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Analysis on experts' feedback on the BR/NC review process and the improvements

Ruta Bubniene, Bridget Bofinger

BR and NC unit

Transparency Division
UNFCCC Secretariat

Bonn, 24-25 April 2024

Mandate and scope of the analysis

- The LRs, at the 10th BR/NC LRs meeting (para 44 of the conclusions) requested the secretariat to: "Present an analysis on experts' feedback on the review process and the improvements, including the analysis of potential for replicating the review practices in the BTR reviews, where relevant".

- In response to this request the secretariat has collected feedback from the participating reviewers in BR5/NC8 reviews. E-survey was shared with the ERT at the end of the review week.

- The feedback was requested from all reviewers that participated in the reviews of 35 Parties in Feb 2023-Feb 2024. In total, 73 out of 127 (57 %) experts have provided the feedback.

- In addition, the secretariat have sought feedback via e-survey from all Parties reviewed. Out of 35 Parties, feedback was received from 22 Parties (63%).

- This presentation covers the analysis of the feedback from the experts and the Parties and identifies replicable review practices for the BTR reviews.

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Analysis of experts feedback

Scope of the questionnaire

#Together4Transparency

Feedback survey on BR5/NC8 review organization

Thank you very much for organizing the BR5/NC8 review and helpfully collaborating with the expert review team and the UNCCCC secretariat.
Aiming to facilitate the efficiency and effectiveness of the BR/NC reviews, we are seeking your views on the organization of the review process.
Your suggestion on how to improve the organization of the review preparation and the review week will be considered in organizing future BR and BTR reviews.
Within the mandated scope and timelines of the review process set by the UNFCCC review guidelines, please advise on what worked well and what could be done differently in the lead up to the review week and during the review week.

ERT Survey
Free-response questions on:
1. Challenges
2. Useful Aspects
3. Checklist
4. BR-VTR
5. Report Template
6. RPG
7. Review Process

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Questions asked

1. Was this your first review?

2. What are the **challenges** and practical difficulties in participating in the reviews and how could these challenges be addressed?

3. What **aspects of the review process did you find particularly useful** or well managed?

4. How did you find working in the **checklist** including using the RPG guidance and previous recommendations provided therein and writing your recommendations in the checklist itself?

5. How was your experience with using the **BR VTR**? What challenges, if any, did you face in using it?

6. How did you find the **template** as a tool to help you write the review report?

7. On which new topics would it be helpful to have more guidance in the **Review Practice Guidance (RPG)**? Which topics already in the RPG would need further clarification or revision? Please try to be as specific as possible when describing the topics, and feel free to provide your response within the context of the ETF framework and upcoming BTR reviews.

8. Could you share any ideas **on how to improve the user friendliness of the RPG**? Please try to be as specific as possible when describing the ideas.

9. Could you share any ideas on making **the review process more efficient and productive**? Please try to be as specific as possible when describing the ideas.

10. Any other comments you would like to make.

Feedback Trends - Challenges

Top trend: Time conflicts/not enough time

Observations:
- Travel logistics:
    - Challenge in obtaining flight and visa, especially for experts from Africa
    - Suggestion to travel one day earlier to adjust to time change for travels over 12 hours
- Funding for reviewers: late disbursement of DSA; lack of funding for Annex-I requires buy-in from the hierarchy
- Responsibilities and time commitment by experts: explanation need before the review
- *Suggestion*: Start earlier and plan well in advance, more time for Party answers after resubmission of CTF

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Feedback Trends – Useful Aspects

Top trend: Well-organized process & tools and support / guidance from RO are helpful

Observations:
- Online meetings before the review week are helpful
- The availability of experts before the review week is critical
- The Secretariat's support is helpful
- Good communication among team members
- Scheduling is clear and well managed
- *Suggestion:* host country provide useful logistics information to help the ERT on local transportation between the airport and the hotel

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Feedback Trends – Checklist

Top trend: Very useful tool with previous review recommendations/encouragements and examples

Observations:
- Clearer instructions would be helpful, challenging to use at first - practice and time would help to progress
- Last column has too many pieces of different information that causes confusion
- Difficult to work on the checklist online
- Takes too long to respond, not working on various office versions.
- *Suggestion:* integrate the review report's storyline

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Feedback Trends – BR VTR

Top trend: Internet problem/Incompatibility with MAC

Observations:
- Challenge of automatic logout after a short period of inactivity
- Challenge due to delayed responses from Tools Support Team
- Challenge in autosaving the report
- Incorporation of the checklist within BR VTR would be helpful
- Access on mobile device would be appreciated

