



Annual report of the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures for 2024

(Pre-edited version)

Summary

This report covers the activities and performance of the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures (KCI) in 2024. It also contains information on the 10th and 11th meetings of the KCI and possible recommendations for consideration by the forum on the impact of the implementation of response measures with a view to the forum recommending actions to the Conference of the Parties at its twenty-ninth session, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its nineteenth session and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement at its sixth session, as well as information on the strategy to organize the implementation of the activities in the workplan of the forum and its KCI.

I. Background

A. Mandate

1. CMA 1 decided to establish the KCI to support the work of the forum on the impact of the implementation of response measures to implement its work programme.¹ COP 24, CMP 14 and CMA 1.3 acknowledged that the forum will cover the work of the COP, the CMP and the CMA on all matters relating to the impact of the implementation of response measures². COP 28, CMP 18 and CMA 5 adopted the updated modalities, work programme and functions of the forum in relation to their respective work.³

2. Members of the KCI are to prepare an annual report for the forum to consider with a view to making recommendations to the COP, the CMP and the CMA.⁴

B. Scope of the report

3. This annual report covers the outcomes of the 10th and 11th meetings and the intersessional work of the KCI (see chap. II.B below), progress of implementation of mandates for the KCI (see chap. II.C below), lessons learned in implementing its mandates (see chap. II.D below), forum considerations (see chap. II.E below) and possible recommendations for consideration by the forum with a view to the forum recommending actions to COP 29, CMP 19 and CMA 6 (see chap. II.E.36 below).

C. Possible action by the forum on the impact of the implementation of response measures

4. The forum may wish to consider this report with a view to the subsidiary bodies recommending a draft decision(s) for consideration and adoption at COP 29, CMP 19 and CMA 6.

II. Report on the activities of the Katowice Committee on Impacts in 2024

A. Organizational matters

5. The KCI held its 10th meeting from 30 to 31 May 2024, in Bonn, Germany. The 11th meeting of KCI took place from 11 to 13 September 2024, in Accra, Ghana.

6. A list of KCI members, all of whom were nominated by their regional group, and the length of their term of office is available on the UNFCCC website.⁵

7. The meetings of the KCI were webcast live and were attended both in person and virtually by KCI members and observers, including representatives of Parties and observer organizations. The observers engaged in addressing the issues under consideration. All meeting documents, presentations, webcasts, lists of participants and reports are available on the UNFCCC website.⁶

¹ Decision 7/CMA.1.

² Decisions 7/CP.24, para. 3, 3/CMP.14, para. 3, and 7/CMA.1, para. 3.

³ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, para. 5. The modalities, work programme and functions are in the annex I to these decisions.

⁴ See decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(j).

⁵ <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/katowice-committee/membership>.

⁶ <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/KCI>.

B. Implementation of the workplan

8. COP 25, CMP 15 and CMA 2 adopted the workplan of the forum and its KCI,⁷ and COP 28, CMP 18 and CMA 5 requested the forum and its KCI to implement the activities arising from the outcomes of the mid-term review of the workplan.⁸ The KCI continued the implementation of its workplan activities for 2024, and its intersessional work virtually through a working group, with the support of the secretariat. Information on the composition of the working group is available on the UNFCCC website.⁹

9. The KCI wishes to express its appreciation for the active participation of observer organizations and other stakeholders in the work of the KCI, including organizations that contributed by answering the call for inputs and providing input during KCI meetings.

1. Strategies for implementing the activities arising from the outcome of the midterm review of the workplan of the forum and its KCI for 2020–2025

10. The KCI prepared strategies¹⁰ for implementing activities (b) and (e)¹¹ arising from the outcome of the midterm review of the workplan of the forum and its KCI. The strategies include establishing a working group to develop case studies and concrete examples; requesting inputs from experts, practitioners and relevant organizations; holding webinars and side events and using other means of outreach to promote the case studies and concrete examples; and adopting KCI meeting reports, which include possible recommendations or key findings of workplan activities, as applicable, in advance of forum meetings for consideration by the forum.

2. Enhance the capacity and understanding of Parties, through collaboration and input from stakeholders, on the assessment and analysis of the impacts of the implementation of response measures to facilitate the undertaking of economic diversification and transformation and just transition (activity 4)

11. The KCI is developing a technical paper, as an output of workplan activity 4, containing a broad framework for capacity-building that will include and further develop training materials and modules, with the aim to facilitate the development of tools and methodologies that can be used by various stakeholders, including the KCI and the forum, to conduct regional and in-person trainings so as to enhance capacity and understanding of Parties on the assessment and analysis of the impacts of the implementation of response measures.

3. Promote the availability and use of guidelines and policy frameworks to assist Parties in promoting just transition of the workforce and the creation of decent work and quality jobs within and across sectors, including training, retooling, retraining and reskilling systems and stakeholder engagement strategies (activity 6)

12. The KCI finalised a synthesized compilation of guidelines and frameworks on just transition to promote their availability and use.

13. On the basis of the synthesis report and work undertaken related to workplan activity 6, the KCI proposed possible recommendations to the forum for consideration with a view to the forum recommending actions to COP 29, CMP 19 and CMA 6 (see para. III.38 below).

⁷ Decisions 4/CP.25, para. 3, 4/CMP.15, para. 3, and 4/CMA.2, para. 3. The workplan is contained in annex II to those decisions.

⁸ Decisions 13/CP.28, 4/CP.18 and 19/CMA.5, para. 9.

⁹ <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/katowice-committee/membership>.

¹⁰ See KCI document KCI/2024/10/11, annex II.

¹¹ Decisions 13/CP.28, 4/CP.18 and 19/CMA.5, annex II.

4. **Facilitate the development and exchange of regional, country- and/or sector-specific case studies and approaches on (1) economic diversification and transformation and just transition of the workforce and creation of decent work and quality jobs, and (2) assessment and analysis of the impacts of the implementation of response measures with a view to understanding the positive and negative impacts (activity 7)**

14. The KCI finalised a case study “Impacts of the implementation of domestic and international response measures – A case study on Maldives” and is finalizing two other case studies, as output of workplan activity 7, in collaboration with other organizations.

5. **Share experience and best practices in reporting and informing on efforts to assess and analyse the impacts of the implementation of response measures (activity 10)**

15. The KCI shared experience and best practices in reporting and informing on efforts to assess and analyse the impacts of the implementation of response measures, under activity 10 of the workplan, taking into account the inputs from experts, practitioners and organizations.

16. On the basis of work undertaken related to workplan activity 10, the KCI proposed possible recommendations to the forum for consideration with a view to the forum recommending actions to COP 29, CMP 19 and CMA 6 (see para. III.39 below).

