



Fifth Meeting of Lead Reviewers for the Review of Biennial Reports and National Communications of Annex I Parties

28 February – 1 March 2018
Room LEU 2312, UN Campus, Bonn, Germany

Agenda Version of 28 February 2018

Day 1: Wednesday, 28 February 2018	
08:00 – 08:45	Registration
09:00 – 09:30	Welcome and opening <i>Donald Cooper, Director, Mitigation, Data and Analysis programme</i> Mandate and objectives of the lead reviewers meeting <i>Katia Simeonova, Manager, Transparency Framework (TF) Sub-programme</i> <i>The lead reviewers (LRs) drive the process of reviews under the International Assessment and Review (IAR), which together with the International Consultation and Analysis (ICA) process build the foundation for the transparency framework of the Paris Agreement. The work undertaken by the LR's contribute to the consistency and efficiency of the review approaches. During the reviews, the experts from variety of Parties share the good practice of the policy making and implementation of climate change mitigation, adaptation and means of implementation and build in such a way global climate change capacity.</i>
Theme 1: Measurement, reporting and verification system and outlook for the next review cycle	
09:30 – 10:15	Approach to the reviews of the Third Biennial Reports and Seventh National Communications <i>Ruta Bubniene, Team Lead, TF – International Assessment and Review (IAR) Unit</i> <i>Questions and answers</i> <i>Two cycles of IAR process allowed to utilize lessons learned for the preparation of the third cycle of the IAR. Streamlined and early preparation for the reviews of the third biennial reports (BR3) and the seventh National Communication (NC7) as well as enhanced existing tools have facilitated effective and efficient preparation for the BR3/NC7 reviews. However, delay in submission of BR3/NC7 by some Parties hampers the preparation for the reviews. Lack of qualified and available experts challenge the regional balancing of the expert review teams. BR3s and NC7s of 26 developed country Parties are scheduled as in-country and centralized reviews in March 2017– June 2018, involving 106 experts. The reviews of BR3/NC7 of remaining Parties are subject to availability of supplementary funding. The review will be followed by 3 multilateral assessment sessions at SBI 49 (December 2018), SBI50 (June 2019) and SBI 51 (December 2019).</i> Experience with the implementation of the international consultation and analysis process <i>Xuehong Wang, Team Lead, TF – International Consultation and Analysis Unit</i> <i>Questions and answers</i> <i>The ICA process is a relatively new process put in place to implement the MRV system for developing country Parties. Since its launch in 2015, 39 Parties have submitted the first</i>