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Feedback Trends – Report Template

Top trend: Easy to use, helpful, clear direction

Observations:

- Share earlier during first online meeting
- Incorporate checklist
- Challenge in navigation (add hyperlinks)
- No room for customization, elaboration, or word changes to make more precise
- Too complex

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Feedback Trends – RPG

Top trend: More guidance needed, especially for new reviewers

Observations:
- Many ERT members admitted that the RPG is critical to understand the review approaches
- New reviewers emphasized the need for more explanation of the RPG before the review
- Explanations are needed on the estimate of impact from cross-sectoral PaMs
- For projections, more specific guidance around expectations of company's reporting factors and activities for each sector in the projections
- No longer helpful in interpreting reports, it should start focusing more on how to handle improvements and best practices

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Feedback Trends – Review Process

Top trend: A great experience and effort by Secretariat

Observations:
- IT problem (Multiple people working online can be unstable)
- Offer monitor during review for easier navigation in large documents
- Negotiators creating reporting requirements do not have clarity on how these reporting requirements are implemented in reality
- Patience and lenience with new experts

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Additional feedback

In additional to the e-survey, the direct feedback was collected from the ERT by the ROs at the end of the review week

ICR Japan, Jan-Feb 2023

Feedback and outlook

Time vs purpose

- How much time an expert can allocate to the review?
  - Prepare and approve questions
  - Prepare/QC draft assessment tables/finalize the assessment tables
  - Prepare draft report/incorporate peer review/QC comment
  - Prepare findings ppt

- For which products/elements you would have wished more time?
  - Dialogue with the Party's experts on substantive developments;
  - Dialogue with the Party's experts on understanding of the Reporting guidance;
  - Discussions with ERT on substantive findings;
  - Discussion with ERT on understanding the Reporting guidance (defining review practice)

What could be done differently to make the review experience more efficient and fulfilling?

- Before the review week (timing of invitation, logistical arrangements, 1st phone call ..)

- During the review week:
  - PPTs by Party
  - NGO meeting
  - Drafting the findings ppt
  - Drafting the report

- Any other proposals for adjustments of the schedule:
  - Would it be helpful to start the review with a day with ERT internal meeting (i.e. Monday);
 - Should the ERT have more organized social/cultural activities?

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Analysis of Parties' feedback

Questions asked

1. Scheduling of the review week: How timely was the survey to set the review date?
   - o Too early
   - o Good timing
   - o Too late

2. Communication with the Party before the review week: How timely was the first communication from the secretariat on the approach and logistics of the review?
   - o Too early
   - o Good timing
   - o Too late

3. Answering to the ERT questions for clarifications through VTR: How timely was the first/second batch of questions?
   - o Too early
   - o Good timing
   - o Too late

4. Review week schedule: How did national experts perceive the exchange with the ERT during the review week?
   - o Too intense
   - o Adequate [good]
   - o More exchange would be helpful

