



Subsidiary Body for Implementation

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Administrative, financial and institutional matters

Budget performance for the biennium 2012–2013

Budget performance for the biennium 2012–2013 as at 30 June 2012

Note by the Executive Secretary*

Summary

The budget performance for the first six months of the biennium 2012–2013 of the trust funds administered by the secretariat is presented. The aim is to inform Parties of income and expenditure and the results achieved as at 30 June 2012. As at 30 June 2012, EUR 14.9 million, or 65.6 per cent of the total core budget indicative contributions expected for 2012, had been received. Voluntary contributions received amounted to USD 0.3 million under the Trust Fund for Participation in the UNFCCC Process and USD 3.7 million under the Trust Fund for Supplementary Activities. Approximately 46.8 per cent of the 2012 core budget had been spent. In addition, the secretariat had spent USD 6.9 million on various projects under the Trust Fund for Supplementary Activities and USD 1.7 million under the Trust Fund for Participation in the UNFCCC Process to cover the participation of eligible Parties at sessional meetings. This report also contains information on the status of the Trust Fund for the Clean Development Mechanism, the Trust Fund for the International Transaction Log and the Trust Fund for the Special Annual Contribution from the Government of Germany and on programme support costs. It further provides information on human resources and contains a detailed report on programme delivery.

* This document has been submitted late owing to the need for internal consultations.

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I. Introduction

A. Mandate

1. The Conference of the Parties (COP) and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), by decisions 18/CP.17 and 17/CMP.7, approved the programme budget for the biennium 2012–2013. The COP also requested the Executive Secretary to report to the COP at its eighteenth session on income and budget performance and to propose any adjustments that might be needed in the programme budget for the biennium 2012–2013.

B. Scope of the note

2. This document reports income and budget performance of the trust funds administered by the secretariat as at 30 June 2012. It should be read in conjunction with document FCCC/SBI/2011/2/Add.1, which contains the 2012–2013 biennial work programme of the secretariat, and document FCCC/SBI/2012/INF.12, which provides information on the status of contributions as at 15 November 2012. The document also provides information on human resources and programme delivery.

C. Possible action by the Subsidiary Body for Implementation

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

II. Income and expenditure report

A. Trust Fund for the Core Budget of the UNFCCC

4. The COP, by decision 18/CP.17, and the CMP, by decision 17/CMP.7, approved a total budget of EUR 48.5 million for the biennium 2012–2013 (see table 1).

Table 1

Approved core programme budget and source of income for the biennium 2012–2013

	2012 (EUR)	2013 (EUR)	Total (EUR)
Programme expenditures	21 507 201	21 258 557	42 765 758
Programme support costs	2 795 936	2 763 612	5 559 548
Adjustment to the working capital reserve	185 875	0	185 875
Total approved programme budget	24 489 012	24 022 169	48 511 181
Indicative contributions	22 722 074	22 255 231	44 977 305
Unspent balance or contributions from previous financial periods (carry-over)	1 000 000	1 000 000	2 000 000
Contribution from the Host Government	766 938	766 938	1 533 876
Total income	24 489 012	24 022 169	48 511 181

5. Table 2 shows the actual income to the Trust Fund for the Core Budget of the UNFCCC for the first six months of the biennium, which amounts to EUR 25.7 million. This consists mainly of EUR 14.9 million from indicative contributions received from Parties in 2012, a fund balance from previous financial periods (i.e. 2010–2011 carry-over) of EUR 9.7 million and a voluntary contribution from the Host Government of EUR 0.77 million.

Table 2
Core budget income as at 30 June 2012

	<i>2012 (EUR)</i>
Carry-over from 2010–2011 ^a	9 677 400
Indicative contributions for 2012 to the Convention	9 465 543
Indicative contributions for 2012 to the Kyoto Protocol	5 438 921
Voluntary contribution from the Host Government	766 938
Contributions for future years received in advance ^a	14 266
Interest, miscellaneous income and prior period savings ^a	295 243
Total income^b	25 658 311

^a Where applicable, the exchange rate used (USD 1 = EUR 0.804) is the official United Nations exchange rate for 30 June 2012.

^b Working capital reserve amounts to EUR 2,017,160.

6. As at 30 June 2012, of the 195 Parties to the Convention, 114 had not made their contributions for 2012, and of the 192 Parties to the Kyoto Protocol, 120 had not made their contributions for 2012.

7. Table 3 shows the approved core budget for 2012 by programme as well as the expenditures for the first six months of the biennium. As at 30 June 2012, expenditure amounted to EUR 10.1 million or 46.8 per cent of the approved budget for 2012.

Table 3
Approved 2012 core budget and expenditure by programme as at 30 June 2012

	<i>Budget (EUR)</i>	<i>Expenditure (EUR)</i>	<i>Expenditure as a percentage</i>
<i>A. Programme</i>			
Executive Direction and Management	2 185 987	1 099 978	50.3
Mitigation, Data and Analysis	5 144 506	2 141 900	41.6
Finance, Technology and Capacity-building	2 867 510	982 305	34.3
Adaptation	1 894 567	703 246	37.1
Sustainable Development Mechanisms	560 159	236 404	42.2
Legal Affairs	1 355 314	581 881	42.9
Conference Affairs Services	1 643 216	932 590	56.8
Communication and Knowledge Management Services	1 707 432	913 133	53.5
Information Technology Services	3 122 445	1 499 745	48.0
<i>B. Secretariat-wide operating</i>	1 691 236	966 177	57.1

	<i>Budget (EUR)</i>	<i>Expenditure (EUR)</i>	<i>Expenditure as a percentage</i>
<i>costs^a</i>			
Subtotal (A + B)	22 172 372	10 057 359	45.4
Less: extraordinary efficiency dividend	665 171		
Total^b	21 507 201	10 057 359	46.8

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

^b Excludes programme support costs and adjustment to the working capital reserve.

8. Table 4 presents the approved core budget for 2012 and expenditure to the end of June 2012 by object of expenditure. “Staff costs” include salaries and common staff costs, salaries of short-term staff, temporary assistance and overtime. External expertise, both individual and institutional, is included under “Consultants”. Travel of staff on official missions is shown separately from travel of experts to workshops and informal consultations. Payments to suppliers for goods and services and other running costs such as telecommunication charges are combined under “General operating expenses”. “Grants and contributions” include payments to the United Nations Common Services Unit in Bonn, Germany, for premises management, which provides logistical and administrative services to the secretariat, and the annual contribution to the Intergovernmental Panel on Climate Change (IPCC).

Table 4

Approved 2012 core budget and expenditure by object of expenditure as at 30 June 2012

<i>Object of expenditure</i>	<i>Budget (EUR)</i>	<i>Expenditure (EUR)</i>	<i>Expenditure as a percentage</i>
Staff costs	16 547 976	7 421 652	44.8
Consultants	746 884	345 186	46.2
Expert groups	1 095 675	329 814	30.1
Travel of staff	739 597	312 958	42.3
General operating expenses	2 212 968	1 208 253	54.6
Grants and contributions	829 272	439 496	53.0
Subtotal	22 172 372	10 057 359	45.4
Less: extraordinary efficiency dividend	665 171		
Total^a	21 507 201	10 057 359	46.8

^a Excludes programme support costs and adjustment to the working capital reserve.

9. Some objects of expenditure remain under the ideal implementation rate of 50 per cent as at 30 June 2012. For example, expenditure for expert groups is low primarily because several Compliance Committee meetings, as well as all centralized reviews to be coordinated by the Mitigation, Data and Analysis (MDA) programme, are planned for the second half of 2012. Expenditures for staff costs are expected to increase in the next six months to reflect the settlement of education grants for the academic year 2011–2012. Some objects of expenditure have an implementation rate greater than 50 per cent, which reflects the fact that payments for some services are invoiced only once or twice a year, for example languages classes, communication charges, mailing, etc., but have already been obligated.

B. Trust Fund for Participation in the UNFCCC Process

10. The Trust Fund for Participation in the UNFCCC Process supports the participation of representatives of eligible developing country Parties and Parties with economies in transition, in the sessions of the COP and its subsidiary bodies, using voluntary contributions. Parties are eligible for funding if their per capita gross domestic product did not exceed USD 7,500 in 2007 according to the statistics published by the United Nations Conference on Trade and Development. This ceiling is raised to USD 14,000 for small island developing States.

11. Table 5 shows the income and expenditure under the Trust Fund for Participation in the UNFCCC Process as at 30 June 2012. For this period, total income amounted to USD 5.6 million and consists mainly of USD 5.1 million from the carry-over balance of 2010–2011 and USD 0.3 million in voluntary contributions received by the secretariat.

12. Expenditure for the first six months of the biennium 2012–2013 amounted to USD 1.7 million, which covered the participation of representatives of eligible Parties at the May 2012 sessions, leaving a balance of income over expenditure of USD 3.9 million. This balance, together with any further voluntary contributions to the trust fund, will be used to cover the participation of representatives of eligible Parties at the sessions of the ad hoc working groups held in Bangkok, Thailand, from 30 August to 5 September 2012 and to cover the participation of representatives of eligible Parties at COP 18/CMP 8, to be held in Doha, Qatar, at the end of the year.

Table 5

Status of the Trust Fund for Participation in the UNFCCC Process as at 30 June 2012

(United States dollars)

<i>Income</i>	
Carry-over from 2010–2011	5 121 373
Voluntary contributions received in 2012	311 951
Interest	20 549
Miscellaneous income	110 936
Total income	5 564 809
<i>Expenditure</i>	
Travel of 199 participants to the thirty-sixth sessions of the SBI and the SBSTA, AWG-KP 17, AWG-LCA 15 and ADP 1	1 432 589
Other travel-related costs	35 536
Programme support costs	190 856
Total expenditure	1 658 981
Balance^a	3 905 828

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

^a Excludes the operating reserve of USD 672 648.

C. Trust Fund for Supplementary Activities

13. A number of mandated core activities continue to be funded from the Trust Fund for Supplementary Activities through voluntary contributions made by Parties, enabling the secretariat to implement the work programme for this biennium more effectively, including support of the negotiations under the ad hoc working groups.

14. Table 6 shows the income and expenditure under the Trust Fund for Supplementary Activities as at 30 June 2012.

15. Voluntary contributions amounting to USD 3.7 million were received during the reporting period. Other sources of income to the Trust Fund for Supplementary Activities include the fund balance of USD 26.5 million carried over from the biennium 2010–2011, joint implementation (JI) fees, interest income and miscellaneous income, totalling USD 33.0 million as at 30 June 2012.

16. Expenditures under the Trust Fund for Supplementary Activities amounted to USD 6.9 million as at 30 June 2012. The unspent balance of USD 26.1 million together with any further voluntary contributions received will be used to finance ongoing activities for the remainder of this biennium.

Table 6

Status of the Trust Fund for Supplementary Activities as at 30 June 2012

(United States dollars)

<i>Income</i>	
Carry-over from 2010–2011	26 534 977
Voluntary contributions received in 2012	3 709 322
Joint implementation fees	1 942 886
Interest	111 552
Miscellaneous income	721 967
Total income	33 020 704
<i>Expenditure</i>	
Expenditure	6 117 434
Programme support costs	795 137
Total expenditure	6 912 571
Balance^a	26 108 133

^a Excludes the operating reserve of USD 2,500,000.

D. Trust Fund for the Clean Development Mechanism

17. Table 7 highlights the income and expenditure for the Trust Fund for the Clean Development Mechanism as at 30 June 2012. Income for the biennium 2012–2013 amounts to USD 153.6 million and consists mainly of funds carried over from the previous biennium of USD 119.2 million and clean development mechanism (CDM) fees of 33.2 million.

18. Expenditure as at 30 June 2012 amounted to USD 22.3 million, leaving an unspent balance of USD 131.2 million or USD 86.2 million after accounting for the operating reserve of USD 45 million.

Table 7
Status of the Trust Fund for the Clean Development Mechanism as at 30 June 2012
 (United States dollars)

<i>Income</i>	
Carry-over from 2010–2011	119 203 135
Clean development mechanism fees	33 232 945
Interest	520 422
Miscellaneous income	607 671
Total income	153 564 173
<i>Expenditure</i>	
Expenditure	19 766 571
Programme support costs	2 569 673
Total expenditure	22 336 244
Balance^a	131 227 929

^a Excludes the operating reserve of USD 45 million.

E. Trust Fund for the International Transaction Log

19. Table 8 shows the income to the Trust Fund for the International Transaction Log as at 30 June 2012. Income for 2012 amounted to EUR 6.4 million, which consists mainly of EUR 4.0 million from funds carried over from the previous biennium and fees of 2.3 million (80.5 per cent of fees for the year).

Table 8
Income to the Trust Fund for the International Transaction Log as at 30 June 2012
 (Euros)

<i>Income</i>	
Carry-over from 2010–2011 ^a	4 038 951
International transaction log fees for 2012	2 321 614
Interest and miscellaneous income ^a	54 578
Total income^b	6 415 143

^a Where applicable, the exchange rate used (USD 1 = EUR 0.804) is the official United Nations exchange rate for 30 June 2012.

^b Operating reserve amounts to EUR 239,680.

20. Table 9 shows the approved budget for 2012 by object of expenditure, as well as the expenditure under the Trust Fund for the International Transaction Log as at 30 June 2012. For detailed information on the budget performance of the international transaction log (ITL), see the annual report of the administrator of the ITL under the Kyoto Protocol (FCCC/KP/CMP/2012/8).

Table 9
Approved 2012 budget and expenditure under the Trust Fund for the International Transaction Log by object of expenditure as at 30 June 2012

<i>Object of expenditure</i>	<i>Budget (EUR)</i>	<i>Expenditure (EUR)</i>	<i>Expenditure as a percentage</i>
Staff costs	734 784	291 855	39.7
Contractors and consultants	1 647 864	1 261 008	76.5
Expert groups	17 748	–	–
Travel of staff	17 508	1 422	8.1
General operating expenses and contributions to common services	137 592	61 367	44.6
Total^a	2 555 496	1 615 652	63.2

^a Excludes programme support costs and adjustment to the working capital reserve.

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

21. As part of its offer to host the secretariat in Bonn, the Government of Germany makes a special annual contribution to the secretariat of EUR 1.8 million. As at 30 June 2012, the contribution for 2012 had been received in full. The contribution to the Trust Fund for the Special Annual Contribution from the Government of Germany (Bonn Fund) was used to pay for the logistical arrangements for the sessions held in Bonn during the reporting period.

22. Table 10 shows income and expenditure under the Bonn Fund in 2012 as at 30 June 2012. After accounting for the total expenditure of EUR 1.7 million and the operating reserve of EUR 241,200, the unspent balance of the fund amounts to EUR 40,848; this is expected to be fully spent by the end of 2012.

Table 10
Status of the Bonn Fund as at 30 June 2012
 (Euros)

<i>Income</i>	
Carry-over from 2010–2011 ^a	221 130
Contributions	1 789 522
Interest income and prior period income	4 701
Total income	2 015 353
<i>Expenditure</i>	
Conference support	1,108,221
Conference information support	232,360
Share of costs for common services	9,018
Reimbursable value added tax	184,299
Programme support costs	199,407
Total expenditure	1 733 305
Balance^b	282 048

^a Where applicable, the exchange rate used (USD 1 = EUR 0.804) is the official United Nations exchange rate for 30 June 2012.

^b Excludes the operating reserve of EUR 241,200.