	<p>biennial update reports (BUR1s) and 14 Parties have submitted BUR2s. Among these Parties, 35 went through the facilitative sharing of views under SBI and completed their first ICA cycle. The implementation of the ICA process has resulted in positive outcomes including improvements in reporting by developing country Parties, enhancement of their domestic MRV system and implementation of climate actions, as well as identification of their capacity-building needs. New tools have been developed and communication and outreach activities have been undertaken to support the implementation of the ICA process, including the ICA toolkit for users, BUR reporting checklists, summary report templates and the technical analysis practice guidance.</p>
10:15 – 10:45	<p>Coffee break</p>
10:45 – 11:15	<p>Training of BRs/NCs reviewers and experts for Biennial Update Reports technical analysis Kyoko Miwa, Programme Officer, Training and Certification Unit <i>Questions and answers</i></p> <p><i>The pool of qualified experts for the implementation of MRV system under the Convention has increased significantly through relevant training programmes. In 2017, the secretariat has updated the on-line training courses for experts for the technical review of BRs and NCs aiming at incorporating latest review practice guidance and improving user friendliness. 127 experts out of 205 registered experts passed one or more examinations in 2017. Similarly, the secretariat provides a training programme for teams of technical experts undertaking BUR analysis developed by the Consultative Group of Experts. Since 2015, 205 experts have successfully completed the requirements of the training programme and corresponding examinations.</i></p> <p>Enhanced IT tools: BR Virtual Team Room and Roster of Experts Pedro Torres, Programme Officer, Systems and Tools Unit <i>Questions and answers</i></p> <p><i>The virtual team room for conducting BR/NC reviews (BR VTR) has been improved based on the comments received from the experts during the BR2 review cycle and is ready to be used for the upcoming BR3/NC7 review cycle. Some improvements include downloading questions and answers as a word document and a new/more user-friendly workflow for the preparation of the review report. The Roster of Experts (ROE) is the data base of information on experts which is key for the communication with experts and recording their achievements. Therefore, it is fundamental that experts keep their ROE profile information (including contact details and areas of expertise) up-to-date.</i></p>
<p>Theme 2: Review Practice Guidance 2018</p>	
11:15 – 12:30	<p>Three topics to be enhanced in the review practice guidance (RPG 2018) compared to the RPG 2017. Following the requests from the 4th meeting of LRs, the secretariat:</p> <ul style="list-style-type: none"> • Further analyzed cases of the use of the latest available greenhouse gas (GHG) inventory data in the review reports; • Elaborated on the cases where only the new policies and measures were reported and • Analyzed how the multiple mandatory requirements contained in the same paragraph of the “UNFCCC biennial reporting guidelines for developed country Parties” were considered in the technical reviews of the first and second biennial reports. <p>In addition, the secretariat analyzed the review practice in assessing completeness and transparency of information reported in NC6s, including the supplementary information reported under the Kyoto Protocol. As a result of the analysis, a scoreboard for the assessment of completeness and transparency of the NC was developed with the view to ensure the consistency</p>

	<p>in approaches in assessing BRs and NCs. The following four issues will be discussed in a plenary setting.</p> <p>Analysis of the multiple mandatory requirements contained in the same paragraph of the “UNFCCC biennial reporting guidelines for developed country Parties” Davor Vesligaj, Programme Officer, TF – IAR unit <i>The secretariat prepared a background paper with analysis of the multiple mandatory reporting requirements (‘shall’ requirements) contained in the same paragraph of the UNFCCC biennial reporting guidelines for developed country Parties, namely, paragraphs 6, 14, 15, 17 and 22. The background paper provides insights on the interdependencies of the multiple mandatory reporting requirements and how ERTs considered these in formulating recommendations in the TRRs1 and TRRs2. Based on the conclusions of this analysis recommendations are drawn on good practice in reviewing information under these requirements.</i></p> <p>Assessment completeness and transparency of information reported in NCs, including supplementary information reported under the Kyoto Protocol: scoreboard for NCs. Inkar Kadyrzhanova, Programme Officer, TF – IAR unit <i>The secretariat prepared a scorecard on completeness and transparency for the review of information reported in the NCs based on the same approach used for preparation of the updated scorecard for the review of information reported in the BRs. The scorecard was prepared based on the in-depth review reports of the sixth NCs and is very similar to that of the BRs. This scorecard is recommended for the use during the upcoming NC7 reviews.</i></p> <p>Discussion facilitated by Thelma Krug and Harry Vreuls</p>
12:30 – 14:00	Lunch
14:00 – 15:00	<p>Use of the latest available greenhouse gas inventory data in the review reports Davor Vesligaj, Programme officer, TF – IAR Unit <i>The secretariat further analysed the use in the TRR1s and TRR2s of the latest available GHG inventory submissions and GHG inventory data reported by Parties in their BRs and common tabular format tables. The analysis shows that majority of the ERTs used the latest available GHG inventory data while presenting information in the TRRs.</i></p> <p>Discussion facilitated by Ana Danila and Baasansuren Jamsranjav</p> <p>Review approaches to assessing the completeness and transparency of the information reported only on the new policies and measures implemented or planned since the previous NC/BR</p> <p><i>The secretariat further analysed the existing review approaches to assessing the completeness and transparency of the information reported only on the new policies and measures implemented or planned since the previous NC/BR. The analysis demonstrated that in cases where reports presented only new PaMs and did not reference the previous NC/BR, the ERT recommended the Party to improve the completeness of its reporting by providing complete and consistent information on all PaMs that were put in place to achieve the target.</i></p> <p>Veronica Colerio, Programme Officer, TF – IAR Unit</p> <p>Discussion facilitated by Amr Osama Abdel-Aziz and Christoph Streissler</p>
15:00 – 15:30	Coffee break