Feedback from Parties – largely positive
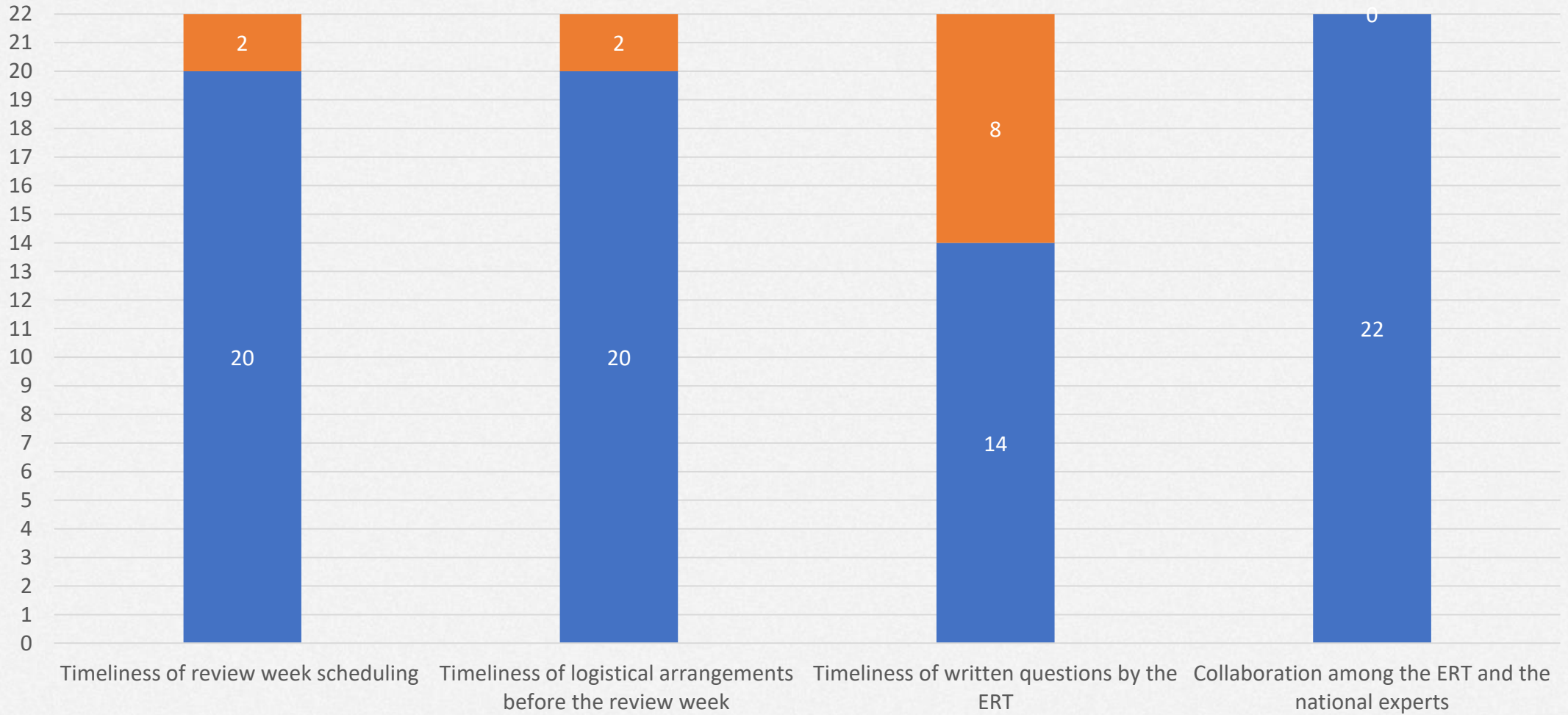
Feedback from Parties – Timing on scheduling and logistics before the review week (Q1 and Q2)

Top Trend: Good timing on Logistics

Observations:
- Need at least one year notice for scheduling with ministries
- Calls and meetings with Party prior to Review Week is important and helpful
- Due to exceptional circumstances some of the Parties were contacted later than the 12 weeks set out in the SWG
- Hotel reservations bring complexities
- Manage review week logistics: more clarity expectations for expert Q&A and Party presentations
- Be aware of national holidays when scheduling review week and additional meetings/calls

Feedback from Parties – timeliness of the ERT written questions (Q3)

Top Trend: Earlier communication of ERT questions (6 ICR & 2CR "too late")
- *Especially for complex questions*

Observations:
- Too short notice to include answers to ERT questions in the Party presentations
- Uncertainty in urgency of responding to questions received late during the review week

Feedback from Parties – collaboration during the review week and additional comments (Q4)

Top Trend: The Review Week was positive, meaningful and efficient. Flexibility among ERT and Secretariat.

Observations:
- The parallel sessions really helped to condense to schedule (leaving plenty of time for bilateral meetings if needed).
- **ERT should bring suggestions for improvement** in addition to pointing out issues
- All Party presentations in one day is strenuous
- More clarity on expectations of NGO presentations
- Reflect the Party presentations given during review week throughout the Review Report
- The timing on sharing the draft ERT assessment with the Party on too short notice to be able to answer to the findings in the Party presentations
- The Thursday ERT presentation should include number of reporting requirements met rather than just requirements not met
- **The in-country reviews are an incredibly important capacity-building exercise**

Potential for replication in the BTR reviews

Lessons learned:

What worked well and what needs further attention?

Replicable elements:

- Process workflow, milestones, timeline

- Supportive role of the RO

- Principal functions of the tools

Further improvements are welcome:

- **Process:** start preparations earlier; arrive 1 day before review week;

- **Collaboration tool**: improve connectivity of a collaboration tool

- **Review tool**: more integration of checklist and template

- **Methodological tool:** more guidance

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Thank you very much!