6. **Development of a case study in each of the five United Nations regions in accordance with activity 7 of the workplan (activity 12)**

17. The KCI initiated the implementation of workplan activity 12 and launched a call for expressions of interest from organizations to develop case studies in collaboration with the KCI and, after considering the responses to the call, agreed to develop six case studies.

7. **Facilitate, exchange and share experience and best practices in the assessment of the environmental, social and economic co-benefits of climate change policies and actions informed by the best available science, including the use of existing tools and methodologies (activity 13)**

18. The KCI initiated the implementation of workplan activity 13 and launched a call for inputs from experts, practitioners and relevant organizations for the purpose of preparing concrete examples of environmental, social and economic co-benefits of climate change policies and actions.

8. **Response to relevant mandates and invitations from the United Nations Climate Change Conference in the United Arab Emirates**

19. The KCI considered the outcomes from the United Nations Climate Change Conference in the United Arab Emirates relevant to the work of the KCI and agreed on approaches to responding to relevant mandates and invitations from this conference.

9. **Monitoring system to track the progress of implementation of mandates for the KCI**

20. The KCI established a process to consider the outcomes from the United Nations Climate Change Conferences and to respond to the relevant mandates and invitations from these conferences and agreed on a monitoring system to track the progress of implementation of mandates for the KCI, including the workplan activities.

10. **Integrating gender considerations into the work of the Katowice Committee on Impacts**

21. The KCI continued to mainstream gender considerations in its work, including by establishing an informal network of experts on gender issues relevant to response measures and by ensuring gender balance of the speakers at KCI side events and of the experts appointed as consultants for its work.

11. Communication and outreach strategy of the Katowice Committee on Impacts

22. The KCI continued monitoring its communication and outreach efforts using a set of key performance indicators.

23. The KCI also deliberated on elements that can guide its communication and outreach activities and established a working group on communication and outreach to support the KCI on this matter.

12. Implementation of Action for Climate Empowerment elements through the implementation of the workplan

24. Responding to an invitation from the COP and the CMA to constituted bodies under the UNFCCC to include in their regular reports information on how Action for Climate Empowerment (ACE) is implemented under their respective workstreams, the KCI agreed to include such reporting in its annual report

25. The KCI contributed to the implementation of ACE elements through several activities as part of the implementation of the workplan. These include, among others: meetings of the KCI that are open for observers; obtaining written input from stakeholders in the development of knowledge products; making its knowledge products publicly available;¹² and collaborating with various organizations as a way to encourage cooperation.

13. Rules of procedure of the Katowice Committee on Impacts

26. In response to the decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, the KCI revised its rules of procedure. The revised rules of procedure are contained in annex I, with a view to the forum considering them at the sixty-first sessions of the subsidiary bodies and forwarding them to the COP, the CMP and the CMA for adoption.

C. Progress in implementing the recommendations

1. Facilitate the enhancement of the capacity of Parties, in particular developing country Parties, to develop and use impact assessment methodologies and tools for conducting their own assessments and analyses of the impacts of response measures, including on decent work and quality jobs, and economic, social, environmental, domestic, cross-border, positive and negative impacts; this includes facilitating the development of case studies as appropriate and the organization of targeted regional hands-on training workshops¹³

27. To fulfil the mandate, the KCI has developed a concept note (see annex II) with a view to developing and implementing a capacity-building programme with an overall objective of enhancing the capacity of Parties, in particular developing country Parties, to develop and use methodologies and tools for conducting their own assessments and analyses of the impacts of implementation of response measures.

28. The KCI aims to design and implement a training programme complementing the work which has been undertaken by the forum and its KCI for activities 3 and 4 of the workplan, including through collaboration with other intergovernmental agencies, and UNFCCC regional collaboration centres.

2. Develop and maintain a web-based user interface for selecting tools and methodologies and promote its use among Parties and stakeholders, as appropriate; a user manual for the interface could also be developed¹⁴

29. To fulfil the mandate, the KCI requested the secretariat to develop and maintain a web-based user interface for selecting tools and methodologies from the existing database

¹² Publications by the KCI can be accessed through <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/KCI>.

¹³ Decisions 20/CP. 27 and 7/CMP.17, para. 20(a), and 23/CMA.4, para. 21(a).

¹⁴ Decisions 20/CP. 27 and 7/CMP.17, para. 20(b), and 23/CMA.4, para. 21(b).

for tools for assessment of impacts of the implementation of mitigation policies and strategies (response measures) and draft a user manual for the interface.

3. Enhance the capacity of Parties, in particular developing country Parties, to develop and use country-specific tools and methodologies for assessing the environmental, social and economic co-benefits of climate change policies and actions¹⁵

30. The capacity-building programme referred to in paragraph 1.27 above is also used to fulfil this mandate. The capacity-building programme may include training course modules covering several topics and areas, including co-benefits of climate change policies and actions.

4. Enhance the understanding of Parties of policies for just transitions and their impacts on various sectors en route to achieving the goals of the Paris Agreement¹⁶

31. The capacity-building programme referred to in paragraph 1.27 above is also used to fulfil this mandate. The capacity-building programme may include training course modules covering several topics and areas, including just transition.

5. Undertake further research on measuring the potential and actual impacts of response measures on people in vulnerable situations and encourage Parties to consider the results of such research, as appropriate, in the design of response measures and policies to minimize the negative impacts and maximize the positive impacts of response measures on people in vulnerable situations¹⁷

32. To fulfil the mandate, the KCI, with the support of the secretariat, is conducting research to prepare a policy brief, by SB 62, based on technical paper¹⁸ for activity 9¹⁹ of the workplan.

6. Intensify efforts to implement the recommendations outlined in relevant decisions of the COP, the CMP and the CMA, including by enhancing cooperation among Parties, stakeholders, external organizations, experts and institutions and by enabling the exchange of information, experience and best practices among Parties with a view to increasing their resilience to the impacts referred to in paragraph 147²⁰ of decision 1/CMA.5²¹

33. The KCI agreed on a monitoring system to track the progress of implementation of mandates for the KCI. As mentioned in paragraph 1.281.28 above, the KCI deliberated on a concept note to design and implement a capacity building programme with an overall objective of enhancing the capacity of Parties, in particular developing country Parties, to develop and use methodologies and tools for conducting their own assessments and analyses of the impacts of the implementation of response measures, with a view to increasing their resilience to the adverse impacts of response measures.

¹⁵ Decisions 20/CP. 27 and 7/CMP.17, para. 32, and 23/CMA.4, para. 33.

¹⁶ Decisions 3/CP.28, 4/CMP.18 and 19/CMA.5, para. 25.