G. Programme support costs

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

24. Table 11 shows the status of the programme support costs for the first six months of 2012. As at 30 June 2012, income amounted to USD 18.9 million and consisted of USD 13.3 million of funds carried over from the previous biennium, programme support cost income of USD 5.5 million, and interest and miscellaneous income of USD 68,700.

25. During the same period, USD 5.0 million was used to cover staff and non-staff costs. The main charges for services rendered by the United Nations Office at Geneva for the first six months had not yet been paid. After accounting for the operating reserve of USD 5.5 million, the unspent balance of the special account for programme support costs amounts to USD 8.4 million.

Table 11

Status of the special account for programme support costs as at 30 June 2012

(United States dollars)

<i>Income</i>	
Carry-over from 2010–2011	13 317 393
Programme support costs income from trust funds	5 504 085
Interest and miscellaneous income	68 700
Total income	18 890 178
<i>Expenditure</i>	
Secretariat staff costs	3 665 095
Secretariat non-staff costs	1 310 887
Services rendered by the United Nations	6 081
Total expenditure	4 982 063
Balance^a	13 908 115

^a Excludes the operating reserve of USD 5,478,934.

III. Programme delivery

26. Programme delivery is based on the work programme for the biennium 2012–2013 and on mandates given to the secretariat after the presentation of the work programme. This section should therefore be read in conjunction with document FCCC/SBI/2011/2/Add.1, which outlines the work programme.

27. The following chapters provide a brief overview of each programme's responsibilities, indicate whether the expected results of the work programme for the

biennium are being achieved and summarize the activities that have contributed to the secretariat's achievements.

A. Executive Direction and Management

28. The overall purpose of the Executive Direction and Management (EDM) programme is to lead the secretariat in its response to the needs of the Convention and Kyoto Protocol bodies and processes and to ensure the overall coherence of the work of the secretariat. The Executive Secretary and the Deputy Executive Secretary provide strategic direction for the secretariat and represent the organization externally. EDM supports the COP and the CMP as well as the COP President and the COP Bureau directly. The programme coordinates the secretariat's support for the Ad Hoc Working Group on Long-term Cooperative Action under the Convention (AWG-LCA), the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol (AWG-KP) and the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP), as well as related activities. The Executive Secretary consults closely with Parties, coordinates cooperation with other organizations, in particular within the United Nations system, and reaches out to stakeholders worldwide to encourage their support for the objectives and the implementation of the Convention.

29. Continuing efforts launched in the previous biennium, the Executive Secretary worked in the first half of 2012 to consolidate a number of important change initiatives into a strategic framework through which the secretariat continuously improves its operations and becomes a top-performing organization. This framework, organized around three pillars, 'People', 'Processes' and 'Impact', includes concrete measures and targets for the mid and long term.

30. Under the 'Impact' pillar, the secretariat seeks to optimally anticipate and respond to the evolving needs of Parties and the climate change process. An important element of this effort was launched at the beginning of 2012, when the senior Management Team (MT) undertook a comprehensive assessment of the outcomes of COP 17/CMP 7 and initiated a strategic conversation on the implications of the Durban Outcomes for the secretariat. Work has since progressed in three major streams: a comprehensive planning exercise aimed at optimizing deployment of resources to move the regime forward; work by the in-house Intergovernmental Planning Committee to address process management challenges arising from the Durban Outcomes; and work by a high-level Implementation Coordination Committee to maintain an overview of the strategic direction of the secretariat's efforts to implement the Durban Outcomes. An important element was effective secretariat support to the work of the ad hoc working groups, including the newly established ADP. Intensive fundraising efforts by the Executive Secretary ensured the availability of appropriate resources for informal additional sessions of the working groups in Bangkok in August and September 2012.

31. Above and beyond direct support to Parties in the UNFCCC negotiation process, the programme has continued to strengthen its coordination role within the secretariat with regard to cooperation with the United Nations Secretariat, specialized agencies and international organizations in support of the UNFCCC process and the implementation of COP and CMP decisions. To that end, the secretariat has launched a long-term process for streamlining its cooperation with intergovernmental organizations to ensure that their enhanced efforts focus on supporting Parties in their actions to implement the Convention and its Kyoto Protocol. Additionally, the Executive Secretary has extended the appointment of a senior liaison officer to work with the Office of the Secretary-General in New York to ensure closer coordination and continued effective cooperation. The Executive Secretary has participated in a number of key events, including the United Nations Conference on

Sustainable Development (Rio+20), ensuring effective outreach for enhancing stakeholder engagement and support for climate action worldwide.

32. Outreach to a broad range of stakeholders and the establishment of new partnerships, including with relevant United Nations system entities, international organizations, foundations and private-sector entities, are another priority of the Executive Secretary and EDM. The secretariat has entered into formal partnerships with the United Nations Environment Programme and the United Nations Global Compact Office in the Caring for Climate Initiative,¹ and with the Bill and Melinda Gates Foundation in the Momentum for Change initiative,² urban pillar. A number of formal partnerships with other stakeholders are being explored at present and will be reported on in the future.

33. Responding to Parties' needs for comprehensive information on the climate change process, the Executive Secretary ensured timely issuance of the reports on the sessions of the COP, the CMP, the subsidiary bodies and the ad hoc working groups, as well as compilation and publication on the UNFCCC website of information communicated by Parties, including submissions made by Parties with a view to advancing the work of the ad hoc working groups. The secretariat also increased communication efforts in relation to the implementation of the Convention and its Kyoto Protocol by establishing a new Implementation Updates section on the UNFCCC website.

34. In terms of secretariat internal processes, the strategic framework seeks to improve the efficiency, quality and environmental sustainability of its operations. In this context, EDM has been strengthening the strategic focus of the work of the MT, in particular on internal policies and processes, and the coordination of efforts aimed at achieving efficiency gains, strengthening innovation and coordinating a number of change activities across the secretariat. In relation to the work of the MT, the Executive Secretary has instituted a system of subcommittees on finance, human resources, information technology (IT), strategic communications and ethics, with the aim of more efficient decision-making at the MT level. In relation to efficiency measures, the MT approved a plan to achieve higher levels of efficiency and continuous improvement in the secretariat. The selected approach includes a number of fact-based tools and a facilitative process based on Lean/Six Sigma, which aims at maximizing value by eliminating waste and improving operations. Two pilot projects, on enhancing the UNFCCC recruitment process and streamlining the processing of CDM registration and issuance fees, were conducted and approved solutions are being implemented. A consultant provides training, mentoring and coaching with a view to building sufficient in-house capacity by the end of 2012 to enable secretariat staff to undertake process reviews and report on the benefits resulting from the improvements.

35. Lastly, the Executive Secretary has continued efforts to create a healthy working environment that motivates, retains and attracts top-performing staff, a key objective under the 'People' pillar of the secretariat's framework for a top-performing organization. In this regard, enhanced efforts were undertaken in the reporting period to strengthen the management and human resources framework of the secretariat. As a result of those initiatives, 60 per cent of senior managers completed a leadership development programme, 40 per cent of mid-level managers undertook management development programmes and 70 per cent of all supervisors participated in supervisory skills training. Those efforts are ongoing, with a view to providing relevant training to all managers and supervisors. In addition, mandatory ethics training was introduced and completed by 100 per cent of staff. Furthermore, a new learning strategy, aimed at enhancing key competencies and skill sets among secretariat staff, was adopted as part of a comprehensive human resources strategy framework for 2012–2014. The framework includes specific measures to attain gender

¹ <http://www.unglobalcompact.org/issues/environment/climate_change/>.

² <http://unfccc.int/secretariat/momentum_for_change/items/6214.php>.

balance for posts at the Professional level and above, enhance performance management and accountability at all levels, and maintain appropriate geographical distribution of staff. Other initiatives undertaken by EDM focused on creating a healthier working environment.

B. Mitigation, Data and Analysis

36. MDA supports the intergovernmental process in relation to mitigation, including activities relating to mitigation by developed country Parties, nationally appropriate mitigation actions (NAMAs) by developing country Parties, reducing emissions from deforestation and forest degradation in developing countries (REDD), sectoral approaches and bunker fuels, and response measures, and facilitates consideration of information and data provided by all Parties through their national communications, greenhouse gas (GHG) inventories and other relevant submissions.

37. In the reporting period, the programme continued supporting various elements of the Bali Action Plan and the Cancun Agreements relating to enhanced action on mitigation, including support for communication and consideration of information by both 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).

38. Support provided by the programme for the communication and consideration of information by Annex I Parties included the following:

- (a) Coordinating the expert reviews of the fifth national communications;
- (b) Enhancing training of experts to enable a sufficient number of well-trained and prepared experts from both Annex I and non-Annex I Parties to successfully participate in review activities under the Convention and its Kyoto Protocol;³
- (c) Publishing 25 reports on the technical review of GHG inventories of Annex I Parties conducted in the 2011 inventory reporting and review cycle for Annex I Parties;
- (d) Providing technical support to two meetings of the Compliance Committee, at which information from inventory review reports was considered;
- (e) Receiving and processing annual GHG inventory submissions from all 43 Annex I Parties as part of the 2012 inventory reporting and review cycle for Annex I Parties, including submissions of supplementary information under Article 7, paragraph 1, of the Kyoto Protocol for those Annex I Parties that are also Parties to the Kyoto Protocol;⁴
- (f) Preparing and publishing all 43 annual status reports for GHG inventory submissions from Annex I Parties⁵ and publishing part I of the synthesis and assessment report,⁶ which compiles and compares the data reported across Parties;

³ For example, the secretariat launched a new course on the review of inventory estimates obtained using more complex and data intensive methods. A total of 118 experts have already enrolled in this course.

⁴ The data submitted by Parties have been made available on the UNFCCC website in their original form <http://unfccc.int/national_reports/annex_i_ghg_inventories/national_inventories_submissions/items/6598.php> as well as in a searchable database format in the GHG data interface <http://unfccc.int/ghg_data/items/3800.php>.

⁵ <http://unfccc.int/national_reports/annex_i_ghg_inventories/inventory_review_reports/items/6617.php>.

⁶ <<http://unfccc.int/resource/webdocs/sai/2012.pdf>>.

(g) Organizing and supporting the 9th meeting of the lead reviewers for GHG inventories of Annex I Parties in Bonn in March 2012, which provided further guidance on the organization of the reviews of GHG inventories from Annex I Parties;⁷

(h) Completing the development of a new version of the CRF Reporter software, which will enable Annex I Parties to report their GHG inventories in accordance with the revised UNFCCC reporting guidelines on annual inventories for Annex I Parties adopted by decision 15/CP.17;⁸

(i) Supporting the development of modalities for measurement, reporting and verification of developed countries' commitments and actions under the Subsidiary Body for Scientific and Technological Advice (SBSTA).

39. Support provided for the communication and consideration of information by non-Annex I Parties included the following:

(a) Assisting the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) in providing technical assistance to non-Annex I Parties on the process of and preparation of their national communications;⁹

(b) Receiving, processing and publishing 12 second national communications from non-Annex I Parties and one third national communication from a non-Annex I Party on the UNFCCC website;¹⁰

(c) Collaborating with partners on assisting non-Annex I Parties in enhancing capacity to establish and maintain sustainable GHG inventory management systems and compiling a well-documented inventory in the agriculture, land use, land-use change and forestry sectors.

40. MDA continued supporting the process relating to NAMAs, including through the following:

(a) The development of a prototype of the NAMA registry and its presentation to Parties at SBI 36;

(b) The provision of templates on the UNFCCC website for early submissions of different types of NAMAs and information on support;

(c) The organization of a workshop for participants in Asia and Eastern Europe to support developing countries in the preparation and implementation of NAMAs.¹¹

⁷ Responding to the suggestions formulated by the lead reviewers at that meeting, MDA will be piloting several new approaches during these reviews, such as the use of a virtual team room as a collaboration tool and the organization of more focused centralized reviews with only two or three Parties per expert review team.

⁸ The trial version of the new CRF Reporter is scheduled for release on 1 October 2012.

⁹ MDA organized three regional hands-on training workshops planned under the work programme of the CGE. The reports of the workshops are available on the UNFCCC website at <http://unfccc.int/national_reports/non-annex_i_natcom/cge/items/2608.php>.

¹⁰ <http://unfccc.int/national_reports/non-annex_i_natcom/items/2979.php>. The GHG-related data reported in those national communications were incorporated in the GHG data interface online over the course of two updates that were implemented within the reporting period, one in March 2012 and another in June 2012. The March release also included data from five national communications that were submitted in December 2011 and the June release contained data from 11 national communications.

¹¹ This workshop took place in Yerevan, Armenia, from 2 to 4 July 2012. A total of 73 experts, including 36 from Parties and 19 from international organizations, exchanged views and experiences on institutional and financial aspects of NAMAs.

41. The work of the programme during the reporting period on methodological and scientific matters included the following:

(a) Providing support for the work of the AWG-KP and the AWG-LCA on developed countries' mitigation, including preparing technical papers and organizing workshops;

(b) Preparing a technical paper on financing options for the full implementation of results-based actions relating to REDD;¹²

(c) Supporting the development of modalities for measuring, reporting and verifying anthropogenic forest-related emissions by sources and removals by sinks and forest carbon stock and forest area changes resulting from the implementation of REDD-plus¹³ activities;

(d) Maintaining and enhancing information sharing in relation to REDD and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries through the REDD Web Platform;¹⁴

(e) Developing and making fully operational the UNFCCC REDD-Forum;¹⁵

(f) Providing support to the SBSTA for its ongoing work on emissions from international aviation and maritime transport and common metrics, as well as on the launch of the work on agriculture and land use, land-use change and forestry.

42. MDA continued providing substantive support to the operation of the ITL. Preliminary technical analysis of the changes that may be required in the ITL and in the compilation and accounting database in the transition to the second commitment period under the Kyoto Protocol has been conducted. MDA also provided support to the European Union and its member States for the consolidation of European Union registries into one technical system.

43. At the sessional meetings held in May 2012, MDA continued playing a key role in supporting negotiations under the subsidiary bodies and the ad hoc working groups established under the Convention and/or its Kyoto Protocol.¹⁶

¹² FCCC/TP/2012/3.

¹³ Policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries; and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries.

¹⁴ Decision 2/CP.13, paragraph 10, <http://unfccc.int/methods_science/redd/items/4531.php>.

¹⁵ <<http://www.unfccc-redd-forum.net/>>.

¹⁶ Support was provided in various areas under consideration by the bodies, including the following: developed and developing country Party mitigation; policy approaches and positive incentives on issues relating to REDD; quantified emission limitation and reduction commitments for Annex I Parties; enhancing mitigation ambition; scientific, technical and socioeconomic aspects of mitigation of climate change; emissions from fuel used for international aviation and maritime transport; common metrics to express in carbon equivalence the emissions of GHGs other than carbon dioxide; international assessment and analysis related to the quantified economy-wide emission reduction targets for developed country Parties; the diversity of NAMAs; the prototype of the NAMA registry; the development of general guidelines for domestic measurement, reporting and verification of domestically supported NAMAs; the economic and social consequences of response measures; national communications from non-Annex I Parties; the composition, modalities and procedures of the team of technical experts under international consultation and analysis; and the launch of work programmes under the SBSTA on land use, land-use change and forestry and on agriculture.

C. Finance, Technology and Capacity-building

44. The overall purpose of the Finance, Technology and Capacity-building (FTC) programme is to support the mobilization of financial resources, international cooperation on technology development and transfer, capacity-building, and education, training and public awareness to enable enhanced action by Parties related to climate change. The programme also coordinates secretariat support for the SBSTA and contributes to the support of the SBI, ensuring its effective and efficient functioning.