Theme 3: Tools for BR3/NC7 reviews	
15:30 – 17:30	<p>Enhanced review report template and checklist</p> <p><i>Davor Vesligaj, Programme Officer, TF – IAR Unit</i> <i>Inkar Kadyrzhanova, Programme Officer, TF – IAR Unit</i> <i>Questions and answers</i></p> <p><i>The review report template and the checklist are the main non-IT tools to facilitate the review process and they have been updated to meet the needs of the BR3/NC7 review cycle. These tools are to be used by the experts to enhance consistency and quality of the review reports and facilitate efficiency of the reviews. The updates and improvements will be highlighted.</i></p> <p>Calculation tools and Projections graph</p> <p><i>Davor Vesligaj, Programme Officer, TF – IAR Unit</i> <i>Questions and answers</i></p> <p><i>Calculation tools for GHG projections and financial support provided are new tools prepared by the secretariat to support the BR3/NC7 review cycle. These excel based tools will ensure the accuracy of data to be presented in the TRRs and reduce a workload of ERTs during the review week. A standardized projection graph will support ERTs in presenting GHG emission trends and projections for different scenarios against quantified economy-wide emission reduction target in the TRRs.</i></p>
17:30	International Culinary Experience
18:30	End of Day 1

Day 2: Thursday 1 March 2018	
Theme 4: Refresher seminar <i>The refresher seminar aims to facilitate consistency and efficiency of the reviews. It creates the space for the LRs to discuss the review approaches used during previous reviews and included in the RPG and to familiarize and use the enhanced review tools.</i>	
09:00 – 09:10	Opening of Day 2 <i>Katia Simeonova, Manager, TF Sub-programme</i>
09:10 - 11:45 including coffee break 10:30 – 11:00	Getting ready for the BR3/NC7 reviews (parallel work in groups) <i>Different case studies based on BR/NC submissions by Parties will be presented for each group. Each group will be divided to 2 sub-groups, led by one co-facilitator and will work on one case-study. To conclude on the case-study the experts will share their review expertise and climate change related knowledge as well as will consult on the RPG, the report template and other relevant non-IT tools. Each group report back to the plenary the outcome of the discussions. The secretariat will advise on the grouping of LRs.</i> Group 1: Review issues related to policies and measures – Group work facilitated by Sina Wartmann and Amit Garg Supported by <i>Inkar Kadyrzhanova</i> , Programme Officer, TF – IAR Unit Group 2: Review issues related to target, progress to target and GHG trends and projections – Group work facilitated by Hongwei Yang Supported by Davor Vesligaj, Programme Officer, TF – IAR Unit Group 3: Review issues related to FTC – Group work facilitated by Maria Gutierrez and Maria Jose Lopez Supported by <i>Marion Vieweg</i> Group 4: Review issues related to NC elements (Research and Systematic Observation, Vulnerability and Adaptation, Education, Training and Public Awareness) and supplementary information reported under the Kyoto Protocol – Group work facilitated by Eglantina Bruci and Justin Goodwin Supported by <i>Suvi Monni</i>
11:45 – 13:00	Reporting back to the plenary by the group facilitators
13:00 – 14:30	Lunch
Theme 5: Conclusions and recommendations of the meeting	
14:30 – 15:30	Work on the conclusions and recommendations
15:30 – 16:00	Coffee break
16:00 – 16:45	Work on the conclusions and recommendations (continued)
16:45 – 17:00	Closing remarks <i>Katia Simeonova, Manager, TF Sub-programme</i>
17:00	End of the meeting