¹⁷ Decisions 3/CP.28, 4/CMP.18 and 19/CMA.5, para. 29.

¹⁸ KCI. 2024. *Impacts of the implementation of response measures on intergenerational equity, gender, local communities, Indigenous Peoples, youth and people in other vulnerable situations*. Bonn: UNFCCC. Available at <https://unfccc.int/documents/638245>.

¹⁹ Identifying and assessing the impacts of the implementation of response measures taking into account intergenerational equity, gender considerations and the needs of local communities, Indigenous Peoples, youth and other people in vulnerable situations.

²⁰ Economic and social impacts of the implementation of response measures

²¹ Decision 1/CMA.5, para. 148.

7. Implement the functions of the Katowice Committee on Impacts in line with the best available science and take into account different national circumstances, in performing them²²

34. To fulfil the mandate, the KCI will consider best available science and take into account different national circumstances in implementing activities of the workplan.

D. Lessons learned

35. KCI benefited from its innovative approach to developing case studies in collaboration with other organizations. This collaborative effort not only strengthened its ability to create in-depth and relevant case studies but also opened up new opportunities for building stronger partnerships and achieving impactful results through dynamic implementation. Recognizing the significant potential of this approach, KCI is now adopting it as a strategy for executing its upcoming work plan activities for case studies development.

E. Forum considerations

36. No issues were identified for submission to the forum for consideration.

III. Possible recommendations for consideration by the forum with a view to making recommendations to the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

37. On the basis of the implementation of its workplan activities, the KCI prepared possible recommendations for consideration by the forum with a view to the forum recommending actions to COP 29, CMP 19 and CMA 6.

38. With regard to workplan activity 6, promote the availability and use of guidelines and policy frameworks to assist Parties in promoting just transition of the workforce and the creation of decent work and quality jobs within and across sectors, including training, retooling, retraining and reskilling systems and stakeholder engagement strategies, the KCI recommends to the forum that the COP, the CMP and the CMA:

- (a) Recognize the variety of existing just transition frameworks, guidelines and tools;
- (b) Recognize the importance of data availability, institutional and human capacity, and legal and regulatory frameworks, particularly for developing countries;
- (c) Encourage Parties to integrate just transition of the workforce and the creation of decent work and quality jobs into the development and implementation of NDC;
- (d) Request the KCI, drawing on existing frameworks, to develop a comprehensive guidance framework on just transition of the workforce and the creation of decent work and quality jobs. This guidance framework should clearly define objectives, establish guiding principles, identify priority actions, including sustainable and innovative financing, that will facilitate timely contributions toward achieving the global low emissions development goal.

39. With regard to workplan activity 10, sharing experience and best practices in reporting and informing on efforts to assess and analyse the impacts of the implementation of response measures, the KCI recommends to the forum that the COP, the CMP and the CMA:

²² Decision 1/CMA.5, para. 149.

- (a) Call for Parties to report on social and economic consequences of response measures and to report them in both qualitative and quantitative manners;
- (b) Encourage Parties that have already reported, to continue reporting and to enhance their reporting on social and economic consequences of response measures in both qualitative and quantitative manners;
- (c) Request the KCI to collaborate with the Consultative Group of Experts to develop a comprehensive and common set of guidelines on qualitative and quantitative reporting on the impacts of the implementation of response measures under the Enhanced Transparency Framework of the Paris Agreement. This set of guidelines is to support Parties in the enhancement of detailed reporting on both domestic and cross-border impacts of the implementation of response measures;
- (d) Request the secretariat to prepare a synthesis report on response measures reporting in BTR of Parties and present it to the KCI at its 13th meeting.

Annex I

Rules of procedure of the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures

I. Scope

1. These rules of procedure shall apply to the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures (KCI), as established by decision 7/CMA.1, and be implemented in accordance with decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, including the functions, work programme and modalities of the forum on the impact of the implementation of response measures and its KCI under the Convention, the Kyoto Protocol and the Paris Agreement annexed thereto, as well as any other decisions on the forum and its KCI adopted by the governing bodies.

II. Mandate

2. The Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) decided to establish the KCI to support the work of the forum on the impact of the implementation of response measures in implementing its work programme and operating in accordance with its terms of reference.¹

3. The forum and the KCI may use the following modalities, as appropriate and as decided on a case-by-case basis, in order to carry out the work programme of the forum:

- (a) Building awareness and enhancing information-sharing through the exchange and sharing of experience and best practices;
- (b) Preparing technical papers, national, regional and sector-specific case studies, concrete examples and guidelines;
- (c) Receiving inputs from and facilitating collaboration with experts, practitioners and relevant organizations;
- (d) Organizing workshops.

III. Membership

A. Composition

4. The KCI shall be composed of 14 members, as follows:

- (a) Two members from each of the five United Nations regional groups;
- (b) One member from the least developed countries;
- (c) One member from the small island developing States;
- (d) Two members from relevant intergovernmental organizations.²

¹ Decision 7/CMA.1, para. 5 and annex.

² Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(b).

B. Nomination

5. Members shall be nominated by their respective regional groups or constituencies, taking into account the goal of achieving gender-balanced membership. The Chairs of the subsidiary bodies shall be notified of these appointments.³
6. Prior to the conclusion of each term of office of IGO members, the secretariat shall send invitations to relevant intergovernmental organizations to nominate experts for consideration as members of the KCI.
7. Members of the KCI shall serve in their expert capacity and should have relevant qualifications and expertise in the technical and socioeconomic fields related to the areas of the work programme of the forum.⁴

C. Term of membership

8. Members of the KCI shall serve a term of two years and be eligible to serve a maximum of two consecutive terms in office.^{5,6}
9. The members shall remain in office until their successors are elected. Once successors are nominated, the KCI shall notify the Chairs of the subsidiary bodies of these nominations.
10. The term of office of a member shall commence at the first meeting of the KCI in the calendar year of their appointment and end immediately before the first meeting of the KCI in the calendar year after their second calendar year⁷ in office.

D. Resignation, suspension and termination of membership

11. If a member of the KCI resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, the KCI shall request the respective regional group or constituency that nominated the member to nominate another member for the remainder of the unexpired term, in which case the appointment shall count as one term. In such a case, the KCI shall notify the Chairs of the SBSTA and the SBI.
12. Once during the term of a member, if the member is temporarily unable to serve in the KCI, the secretariat shall, at the request of that member, invite the naming of an expert from the same Party/IGO by that Party/IGO, in consultation with the regional group or constituency, to replace the member in an ad interim capacity until the member is able to serve again in the KCI up to the remainder of the unexpired term.
13. If a member does not participate in two consecutive meetings of the KCI, is unable to perform the functions and tasks set by the KCI, violates the code of conduct, or fails to disclose a conflict of interest as required under these rules of procedure, the Co-Chairs of the KCI may suspend the membership of a particular member and recommend to the appropriate regional group or constituency of the termination of their membership.