45. During the reporting period, the programme supported Parties in advancing the intergovernmental work and negotiations under the SBI, SBSTA and AWG-LCA on issues related to the initial review of the Adaptation Fund, the Least Developed Countries Fund, the Special Climate Change Fund, the linkage modalities and rolling workplan of the Technology Executive Committee (TEC), the selection of the host of the Climate Technology Centre, the Poznan strategic programme on technology transfer, the third review of the implementation of the framework for capacity-building in countries with economies in transition and the review of the implementation of the amended New Delhi work programme on Article 6 of the Convention.

46. FTC continued working on the finance portal¹⁷ by updating information presented in the fast-start finance and Global Environment Facility (GEF) modules and by developing and launching a new module on the Adaptation Fund.¹⁸ Updates included submissions by Parties as well as information provided regularly by the GEF and the Adaptation Fund. Feedback received from stakeholders involved in climate finance indicates a high level of satisfaction with the information on financial flows made available through the finance portal.

47. During the reporting period, the programme, in collaboration with the Adaptation Fund Board secretariat, organized two regional workshops¹⁹ that successfully contributed to familiarizing representatives of Parties and observer organizations from the Pacific region and from Asia and Eastern Europe with the process of and the requirements for the accreditation of national implementing entities for direct access under the Adaptation Fund.

48. FTC continued liaising with the GEF on a number of matters, including the finance portal, climate change activities under the GEF Trust Fund and the development of the GEF private-sector engagement strategy. The programme, in collaboration with the GEF secretariat, organized a joint retreat of the two secretariats that resulted in enhanced collaboration and exchange of information with regard to the implementation of COP guidance in a number of areas, including technology transfer, mitigation, adaptation and enabling activities.

49. FTC supported the design and implementation of the work programme on long-term finance, which included the provision of logistical and substantive support for the first workshop, held in Bonn in July 2012.²⁰ Around 140 participants, including representatives

¹⁷ <<http://unfccc.int/pls/apex/f?p=116:1:1273473751496967>>.

¹⁸ <http://unfccc.int/cooperation_and_support/financial_mechanism/adaptation_fund/items/6668.php>. The module displays project data as provided by the Adaptation Fund Board after each of its meetings.

¹⁹ More information on the workshops, including the workshop materials, is available on the UNFCCC website at <http://unfccc.int/cooperation_and_support/financial_mechanism/adaptation_fund/items/6193.php>.

²⁰ Workshop documents and presentations are available on the UNFCCC website at <http://unfccc.int/cooperation_support/financial_mechanism/long-term_finance/items/6963.php>. Information on social media and web tools applied to facilitate communication exchange and openness of the work programme on long-term finance is available at

of Parties, observer organizations and academia, attended the workshop and feedback received indicates a high level of satisfaction with the arrangements and presentations made. In addition, the programme started preparing the 1st meeting of the Standing Committee, scheduled for September 2012.

50. The programme supported the organization of the 2nd and 3rd meetings²¹ of the TEC in February and May 2012 and the preparation and implementation of the rolling workplan of the TEC for 2012–2013. Support to the TEC included organizing the thematic dialogue on enabling environments and barriers to technology transfer during its 3rd meeting, establishing inventories on existing technology road maps and tools and relevant activities on technology development and transfer undertaken by relevant organizations and designing a new technology information platform within the technology information clearing house (TT:CLEAR). FTC also supported the TEC in developing its initial linkage modalities with other institutional arrangements.

51. The selection process for the host of the Climate Technology Centre was also facilitated, including by issuing the call for proposals, convening and supporting the evaluation panel to assess the proposals received and communicating with proponents during the selection process. As a result, the SBI adopted a ranked list of three proponents at its thirty-sixth session.

52. The programme continued supporting the implementation of the frameworks for capacity-building in developing countries and in countries with economies in transition. It briefed partner agencies on new and emerging priorities of developing countries and collected information on capacity-building activities from 265 governmental, intergovernmental and non-governmental entities. Furthermore, it organized the first meeting of the Durban Forum;²² feedback received from participants, including representatives of Parties, intergovernmental and non-governmental organizations and the private sector, indicates a high level of satisfaction with the meeting arrangements.

53. FTC also facilitated the implementation of the amended New Delhi work programme by fostering partnerships and catalysing action²³ by intergovernmental and non-governmental organizations, organizing a workshop on the implementation of Article 6 of the Convention in the least developed countries (LDCs),²⁴ providing support to 78 national focal points for Article 6 of the Convention, continuing the work on the further development of CC:iNet through regular updates of content and its promotion through the secretariat's social media outlets, and coordinating the United Nations Joint Framework Initiative on Children, Youth and Climate Change through a regular exchange of information and the organization of youth briefings with the SBI Chair and the Executive Secretary at SBI 36.

<http://unfccc.int/cooperation_support/financial_mechanism/long-term_finance/items/6966.php> and <http://unfccc.int/cooperation_support/financial_mechanism/long-term_finance/items/6972.php>.

²¹ <<http://unfccc.int/ttclear/jsp/TECMeeting.jsp>>.

²² Information on the meeting is available on the UNFCCC website at <http://unfccc.int/cooperation_and_support/capacity_building/items/6802.php>. The report on the meeting (FCCC/SBI/2012/20) will be considered by the SBI at its thirty-seventh session.

²³ This included the coordination of the United Nations Joint Framework Initiative on Children, Youth and Climate Change <http://unfccc.int/cc_inet/cc_inet/youth_portal/items/6519.php> and the provision of policy advice to members of UN CC:Learn <<http://www.uncclearn.org/>>.

²⁴ <http://unfccc.int/cooperation_and_support/education_and_outreach/items/6903.php>.

D. Adaptation

54. The Adaptation programme supports Parties, in particular developing country Parties, in assessing, developing and implementing adaptation plans, policies and actions aimed at reducing vulnerability and building resilience, and in improving the scientific basis for international climate policy and action on climate change, including by facilitating the review of the adequacy of the long-term temperature global goal. The programme supports intergovernmental work and negotiations on these matters, as well as on a shared vision for long-term cooperative action.

55. In the reporting period the Adaptation programme continued facilitating the implementation of the Cancun Adaptation Framework through the following:

(a) Supporting the implementation of the work programme on loss and damage associated with climate change impacts in developing countries that are particularly vulnerable to the adverse effects of climate change. This included organizing a range of mandated activities, such as the organization of an expert meeting on assessing the risk of loss and damage,²⁵ the preparation a technical paper to serve as input to that meeting²⁶ and the preparation of the respective meeting report. The programme also organized the first of four expert meetings on approaches to address loss and damage associated with the adverse effects of climate change,²⁷ held in Addis Ababa, Ethiopia, and prepared a background paper for that meeting. Attendance at both meetings was high, with representatives of a broad and balanced range of Parties, organizations and experts. The programme received positive feedback from all stakeholders for the meetings and the supporting documents;

(b) Supporting the process for the formulation and implementation of national adaptation plans (NAPs) by the LDCs and by other interested developing country Parties, as appropriate, including through the publication of a synthesis report,²⁸

(c) Supporting the work of the Adaptation Committee by preparing for its 1st meeting.²⁹

56. The programme supported the Least Developed Countries Expert Group (LEG) by making logistical, travel and organizational arrangements for its 21st meeting.³⁰ In addition, the Adaptation programme continued supporting the implementation of the LEG work programme, including the development of technical guidelines for the NAP process, support for the NAP process and support for NAPAs and other elements of the LDC work programme.

57. Continued engagement of a wide range of stakeholders in support of the Nairobi work programme on impacts, vulnerability and adaptation to climate change has resulted in a 15 per cent increase in the number of Nairobi work programme partner organizations, with the number of associated action pledges also seeing an increase.³¹ The programme facilitated knowledge-sharing among organizations, institutions, experts, communities and the private sector through, inter alia, continuously updating all relevant information on the work programme and its partner organizations on its website.³² A recent example of knowledge-sharing includes the PSI (private-sector initiative) database of actions on

²⁵ For the meeting report, see document FCCC/SBI/2012/INF.3.

²⁶ FCCC/TP/2012/1.

²⁷ <<http://unfccc.int/6872.php>>.

²⁸ FCCC/SBI/2012/8.

²⁹ Owing to the delayed submission of membership nominations to the secretariat, the 1st meeting of the Adaptation Committee was held after the reporting period.

³⁰ For the report of the meeting, see FCCC/SBI/2012/7.

³¹ FCCC/SBSTA/2012/INF.1.

³² <<http://unfccc.int/3633.php>>.

adaptation, which was formally launched during COP 17. This database features nearly 100 case studies of sustainable and profitable climate change adaptation activities pioneered by private companies. The programme also facilitated collaboration with partner organizations and a wide range of stakeholders in the implementation of its mandated activities in various ways. One example is an expert round table, hosted in March 2012 by a Nairobi work programme partner organization. The aim of the meeting was to generate insight from water experts on possible thematic inputs in the planning of a technical workshop that the SBSTA mandated the secretariat to carry out before its thirty-seventh session.³³ Twenty-one experts from 16 global and regional organizations working on water and climate change adaptation shared their knowledge and expertise and made recommendations to help plan the technical workshop, and discussed the next collaborative steps in furthering the discourse on water issues under the Nairobi work programme.

58. In the area of research and systematic observation, the programme continued facilitating the flow of information and communication on research activities and findings as well as on research needs in the context of decisions 9/CP.11 and 16/CP.17. It continued organizing the mandated research dialogue, including the meeting held during the thirty-sixth session of the SBSTA with representatives of regional and international research programmes and organizations, the IPCC and Parties from all major Party groups.³⁴

59. The Adaptation programme supported negotiations under the AWG-LCA on the initial review of the adequacy of the long-term global goal contained in the Cancun Agreements, which will commence in 2013, and the identification of a global goal for reducing global emissions by 2050 and for global peaking of those emissions. The programme organized an in-session workshop on equitable access to sustainable development in support of the negotiations on the identification of the global goal for reducing emissions and their time frame for peaking. The workshop also included a discussion on the application of the principle of equity.³⁵ Sixteen presentations were made at the workshop, mostly by heads of delegations, and an interactive exchange followed among Parties. The meeting was well received by all Parties, and was the first step in addressing this issue. A follow-up discussion was organized during the Bangkok informal sessions in August and September 2012.

60. Under its various workstreams, the programme continued its collaboration with many multilateral, international, regional and national organizations, including the GEF, the IPCC, the World Meteorological Organization, the Global Climate Observing System, the Global Earth Observation System of Systems and the Global Terrestrial Observing System.

E. Sustainable Development Mechanisms

61. The main role of the Sustainable Development Mechanisms (SDM) programme during the reporting period continued to be the provision of substantive support to the two bodies constituted to supervise the implementation of the project-based mechanisms under the Kyoto Protocol, namely the Executive Board of the CDM and the Joint Implementation Supervisory Committee (JISC). In addition, SDM supports the negotiations on both the existing mechanisms under the AWG-KP and market and non-market approaches under the AWG-LCA.

62. The programme supported the High-level Panel on the CDM Policy Dialogue in conducting an assessment of the CDM, including its impact, governance and potential future role as a tool to support the objectives of the Kyoto Protocol and the Convention.

³³ Decision 6/CP.17, paragraph 4(a).

³⁴ <<http://unfccc.int/6793.php>>.

³⁵ For the report on the workshop, see document FCCC/AWGLCA/2012/INF.3/Rev.1.

Support included making arrangements for a total of 28 stakeholder meetings across the world with different stakeholder groups, three meetings of the panel, many informal consultations and online meetings between the panel, their advisers and stakeholder groups. The programme also assisted in coordinating the implementation of the CDM Policy Dialogue research programme, which comprised 12 research teams reviewing 22 research questions in three main areas (impact, governance and the future context of the CDM). The final report of the panel, including 48 recommendations under 12 thematic areas, will be presented to the 69th meeting of the CDM Executive Board, and will be published on the CDM Policy Dialogue website in September 2012. The support provided by the programme was essential in terms of ensuring the timely delivery of all meetings, logistics, contracts for experts, arrangement of travel, coordination of research activities, etc. The panel has expressed its deep appreciation of the support. The recommendations are addressed to the CDM Executive Board and to Parties to the Kyoto Protocol and the Convention. If implemented, they are expected to have a profound positive impact on ensuring that carbon markets continue to contribute to international mitigation activities.

63. During the reporting period, in line with the CDM Executive Board's business plan and associated management plan for 2012, SDM made arrangements for 14 meetings of the CDM Executive Board, its panels and working groups. In addition to making appropriate logistical arrangements, SDM prepared and delivered a total of 59 documents for the meetings of the CDM Executive Board and additional outputs for its panels and working groups.

64. The programme supported the registration of 533 CDM projects and the issuance of just over 148 million certified emission reductions. It supported the CDM Executive Board in adopting revised procedures and guidance on the inclusion of provisions for programmes of activities in large-scale methodologies. The programme facilitated enhanced interaction between the Registration and Issuance Team (RIT) and the CDM Executive Board in the assessment of projects as part of streamlining and optimizing Board meeting time. The focus by the Board on differences between RIT and secretariat evaluations of cases has resulted in a reduction from a previous typical load of 50 or more cases being discussed per meeting to between five and 15 cases now. The secretariat also assisted in implementing provisions relating to the newly established Carbon Capture and Storage Working Group.

65. SDM organized 11 stakeholder interventions, including a training for African designated national authorities (DNAs) and a regional workshop together with the fourth Africa Carbon Forum, coordinated by the secretariat and undertaken with the Nairobi Framework partners. Other interventions included a CDM and JI joint workshop, a CDM round table and three workshops with the technical staff of designated operational entities. Further information is available on the UNFCCC website.³⁶ Meeting management training was completed during the period to complete an earlier request by the Executive Board and its panels and working groups. DNAs received training in developing communication strategies. The secretariat also received training in project management to support greater effectiveness in planning and executing its work. The newly introduced Learning Management System was used to release four parts of a new online course for the accreditation roster of experts, which will remove the need for future multiple, and much more costly, face-to-face workshops, leading to associated reductions in costs.

66. Communication and transparency was enhanced by the introduction of a CDM press page and the introduction of United Nations carbon mechanisms Facebook and Twitter accounts. The CDM YouTube channel attracted almost 10,000 video views during the reporting period. The CDM press page attracted almost 10,000 views during the same period. The United Nations carbon mechanisms web page on Facebook has 801 likes and is

³⁶ <<http://cdm.unfccc.int/>>.

currently being discussed by 40 people. The posts on Facebook get shared and reach more than 350–500 people on average. On Twitter, the United Nations carbon mechanisms web page has 615 followers. Many of the posts are being re-tweeted and picked up by environmental networks and non-governmental organizations. Eight videos on the benefits of the CDM were produced and distributed widely through social media. These videos attracted more than 1,800 viewers. The CDM radio stories from Africa on Soundcloud have attracted 2,500 visitors. A new publication entitled *CDM in Africa – Finance and Support*³⁷ was completed and distributed at the African Carbon Forum, held in Ethiopia in April 2012, to support efforts to increase participation in the CDM. The second CDM African radio contest, the fifth Changing Lives CDM photo, video and podcast contest and the third DNA showcase were also launched during the reporting period.

67. SDM organized and supported two meetings of the JISC and one meeting of the JI accreditation panel. SDM continued providing substantive technical support to the SBSTA in relation to the topics of materiality and carbon dioxide capture and storage and to issues related to hydrofluorocarbons.

