adaptation assessments, mitigation, and cross-cutting issues (research and systematic observation, technology transfer, capacity-building, education, training and public awareness, information and networking and financial and technical support)];*

(c) *[Provide technical advice to non-Annex I Parties to facilitate the development and long-term sustainability of processes of the preparation of national communications and biennial update reports, including the elaboration of appropriate institutional arrangements and the establishment and maintenance of national technical teams, for the preparation of national communications and biennial update reports, including GHG inventories, on a continuous basis;]*

(d) *[Provide technical advice and assistance to non-Annex I Parties, upon request, on preparation and submission of their nationally appropriate mitigation actions;]*

(e) *[Provide recommendations, as appropriate, on elements to be considered in a future revision of the guidelines for the preparation of national communications and biennial update reports from non-Annex I, taking into account the difficulties encountered by non-Annex I Parties in the preparation of their national communications and biennial update reports;]*

(f) *Provide technical advice and support to Parties, upon request, 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 and biennial update reports by non-Annex I Parties.]*

(g) *Provide technical advice and support to Parties, upon request, on 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;

(h) [Provide information on [financial] support available and technical advice to non-Annex I Parties, and extract lessons learned and best practices on addressing constraints and gaps and related financial, technical, and capacity building needs, in particular on adaptation from non-Annex I national communications and biennial update reports:]

(i) Placeholder for ICA capacity building elements;

(j) Placeholder for any role of CGE in technical analysis

3. The CGE shall, in defining and implementing its work programme, take into account other relevant work by expert groups under the Convention [and should also engage, upon request, with the Adaptation Committee, Climate Technology Centre and Network, Technology Executive Committee, and the Durban Forum for In-Depth Discussion on Capacity-Building] in order to avoid duplication of work.

4. [In the light of the new mandate, CGE shall include in its work plan up to the nineteenth session of the Conference of the Parties, inter alia, the following task: to develop and agree on its revised rules of procedure, in view of its new activities, and recommend them to the Conference of the Parties for adoption.]

4alt. [The Consultative Group of Experts shall develop, at its first meeting, a work programme for 20XX–20XX.]

5. The CGE shall forward recommendations on matters indicated in paragraph 2 above for consideration by the SBI as appropriate.]]

9<sup>th</sup> plenary meeting  
7 December 2012