IV. Duties and conduct

14. Members of the KCI shall be bound by these rules of procedure.

³ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(d).

⁴ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(c).

⁵ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(e).

⁶ At the establishment of the KCI, the half of the members served a term of three years and half of the members a term of two years. At the expiry of the term of these members and thereafter, members shall be nominated for a term of two years.

⁷ Third calendar year for members serving an initial term of three years as mentioned in footnote 6 above.

A. Code of conduct

15. Members of the KCI shall perform any duties and exercise any authority in an honorable, independent, impartial and conscientious manner. They shall:

(a) Observe at all times and from the date of their election the highest standards of ethical conduct in the performance of their duties and functions. Such duties and functions shall be performed in accordance with the Charter of the United Nations and these rules of procedure;

(b) Treat all persons involved in the meetings and processes of the KCI with dignity and respect and conduct themselves in line with the values of the United Nations;

(c) Not abuse their authority or directly or indirectly accept, offer or provide any gift, advantage or reward that can be reasonably perceived as intended to influence the performance of their functions and their independence;

(d) Not engage in any form of discrimination or harassment in any form, including sexual harassment.

B. Conflict of interest

16. Members of the KCI must promptly disclose any actual, potential or perceived conflicts of interest, and they must recuse themselves from any deliberations or decision-making that could have a bearing on their personal or financial interests, in order to avoid a conflict of interest or the appearance of one. Further, KCI members shall not disclose any information received in confidence or identified as such by the KCI that they receive in the course of their duties, even after leaving the KCI.

V. Co-Chairs

17. The KCI shall elect, on a consensus basis, two members to serve as its Co-Chairs for a term of two years, taking into account the need to ensure equitable geographical representation.⁸

18. The secretariat shall preside over the opening of the first meeting of the calendar year when the election of the Co-Chairs will take place and conduct the election of the Co-Chairs.

19. If one of the Co-Chairs is temporarily unable to fulfil the obligations of the office, another member designated by the KCI shall serve as Co-Chair.⁹ If neither Co-Chair is able to serve in their respective capacities, the KCI shall elect a member from among those present to chair that meeting.

20. If a Co-Chair is unable to complete the term of office, the KCI shall elect a replacement from among its members in the relevant regional group or constituency of the incumbent Co-Chair, if available, to complete that term of office.

21. The Co-Chairs shall collaborate in chairing the meetings of the KCI and in facilitating the work of the KCI throughout the year, in accordance with the workplan of the forum and its KCI, to ensure coherence between meetings.

22. Following the completion of the Co-Chairs' two-year term of office, the KCI shall elect two members as Co-Chairs for the next two-year term of office.

23. In addition to the functions conferred upon the Co-Chairs elsewhere in these rules of procedure, the Co-Chairs shall be responsible for opening, conducting, suspending, adjourning and closing Committee meetings, for dealing with all procedural matters, in accordance with these rules of procedure and for ruling on points of order.

⁸ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(f).

⁹ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(g).

24. The Co-Chairs shall call upon speakers at meetings of the KCI in the order in which they signify their desire to speak. The secretariat shall maintain a list of speakers. The Co-Chairs may call a speaker to order if their remarks are not relevant to the subject under discussion.
25. The KCI may define additional roles and responsibilities for its Co-Chairs.
26. In exercising their functions, the Co-Chairs shall remain under the authority of the KCI.
27. The Co-Chairs or any other member designated by the Co-Chairs may represent the KCI as necessary.

VI. Secretariat

28. The secretariat, in accordance with these rules of procedure, and subject to the availability of resources, shall support and facilitate the work of the KCI, by:
 - (a) Making the necessary arrangements for the meetings of the KCI, including announcing the meetings, issuing invitations, making the necessary travel arrangements for members eligible for funding for their participation in meetings, providing access for virtual participation in the case that any members cannot participate in-person, and making documents available for meetings;
 - (b) Maintaining records of the meetings of the KCI and arranging for the storage and preservation of meeting documents;
 - (c) Making documents for meetings of the KCI available to the public, unless otherwise decided by the KCI.
29. The secretariat shall assist the KCI in tracking its actions, in accordance with the workplan of the forum and its KCI, in its annual report.
30. In addition, the secretariat shall perform any other functions requested by the KCI, in accordance with the mandates of the forum and its KCI as well as any relevant decisions of the governing bodies.

VII. Meetings

A. Dates and venue

31. The KCI shall meet twice a year, with the first meeting to be held over two days in conjunction with the sessions of the subsidiary bodies in the first sessional period of the year and the second meeting to be held intersessionally over three days.¹⁰
32. At each of its meetings, the KCI shall propose the dates of its next meeting. The Co-Chairs will agree on the dates of the next meeting in consultation with the secretariat.
33. The secretariat shall give notice of the dates and venue of each meeting of the KCI not less than eight weeks prior to the meeting.

B. Quorum

34. At least nine members of the KCI must be present to constitute a quorum.
35. Members are requested to confirm their attendance at meetings of the KCI as early as possible, and at least four weeks prior to a meeting for members eligible for funding for their

¹⁰ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(a).

participation, to enable sufficient time for the secretariat to make the necessary travel arrangements.

C. Agenda and documentation for meetings

36. The Co-Chairs, assisted by the secretariat, shall prepare the provisional agenda and provisional annotated agenda for each meeting of the KCI in accordance with the workplan of the forum and its KCI.

37. The Co-Chairs shall prepare a report on each meeting of the KCI, to be agreed by members, which will be made available on the UNFCCC website. The Co-Chairs will report back to the forum on the meeting of the KCI.

38. The proposed provisional agenda and provisional annotated agenda for each meeting shall be transmitted to the members of the KCI at least four weeks in advance of the meeting.

39. Members may propose additions or changes to the proposed provisional agenda and provisional annotated agenda, in writing, to the secretariat within one week of receiving the documents, and these additions or changes shall be considered for the issuance of provisional agenda and provisional annotated agenda by the secretariat in agreement with the Co-Chairs.

40. The secretariat shall transmit the provisional agenda and provisional annotated agenda for each meeting and any supporting documentation to the members of the KCI at least two weeks prior to the meeting. Documents may be transmitted after that date with the approval of the Co-Chairs.

41. Documents for a meeting shall be published on the UNFCCC website at least two weeks prior to that meeting, to the extent possible, unless otherwise decided by the Co-Chairs.