F. Legal Affairs

68. The overall purpose of the Legal Affairs (LA) programme is to provide legal advice and support on matters relating to the implementation of the Convention and its Kyoto Protocol and the agreed outcomes under the Bali Road Map, as well as on the operations of the secretariat, to:

- (a) Convention and Kyoto Protocol bodies, as well as bodies that may be created under the agreed outcome under decisions 1/CMP.1 and 1/CP.13;
- (b) The Executive Secretary, secretariat programmes and Parties.

69. In the reporting period, the Convention and Kyoto Protocol bodies, the President and Bureaux of the COP and the CMP, the Chairs of the subsidiary bodies and constituted bodies, Parties, observers, the Executive Secretary and the secretariat's programmes requested and received advice from LA on a wide range of legal, procedural and institutional issues.

70. LA provided support to Parties on the ongoing negotiations for a future climate change regime, in particular on legal issues relating to proposed amendments to the Kyoto Protocol for the second commitment period, the prompt entry into force of these amendments and the seamless transition to a second commitment period, including on methodological issues, with a focus on reporting and review requirements, as well as concerning the first session of the ADP. Legal support was also provided for the implementation and operationalization of the Cancun Agreements and Durban Outcomes, in particular in relation to the selection process for the host of the Climate Technology Centre and identifying elements for the draft host country agreement, as well as the preparations for the 1st meetings of the Adaptation Committee and the Standing Committee. Legal advice and support were also provided in relation to the arrangements for the interim secretariat for the Green Climate Fund.

71. LA also clarified a number of procedural and substantive legal issues concerning negotiations, including advice on the legal and procedural considerations in the adoption of agendas, the organization of work and the participation of observers. Significant support was also provided to Parties on procedures for the nomination and election of officers to Convention bodies, in particular the ADP.

³⁷ <http://unfccc.int/resource/docs/publications/pub_cdm_africa_finance_2012.pdf>.

72. LA provided substantive legal advice, as well as organizational support, to the Bureau, plenary, enforcement branch and facilitative branches of the Compliance Committee, both during the meetings and in the intersessional period. Advice was also provided on the operations of the ITL as well as on the implementation of reporting and review guidelines under the Convention and its Kyoto Protocol.

73. The CDM Executive Board received legal advice and support on various aspects of its work, including on the consideration of project activities, the implementation of existing modalities, guidelines, methodologies and procedures and the development of new ones, and the establishment of regional collaboration centres for CDM project activities.

74. LA ensured that the operations of the secretariat were in compliance with the rules and regulations of the United Nations and with the UNFCCC requirements. This included reviewing/drafting and approving all legal instruments to be entered into by the secretariat with third parties, providing legal advice and support to the Joint Local Committee on Contracts and Joint Local Property Board, and facilitating the prompt conclusion of the Host Country Agreement for COP 18/CMP 8. During the reporting period, the programme also provided legal advice, on a regular basis, on issues relating to the management and operations of the secretariat, including on procurement and administrative and human resources policies and issues.

G. Conference Affairs Services

75. The overall purpose of the Conference Affairs Services (CAS) programme is to provide a conducive environment for UNFCCC events. The programme also ensures that Parties receive high-quality official documentation for their negotiations and implementation activities in the six official languages of the United Nations in good time for informed deliberation and decision-making. CAS liaises with all stakeholders, facilitates participation, especially by eligible Parties and observer organizations, and ensures a secure meeting environment. The programme provides the full range of conference-related facilities and services to the high standards expected by the Parties.

76. In the reporting period, CAS made logistical arrangements, including security arrangements and arrangements to facilitate the participation and registration of Parties and observer organizations, and edited and processed UNFCCC documents, for the sessions of the SBI, the SBSTA, the ADP, the AWG-KP and the AWG-LCA held in May 2012. Apart from plenary meetings, the sessions encompassed numerous meetings of contact groups, negotiating groups, delegations and observer organizations, side events and media events. In addition, nine days of pre-session meetings of four negotiating groups and 55 bilateral meetings of the Chairs of the respective bodies with 11 negotiating groups were held during the period. Preparations for the session and the informal session in the second half of 2012 were well under way during the reporting period.

77. In addition, CAS supported 47 meetings and workshops in Bonn and abroad by preparing memoranda of understanding, pre-registering participants, facilitating visa matters and observer participation and/or assisting with logistical arrangements.

78. CAS processed a total of 199 requests for financial support for representatives of eligible Parties to facilitate their attendance at the sessions of the bodies established under the Convention and its Kyoto Protocol and at the workshops and events held in conjunction with those sessions.

79. The programme followed up on the SBI conclusions from 2011³⁸ on observer engagement in the intergovernmental process by undertaking a number of activities aimed

³⁸ FCCC/SBI/2011/7, paragraphs 168–179.

at increasing the transparency of the intergovernmental process and engagement of observer organizations, including requiring Parties to partner with an observer organization when applying for a side event and/or an exhibit.

80. CAS implemented efficiency measures that contributed to coping with a reduction in staff in the area of observer organizations liaison resulting from a reduction in supplementary funding. For example, by:

(a) Introducing free-flow briefings by presiding officers and the Executive Secretary and thereby making prior collection of questions and briefings unnecessary;

(b) Stopping the collection of individual names of speakers or statement transcripts from observer organizations before plenary meetings unless requested by the presiding Chairs;

(c) Applying more strictly the deadlines for side event applications, registrations for participation at sessions and requests for plenary interventions.

81. During the reporting period, the programme initiated work aimed at reducing the carbon footprint of conferences and the organization of side events and exhibits at sessions in the context of preparation for COP 18/CMP 8. The results of this work will be reflected in a notification and information note relating to COP 18/CMP 8 that will be issued in September or October 2012.

82. The programme enhanced its efforts relating to the timely processing of all official documentation required for sessions of the subsidiary bodies and for COP 18/CMP 8. It developed a plan for the introduction of a PaperSmart system at COP 18/CMP 8, in collaboration with the Integrated Sustainable PaperSmart Services³⁹ secretariat, and further developed the planning and implementation of an electronic official documents system.

H. Communications and Knowledge Management Services

83. The overall purpose of Communications and Knowledge Management Services (CKM) is to manage external communications, online public information, media relations and services, and internal knowledge management services to support the Convention and its Kyoto Protocol processes and the implementation of decisions taken at the COPs.

84. During the reporting period, CKM facilitated the production of seven new publications⁴⁰ and supported the presence of the Rio Conventions at the Rio+20 conference. In addition, the programme issued two editions of the secretariat's newsletters,⁴¹ in English and Spanish,⁴² covering all topics under the Bali Action Plan (mitigation, adaptation, finance, technology and capacity-building) and providing updates on the intergovernmental process as well as information on climate science.

85. A total of 53 million pages were viewed and 16 million files were downloaded from the UNFCCC website. The UNFCCC iPhone/iPad application Negotiator was downloaded approximately 10,000 times. YouTube videos from the secretariat reached 195,000 views. Almost 13,000 users used the secretariat's Facebook page actively to share information and more than 30,000 users were regular followers on Twitter.

³⁹ <<http://papersmart.un.org/>>.

⁴⁰ <http://unfccc.int/essential_background/background_publications_htmlpdf/items/2625.php>.

⁴¹ <http://unfccc.int/press/news_room/newsletter/items/3642.php>.

⁴² The English version has approximately 15,000 subscribers and the Spanish version approximately 8,000.

86. CKM uses social media to support other secretariat programmes to achieve their objectives. For example, CKM supported the first workshop on long-term finance⁴³ with social media activities in order to make the event fully transparent and interactive, as requested by the co-chairs of the work programme on long-term finance. CKM posted tweets and Facebook entries summing up the key messages of the presenters and provided opportunities for external participants to put questions to the participants via Twitter and Facebook. This activity led to 9,000,000 Twitter impressions in the course of the workshop, and 32,000 people were reached via the secretariat's Facebook account. In addition, CKM writes and posts tweets for the Executive Secretary's Twitter account.

87. In order to facilitate the search and retrieval of UNFCCC documents, a new search function was launched on the UNFCCC website in April 2012, which provides integrated taxonomy search and a browse topics section to assist visitors in finding official documents easily.

88. CKM compiled 17 Implementation Updates on the UNFCCC homepage, short news items with links to more detailed information, for example on the meetings of the Green Climate Fund Board and of the Adaptation Committee. The updates serve as a reminder of the timetable of implementation action by Parties, in order to encourage support for greater action from business and civil society.

89. The programme provided webcast services for meetings and workshops of several bodies and groups⁴⁴ and thereby contributed to transparency in the intergovernmental process. During the reporting period, over 65,000 visitors to the UNFCCC website viewed webcasts.

90. The programme continued working closely with the media to enhance understanding and accurate reporting on climate change and the intergovernmental process. CKM fielded a total of 173 requests for information, made arrangements for 12 media interviews with the Executive Secretary and prepared 12 press releases and two press briefings explaining the status of negotiations or implementation activities. CKM continued preparing daily press reviews,⁴⁵ which provide an overview of the status of key global reporting on the United Nations climate change process and climate change related events.

91. CKM prepared 52 speeches, statements and talking lines for the Executive Secretary and senior secretariat staff speaking on her behalf with a view to informing UNFCCC stakeholders about the status of negotiations, expected outcomes and the implementation of existing decisions.⁴⁶

92. The programme contributed to efforts to enhance collaboration and information sharing capabilities for both staff and others. It prepared internal documents on business requirements, information architecture and governance of a SharePoint-based collaboration platform that will be launched at the end of 2012.

93. CKM conducted a secretariat-wide awareness-raising campaign on the handling and management of confidential information, including the application of the United Nations policy on information sensitivity, classification and handling,⁴⁷ and developed a secretariat

⁴³ <http://unfccc.int/cooperation_support/financial_mechanism/long-term_finance/items/6814.php>.

⁴⁴ The SBI, SBSTA, AWG-KP, AWG-LCA, ADP, CDM Executive Board, JISC, DNAs, Compliance Committee and TEC.

⁴⁵ <http://unfccc.int/press/news_room/items/2768.php>.

⁴⁶ Speeches and statements were, for example, given at the World Economic Forum, the fifth Organization of the Petroleum Exporting Countries International Seminar, Carbon Expo 2012 and the World Summit for Sustainable Development.

⁴⁷ ST/SGB/2007/6.

bulletin to amend its existing policy and guidelines. Related workshops were attended by a total of 150 staff from all secretariat programmes.

94. In preparation for the move of staff to the secretariat's new seat in Bonn, the Altes Abgeordnetenhochhaus, in 2013, CKM provided training to all programmes on how to inventory official records.

95. CKM continued providing Intranet services for sharing information and news, including the redesign of more than 100 Intranet pages and the provision of four editions of the secretariat's internal newsletter, with a view to, inter alia, promoting a climate of collaboration and involvement throughout the secretariat. The newsletter editions were viewed almost 14,000 times during the reporting period.

96. The library services provided by the programme include responses to more than 600 reference requests from staff, the cataloguing of over 700 items and the ordering of 86 books for staff use.

I. Information Technology Services

97. The Information Technology Services (ITS) programme provides IT infrastructure and specialized information systems to support the secretariat in fulfilling its mandate. ITS ensures that work mandated by Parties is enabled, by implementing and operating dependable and secure information and communication technology supporting infrastructure and specialized applications. It also operates the underlying infrastructure to ensure that the UNFCCC website is continuously available and that Parties have easy access to official documentation, information, data, proceedings and events.

98. In addition to the normal work in operations, upgrades and maintenance, ITS has five major initiatives under way this year to strengthen IT infrastructure and to enhance information systems. The initiatives to strengthen the IT infrastructure are the following: outsourcing systems to a commercial data centre operator (Bedag), SharePoint implementation, the Office 2010 rollout and supporting the IT needs of the move of secretariat staff to the new office building, the Altes Abgeordnetenhochhaus. The major initiatives on strengthening the information systems are the SharePoint implementation and developing the new SDM information system (SDM IS). During the reporting period, the first move of operational systems into Bedag was very close to completion, the SharePoint platform was over 90 per cent complete, the SDM IS project was launched with the first process pilots available, the Office 2010 rollout was almost completed and the move into the new office building was thoroughly planned and awaiting building handover. In addition to these five major initiatives, there was continuing effort on improving the level of ITS infrastructure services and information systems, including streamlining the organizational structure and the reskilling and reassignment of staff. The ITS programme of work definition under engagement agreements has been improved, a higher efficiency reached in service delivery and regular reporting to client programmes on the delivery status of services established. Some innovative services or products were rolled out, including providing iPads to senior staff, Skype, various 'software as a service' products, a Numara service desk system and the WebEx Internet collaboration tool. Skype has been used for some interviews with remote candidates, and WebEx for some training sessions. Considerable effort has also been spent on IT security, including conducting and analysing vulnerability reports and investigating various incidents. A NAMA registry prototype to support the mandated requirements by the Parties was developed for and demonstrated at the sessions of the subsidiary bodies in May 2012.

99. The programme maintained a dependable and secure IT network infrastructure and services that enabled the secretariat to meet the requirements of the intergovernmental

process. Services were provided to the sessions of the bodies established under the Convention and its Kyoto Protocol, to 52 workshops and smaller meetings, to mandated systems such as the UNFCCC GHG database, the compilation and accounting database, the GHG data interface, the CDM and JI information systems and the CDM registry, and to secretariat-wide systems, such as the content management system for the UNFCCC website and the records management system. In addition, the technical oversight and contract administration of the ITL was performed effectively. The major accomplishment was the testing and integration of the European Union registry into the ITL.

J. Administrative Services

100. The overall function of AS is to provide central services in the management of the human and financial resources of the secretariat, the development of financial and administrative policies and guidelines, and to provide procurement, premises management and travel arrangement services.

101. During the reporting period, AS facilitated the audit by the United Nations Board of Auditors of the financial statements for the biennium ended 31 December 2011. The Board noted an improved implementation rate of 70 per cent, compared with 38 per cent in the previous biennium, and issued only three new audit recommendations as a result of the 2010–2011 audit.

102. Efforts by AS to improve the gender distribution among staff at the Professional level and above for the secretariat resulted in an increase of 2.4 per cent from 2011, thus bringing the female staff to 42.4 per cent at the Professional and higher levels. At the same time, the proportion of staff from non-Annex I Parties at the Professional level and above has decreased to 49.4 per cent, owing to more resignations of staff from non-Annex I Parties than staff from Annex I Parties in the reporting period.

103. The programme also promulgated the Human Resources Strategy and increased the number of staff development programmes. Over 130 training programmes were selected and/or designed and implemented, with an emphasis on leadership development, management development at the senior Professional levels, supervisory skills, General Service staff development, and process improvements and the development of generic skills and competencies. The secretariat, to the extent possible, is using predesigned programmes that have been developed and proven by other organizations.

104. During the first half of 2012, the programme made a total of 1,277 travel arrangements for nominated participants in the thirty-sixth sessions of the subsidiary bodies, meetings of the constituted bodies and their panels, expert meetings, workshops and in-country reviews. A share of 91 per cent of travel arrangements resulted in actual meeting attendance. The secretariat's timely arrangements ensured that tickets were always issued on time for supported travellers; those nominees who could not make use of the tickets gave reasons such as conflicting business or personal commitments or health issues.

105. AS processed over 98 per cent of procurement cases (361 out of a total of 366) within the established time frames. It increased the scope and number of long-term agreements and system contracts, thereby reducing the need for repetitive tenders and shortening lead times. The programme conducted a total of 63 tenders and ensured effective competition and cost-effectiveness of procurement. On average, more than three vendors actively participated in each tender, and the eventually selected offers, bids or proposals were on average more than 30 per cent cheaper than the most expensive.

