



## Hands-on training workshop on identifying and reporting adaptation actions in national communications (Asia Pacific and Eastern Europe Region)

Organized in collaboration with the government of Nepal  
and UNDP Nepal

8–11 October 2018  
Hotel Annapurna, Kathmandu, Nepal

*Agenda version: 10.10.2018*

Time	Agenda items	Moderator
	<b>Day 1: Monday, 8 October 2018</b>	
<b>08:00–09:00</b>	<b>Registration</b>	
<b>09:00–10:00</b>	<b>Opening session of the workshop</b> <ul style="list-style-type: none"> <li>- Welcome remarks by UNFCCC – <b>Mr. Jigme, UNFCCC secretariat</b></li> <li>- Welcome remarks by CGE – <b>Mr. Michinobu Aoyama, Consultative Group of Experts (CGE) member</b></li> <li>- Remarks by host country- <b>Mr. Bishwa Nath Oli, Secretary, Ministry of Forests and Environment, Government of Nepal</b></li> <li>- Keynote Address – <b>H.E. Mr. Shakti Bahadur Basnet, Minister of Forests and Environment, Government of Nepal</b></li> <li>- Group photo</li> </ul>	<b>Jigme</b>
<b>10:00–10:15</b>	<b>Coffee break</b>	
<b>10:15–10:45</b>	<b>Introductory session – Mr. Jigme, UNFCCC secretariat</b> <ul style="list-style-type: none"> <li>- Introduction – workshop participants</li> <li>- Overview of workshop – objectives, agenda and expectations</li> </ul>	<b>Jigme</b>
<b>10:45–12:00</b>	<b>A. Big picture: Global landscape of climate change impacts and action</b> <ul style="list-style-type: none"> <li>- Overview of global landscape of climate change: key results from the work of the IPCC Working Group II -<b>Juan Pulhin (Coordinating Lead Author, IPCC-AR5)</b> <p style="margin-left: 20px;"><i>{This session aims to provide global context on climate change impacts and adaptation and will cover key messages drawing from the Fifth Assessment Report of the Intergovernmental Panel on Climate Change Working Group II: observed impacts, vulnerability, and future risks; approaches to climate change adaptation; and climate-resilient pathways and transformation in the context of sustainable development, and adaptation policies and institutions.}</i></p> </li> <li>- Overview of intergovernmental action to tackle climate change under the Convention, the Kyoto Protocol and the Paris Agreement – <b>Ms. Bhava Dhungana (UNFCCC)</b> <p style="margin-left: 20px;"><i>{This session aims to provide a broad picture of how national governments from both developed and developing countries collectively respond to tackle climate change as the part of the intergovernmental processes, including the Convention,</i></p> </li> </ul>	<b>Michinobu Aoyama (CGE Member)</b>