42. The KCI shall, at the beginning of each meeting, adopt the agenda for that meeting.

43. Any item on the agenda for a meeting that the KCI does not conclude at that meeting, shall automatically be included in the provisional agenda for the next meeting, unless otherwise decided by the KCI.

44. Members of the KCI shall prepare an annual report for consideration by the forum with a view to making recommendations for consideration by the subsidiary bodies, which, in turn, are to recommend actions to the governing bodies for their consideration and adoption.¹¹

45. The annual report shall be made available on the UNFCCC website before the relevant sessions of the governing bodies.

VIII. Transparency

46. Should technical and financial resources permit, open meetings of the KCI shall be webcast on the UNFCCC website.

A. Participation of observers

47. Meetings of the KCI shall be open to attendance as observers by all Parties and accredited observer organizations, including virtually, unless otherwise decided by the KCI.¹²

48. The KCI may decide to close a meeting or part thereof to observers at any time.

49. The KCI may, in the interests of economy and efficiency, decide to limit the in-person attendance of observers at its meetings.

¹¹ Decision 7/CMA.1, para. 12, and decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(j).

¹² Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(h).

50. The secretariat shall make the dates and venue of each meeting available to the public to enable participation by observers.

51. Observers may, with the agreement of the KCI, be invited to address the KCI on matters under consideration by the KCI at a meeting. The Co-Chairs shall notify the KCI one week in advance of the meeting of any proposed interventions by observers.

52. The KCI may invite interventions from observers throughout a meeting, as appropriate.

B. Participation of expert advisers

53. The KCI, in fulfilling its mandate, should draw upon outside expertise at its meetings.

54. The Co-Chairs may, in consultation with the KCI, invite observers and other outside expertise, including representatives of international organizations, the private sector, academia and/or civil society to participate in a meeting of the KCI as expert advisers on specific issues under consideration at the meeting. The Co-Chairs shall notify the KCI one week in advance of the meeting of any proposed interventions by observers.

IX. Decision-making

55. The KCI shall operate on the basis of consensus of its members.¹³

56. The KCI may use electronic means to facilitate its work, as appropriate and in accordance with the workplan of the forum and its KCI.

X. Working language

57. The working language of the KCI shall be English.

XI. Use of electronic means of communication

58. The KCI shall use electronic means of communication to facilitate intersessional work, as appropriate and in accordance with the workplan of the forum and its KCI. The secretariat shall ensure that a secure and dedicated web interface is established and maintained to facilitate the work of the KCI.

XII. Working groups

59. The KCI may establish working groups comprising its members and external experts or observers to support the forum in performing its functions. The working group shall be led by a member of the KCI.

60. The working groups may receive inputs from experts, practitioners and relevant organizations in accordance with the workplan of the forum and its KCI and in line with paragraphs 54–55 above.

XIII. Workplan

61. The KCI shall support the work of the forum in line with the workplan of the forum and its KCI.

¹³ Decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, annex I, para. 5(i).

62. The KCI may draw on the expertise necessary to perform its functions, including from the UNFCCC roster of experts, while taking fully into account the goal of achieving regional and gender balance in the context of such expertise.

XIV. Amendments to the rules of procedure

63. The KCI may recommend amendments to these rules of procedure for the forum to consider and make recommendations to the subsidiary bodies, with a view to the subsidiary bodies providing recommendations for consideration and adoption by the governing bodies.

64. Proposals for amendments to the rules of procedure may be submitted to the secretariat in writing by members of the KCI. Such proposals shall then be circulated by the secretariat for consideration and decision by all members of the KCI.

65. No proposed amendment to the rules of procedure shall be discussed or put forward for a decision at any meeting unless copies have been circulated to the KCI members no later than two weeks before the meeting.

XV. Overriding authority of the Convention, the Kyoto Protocol and the Paris Agreement

66. In the event of a conflict between any provision of these rules and any provision of the Convention, the Kyoto Protocol or the Paris Agreement, the provision of the Convention, the Kyoto Protocol or the Paris Agreement shall take precedence.

Document information

<i>Version</i>	<i>Description</i>
Version 3	Revision to address mandate from decisions 13/CP.28, 4/CMP.18 and 19/CMA.5, para. 8. The main changes include: <ul style="list-style-type: none"> • Meetings of the KCI • Inclusion of code of conduct • Update of the modalities to carry out the work programme of the forum • Update in sections related to Co-Chairs and participation of experts and observers.
Version 2	<ul style="list-style-type: none"> • Revision of paragraph 7 and addition of paragraph 11 • Adopted by decisions 19/CP.26, 7/CMP.16 and 23/CMA.3
Version 1	Adopted by decisions 4/CP.25, 4/CMA.15 and 4/CMA.2

Annex II

Concept note to design and implement a capacity building programme for impact of the implementation of response measures

I. Background

1. The COP 27, the CMP 17 and the CMA 4 requested the forum on the impact of the implementation of response measures and its KCI to facilitate the enhancement of the capacity of Parties, in particular developing country Parties, to develop and use impact assessment methodologies and tools for conducting their own assessments and analyses of the impacts of response measures. This includes decent work and quality jobs, and economic, social, environmental, domestic, cross-border, positive and negative impacts. facilitation of the development of case studies as appropriate and the organization of targeted regional hands-on training workshops.¹

2. Further, the decision also requested the KCI to enhance the capacity of Parties, in particular developing country Parties, to develop and use country-specific tools and methodologies for assessing the environmental, social and economic co-benefits of climate change policies and actions.

3. The KCI Co-chairs, at KCI 9 meeting, presented a background note² containing proposals how the KCI can incorporate the outcomes from the Glasgow and Sharm el-Sheikh Conferences that are relevant to the work of the KCI into its existing workplan³ of the forum and its KCI, as appropriate. At the same meeting, the KCI agreed to implement the actions that are proposed therein.

4. For the mandate as mentioned in paragraphs **Error! Reference source not found.****Error! Reference source not found.**, the KCI requested the secretariat to prepare a concept note, for the design and implementation of a capacity-building programme, including through collaboration with other intergovernmental agencies, and regional collaboration centres, to assist Parties wishing to undertake assessment of impacts of impact of implementation of response measures, for, inter alia: (i) conducting their own assessments and analyses of the impacts of response measures, including on decent work and quality jobs, and economic, social, environmental, domestic, cross-border, positive and negative impacts; (ii) facilitating the development of case studies as appropriate; (iii) organization of targeted regional hands-on training workshops.

5. Further, the KCI advised that the concept note must complement the work which is undertaken by the KCI for activities 3 and 4 of the workplan.