106. AS has continued preparations for the relocation of part of the secretariat to the United Nations Campus in Bonn. In close collaboration with the Host Government and the

United Nations in Bonn, it ensured that the rehabilitation of the Altes Abgeordnetenhochhaus building meets the secretariat's and United Nations' most recent requirements; it initiated procurement of the goods and services required to equip and furnish the new premises and secured the requisite funding. The ceremonial handover of the Altes Abgeordnetenhochhaus building is now scheduled to take place on the occasion of United Nations day, 31 October 2012, with the physical move to take place in the second quarter of 2013.

IV. Additional information

107. Information on the secretariat's human resources is contained in annex I. Annex II contains information on income and expenditure for activities funded under the Trust Fund for Supplementary Activities. Annex III contains performance data for all objectives of the secretariat's programmes.

Annex I

[English only]

Human resources

A. Staff

1. Table 12 shows the number of approved posts and filled posts by grade and source of funding. As at 30 June 2012, of the 494.5 approved posts, 417 were filled. In addition, 33 Professional and 33 General Service level staff members were hired under temporary assistance contracts, bringing the total number of staff at the secretariat to 483.

Table 12

Approved established posts and filled posts by source of funding as at 30 June 2012

	ASG	D-2	D-1	P-5	P-4	P-3	P-2	P-1	Subtotal	GS	Total
<i>Trust Fund for the Core Budget</i>											
Approved	1	3	7	15	30	36	13		105	51.5	156.5
Filled ^a	1	3	6	9	26	26	9		80	47	127
<i>Trust Fund for Supplementary Activities</i>											
Approved			1	3	6	13	12		35	16	51
Filled				2	5	10	8		25	14	39
<i>Trust Fund for the Clean Development Mechanism</i>											
Approved			1	5	18	47	65	1	137	58	195
Filled			1	4	17	43	59	1	125	49.5	174.5
<i>Trust Fund for the International Transaction Log</i>											
Approved					2	2	1		5	2	7
Filled					2	1			3	1.5	4.5
<i>Trust Fund for the Special Annual Contribution from the Government of Germany (Bonn Fund)</i>											
Approved						1	1		2	6	8
Filled						1			1	5	6
<i>Special account for conferences and other recoverable costs^b</i>											
Approved										2	2
Filled										1	1
<i>Programme support (overhead)</i>											
Approved			1	2	4	12	4		23	52	75
Filled			1	2	3	11	4		21	44	65
<i>Total</i>											
Approved	1	3	10	25	60	111	96	1	307	187.5	494.5
Filled	1	3	8	17	53	92	80	1	255	162	417

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

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

^b These posts are in support of operating the split office premises and are funded by the Government of Germany.

2. Table 13 provides information on the geographical distribution of the staff appointed at the Professional level and above. As at 30 June 2012, Western European countries and other States accounted for the highest percentage (38.8 per cent) of staff appointed at the Professional level and above, whereas Africa had the lowest (8.3 per cent).

3. The secretariat has continued its efforts in relation to geographical distribution and gender balance among staff at the Professional level and above. Vacancy announcements are placed in many regional and global media covering as many Parties not included in Annex I to the Convention (non-Annex I Parties) as possible.

Table 13

Geographical distribution of staff members appointed at the Professional level and above as at 30 June 2012

<i>Grade</i>	<i>Africa</i>	<i>Asia and the Pacific</i>	<i>Latin America and the Caribbean</i>	<i>Eastern Europe</i>	<i>Western Europe and other States</i>	<i>Total</i>
ASG			1			1
D-2	1				2	3
D-1	3			1	4	8
P-5	3	5	2	3	4	17
P-4	4	9	7	8	25	53
P-3	7	33	10	4	38	92
P-2	3	30	14	8	25	80
P-1					1	1
Total	21	77	34	24	99	255
Percentage of total	8.3	30.2	13.3	9.4	38.8	100.0

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

4. Table 14 highlights the distribution of staff members appointed at the Professional level and above between Parties included in Annex I to the Convention (Annex I Parties) and non-Annex I Parties. As at 30 June 2012, the percentage of staff from non-Annex I Parties at the Professional and higher levels was 49.4 per cent, compared with 50.6 per cent for Annex I Parties.

Table 14

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

<i>Grade</i>	<i>Annex I Parties</i>	<i>Non-Annex I Parties</i>
ASG		1
D-2	2	1
D-1	5	3
P-5	7	10
P-4	34	19
P-3	46	46
P-2	34	46
P-1	1	
Total	129	126

Percentage of total	50.6	49.4
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Abbreviations: ASG = Assistant Secretary-General, D = Director, P = Professional.

5. Table 15 highlights the distribution of staff members by gender. As at 30 June 2012, the percentage of female staff at the Professional and higher levels was 42.4 per cent, up by 2.4 per cent from June 2011. The percentage of female staff at all levels was 54.7 per cent.

Table 15

Distribution of staff members by gender

<i>Grade</i>	<i>Male</i>	<i>Female</i>
ASG		1
D-2	3	
D-1	7	1
P-5	13	4
P-4	35	18
P-3	47	45
P-2	41	39
P-1	1	
GS	42	120
Total	189	228
Percentage of total	45.3	54.7

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

B. Individual consultants and individual contractors

6. Between 1 January 2012 and 30 June 2012 a total of 106 individual consultants and individual contractors were hired. They provided a combined total of 143.1 working months at a total cost of USD 1.5 million under all sources of funding. Table 16 provides information on the distribution of these services by programme.

Table 16

Services of individual consultants and individual contractors by programme, 1 January 2012 to 30 June 2012

<i>Programme</i>	<i>Person-months</i>	<i>Cost (USD)</i>
Executive Direction and Management	12.3	65 243
Mitigation, Data and Analysis	12.1	224 815
Finance, Technology and Capacity-building	14.9	153 326
Adaptation	1.4	13 130
Sustainable Development Mechanisms	60.3	713 973
Legal Affairs	0.2	1 727
Conference Affairs Services	18.7	88 491
Communication and Knowledge Management Services	0.4	9 141

<i>Programme</i>	<i>Person-months</i>	<i>Cost (USD)</i>
Information Technology Services	4.6	20 208
Administrative Services	18.2	210 474
Total	143.1	1 500 528

Annex II

[English only]

**Projects and events funded from the Trust Fund for Supplementary
Activities in the biennium 2012–2013**

Table 17

Income and expenditures of projects and events funded from the Trust Fund for Supplementary Activities in the biennium 2012–2013 as at 30 June 2012

<i>Project</i>	<i>Income (USD)^a</i>	<i>Expenditure (USD)</i>	<i>Balance (USD)</i>
<i>Executive Direction and Management</i>			
Enhance and strengthen cooperation with the United Nations through the Office of the Secretary-General	143 717	108 772	34 945
Momentum for Change	1 436 235	185 349	1 250 886
Support to negotiations and new institutional arrangements aimed at enhancing the implementation of the Convention and its Kyoto Protocol	1 066 082	382 333	683 749
<i>Mitigation, Data and Analysis</i>			
Support the work on national communications from Parties not included in Annex I to the Convention (non-Annex I Parties) and the implementation of the work programme of the reconstituted Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention	1 833 983	860 708	973 275
Development and maintenance of the database system for the annual compilation and accounting of emissions inventories and assigned amounts under the Kyoto Protocol compilation and accounting database	354 438	50 212	304 226
Activities relating to land use, land-use change and forestry: reducing emissions from deforestation and forest degradation, enhancement of carbon sinks and the role of sinks in future mitigation actions	885 866	117 356	768 510
Activities to support the expert review process under the Convention and its Kyoto Protocol: training for expert review teams and meetings of lead reviewers	1 422 997	207 999	1 214 998
Support the implementation of national greenhouse gas (GHG) inventories and related activities by non-Annex I Parties, including national forest monitoring systems	1 420 463	390 149	1 030 314
Development and maintenance of the UNFCCC information systems for the receipt and processing of GHG data, including the UNFCCC submission portal and the GHG data interface	214 058	124 028	90 030
Support to activities relating to scientific, technical and	7 486	–	7 486

<i>Project</i>	<i>Income (USD)^a</i>	<i>Expenditure (USD)</i>	<i>Balance (USD)</i>
<i>socioeconomic aspects of mitigation of climate change</i>			
Activities to facilitate the implementation of the work programme for the revision of the “Guidelines for the preparation of national communications by Parties included in Annex I to the Convention, Part I: UNFCCC reporting guidelines on annual inventories” and the use of the 2006 IPCC Guidelines for National Greenhouse Gas Inventories	245 482	–	245 482
Supporting enhanced action on mitigation by developing country Parties under the Cancun Agreements	873 278	110 933	762 345
Implementation of response measures	70 000	17 975	52 025
Supporting the work programme for the development of modalities and guidelines for enhanced reporting reviews by Parties included in Annex I to the Convention in accordance with decision 1/CP.16, paragraph 46	384 150	–	384 150
Redesigning and developing the software for the reporting of GHG emissions by all Parties to the Convention	505 490	214 423	291 067
Workshop on common metrics to calculate the carbon dioxide equivalence of anthropogenic GHG emissions by sources and removals by sinks	41 462	–	41 462
<i>Finance, Technology and Capacity-building</i>			
Support to financial cooperation and enhanced provision of financial resources	–	30 884	(30 884)
Support to capacity-building for developing countries	411 935	60 156	351 779
Organization and facilitation of thematic regional workshops to support the implementation of the amended New Delhi work programme on Article 6 of the Convention	513 834	117 961	395 873
Support the work of the Transitional Committee for the design of the Green Climate Fund	736 981	33 012	703 969
Workshops on the process and requirements of the accreditation of national implementing entities for direct access under the Adaptation Fund	643 294	443 660	199 634
Support the implementation of the technology mechanism	1 098 031	161 878	936 153
Enhance the participation of youth during the seventeenth session of the Conference of the Parties (COP) and the seventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP)	99 048	–	99 048
Support to the Standing Committee	288 000	14 209	273 791
Support to the work programme on long-term finance	292 696	66 434	226 262
Green Climate Fund	727 465	402 903	324 562
<i>Adaptation</i>			

<i>Project</i>	<i>Income (USD)^a</i>	<i>Expenditure (USD)</i>	<i>Balance (USD)</i>
Support to the least developed countries and the Least Developed Countries Expert Group	889 130	237 083	652 047
Supporting the implementation of the Nairobi work programme on impacts, vulnerability and adaptation to climate change	520 250	132 627	387 623
Support to activities relating to climate change science, research and systematic observation	182 813	11 225	171 588
Supporting the implementation of the technology mechanism	1 249 631	200 786	1 048 845
Supporting the periodic review of the adequacy of the long-term global goal referred to in decision 1/CP.16, paragraph 4	21 164	3 791	17 373
<i>Sustainable Development Mechanisms</i>			
Resource requirements for activities related to Article 6 of the Kyoto Protocol (joint implementation)	6 260 119	821 603	5 438 516
Carbon capture and storage workshop	39 996	–	39 996
Implementation of the two work programmes mandated under the Ad Hoc Working Group on Long-term Cooperative Action under the Convention agenda item on various approaches, relating to: (1) a framework for various approaches; and (2) the new market-based mechanism	23 335	–	23 335
<i>Legal Affairs</i>			
Handbook on the UNFCCC	48 842	–	48 842
Support to the Compliance Committee	291 704	131 735	159 969
<i>Conference Affairs Services</i>			
Interpretation services during the thirty-fourth sessions of the subsidiary bodies and COP 17	2 522	2 955	(433)
Support to stakeholder engagement in the UNFCCC process	200 000	–	200 000
Ad hoc working group sessions	6 627	6 829	(202)
Implementation of side events and exhibits at the thirty-sixth sessions of the subsidiary bodies and COP 18/CMP 8	66 401	–	66 401
Temporary structure during the thirty-sixth sessions of the subsidiary bodies	621 514	645 274	(23 760)
<i>Communications and Knowledge Management Services</i>			
UNFCCC website: development of a Spanish portal	237 213	29 382	207 831
Developing country media training in the run-up to the COP	71 414	23 847	47 567

<i>Project</i>	<i>Income (USD)^a</i>	<i>Expenditure (USD)</i>	<i>Balance (USD)</i>
Information technology services	189 996	152 988	37 008
Internal communications: maintenance for internal newsletter and Intranet development	53 120	–	53 120
<i>Administrative Services</i>			
UNFCCC fellowship programme	3 667	867	2 800
<i>Other expenditures</i>			
Junior Professional Officers	1 287 630	410 245	877 385
Total	27 983 559	6 912 571	21 070 988

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

Annex III

[English only]

Programme performance data for the period 1 January 2012 to 30 June 2012

Table 18

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

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

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The secretariat responds to the priorities of, and requests by, Parties and supports emerging issues, including those that relate to the implementation of the Cancun Agreements and subsequent mandates by Parties	Proportion of mandated outputs delivered and delivered on time Level of satisfaction of Parties with the work of the secretariat	A total of 456 mandates required the secretariat to deliver outputs during the reporting period, including some that required ongoing output delivery. In 99 per cent of cases outputs were fully delivered or output delivery was ongoing. Ninety-six per cent of the outputs were delivered on time Information on the level of satisfaction of Parties with the work of the secretariat will be made available in the budget performance report covering the period 1 January 2012 to 30 June 2013
Activities undertaken are coherent across programmes. The strategic objectives of programmes and the distribution of tasks and responsibilities among the programmes are clear	The members of the secretariat management consult with each other and take decisions on a regular basis (bilaterally and in management bodies)	The secretariat Management Team met nine times during the reporting period (1 January 2012 to 30 June 2012) The Executive Secretary and Deputy Executive Secretary held regular bilateral meetings with senior management

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

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Climate change intergovernmental meetings provide a forum for taking decisions and advancing the process of responding to climate change	Level of satisfaction of Parties with the secretariat's support of negotiation sessions	Information on the level of satisfaction of Parties with the secretariat's support to the negotiation process will be made available in the budget performance report covering the period 1 January 2012 to 30 June 2013

Presidents of the COP and the COP Bureau are well informed and able to carry out their functions effectively	Level of satisfaction of the COP President and the COP Bureau with secretariat support	Information on the level of satisfaction of the COP President and the COP Bureau with secretariat support will be made available in the budget performance report covering the period 1 January 2012 to 30 June 2013
The high-level segment provides political impetus to the intergovernmental process	One or more political issues is/are resolved with the help of high-level participants	Data for this indicator will be collected at COP 18 and CMP 8

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

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Information on the UNFCCC process is effectively communicated by the secretariat	Frequency of reference in the media to the UNFCCC messages issued during the COP sessions	No COP sessions were held during the reporting period
	Number and duration of visits to the UNFCCC website and the volume of content downloads	A total of about five million visits to the website were made during the reporting period. Over 16 million pdf documents were accessed. Over 65,000 webcast visits were made
Support provided by the United Nations and intergovernmental agencies to Parties in the implementation of the Convention is enhanced ^a		

Objective 4: To continue to develop the secretariat as a well-managed, high-performance institution with a healthy working culture