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	<i>the Kyoto Protocol and the Paris Agreement. The emphasis will be mostly on adaptation in the context of developing countries. However, in order to have a complete global picture, an overview of those elements relating to developed countries will also be broadly addressed.</i>					
12:00-14:00	<b>DSA &amp; Lunch break</b>					
14:00–15:30	<p><b>B. General steps in V&amp;A assessments and V&amp;A frameworks – Mr. John Matthews (AGWA) and Mr. Ad Jeuken (Deltares)</b></p> <ul style="list-style-type: none"> <li>- General steps in conducting V&amp;A assessments               <ol style="list-style-type: none"> <li>a. Identifying objectives, audience and outcomes of V&amp;A assessments;</li> <li>b. Planning and conducting V&amp;A assessments;</li> <li>c. Identification and selection of adaptation options;</li> <li>d. Planning and implementation of adaptation measures; and</li> <li>e. Monitoring of the effectiveness of adaptation measures.</li> </ol> </li> <li>- V&amp;A frameworks               <ol style="list-style-type: none"> <li>a. Overview of current practices (e.g. top-down and bottom-up approaches; integrative approaches);</li> <li>b. How to plan and select an appropriate and practical V&amp;A framework that best suits national circumstances and sectoral approaches; key questions to be asked</li> </ol> </li> </ul> <p><i>{This session aims to outline general steps in V&amp;A assessments and provide a quick start guide by step, including key questions to be asked. It will also introduce some types of V&amp;A frameworks, but the focus will be more on how to select an appropriate and practical framework that best suits national circumstances and sectoral approaches, leading to the group exercise.}</i></p>	<b>Bhava Dhungana</b>				
15:30-16:00	<b>Coffee break</b>					
16:00–18:00	<p><b>B. General steps in V&amp;A assessments and V&amp;A frameworks (cont'd) –</b></p> <ul style="list-style-type: none"> <li>- Group exercise: selecting an appropriate and practical framework</li> <li>- Report back (30 min)</li> </ul>	<b>Bhava Dhungana</b>				
18:00-20:00	<b>Dinner hosted by the government of Nepal</b>					
<b>Day 2: Tuesday, 9 October 2018</b>						
09:00–10:30	<p><b>C.1 Sectoral V&amp;A assessment, planning and implementation (in parallel)</b></p> <ul style="list-style-type: none"> <li>- A walk through of <b>the V&amp;A assessment process</b> in each sector <i>{In this session, an overview of tools available plus examples of commonly used tools to assess vulnerability in each sector will be provided. For each tool, the discussion will cover the general description, type of data/input needed to use the tool, outputs from the tool, and strengths and limitation.}</i></li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Sector 1</th> <th style="width: 50%; text-align: center;">Sector 2</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">           Agriculture, livestock, rangeland and food production systems  <b>Mr. Hideki Kanamaru (FAO)</b>  <b>Mr. Gyanendra Karki (FAO)</b> </td> <td style="text-align: center;">           Coastal systems and low-lying areas  <b>Mr. John Matthews (AGWA)</b>  <b>Mr. Ad Jeuken (Deltares)</b> </td> </tr> </tbody> </table>	Sector 1	Sector 2	Agriculture, livestock, rangeland and food production systems <b>Mr. Hideki Kanamaru (FAO)</b> <b>Mr. Gyanendra Karki (FAO)</b>	Coastal systems and low-lying areas <b>Mr. John Matthews (AGWA)</b> <b>Mr. Ad Jeuken (Deltares)</b>	<p><b>Sector 1:</b> <b>Bhava Dhungana</b></p> <p><b>Sector 2:</b> <b>Michinobu Aoyama</b></p>
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10:30-10:45	<b>Coffee break</b>					
10:45–12:00	<p><b>C.2 Sectoral V&amp;A assessment, planning and implementation (in parallel)</b></p> <ul style="list-style-type: none"> <li>- A walk through of <b>the identification/selection of adaptation options</b> based on the assessment results in each sector</li> <li>- Assessing the costs and benefits of adaptation options</li> <li>- Addressing uncertainty issues</li> </ul>	<p><b>Sector 1:</b> <b>Bhava Dhungana</b></p> <p><b>Sector 2:</b> <b>Michinobu Aoyama</b></p>				