II. Objective

6. In accordance with the mandate, this concept note lays out an implementation plan for an overall objective of enhancing the capacity of Parties, in particular developing country Parties, to develop and use methodologies and tools for conducting their own assessments and analyses of the impacts of implementation of response measures.

7. Through the activities in this capacity-building programme, it is expected that, inter alia:

¹ Decisions 20/CP.27 and 7/CMP.17, paras. 5, 20(a) and 32, and decision 23/CMA.4, paras. 5, 21(a) and 33.

² KCI document KCI/2023/9/10, available at <https://unfccc.int/event/KCI9>.

³ Contained in annex II to decisions 19/CP.26, 7/CMP.16 and 23/CMA.3.

(a) Parties would be able to conduct their own assessments and analyses of the impacts of response measures, including on decent work and quality jobs, and economic, social, environmental, domestic, cross-border, positive and negative impacts;

(b) Parties would be facilitated in the development of case studies, as appropriate, by, among others, understanding the challenges and required expertise for conducting case studies;

(c) Parties would be able to use methodologies and tools to conduct assessment of impacts and conduct their own assessments.

8. Further, it is expected that implementation of this capacity-building programme will facilitate incorporation of elements of just transition and economic diversification in upcoming NDCs and LTLEDS with long-term impacts of fostering sustainable development, enhancing resilience to climate change, and promoting equitable socio-economic growth.

III. Key issues and proposed solutions

A. Identifying the capacity-building needs

9. Parties are at different starting points in terms of their capacity and ability to undertake assessments of impacts of implementation of response measures. This includes the capacity and ability to use various methodologies and tools. They face various challenges such as lack of political buy-in from senior management/government; lack of technical expertise to apply methodologies and tools; lack of stakeholder support; lack of institutional arrangements.

10. To enhance the capacity of Parties, in particular developing country Parties, to develop and use impact assessment methodologies and tools for conducting their own assessments and analyses of the impacts of response measures, it is critical that the starting point be to conduct an assessment of capacity-building needs, priorities and challenges of the countries and regions, through consultations with diverse stakeholders.

11. Some information has been gathered on capacity-building needs during regional workshops which were organised by the forum and the secretariat on the use of tools and methodologies on assessment of impacts of implementation of response measures, including modelling tools, to facilitate just transition and economic diversification.

12. The KCI undertook mapping of relevant stakeholders and their work with respect to enhancing capacity for assessing and analysing the impacts of the implementation of mitigation policies and actions geared towards undertaking economic diversification and transformation and just transition. This mapping included work of organizations working to develop relevant tools, build capacity on assessment methods and data collection⁴ such as ILO, IRENA, World Bank, UNDP, IEA, ICAT etc. Table below provides information on latest training programs which are being offered in these areas by some intergovernmental organisations.

<i>Organization</i>	<i>Program Name</i>	<i>Description</i>
Initiative for Climate Action Transparency (ICAT)	ICAT Training Program on Climate Policy Impact Assessment	Provides training on methodologies and tools for assessing the impacts of climate policies, including the use of CGE models and the ICAT Assessment Guides.
World Bank	Climate Policy Assessment Tool (CPAT) Training	Offers training on the use of the CPAT, which includes CGE modeling to help

⁴ <https://unfccc.int/documents/614633> (see chapter 4).

		countries assess the impacts of climate mitigation policies on energy demand, prices, emissions, and more.
UNDP	Climate Action Impact Tool (CAIT) Training	Provides training on the use of CAIT, which incorporates CGE models to help countries assess the impacts of their climate policies and actions, including economic, social, and environmental dimensions.
International Energy Agency (IEA)	Energy and Climate Policy Assessment Training	Offers training on the use of various IEA models and tools, including CGE models, to assess the impacts of energy and climate policies.
UN Global Compact	Introduction to Just Transition	A foundational course to help companies plan for a just transition, identify gaps in current practices, and generate ideas for improving alignment. It includes seven high-priority actions for a just transition
International Labour Organization (ILO)	Skills Development for a Just Transition	This program provides guidance on linking just transition with skills development, offering stakeholders information and recommendations for implementation.
UNCTAD	Building More Diverse and Resilient Economies	Offers workshops, training programs, and knowledge-sharing platforms to help build the capacity of governments and institutions to manage the diversification process effectively.
World Bank	Trade & Competitiveness Global Practice	Works with client countries to achieve greater economic diversification through analysis, advisory work, and technical assistance, focusing on trade and competitiveness.

13. In addition, capacity-building programmes, activities or initiatives that are undertaken under the UNFCCC have been examined as to identify areas, topics and modalities that have not been covered by these programmes, activities or initiatives.

14. The Consultative Group of Experts (CGE) has been conducting training workshops for Parties in the area of reporting under the UNFCCC, in particular recently, for the preparation of the biennial transparency reports under the enhanced transparency framework. These workshops have been organized regionally and targeted specific countries, such as least developed countries.

15. The CGE's training programmes primarily aim to enhance the understanding of Parties, particularly those from developing countries, regarding reporting requirements and the preparation of information for reporting. These trainings are designed to ensure that reports are comprehensive and fully compliant with the established reporting requirements.

16. Training programmes are also conducted for experts who will review the Party reports. These trainings aim to provide experts with the essential reporting elements, requirements and the tools available to help them prepare for the review.

17. These trainings are designed to deepen Parties' understanding of reporting requirements and ways for presenting information. The primary focus is on data collection and methods for estimating GHG emissions for reporting purposes. However, these trainings do not extend to capacity building for Parties on assessing the impacts of policies or reporting on the social and economic consequences of response measures.⁵

18. The Paris Committee on Capacity-building (PCCB) was established to address gaps and needs in climate change-related capacity-building activities in developing countries Parties and to further enhancing capacity-building efforts, including with regard to coherence and coordination in capacity-building activities.

19. To implement its mandate, the PCCB has launched a capacity-building portal that serves as repository of tools, projects, courses, and other resources that Parties and stakeholders can use to enhance their capacity. The KCI has included its knowledge products such as technical papers in the repository and will continue to do so.

20. In addition to this portal, the PCCB has also organized capacity-building hub in the margin of COPs since COP24 to bring together the knowledge and experience of experts, scholars, and activists at local and global levels, foster the creation and dissemination of knowledge, and embodies the spirit of collaboration within the capacity-building community.

21. Through these capacity-buildings hubs, PCCB has invited organizations, including the KCI, to organize events that have overall aim of enhancing capacity in diverse areas. The KCI organized events at capacity-building hubs at COP27 and COP28, and will continue to contribute to this capacity-building initiative.