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Competent and motivated staff representing a broad geographic spectrum and gender balance are recruited, trained and retained	Percentage of staff from Parties not included in Annex I to the Convention (non-Annex I Parties) and women in posts in the Professional and higher levels	Forty per cent of staff in the Professional and higher levels are from non-Annex I Parties. Forty per cent of staff in the professional and higher levels are women
Internal processes function smoothly and staff are satisfied with their work and with management	Level of staff satisfaction with their job, management and development opportunities	Information on the level of staff satisfaction with their job, management and development opportunities will be made available in the budget performance report covering the period 1 January 2012 to 30 June 2013
The secretariat has the required financial resources to implement mandates given to it by the COP and the CMP	Percentage of mandated outputs that cannot be delivered as a result of insufficient funding	Sufficient funding was available for the delivery of all mandated outputs
	Contribution rate to core budget	EUR 14.9 million, or 65.6 per cent, of the total core budget indicative contributions expected for 2012 has been received as at 30 June 2012

	Level of contribution to the Trust Fund for Supplementary Activities	During the reporting period, the secretariat received USD 3.7 million in voluntary contributions from Parties against an initial requirement of USD 33 million for the biennium
Financial resources are managed in a sound manner and are utilized to maximize the benefit to the UNFCCC process	Proportion of actual expenditure compared with the approved budget	The core budget as at 30 June 2012 had a budget implementation rate of 46.8 per cent for the year 2012
	Level of expenditure under the Trust Fund for Supplementary Activities	The actual expenditures incurred to support mandated supplementary funded activities as at the end of June 2012 amounted to USD 6.9 million, using contributions received this year and the carry-over from 2010–2011
	Implementation rate of audit recommendations relating to financial and administrative matters	Of the 10 audit recommendations made for the biennium 2008–2009, seven (70 per cent) were fully implemented. The United Nations Board of Auditors noted an improved implementation rate compared with the 38 per cent in the previous biennium. The Board plans to issue three new audit recommendations as a result of the 2010–2011 audit

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

Table 19

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

Objective 1: To support Parties included in Annex I to the Convention (Annex I Parties) in the communication and consideration of information relating to implementation

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The launch and operation of the process for international assessment of emissions and removals relating to quantified economy-wide emission reduction targets for developed country Parties is facilitated	Proportion of mandated outputs delivered and delivered on time	The operation of the process for international assessment is expected to start in January 2014
The development of modalities for measurement, reporting and verification of developed country commitments and actions is facilitated	Proportion of mandated outputs delivered and delivered on time	All mandated activities were performed and all outputs were delivered on time. The Mitigation, Data and Analysis (MDA) programme prepared papers and a workshop to be held in October 2012 to facilitate Subsidiary Body for Scientific and Technological Advice (SBSTA) work on reporting in biennial reports, as well as on modalities for measurement, reporting and verification of developed country commitments and actions

<p>Parties are informed about available guidelines, methods and tools for preparing and submitting their national communications, greenhouse gas (GHG) inventories and other reports</p>	<p>Number of visits to the UNFCCC website to download guidelines, methods and tools</p> <p>Number of booklets and CD-ROMs collected by Parties from the UNFCCC information kiosk during sessions</p>	<p>The relevant web pages were visited about 360,000 times during the reporting period</p> <p>This indicator is no longer monitored because of the 'paper-light' policy of the secretariat</p>
<p>Data reported by Annex I Parties under the Convention and its Kyoto Protocol are processed, stored and published in a timely and accurate manner</p>	<p>All relevant UNFCCC data systems (e.g. the GHG database, the compilation and accounting database, the GHG online data interface, the CRF Reporter) and their interlinkages, including those to the international transaction log (ITL) where relevant, are kept operational without unplanned interruptions</p>	<p>Two full updates of the GHG data interface online have been implemented, in March and June 2012, in order to ensure that the data are correct and up to date</p> <p>All systems have operated in accordance with their availability requirements</p> <p>Changes in Parties' eligibility in response to decisions of the Compliance Committee under the Kyoto Protocol have been implemented in the ITL and the compilation and accounting database in real time for all eligibility cases considered in the reporting period</p>
<p>The UNFCCC is recognized as an authoritative source of GHG data for Annex I Parties</p>	<p>All queries and reports required to support the reporting and review processes for Annex I Parties are made available in accordance with agreed timelines</p> <p>The two key annual UNFCCC data reports (the GHG data reports and the compilation and accounting reports) have been considered by the Conference of the Parties (COP) and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol</p> <p>Ninety-five per cent or more of all data-related inquiries received by the secretariat have been answered within one week</p>	<p>Twenty-five reports on technical review of GHG inventories of Annex I Parties conducted in the 2011 inventory reporting and review cycle for Annex I Parties were published during the reporting period</p> <p>All 43 annual status reports for the GHG inventory submissions from Annex I Parties in 2012 have been prepared and published in accordance with the mandated time frame</p> <p>The 2012 edition of part I of the synthesis and assessment report for Annex I Parties has been prepared and published in accordance with the mandated time frame</p> <p>MDA responded to about 60 requests for GHG data or for data clarifications from Parties, national and international organizations, the media and individuals; the responses were provided within the agreed time frame of one week</p>
<p>Effective support is provided for the fulfilment of reporting requirements and for the review of the implementation of the Convention and its Kyoto Protocol by Annex I Parties</p>	<p>All GHG inventories from Annex I Parties submitted on time in the biennium 2012–2013 are received and reviewed by international expert teams within the mandated time frames</p>	<p>The 2012 GHG inventory submissions from all 43 Annex I Parties have been received and processed, including the submissions of supplementary information under Article 7, paragraph 1, of the Kyoto Protocol for relevant Annex I Parties</p> <p>MDA organized and supported the 9th meeting of the lead reviewers for GHG inventories of Annex I Parties in March 2012</p> <p>Arrangements for conducting the 2012 cycle of technical reviews of GHG inventories of Annex I Parties are being made</p>

Effective support is provided for the implementation of the work programme for the revision of the “Guidelines for the preparation of national communications by Parties included in Annex I to the Convention, Part I: UNFCCC reporting guidelines on annual inventories”	Proportion of mandated outputs delivered and delivered on time	No output was mandated to be delivered during the reporting period. Development of a new version of CRF Reporter, which reflects the revised guidelines, advances on schedule; the release of that version is planned for 1 October 2012 as per the mandate (decision 15/CP.17)
A sufficient number of experts are trained and ready to participate in GHG inventory reviews	Number of GHG inventory review experts passing the relevant examination annually	Forty experts received training and 31 passed the examination for reviews under the Convention. Seventy-eight experts enrolled in the online training courses under the Kyoto Protocol and 61 passed the examination

Objective 2: To support non-Annex I Parties in preparing and submitting national communications and national inventory and biennial reports and preparing and implementing nationally appropriate mitigation actions required for the implementation of the Convention

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The launch and operation of the process of international consultation and analysis of biennial reports from developing countries is facilitated	Proportion of mandated outputs delivered and delivered on time	No outputs were mandated to be delivered by the secretariat during the reporting period
	All nationally appropriate mitigation action (NAMA) submissions are made available on the UNFCCC website in a timely manner	A total of four NAMAs were received and made available on the UNFCCC website in document FCCC/AWGLCA/2012/MISC.2
The development of modalities for measurement, reporting and verification of developing country actions and support received for these actions is facilitated	All NAMAs are accurately recorded in the registry in a timely manner	The prototype of the registry was presented to Parties in May 2012, which endorsed the approach. A working prototype will be presented before COP 18. In the meantime, the secretariat has established a dedicated web page to record NAMAs and information on support
	Proportion of mandated outputs delivered and delivered on time	No outputs were mandated to be delivered during the reporting period
The NAMA registry is established effectively and updated regularly, including, as appropriate, the ‘matching’ function	Number of mitigation actions recorded	See above regarding the development of the registry. With regard to the ‘matching’ function, the secretariat proposed three options (Google search, automated search engine and queries to the secretariat). The automated search engine will not be developed at this stage given that some Parties had concerns with it

Parties are informed about available guidelines, methods and tools for preparing and submitting their national communications, GHG inventories and other reports	<p>Number of visits to the UNFCCC website to download guidelines, methods and tools</p> <p>Number of booklets and CD-ROMs collected by Parties from the UNFCCC information kiosk during sessions</p>	<p>The relevant web pages with information on national communications from Parties not included in Annex I to the Convention (non-Annex I Parties) were visited about 34,000 times during the reporting period</p> <p>About 570 national experts from the Asia and the Pacific and Africa regions were provided with CD-ROMs and/or access, via FTP, to draft updated Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention training materials on the preparation of national communications from non-Annex I Parties</p>
Effective support is provided to non-Annex I Parties in their fulfilment of reporting requirements under the Convention	<p>Number of non-Annex I Parties that have submitted their subsequent national communications</p> <p>Number of national reports received by the secretariat</p> <p>Number of non-Annex I experts that have been trained</p>	<p>Twelve second national communications and one third national communication were submitted</p> <p>More than 530 experts from the Asia and the Pacific and Africa regions participated either on site or remotely in the training workshop on national GHG inventories and over 40 experts from the Asia and the Pacific region participated on site or remotely in the workshop on mitigation assessment</p>
Data reported by non-Annex I Parties under the Convention and its Kyoto Protocol are processed, stored and published in a timely and accurate manner	All relevant UNFCCC data systems (e.g. the GHG database, the GHG online data interface, the non-Annex I software for the preparation of inventory data) are kept operational without unplanned interruptions	<p>All relevant systems operated without unplanned interruptions</p> <p>Two updates of the GHG data interface online have been implemented, in order to incorporate the latest data on GHG emissions reported in the latest national communications. GHG data for seven non-Annex I Parties were updated in the March 2012 release and 11 in the June 2012 release</p> <p>The development of non-Annex I Party software for the preparation of inventory data is ongoing</p>
The UNFCCC is recognized as an authoritative source of GHG data for non-Annex I Parties	<p>All queries and reports required for supporting the reporting of GHG data by non-Annex I Parties are made available in accordance with agreed timelines</p> <p>Ninety-five per cent or more of all data-related inquiries received by the secretariat have been answered within one week</p>	<p>During the reporting period, neither queries nor reports were required for supporting the reporting of GHG data by non-Annex I Parties</p> <p>Five out of five inquiries relating to national communication processes were responded to within one week of their receipt</p>

<p>The development of modalities for measuring, reporting and verifying anthropogenic forest-related emissions by sources and removals by sinks, forest carbon stock and forest area changes resulting from the implementation of reducing emissions from deforestation and forest degradation in developing countries plus activities is facilitated</p>	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>No outputs were mandated to be delivered during the reporting period</p>
<p>The identification of land use, land-use change and forestry activities in developing countries, in particular those that are linked to the drivers of deforestation and forest degradation, is facilitated</p>	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>All outputs were delivered on time</p>
<p>A sufficient number of experts are trained and ready to contribute to the preparation of national communications and to other national reporting obligations</p>	<p>Number of national reports received by the secretariat Number of non-Annex I experts that have been trained</p>	<p>All 14 countries have prepared national reports that were incorporated into two regional reports (there are eight participating countries in the Southern and Eastern African regional capacity-building projects: Botswana, Malawi, Mauritius, Namibia, Rwanda, South Africa, United Republic of Tanzania and Zambia; the South-East Asian regional capacity-building projects involve five countries: Cambodia, Papua New Guinea, Philippines, Thailand and Viet Nam)</p> <p>Approximately 60 experts were trained in the use of agriculture, land-use and forestry software</p>

Objective 3: To improve the methodological and scientific bases for enhancing the implementation of the Convention and its Kyoto Protocol

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
<p>Effective support is provided for the consideration of matters related to targets for Annex I Parties</p>	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>A total of six outputs were mandated to be delivered during the reporting period. These included MDA's continued support of negotiations on matters related to targets by Annex I Parties under the Ad Hoc Working Group on Long-term Cooperative Action under the Convention and the Ad Hoc Working Group on Further Commitments for Annex I Parties under the Kyoto Protocol, the preparation of a technical paper on developed countries' targets and the organization of an in-session workshop on developed countries' mitigation in May 2012. All mandated outputs were delivered on time</p>

<p>Work on the methodological and scientific basis for long-term cooperative action on policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries; and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries (REDD-plus) in developing countries is facilitated</p>	<p>Proportion of mandated outputs delivered and delivered on time</p> <p>Number of submissions that are posted on the REDD Web Platform, developed in response to decision 2/CP.13</p>	<p>A total of three outputs were mandated to be delivered during the reporting period, including the preparation of a technical paper on modalities and procedures for financing results-based actions and considering activities related to decision 1/CP.16 and compilation of views from Parties on this matter; all were delivered on time</p> <p>A total of 183 submissions were posted on the REDD Web Platform during the reporting period</p>
<p>Work on methodological and scientific matters is facilitated, including in the areas of land use, land-use change and forestry, sectoral approaches, international aviation and maritime transport, and fluorinated gases</p>	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>A total of four outputs were mandated to be delivered during the reporting period. These included MDA's support of the launch of work programmes on land-use change and forestry and work on agriculture under the SBSTA, the compilation of views from Parties on agriculture, support of the ongoing work of the SBSTA on international aviation and maritime transport, and common metrics, and organization of a workshop on common metrics, as well as the preparation of a technical paper on implications of decisions 2/CMP.7 to 5/CMP.7 on the previous CMP decisions on methodological issues related to the Kyoto Protocol, including those relating to Articles 5, 7 and 8. All mandated outputs were delivered on time</p>

Objective 4: To support Parties, in particular developing country Parties, in meeting their specific needs and concerns arising from the impact of the implementation of response measures

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
<p>Effective support is provided to work on the impact of the implementation of response measures, including support to the implementation of the work programme under the subsidiary bodies to address this impact; and a possible forum</p>	<p>Proportion of mandated outputs delivered and delivered on time</p>	<p>No outputs were mandated to be delivered during the reporting period</p>

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

Table 20

Objectives, expected results,^a performance indicators and performance data for the Financial, Technology and Capacity-building programme
Objective 1: To support the intergovernmental process with regard to the provision of financial resources to developing country Parties for adaptation and mitigation

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Parties are effectively supported in intergovernmental negotiations on the financial mechanism of the Convention and on the provisions of the Cancun Agreements relating to fast-start finance, long-term finance, the Green Climate Fund and the Standing Committee	Number of mandated outputs delivered in a timely manner	During the reporting period, a total of two mandates required output delivery. The required outputs were two regional workshops on the process and the requirements for the accreditation of national implementing entities for direct access under the Adaptation Fund. Both workshops were held on time
Parties are regularly provided with information on financial resources to assist developing country Parties in implementing mitigation and adaptation measures	Proportion of mandated outputs delivered and delivered on time Number of visits to the section on the financial mechanism on the UNFCCC website	The finance portal modules on fast-start finance and the Global Environment Facility (GEF) have been updated and a new module on the Adaptation Fund has been developed. New web pages on long-term finance and the Standing Committee have been developed A total of 40,000 visits were made to the sections on the financial mechanism and long-term finance
Information on the implementation of the Conference of the Parties (COP) guidance to the GEF as an operating entity of the financial mechanism, as well as on the work of the Adaptation Fund, is provided regularly and in accordance with mandates under the Convention	Number of reports prepared by the GEF made available by the secretariat in a timely manner Number of reports prepared by the Adaptation Fund Board made available by the secretariat in a timely manner	No reports were mandated to be delivered during the reporting period No reports were mandated to be delivered during the reporting period
Parties are supported effectively in the fifth review of the financial mechanism	Proportion of mandated outputs delivered and delivered on time	No outputs were mandated to be delivered during the reporting period

Objective 2: To support and enhance cooperation among Parties and relevant organizations on the research, development, demonstration, deployment, diffusion and transfer of technologies for adaptation