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	<p><i>{This session will highlight the interlinkage between the assessment, planning and implementation by demonstrating steps/examples of identifying/selecting adaptation options and formulating policy, plans, programmes, projects based on the assessment results.}</i></p>		
	<p><b>Sector 1</b> Agriculture, livestock, rangeland and food production systems <b>Mr. Hideki Kanamaru (FAO)</b> <b>Mr. Gyanendra Karki (FAO)</b></p>	<p><b>Sector 2</b> Coastal systems and low-lying areas <b>Mr. John Matthews (AGWA)</b> <b>Mr. Ad Jeuken (Deltares)</b></p>	
12:00-13:30	<b>Lunch break</b>		
13:30–15:00	<p><b>C.3 Sectoral V&amp;A assessment, planning and implementation (in parallel)</b></p> <ul style="list-style-type: none"> <li>Hands-on exercise <i>{The participants will engage in a hands-on exercise using a tool/software and sample time series data: (a) to assess vulnerability; and (b) identify/select adaptation options in the sector}</i></li> </ul>		<p><b>Sector 1:</b> <b>Bhava Dhungana</b></p> <p><b>Sector 2:</b> <b>Michinobu Aoyama</b></p>
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15:00-15:15	<b>Coffee break</b>		
15:15-16:45	<p><b>C.1 Sectoral V&amp;A assessment, planning and implementation (in parallel)</b></p> <ul style="list-style-type: none"> <li>A walk through of <b>the V&amp;A assessment process</b> in each sector</li> </ul> <p><i>{In this session, an overview of tools available plus examples of commonly used tools to assess vulnerability in each sector will be provided. For each tool, the discussion will cover the general description, type of data/input needed to use the tool, outputs from the tool, and strengths and limitation.}</i></p>		<p><b>Sector 3:</b> <b>Bhava Dhungana</b></p> <p><b>Sector 4:</b> <b>Michinobu Aoyama</b></p>
	<p><b>Sector 3</b> Water resources <b>Mr. John Matthews (AGWA)</b> <b>Mr. Ad Jeuken (Deltares)</b></p>	<p><b>Sector 4</b> Human health <b>Ms. Bandana Pradhan (Institute of Medicine, Tribhuvan University)</b></p>	
16:45-18:00	<p><b>C.2 Sectoral V&amp;A assessment, planning and implementation (in parallel)</b></p> <ul style="list-style-type: none"> <li>A walk through of <b>the identification/selection of adaptation options</b> based on the assessment results in each sector</li> <li>Assessing the costs and benefits of adaptation options</li> <li>Addressing uncertainty issues</li> </ul> <p><i>{This session will highlight the interlinkage between the assessment, planning and implementation by demonstrating steps/examples of identifying/selecting adaptation options and formulating policy, plans, programmes, projects based on the assessment results.}</i></p>		<p><b>Sector 3:</b> <b>Bhava Dhungana</b></p> <p><b>Sector 4:</b> <b>Michinobu Aoyama</b></p>
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Time	Agenda items		
	<b>Day 3: Wednesday, 10 October 2018</b>		
09:00-10:30	<b>C.3 Sectoral V&amp;A assessment, planning and implementation (in parallel)</b> - Hands-on exercise <i>{The participants will engage in a hands-on exercise using a tool/software and sample time series data: (a) to assess vulnerability; and (b) identify/select adaptation options in the sector}</i>		<b>Sector 3:</b> <b>Bhava Dhungana</b>  <b>Sector 4:</b> <b>Michinobu Aoyama</b>
	<b>Sector 3</b> Water resources <b>Mr. John Matthews (AGWA)</b> <b>Mr. Ad Jeuken (Deltares)</b>	<b>Sector 4</b> Human health <b>Ms. Bandana Pradhan (Institute of Medicine, Tribhuvan University)</b>	
10:30-10:45	<b>Coffee break</b>		
10:45-12:00	<b>C.4 Reflections from hands-on exercise</b>  <i>{This session will provide a platform where the participants share their reflections from the hands-on exercise of conducting sectoral V&amp;A assessment and identifying adaptation options from the assessment results.}</i>		<b>Jigme</b>
12:00-13:30	<b>Lunch break</b>		
13:30-15:15	<b>D. Translating sectoral V&amp;A assessment results into national policy &amp; plan – (Juan Pulhin)</b>  <b>D.1 Overview of the process (30min)</b> <i>{This session aims to outline the process to consolidate the results from sectoral V&amp;A assessments and thereby sectoral options into national adaptation policy and plan: developing criteria for and conducting prioritization}</i>  <b>D.2 Practical examples (30min presentation each)</b> - 2 countries each will present their experiences, focusing on: <ol style="list-style-type: none"> <li>What process did they use to integrate sectoral V&amp;A assessments into decision making and adaptation planning at national level?</li> <li>What were the lessons learned?</li> <li>What were main challenges in the process?</li> </ol>		
15:15-15:45	<b>Coffee break</b>		
15:45-17:30	<b>D.3 Hands-on exercise- (Jigme, UNFCCC Secretariat)</b> - Group exercise: developing criteria for and conducting prioritization - Report back (30min)  <i>{The participants will engage in a hands-on exercise of developing criteria for and conducting prioritization and thereby informing national adaptation policy and plan.}</i>		<b>Michinobu Aoyama</b>