22. While capacity-building events at COPs can serve as a starting point to enhance capacity, i.e. by raising awareness of Parties and stakeholders on a particular topic or identifying general gaps in the capacity on specific areas, the events do not provide an experience for a continuous learning on particular topics or areas.

23. As part of the capacity-building programme for impact of the implementation of response measures, a systematic data gathering that can benefit the further development and improvement of the programme is a survey, proposed to be launched to diverse stakeholders by the UNFCCC secretariat, including through RCCs to inform the implementation of activities and tasks listed in section V below. This needs assessment will be conducted at a three-year interval. The results of the survey will be used by the KCI as an input in their evaluation of progress and plans for further capacity-building.

24. The capacity-building toolkit⁶ published by the PCCB provides guidance for capacity assessment cycle. The capacity-building programme which is developed by KCI can benefit from this toolkit, in particular, to identify the evolving capacity-building needs of Parties in the area of impact assessments.

⁵ Table 12 of common tabular formats for the electronic reporting of the information necessary to track progress made in implementing and achieving nationally determined contributions.

⁶ PCCB. 2022. *PCCB toolkit to assess capacity building gaps and needs to implement the Paris Agreement*. Bonn: UNFCCC. Available at <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/paris-committee-on-capacity-building-pccb/areas-of-work/capacity-building-portal/pccb-toolkit-to-assess-capacity-gaps-and-needs-to-implement-the-paris-agreement>.

B. Reaching the right audience

25. Maximizing the impact of the capacity-building programme relies on reaching the most suitable individuals. In developing countries, the training programme is aimed to build and enhance the capacity of national experts in assessment techniques for conducting assessments, as well as policy experts skilled in sense-making to craft effective policy guidance. This includes sectoral/ministerial-level experts and policymakers. National focal points will be invited to nominate suitable persons to engage in the capacity building training.

26. Often, training initiatives encounter limitations in providing sufficient support due to resource constraints. However, leveraging e-learning methodologies and hybrid hands-on training sessions can mitigate these challenges to a large extent by enabling broader access to training opportunities with necessary in-person training sessions. The training program, through e-learning complemented with hands-on sessions, will equip a larger number of participants with the skills to assess the impact of climate policies, integrate them into their Nationally Determined Contributions (NDCs), and effectively report on these aspects. This inclusive approach not only benefits individual participants but also supports countries and contributes to the advancement of national and global climate agendas.

C. Approach for capacity-building

27. In the context of capacity-building within the UNFCCC, efforts typically focus on three levels: systemic, institutional, and individual. The approach proposed through this concept note emphasize achieving institutional capacity-building by first enhancing the capacities of individuals. By empowering individuals with the necessary skills and knowledge, this approach aims to strengthen the institutions they represent, thereby creating a ripple effect that bolsters overall institutional capabilities. This method recognizes that sustainable capacity building is rooted in the empowerment of the individuals who operate within these systems.

28. However, implementing such capacity-building initiatives is anticipated to be resource-intensive and a long-term commitment. To ensure its effectiveness, the programme is designed and implemented in a manner that it is fit for purpose, effective and leverages on technology for sustainable capacity-building. E-learning methods offer significant cost savings compared to traditional in-person training formats and also offer candidates the flexibility to learn at their own pace while maintaining the necessity for certifying their proficiency. Additionally, a one-time investment can yield long-term benefits by enabling the delivery of capacity-building to a large number of people over an extended period. At the same time, it is also essential to acknowledge that, while E-learning offers certain benefits, it may entail lower effectiveness compared to in-person training and pose challenges, such as connectivity issues. To overcome such shortcomings, a hybrid approach is proposed, wherein a combination of activities is conducted, i.e., E-learning complemented by hands-on in-person training.

29. As part of the activity 4 of the workplan, the KCI has recognised that cognizant of the diverse national circumstances and levels of development of different countries, a one-size-fits-all approach cannot be applied. Therefore, capacity-building on understanding the impacts of the implementation of response measures must be country-driven and be informed by the specific needs and concerns of the countries, and should reflect their national circumstance, national climate action plans, imperatives, priorities, strategies, and initiatives such as nationally determined contributions and low emissions development strategies and should build on existing capacities and processes.

30. For it to be sustainable, capacity-building must not be a one-time-off activity but must be a continuous, progressive, and iterative process that allows countries to maximize the positive and minimize the negative impacts of implementation of response measures. It should maximize synergies between the Convention, the Kyoto Protocol, the Paris Agreement and other global environmental and multilateral agreements, as appropriate,

whilst promoting peer-to-peer learning between and among countries. A key objective is to build and develop national capacities institutional in countries.

31. Furthermore, to be comprehensive, the KCI also identified the training modules which are to be developed and implemented in a collaborative and integrated manner with appropriate stakeholders.

32. It is envisaged that capacity-building programme will include a wide array of tools such as courses (online and hybrid), training workshops, and direct technical assistance. It should also include resource materials such as modelling tools (as much as licences allow or limited versions), guidance documents, videos and other materials. To avoid duplication of efforts and achieve efficiency gains on capacity development activities, the KCI and secretariat will enhance collaboration with development organizations.

33. The KCI will make all efforts to collaborate with UN and other international organizations; national and regional stakeholders; and others in conducting the capacity-building activities. In addition, the UNFCCC Regional Collaboration Centres, having regional presence and expertise, will be used to support the implementation.

D. Tools and modalities of capacity-building

34. In general, capacity-building can be undertaken through several means, including training courses, hands-on training, guidance books, technical assistance, webinars, and websites.

35. This capacity-building programme includes:

(a) **Training course publicly available on the UNFCCC website:** KCI is preparing training modules as part of the activity 4 of the workplan. These training modules will be transformed into an online e-learning course. In general, the training courses will be made available publicly on UNFCCC website so that all interested experts can undertake the courses on their own as self-learning. Recognizing that some experts from developing country Parties, particularly the LDCs and SIDS, may benefit from further learning assistance opportunities, courses facilitated by instructors can be organized periodically by the UNFCCC regional collaboration centres, with the possibility of including complementary hands-on training and/or regional seminars. Such activities will be: (1) limited to those experts that are nominated by country/regional focal points for UNFCCC and (2) implemented contingent on the needs, and the availability of financial resources.

(b) **Hands-on training on impact assessment tools:** The KCI and secretariat identify a few tools based on which hands-on trainings for Parties will be conducted in collaboration with other organizations and agencies (such as ILO, UNDP or GIZ). These hands-on trainings will be structured in a way that can simulate their own assessments and analyses of the impacts of response measures, including on decent work and quality jobs, and economic, social, environmental, domestic, cross-border, positive and negative impacts. The hands-on training will be delivered in-person with an option of hybrid participation and focus on training the attendees to use selected tools to undertake impact assessment. These training will primarily be offered to candidates who have successfully completed the online e-learning course. Refresher seminars may be included ahead or during in-person training to candidates. Participants will be eligible to obtain a certificate upon successfully completing the training program.