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
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Effective support is provided for making the Technology Mechanism fully operational, as mandated by the Cancun Agreements and in response to other subsequent decisions of the COP	Proportion of mandated outputs delivered and delivered on time	A total of two outputs were required to be delivered during the reporting period. Two reports were made available on time for consideration by the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation (SBI) at their thirty-sixth sessions
Effective support is provided to the Technology Executive Committee (TEC)	The draft business plans of the TEC are developed in accordance with its decisions	The rolling workplan was developed by the TEC at its 2 nd meeting in line with its decisions
	The annual report of the TEC is made available in a timely manner	This report was not mandated to be made available during the reporting period
Effective support is provided in relation to the Climate Technology Centre and Network, as mandated by the COP and relevant bodies	The selection process for the host of the Climate Technology Centre and Network is launched and completed in a timely manner, in accordance with relevant COP decisions	<p>The call for proposals for hosting the Climate Technology Centre was issued in a timely manner and all related documents were made available on the UNFCCC website</p> <p>Eight proposals were received from interested organizations and one proposal from a consortium of 13 organizations</p> <p>A meeting of the evaluation panel was convened in Bonn, Germany, and six conference calls were organized</p> <p>The report on the evaluation of the proposals to host the Climate Technology Centre was made available to the SBI at its thirty-sixth session</p>
Effective support is provided for the implementation of the Technology Transfer Framework in collaboration with partner organizations	Proportion of mandated outputs delivered and delivered on time	No outputs were mandated to be delivered during the reporting period
The technology information clearing house (TT:CLEAR) is transformed to become the technology information platform of the Technology Mechanism	<p>Number of visits to the technology information platform</p> <p>Number of page displays and file downloads</p>	Data on the number of visits, page displays and downloads are not available as the transformation of TT:CLEAR is ongoing

Objective 3: To enhance the capacity of Parties, and education, training and public awareness activities by Parties, in particular developing country Parties, for their active engagement and participation in implementing the Convention and its Kyoto Protocol

<i>Expected result(s) under the Convention</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
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Parties are regularly provided with information on progress, effectiveness and gaps in capacity-building for Parties not included in Annex I to the Convention and Parties with economies in transition	Annual reports made available in a timely manner	Five reports were mandated and made available during the reporting period. Three reports were made available on time and two were delayed owing to resource constraints
Information is made available on the support provided by developed country Parties for capacity-building in developing country Parties as well as on the use of this support	Information from submissions is compiled and made available on the UNFCCC website in a timely manner	One submission was received during the reporting period. The submission has been made available on the UNFCCC website in a timely manner
The implementation of the capacity-building frameworks is facilitated through coordination with United Nations agencies and other relevant institutions	Number of partner agencies and organizations that contribute to the implementation of the capacity-building frameworks Number of activities undertaken by partner agencies and relevant organizations to contribute to the implementation of the frameworks for capacity-building as listed in annual reports	Thirty-one partner agencies and organizations contributed to the implementation of the capacity-building frameworks A total of 201 activities were submitted during the reporting period by partner agencies and relevant organizations are listed in the annual report
Effective support is provided to the review of the implementation of the amended New Delhi work programme on Article 6 of the Convention	Proportion of mandated outputs delivered on time	Four outputs were mandated to be delivered during the reporting period. Two documents were made available to the SBI on time and two were delayed owing to resource constraints
Relevant United Nations agencies and other organizations are mobilized to provide coordinated input on the implementation of the work programme on Article 6 of the Convention	Number of relevant United Nations agencies and other organizations mobilized by the secretariat to provide input on the implementation of the work programme on Article 6 of the Convention	Fifteen intergovernmental and eight non-governmental organizations were mobilized by the secretariat during the reporting period
The information network clearing house (CC:iNet) is used actively as a tool to enhance the exchange of information on activities under Article 6 of the	Number of registered users in different world regions Number of page displays and file downloads	A total of 385 users from different world regions were registered More than 41,000 page displays and almost 3,000 downloads were registered on CC:iNet during the reporting period

Convention	Level of satisfaction with CC:iNet of users surveyed	A total of 84 responses were received to an online user survey on CC:iNet conducted in January and February 2012; 86 per cent of survey respondents found that the navigation structure of CC:iNet provides easy access to information and 70 per cent rated the layout of CC:iNet web pages and the quality of information as good or excellent. The survey was advertised on the UNFCCC website and the homepage of CC:iNet and e-mail notifications were sent to all Parties and more than 1,600 admitted observer organizations as well as to registered CC:iNet users and participants of regional workshops on the implementation of Article 6 of the Convention
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^a Unless otherwise stated, expected results relate to both work under the Convention and work under the Kyoto Protocol.

Table 21

Objectives, expected results,^a performance indicators and performance data for the Adaptation programme
Objective 1: To support Parties, in particular developing country Parties, in assessing impacts, vulnerability and risks and in developing and implementing adaptation plans, policies and actions

<i>Expected result(s) under the Convention</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The overall coherent implementation of the Cancun Adaptation Framework (CAF) is facilitated	Proportion of mandated outputs delivered and delivered on time	Fourteen mandates required output delivery during the reporting period, pertaining to all three components of the CAF. All mandates were delivered. Those that had a specific delivery date were delivered on time, except several documents depending on timely receipt of submissions and two documents that were slightly delayed owing to the timing of related activities
The work of the Adaptation Committee (AC)	Proportion of mandated AC reports delivered and delivered on time Number of working papers and information products prepared in support of the work programme of the AC Level of satisfaction of AC members with the secretariat's support for the work of the AC	Owing to the delay in membership nominations, the 1 st meeting of the AC was delayed until after the reporting period. Consequently, no activities could be initiated
The process for the formulation and implementation of national adaptation plans (NAPs) is facilitated	Proportion of mandated outputs delivered and delivered on time	Six mandates to the secretariat required output delivery during the reporting period. These include requests for three miscellaneous documents, one synthesis report and ongoing mandates pertaining to the use and enhancement of existing databases and the collection and compilation of information for the Subsidiary Body for Implementation (SBI) to monitor and evaluate the NAP process. All mandates with specific deadlines were delivered on time

	Number of experts trained in the modalities and guidelines for the NAPs	Since the Least Developed Countries Expert Group (LEG) technical guidelines will only be available in December 2012, training, if any, can only be scheduled from 2013 onwards
The implementation of the work programme on loss and damage is facilitated	Proportion of mandated outputs delivered and delivered on time	Seven mandates required output delivery during the reporting period. Two expert meetings were organized and one expert meeting report, one technical paper and one background document were produced, two out of which were slightly delayed owing to the timing of related mandated activities. The secretariat also complied with the mandates to invite experts from regional centres and networks to expert meetings and to engage stakeholders
The implementation of the Nairobi work programme on impacts, vulnerability and adaptation to climate change is facilitated	Proportion of mandated outputs delivered and delivered on time	Four mandates required output delivery during the reporting period. These include a progress report to the Subsidiary Body for Scientific and Technological Advice (SBSTA), which was delivered on time, and ongoing mandates relating to stakeholder engagement and the development of information and knowledge products and their dissemination. One knowledge product on the private-sector initiative and one issue of the electronic newsletter (eUpdate) were produced during the reporting period. Stakeholder engagement is ongoing
	Number of action pledges by Nairobi work programme partners	During the reporting period the secretariat received a total of eight new action pledges, bringing the total number of action pledges received to 169
The work of the LEG is facilitated	Proportion of mandated LEG reports delivered and delivered on time	One LEG report was mandated to be delivered during the reporting period and was made available on time
	Number of working papers and information products prepared in support of the work programme of the LEG	A total of six such working papers and information products were prepared
	Level of satisfaction of LEG members with the secretariat's support of the work of the LEG	This information will be contained in the budget performance report covering the period 1 January 2012 to 30 June 2013
Collaboration between the LEG and the Global Environment Facility (GEF) and its agencies is facilitated	Number of joint activities between the GEF and its agencies and the LEG facilitated by the secretariat	Three such activities were facilitated by the secretariat: one LEG meeting; one LEG side event at SBI 36; and the commencement of the development of training materials for LEG 2012–2013 regional training workshops through electronic means and interaction during subsidiary body sessions

Objective 2: To support the review of the adequacy of the long-term global goal and the consideration of various matters related to science, research and systematic observation

Expected result(s) *Performance indicator(s)* *Performance data*

Work by the Convention bodies on matters related to science, research and systematic observation is facilitated	Proportion of mandated outputs delivered and delivered on time	Three mandates required output delivery during the reporting period. These include the continuation of the organization of the research dialogue, the production of miscellaneous documents containing additional views on the research dialogue and enhancing the visibility of scientific information relevant to the Convention on the UNFCCC website. The first two outputs were delivered on time, the third is ongoing in a timely manner
	Number of international and regional programmes and organizations taking part in the research dialogue under the Convention	Fifteen presentations were made during the research dialogue held during SBSTA 36, with 11 presentations being made on behalf of 10 international research programmes and organizations and the Intergovernmental Panel on Climate Change, and four presentations made on behalf of Parties, with two of them representing a group of Parties
The review of the adequacy of the long-term global goal is facilitated	Proportion of mandated outputs delivered and delivered on time	The secretariat has not received any specific mandates on this matter yet

Objective 3: To engage a wide range of stakeholders and to widely disseminate information by effective means, including through the UNFCCC website

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
A wide range of stakeholders is engaged in the implementation of all relevant mandates	Number of collaborative activities facilitated between organizations and between Parties and organizations	The programme continued the facilitation of collaborative activities between organizations and between Parties and organizations in all its different workstreams. These include organizing eight workshops, expert meetings and informal meetings, and one research dialogue meeting, the production of six documents with stakeholder input, contribution to the Momentum for Change initiative and ongoing communication with all stakeholders across all workstreams
	Diversity of engaged stakeholders, including by geographic region, type and sector	The diversity of engaged stakeholders spans all regions, types, sectors and climate hazards. Statistical data are constantly updated and available on the programme's partners, action pledges and experts database < http://unfccc.int/5005.php >
Comprehensive user-friendly information is made available in a timely manner	Number of visits to the sections of the UNFCCC website dedicated to adaptation	During the reporting period the main page to the adaptation portal < http://unfccc.int/4159 > was accessed 43,753 times. All related subpages had a total of 749,941 views
	Information contained in the sections of the UNFCCC website dedicated to adaptation is regularly updated	Information contained in the sections of the UNFCCC website dedicated to adaptation was updated on a continuous basis
	Level of satisfaction of users of the section of the UNFCCC website dedicated to adaptation	This information will be contained in the budget performance report covering the period 1 January 2012 to 30 June 2013

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

Table 22

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

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

<i>Expected result(s) under the Kyoto Protocol</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Meetings of the clean development mechanism (CDM) Executive Board are organized efficiently and are well supported	Level of satisfaction of the members of the CDM Executive Board with the support provided by the programme for their work	Information on the level of satisfaction of the members of the CDM Executive Board with the support provided by the programme for their work will be made available in the budget performance report covering the period 1 January 2012 to 30 June 2013
	Proportion of meeting documents made available fully in accordance with the rules of procedure of the CDM Executive Board	Eighty-eight per cent of meeting documents were made available fully in accordance with the rules of procedure. The remaining documents were late submissions pending inputs from external stakeholders and panels.
The work of the CDM Executive Board on methodologies is facilitated	Level of satisfaction of the members of the Methodologies Panel, Afforestation and Reforestation Working Group and CDM Small-scale Working Group with the support provided by the secretariat for their work	Information on the level of satisfaction of the members of the Methodologies Panel, Afforestation and Reforestation Working Group and CDM Small-scale Working Group with the support provided by the secretariat for their work will be made available in the budget performance report covering the period 1 January 2012 to 30 June 2013
	Proportion of new methodologies processed fully in accordance with the established procedures and timelines	The secretariat facilitated the work of the CDM Executive Board on methodologies such that all new methodologies were processed fully in accordance with the established procedures and timelines
	Proportion of requests for revisions of, clarifications to, and deviations from, approved methodologies processed fully in accordance with the procedures and timelines	The secretariat facilitated the work of the CDM Executive Board on methodologies such that 99 per cent of requests for revisions, clarifications and deviations were processed fully in accordance with the established procedures and timelines
The registration of CDM projects and the issuance of certified emission reductions are facilitated	Proportion of summary notes delivered to the CDM Executive Board within the specified timelines	Ninety-six per cent of the summary notes prepared for the period 1 January 2012 to 30 June 2012 in accordance with the procedures for registration and the procedures for issuance were delivered within the specified timelines
	Proportion of project completeness checks conducted within the specified timelines	In the period January to June 2012, 96 per cent of the commenced completeness checks and 97 per cent of the commenced information and reporting checks were conducted within the specified timelines

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

Table 23

Objectives, expected results,^a performance indicators and performance data for the Legal Affairs programme**Objective 1: To provide legal advice and support so that the Convention and its Kyoto Protocol as well as the outcomes from the negotiations under the Bali Road Map are implemented and the associated intergovernmental process is conducted in accordance with legal, procedural and institutional requirements**

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The Convention and its Kyoto Protocol, as well as any new international agreement(s) adopted thereunder, are interpreted and implemented in accordance with relevant legal, procedural and institutional requirements	Absence of complaints by Parties and other stakeholders regarding the timeliness and soundness of legal advice and support provided by the secretariat	During the first half of 2012, the Legal Affairs programme issued at least 18 legal opinions on different legal issues, five of these directly to Parties, and provided legal advice on at least 18 different legal issues. The secretariat did not receive any complaints from Parties and other stakeholders regarding the timeliness and soundness of such legal advice and the legal support provided by the secretariat during the reporting period
The bodies established under the Convention and its Kyoto Protocol, including constituted bodies, as well as the intergovernmental process, function and operate in accordance with legal, procedural and institutional requirements	Absence of complaints raised by Parties with respect to the legal support provided by the secretariat to the intergovernmental process and the operation and functioning of the constituted bodies under the Kyoto Protocol	The intergovernmental process was also a major area of concentration for the legal advice provided by the Legal Affairs programme during this period. Eight of the 18 legal opinions issued in the first half of 2012 dealt with the legal, procedural and institutional requirements of the intergovernmental process
The bodies established under the Convention and its Kyoto Protocol, including constituted bodies, as well as the intergovernmental process, function and operate in accordance with legal, procedural and institutional requirements	Proportion of concerns, issues or disputes raised by public or private entities against constituted bodies under the Kyoto Protocol or their members that are addressed and resolved expeditiously and amicably and do not result in legal action against individuals serving on constituted bodies	The concerns and issues that were raised by public or private entities against constituted bodies or their members in the reporting period were expeditiously resolved and did not lead to legal action against any individuals serving on the constituted bodies

Objective 2: To facilitate the operations of the secretariat and to ensure that they are conducted in accordance with legal, procedural and institutional requirements

<i>Expected result(s)</i>	<i>Performance indicators</i>	<i>Performance data</i>
The operations of the secretariat are conducted in accordance with applicable United Nations rules and regulations, the legislative authority of the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and UNFCCC	The number of contracts and other legal instruments between the secretariat and service providers, governments and other partners that are concluded expeditiously and in a legally sound manner, thereby facilitating the smooth operation of the secretariat	The secretariat concluded 53 legal instruments with third parties during the first half of 2012 after these instruments had been reviewed/drafted and cleared by the Legal Affairs programme. No disputes have arisen nor were issues raised in the implementation of these instruments

requirements	The number of audit queries and queries raised by the United Nations Office of Legal Affairs on the appropriateness of legal arrangements entered into by the secretariat	From the period 1 January to June 2012, no audit queries or queries from the United Nations Office of Legal Affairs were received in relation to the appropriateness of legal arrangements entered into by the secretariat
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Objective 3: To facilitate the effective operation of the compliance mechanism in support of the environmental integrity of the Kyoto Protocol and the credibility of the market mechanisms (Article 18 of the Kyoto Protocol, decisions 27/CMP.1, 4/CMP.2 and 4/CMP.4)