Time	Agenda items	
	<b>Day 4: Thursday, 11 October 2018</b>	
09:00-10:00	<p><b>E. Reporting to the Convention – Ms. Bhava Dhungana (UNFCCC)</b></p> <ul style="list-style-type: none"> <li>- Reporting/presentation of the methods and results from V&amp;A assessments in national communications: the context and mandate, and approaches and examples</li> <li>- MRV arrangements (i.e. its importance, potential benefits at national level, and the key provisions, approaches and good practices for the reporting)</li> </ul> <p><i>{This session provides an overview of the context and mandate for developing countries to report information on adaptation in their national communications. It also provides possible approaches for communication of information consistent with the reporting requirements under the current MRV arrangements. The approaches are further elaborated through examples drawn from information submitted by developing countries in their national communications.}</i></p>	Michinobu Aoyama
10:00-10:15	<b>Coffee break</b>	
10:15-11:00	<p><b>F. Setting-up or enhancing institutional arrangements – Ms. Bhava Dhungana (UNFCCC)</b></p> <p><i>{This session provides overview of key components of national institutional arrangements for preparing and submitting national communications. It also includes examples of institutional arrangements put in place by some developing countries which managed to support the increased frequency of the preparation of national reports. For example, improving coordination of information to be included in NCs and BURs; clearly defining roles and responsibilities of key stakeholders involved in the process; and addressing resource capacity constraints through partnership or collaboration.}</i></p>	Michinobu Aoyama
11:00-12:30	<p><b>G. Peer exchange – Moderated by Mr. Jigme (UNFCCC secretariat)</b></p> <ul style="list-style-type: none"> <li>- Country presentations focusing on: <ul style="list-style-type: none"> <li>a. Experiences in conducting V&amp;A assessments in the context of the preparation of their national communications, <u>outlining institutional arrangements</u>;</li> <li>b. Experiences of V&amp;A assessment being beneficial for the development/informing of national adaptation strategies and/or relevant sectoral policies and strategies;</li> <li>c. Lessons learned, best practices, constraints and gaps, related support needed to prepare and report information on V&amp;A and way forward.</li> </ul> </li> <li>- Moderated discussion</li> </ul> <p><i>{Based on the context set by the country presentations, an interactive discussion will be followed where a moderator will facilitate the discussion by posing targeted questions relating to challenges, experiences and lessons learned in conducting V&amp;A assessments in the context of the preparation of national communications.}</i></p>	
12:30-13:00	<b>H. Workshop evaluation, completion of survey and closing – Moderated by Mr. Jigme (UNFCCC secretariat)</b>	
13:00	<b>Lunch</b>	



Annex 1. Agenda at a glance

	Day 1	Day 2		Day 3		Day 4
Morning	Registration Opening session Introduction to WS  <b>A. Big picture</b>	<b>C. Sectoral V&amp;A assessment, planning and implementation</b> <i>(in parallel)</i>		<b>C. Sectoral V&amp;A assessment, planning and implementation</b> <i>(in parallel)</i>		<b>E. Reporting to the Convention</b>
		<b>Sector 1</b> C.1	<b>Sector 2</b> C.1	<b>Sector 3</b> C.3	<b>Sector 4</b> C.3	<b>F. Setting-up or enhancing institutional arrangements</b>
		C.2	C.2	<b>C.4 Reflections from hands-on exercise</b>		
Afternoon	<b>B. General steps in V&amp;A assessments and V&amp;A frameworks</b>  *Exercise: selecting an appropriate and practical framework	<b>Sector 1</b> C.3	<b>Sector 2</b> C.3	<b>D. Translating sectoral V&amp;A assessment results into national policy &amp; plan</b> <b>D.1</b> Overview of the process <b>D.2</b> Practical examples (2 country presentations) <b>D.3</b> Hands-on exercise & presentations		<b>G. Peer exchange</b>
		<b>Sector 3</b> C.1	<b>Sector 4</b> C.1			<b>H. Workshop evaluation and closing</b>
		C.2	C.2			