(c) **Guidance books:** The KCI has developed many technical papers and other knowledge products. Based on these documents, guidance documents focused on specific aspect of assessment will be prepared and will be publicly made available to Parties and wider stakeholders. These guidance documents will serve as independent material to guide an expert in undertaking the assessment of impact of implementation of response measure.

(d) **Technical assistance:** In case, a country requests for a technical assistance, the secretariat with support of experts will facilitate the provision of support to the country on the specific technical issue related to understanding and reporting the impact of

implementation of response measures. The technical assistance is facilitated based on availability of financial resources.

(e) **KCI webinars and online mini- trainings or outreach activities:** The KCI will organize series of webinars of not more than 2 hours as a way to create awareness of its capacity-building programme and tools, and the topics from KCI workplan.

(f) **KCI capacity-building webpage for response measures.** A dedicated webpage can be created as one-stop hub to find information or activities pertaining and relevant to capacity-building. This webpage may include, among others:

- (i) Means mentioned under bullet points (a) to (e);
- (ii) KCI materials for assessment of impacts including database of tools and methodologies, technical papers, etc.;
- (iii) Infographics;
- (iv) Country case studies and experience that can provide insights and lessons learned for Parties.

2. Training course modules identified by KCI

36. As identified by the KCI under activity 4 of the workplan, the modules of the capacity-building will include:

(a) **General introduction:** will covers the overview of response measures under the Convention, the Kyoto Protocol, and the Paris Agreement with the view to enhancing the understanding of underlying concepts.

(b) **Cross-cutting Issues:** will covers cross-cutting issues including (a) systemic capacity needs (e.g. legal, legislative, and/or regulatory frameworks), and (b) institutional capacity development and enhancement needs (e.g. for governance; data provision, storage and sharing; reporting; monitoring and evaluation; quality control and assurance; and stakeholder collaboration and engagement)

(c) **Stakeholders Engagement:** will cover stakeholder participation of the nine constituencies under the UNFCCC, with focus on private sector engagement in the design and implementation of just transition and the creation of decent and quality jobs, and economic diversification and transformation initiatives

(d) **Impact Assessment and Analysis:** will cover impact assessment and analysis, including tools and methodologies, including global and single-country macro- and micro-economic (static and dynamic) assessment and modelling tools, input-output models, use of systems of national accounts for economy-wide assessment, etc. With the output of the global model feeding into the single-country models.

(e) **Just Transition:** will provide technical details on just transition and the creation of decent and quality jobs including its processes, stakeholder engagement, policy design and implementation, as well as the application and use of new/emerging technologies, industries, and businesses for just transition and the creation of decent and quality jobs

(f) **Economic Diversification:** provide details on how to systematically undertake economic diversification and transformation, including the processes, such as stakeholder engagement, policy design and implementation, as well as the application and use of new/emerging technologies, industries, and businesses to facilitate economic diversification initiatives

(g) **Transparent Reporting:** provide guidance on transparent reporting, (inter alia, in national communications and biennial transparency reports), of the results of impacts assessments and analyses of response measures, and the outcomes of the implementation of national just transition and economic diversification and transformation policies and measures.

(h) **Data/Information Management System:** will cover sustainable data management including archiving and retrieval systems, development of national information storage systems, stakeholder participation.

37. While the mandate speaks to the facilitation of the development and use of impact assessment methodologies and tools for conducting assessments and analyses of the impacts of response measures, the capacity-building programme is also designed so as to utilize such impact assessments to achieve just transition and economic diversification in the context of planning and implementation of NDC and LTLEDS.

IV. Major activities and tasks in relation to capacity-building programme for impact assessment of climate policies

<i>No</i>	<i>Activity category</i>	<i>Activity^a/mean of capacity building</i>	<i>Target group^b</i>	<i>Timeline</i>
1	Needs assessment	Survey every three years	Parties and stakeholders	First survey to be launched in the first half of 2025
2	Training courses	Development of modules		Starting after KCI 10 meeting
3	Training courses	Transformation of modules to e-learning modules		Starting in the second half of 2024, following the finalization of modules by the KCI
4	Training courses	Launch of the first online training covering at least two modules	Wider or all stakeholders	First half of 2025, following the finalization of e-modules learning modules
5	Training courses	Launch of training course process at least twice a year		By the second half of each year after 2025
6	KCI Webinars	Organize at least two webinar a year on: assessment of impact of implementation of response measures (based on a particular training module/chapter of the guidebook); on understanding the roles of tools and methodologies for impact assessments in the planning of NDC and LTLEDS; on sharing experience in conducting case studies to understand socioeconomic impacts of climate policy	Various stakeholders as per the topic of the webinar	One webinar in the first half of the year and one webinar in the second half of the year
7	Guidance books	Development of guidebook	Various stakeholders	By the first half of 2025
8	Hands-on training	Identification of tools and development of a broad training program Organize at least one in-person hands-on training session a year focus on training the attendees to	Experts from relevant ministries and departments e.g. National Statistical Agency and the other from	Starting after KCI 10 meeting

		use tools to undertake impact assessment	Climate policy department	
9	KCI Capacity-building webpage	Dedicated webpage development on KCI website for capacity-building related materials	All stakeholders	By the first half of 2025
10	KCI Capacity-building webpage: Country experiences and lessons learned	A series of short videos as training materials, targeted at wider stakeholders, on the use of tools and methodologies for impact assessments in the planning and implementation of NDC and LTLEDS	Various stakeholders	2024: One short video; 2025 onwards: at least two short videos
11	KCI Capacity-building webpage: Infographics	Infographics on KCI materials	Policy makers	From published KCI papers: by the second half 2025; For future KCI paper: Six months upon publication of the paper
12	KCI Group of friends	Leveraging, aligning, and coordinating support activities from organizations operating in the space of capacity-building for climate-related fields to meet needs;		Starting after KCI 10 meeting
13	KCI alumnus of practitioners	Building a pool of expert practitioners including for gender women empowerment and youth inclusion		Soon after completion of first training program

^a Webinar for one specific topic may be organized in more than 1 batch to cover different time zones.

^b These are the main target groups. An activity may be open for other relevant groups or wider stakeholders.

V. Subsequent work and next steps

38. The KCI will finalize the capacity-building work programme and share it in a side event that would be organized in COP 29. The secretariat will implement the concept note including through the RCCs and other organisations including those identified by the KCI in the concept note prepared for activity 4 of the workplan.