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The Compliance Committee takes decisions based on the best available information	Proportion of outputs made available on time	From 1 January 2012 to 30 June 2012, two meetings of the enforcement branch, one meeting of the facilitative branch and one meeting of the plenary took place. In the reporting period, the Legal Affairs programme delivered all its mandated outputs relating to the Compliance Committee on time (i.e. in accordance with the timelines set out in the procedures and mechanisms relating to compliance under the Kyoto Protocol (annex to decision 27/CMP.1) and the rules of procedure of the Compliance Committee of the Kyoto Protocol (annex to decision 4/CMP.2, as amended by decision 4/CMP.4))
	Level of satisfaction expressed by members of the Compliance Committee and alternate members regarding secretariat support	Information on the level of satisfaction expressed by members of the Compliance Committee and alternate members with support provided by the secretariat will be made available in the budget performance report covering the period 1 January 2012 to 30 June 2013
The CMP is provided with adequate and effective support in the development of policy guidance to the Compliance Committee	Absence of complaints raised by Parties with respect to the legal support provided by the secretariat in the development of policy guidance	No session of the CMP was held during the reporting period. The secretariat provides support in the development of policy guidance to the Compliance Committee towards the end of each year, when the annual report of the Compliance Committee to the CMP is made available
Information on the actions taken by the Compliance Committee is made available in a clear and timely fashion	Proportion of Compliance Committee documents made available to the members and alternate members of the Compliance Committee, Parties concerned and the general public in accordance with the rules of procedure of the Compliance Committee	In the reporting period, all the Compliance Committee documents prepared by the secretariat were made available to the members and alternate members of the Compliance Committee, the Party with respect to which a question/questions of implementation had been raised and the public, as appropriate, in accordance with the timelines set out in the annex to decision 27/CMP.1 and the annex to decision 4/CMP.2, as amended by decision 4/CMP.4

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

Table 24

Objectives, expected results,^a performance indicators and performance data for the Conference Affairs Services programme
Objective 1: To advance the climate change intergovernmental process as a result of participation in UNFCCC conferences and events

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The secretariat's relations with Parties are strengthened through networking, the provision of information, in-depth insight and analysis, problem solving and the appropriate treatment of delegates according to protocol	Proportion of communications responded to Average response	The programme responded to all communications The average response time was 67 minutes
Representatives of eligible Parties, including those eligible for funding through the Trust Fund for Participation in the UNFCCC Process, can attend all relevant meetings and actively participate in this process	Proportion of eligible participants funded	A total of 218 participants were eligible for funding during the reporting period. Ninety-one per cent were actually funded. The remaining 9 per cent did not take advantage of the offer for funding, mainly because they did not respond to the offer or declined the offer for unknown reasons
Eligible members of civil society and intergovernmental organizations are admitted and participate within the capacity limit of the venue	Efficiency of admission process (waiting and processing time) Proportion of timely applications that are reviewed and processed in time for possible admission to the Conference of the Parties (COP)	Notification of admission was not to be undertaken during the reporting period A total of 150 applications were received during the reporting period and all were reviewed and processed in time for possible admission to COP 18
Input by observer organizations to the intergovernmental process is facilitated	Number of opportunities to make submissions to the negotiation process and opportunities to intervene at plenary and in contact groups and in-session workshops of UNFCCC sessions	During the reporting period, observer organizations made a total of 141 submissions to the negotiation process. In addition, observer organizations made a total of 32 interventions at the subsidiary body sessions held in May 2012 in Bonn, Germany, in plenary or in contact group meetings or during in-session workshops

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

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
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Official documents are available on time	Percentage of documents, including versions in the six official languages, that have been submitted to the Conference Affairs Services programme in accordance with United Nations deadlines available to Parties on time	A total of 75 documents were mandated to be made available during the reporting period. All documents were made available and 47 per cent of the regular documents (nine of 19) were made available in accordance with the United Nations deadlines for translated documents
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Objective 3: To provide suitable surroundings and comprehensive, state-of-the-art logistical and technical support so that meetings proceed smoothly and productively

<i>Expected result(s)</i>	<i>Performance indicator</i>	<i>Performance data</i>
Comprehensive and functional conference facilities for participants in the climate change negotiation process are planned and provided for during the sessions, workshops and meetings	Number of complaints received with regard to conference facilities	No complaints were received with regard to conference facilities during the reporting period
Comprehensive and functional working conditions for staff are planned and provided for during the sessions, workshops and meetings	Number of reports of technical failures for sound, projectors, electricity, etc., relative to the size, duration and frequency of workshops and meetings	No reports of technical failures for sound, projectors, electricity, etc., were received during the reporting period

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

Table 25

Objectives, expected results,^a performance indicators and performance data for the Communications and Knowledge Management Services programme

Objective 1: To make available to Parties, observer organizations, the public and other stakeholders authoritative and up-to-date information regarding the UNFCCC process in a user-friendly and cost-efficient manner

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The UNFCCC website is recognized as the central information source for authoritative, up-to-date, comprehensive and user-friendly information on the UNFCCC process	Number of users accessing website content	A total of about five million visits to the website were made during the reporting period
	Amount of data downloaded	Over 16 million pdf documents were accessed
	Number of webcast visits	Over 65,000 webcast visits were made
The UNFCCC publications meet the needs of Parties and stakeholders	Level of satisfaction of Parties and stakeholders with the publications	Information on the level of satisfaction of Parties and stakeholders with the publications will be made available in the performance report covering the period 1 January 2012 to 30 June 2013

Journalists from developed and developing countries consistently attend intersessional and sessional meetings	Number of journalists from developed and developing countries attending the sessional meetings	Forty-three journalists attended the sessions of the subsidiary bodies in May 2012
External communication efforts regarding the UNFCCC are coordinated across the United Nations system	Evaluation of the outcomes of the annual communications plan of the United Nations Communications Group Task Force on Climate Change	Information on the evaluation of the outcomes of the 2012 communications plan of the United Nations Communications Group Task Force on Climate Change will be made available in the performance report covering the period 1 January 2012 to 30 June 2013
Global and specialist media and non-governmental organizations are informed about the progress and the decisions of the intergovernmental process and its objectives	Assessment of information and data on online accesses to information on the website and comments posted to Facebook and retweets of secretariat tweets on Twitter	In the first half of 2012, the secretariat posted a total of 234 tweets on Twitter and 310 comments on the UNFCCC Facebook site. Many of these messages were spread within the stakeholder community, with individual tweets by the Executive Secretary on the United Nations climate process and related events retweeted up to 70,000 times. Following Communications and Knowledge Management Services (CKM) programme social media support of the first long-term finance workshop, the head of Climate Action Network International, an umbrella organization comprising more than 700 non-governmental organizations, personally thanked the Executive Secretary for fully enabling civil society participation via social media and webcasts
	Number of media that the UNFCCC reaches	CKM reached more than 3,000 journalists via its global media distribution lists. A total of 32,000 individuals and organizations were reached via social media (Twitter and Facebook) and around 43,000 via the UNFCCC electronic newsletter

Objective 2: To facilitate search and retrieval of UNFCCC documents and to improve knowledge-sharing and collaboration

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Parties, observers, secretariat staff and the general public have ready access to well-organized and comprehensive official documentation of the climate change negotiation process	Number of official documents published on the UNFCCC website within the agreed time frames	A total of 715 official documents were posted in a timely manner
Records are managed in accordance with secretariat policy and guidelines	Number of electronic records captured in the secretariat's records management system	During the reporting period, no additional records were captured in the secretariat's records management system. The total number of records captured so far is 3,472

Internal communication, collaboration and knowledge-sharing is improved through the use of the appropriate tools and systems, including an enhanced Intranet	Level of staff satisfaction with the relaunched Intranet	Staff provided feedback indicating that finding information on the secretariat Intranet has become much easier since its relaunch in late 2011
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^a Unless otherwise stated, expected results relate to both work under the Convention and work under the Kyoto Protocol.

Table 26
Objectives, expected results,^a performance indicators and performance data for the Information Technology Services programme

Objective 1: To maintain and strengthen the secretariat’s information technology (IT) infrastructure

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
The IT network infrastructure and support provide an enabling environment for the secretariat to service the Parties’ requirements for conferences and mandated activities	Ninety-eight per cent overall planned information and communications technology network availability	<p>Out of 17 monitored systems, 14 reached an availability of over 98 per cent. Three of the systems reached an availability of between 97 per cent and 98 per cent, owing to failures of ageing hardware. For these three systems technology redesign projects have already been initiated</p> <p>During the reporting period, the Information Technology Services (ITS) programme supported a subsidiary body session in Bonn, Germany, 49 workshops within the Bonn region and three external workshops in Parties not included in Annex I to the Convention; 15 workshops involved the provision of virtual presence facilities, such as WebEx or Skype, which enabled remote delegates to actively participate in the workshops without having to travel</p>

Service levels in relation to the help desk and security and disaster recovery meet the requirements	Incident/problem management times meet at a minimum the agreed times in the service-level agreement (SLA)	<p>During the reporting period, 6,423 work orders were created by the in-house service desk (which excludes the externally contracted international transaction log (ITL) service desk). A total of 98 per cent were answered within the timelines specified in the SLA and 90 per cent were resolved within the timelines specified in the SLA. Remedial actions will be investigated during the second half of 2012 to improve the resolution rate</p> <p>The performance metrics set for the ITL service desk are: 90 per cent of phone calls answered within 10 seconds, no more than 5 per cent of calls abandoned (user hanging up before being answered) within 20 seconds and 85 per cent of e-mails answered within 30 minutes. These three targets were met and exceeded for the six-month period ending in June 2012: 96 per cent of phone calls were answered within 10 seconds, 3 per cent of phone calls were abandoned within 20 seconds and 95 per cent of e-mails were answered within 30 minutes</p>
Information system for Parties and secretariat use are well developed and supported	All systems are delivered and/or supported in accordance with the requirements defined in the engagement agreements (EAs)	<p>Six out of 10 expected EAs have been signed between ITS and the programmes</p> <p>The current EA season has registered a total of 191 projects and services – comprising 73 funded, 66 potentially funded and 52 unfunded required activities</p> <p>An EA prioritization process is in progress to review and advise on the selection of the most important projects to implement out of the 52 unfunded projects and services. This work is being carried out by a small task force mandated by the Deputy Executive Secretary</p> <p>A monthly EA report (with operational indicators on projects/services and budgetary status) started being sent out to the programmes in June 2012</p> <p>Given that the work on most systems delivery and enhancements is accomplished over the year and the late signing of EAs, statistics on actual percentages of systems delivered will be available only at the year end</p> <p>The technology information clearing house (TT:Clear) system reached an availability rate of 97.3 per cent and the web submission workflow system reached an availability rate of 97.63 per cent. Both systems did not reach the availability target. Remedial actions will be investigated during last half of 2012 to improve the resolution rate</p>

<p>The UNFCCC systems supporting the operation of market-based mechanisms under the Kyoto Protocol function properly</p>	<p>The ITL, the clean development mechanism registry and other information systems supporting the market-based mechanisms are available without unplanned interruptions; their downtimes are kept to a minimum</p>	<p>The ITL has an annual availability target of 99.9 per cent for its production system. The ITL has an annual availability target of 98.5 per cent for its non-production system</p> <p>For the six-month period ending in June 2012, the production system availability stood at 99.82 per cent, missing the targeted threshold. The availability of the non-production system was 99.7 per cent, exceeding the target. Remedial actions will be investigated during the second half of 2012 in order to improve the availability rate of the production system</p> <p>The clean development mechanism/joint implementation information system reached an availability rate of 95 per cent and did not reach the availability target of 98 per cent. Remedial actions will be investigated during second half of 2012 in order to improve the availability rate</p>
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^a Unless otherwise stated, expected results relate to both work under the Convention and work under the Kyoto Protocol.

Table 27

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

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

<i>Expected result(s)</i>	<i>Performance indicator</i>	<i>Performance data</i>
<p>Parties are kept fully informed on the receipt and use of financial resources</p>	<p>Financial statements are made available to Parties in a timely manner</p>	<p>The audited financial statements for the biennium 2010–2011 were completed on time and will be presented to the Subsidiary Body for Implementation in November 2012</p>
<p>Coherence and transparency in fundraising and use of funds</p>	<p>Proportion of donor reports sent on time</p>	<p>A total of 38 donor reports were due during the reporting period, out of which 17 (or 44.7 per cent) were issued on time. In addition, the programme issued five out of seven overdue reports from the previous period</p>
<p>Optimal budget implementation rate</p>	<p>Proportion of actual expenditure compared with the approved budget</p>	<p>The 2012–2013 core budget for the secretariat had a budget implementation rate of 46.8 per cent through to June 2012, which is below the ideal implementation rate of 50 per cent</p>
<p>Compliance with United Nations financial rules and regulations and with UNFCCC financial procedures</p>	<p>Implementation rate of audit recommendations relating to financial and administrative matters</p>	<p>Of the 10 audit recommendations made for the biennium 2008–2009, seven (70 per cent) were fully implemented. The United Nations Board of Auditors noted an improved implementation rate compared with the 38 per cent in the previous biennium. The Board plans to issue three new audit recommendations as a result of the 2010–2011 audit</p>

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

<i>Expected result(s)</i>	<i>Performance indicator(s)</i>	<i>Performance data</i>
Competent and motivated staff reflecting a broad geographic spectrum and gender balance are recruited and retained	Percentage of staff from Parties not included in Annex I to the Convention (non-Annex I Parties)	As at 30 June 2012, a share of 49.4 per cent of staff in the Professional and higher levels were from non-Annex I Parties
	Percentage of recruitment completed within the required time frame	The targeted time frame for recruiting UNFCCC staff (from posting of the vacancy announcement on the UNFCCC website to notification of the selected candidate) is four months. A total of 17 (83 per cent) recruitment cases were completed during the reporting period in accordance with the above time frame
	Percentage of women in Professional and higher-level posts	As at 30 June 2012, 42.4 per cent of staff in the Professional and higher levels were women
	Number of training programmes designed and implemented	A total of 138 classroom training sessions took place during the reporting period A total of 29 e-learning courses were made available to staff The Skillsoft courses library, comprising 2,695 course titles, was partially made available to staff in some programmes

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

<i>Expected result(s)</i>	<i>Performance indicator</i>	<i>Performance data</i>
Travel of delegates and staff to official meetings is arranged effectively and efficiently	Proportion of participants attending meetings versus nominations	Ninety-one per cent of nominated participants attended meetings (1,168 out of 1,277)
Procurement of goods and services is carried out in a timely manner in accordance with United Nations rules and regulations and with UNFCCC policies	Percentage of procurement cases processed within established time frames	Over 98 per cent of procurement cases were processed within the established time frames (361 out of 366)
	Average number of responses received per tender	On average, more than three offers, bids and proposals were received in response to each of the secretariat's 63 tenders conducted in the reporting period
	Difference between vendors selected and highest offer received	On average, the offers selected following a tendering process were 34 per cent less expensive than the highest offers received

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