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**Administrative, financial and institutional matters**

**Annual report**

## 2018 secretariat activities, programme delivery highlights and financial performance

### Annual report by the secretariat\*

#### *Summary*

The secretariat's 2018 annual report has been prepared in response to the mandate contained in decision 21/CP.23, paragraph 18.

The latest annual report provides an overview to a broad range of stakeholders of the secretariat's activities, key achievements of the UNFCCC process, and financial data for 2018.

The full publication is available at <https://unfccc.int/annualreport>.

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\* This document was scheduled for publication after the standard publication date owing to circumstances beyond the submitter's control.

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## Abbreviations and acronyms

AC	Adaptation Committee
CDM	clean development mechanism
CGE	Consultative Group of Experts
COP	Conference of the Parties
CTCN	Climate Technology Centre and Network
DTU	Technical University of Denmark
GHG	greenhouse gas
IPCC	Intergovernmental Panel on Climate Change
LEG	Least Developed Countries Expert Group
MRV	measurement, reporting and verification
NAP	national adaptation plan
NDC	nationally determined contribution
PCCB	Paris Committee on Capacity-building
SBI	Subsidiary Body for Implementation
SBSTA	Subsidiary Body for Scientific and Technological Advice
SCF	Standing Committee on Finance
TEC	Technology Executive Committee
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme

## I. Introduction

### A. Mandate

1. The COP requested the secretariat to prepare and make available an annual report, as outlined in document FCCC/SBI/2016/INF.14, paragraph 37, to be considered at each session of the SBI following the closure of the preceding financial year, providing information on the secretariat's activities in the preceding year, programme delivery highlights and financial performance.<sup>1</sup> Annual reports seek to facilitate the understanding of a broad range of stakeholders and interested observers with regard to what the secretariat is delivering and the challenges it is facing and thus to contribute to improved outreach and provide the public, the media and non-governmental organizations with information on the UNFCCC process. SBI 49<sup>2</sup> took note of enhancements to future annual reports proposed by the secretariat in document FCCC/SBI/2018/INF.19.

### B. Scope of the document

2. This document provides a summary of the 2018 annual report, which presents the key achievements of the UNFCCC process and the activities of the secretariat, particularly their impact in relation to the implementation of the Convention, the Kyoto Protocol and the Paris Agreement. It highlights notable events held and partnerships forged during the year and summarizes the outcomes of COP 24. The report also provides a brief outlook for 2019 and beyond.

## II. 2018 secretariat activities

### A. Overview

3. Key activities and outputs of the secretariat in 2018 include:

(a) **Enabling and facilitating intergovernmental engagement:** organizing three sessional meetings and supporting 165 agenda items and sub-items at COP 24;

(b) **Supporting technical processes and bodies under the intergovernmental process:** organizing and supporting 30 meetings of constituted bodies and associated panels, branches and task forces and 110 review and analysis events;

(c) **Managing the requisite data, information and knowledge:** preparing 345 official documents and developing, maintaining and enhancing 9 data portals;

(d) **Enabling interaction among Parties, between Parties and non-Party stakeholders and across the wider United Nations system** to enhance action towards the objective of the Convention, enabling the participation of 22,924 participants at COP 24 and, together with the United Nations Department of Global Communications, launching the People's Seat initiative, which reached an estimated 1.35 billion people.

4. Chapter II.B below presents highlights delivered by the secretariat in line with the functions referred to in paragraph 3 above.

### B. Programme delivery highlights

#### 1. Enabling and facilitating intergovernmental engagement

5. In 2018, the secretariat supported an exceptional three sessional meetings held in Bonn (May 2018), Bangkok (September 2018) and Katowice (December 2018). COP 24, held in Katowice, presided over by Poland and supported by the secretariat, was a marked

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<sup>1</sup> Decision 21/CP.23, paragraph 18.

<sup>2</sup> FCCC/SBI/2018/22, paragraph 114.

success, with Parties adopting a balanced outcome of the Paris Agreement work programme and thus enabling the rapid implementation of the Paris Agreement.

6. The secretariat also supported the Talanoa Dialogue, initiated at COP 23, which brought together people from across the world to share experience and inspire a global response to climate change. Parties and non-Party stakeholders submitted hundreds of inputs and shared stories of ambitious action being taken all over the world, which were collated into a synthesis report.<sup>3</sup> The final high-level meeting of the Dialogue at COP 24 resulted in the Talanoa Call for Action<sup>4</sup>. The secretariat also supported the stocktake on pre-2020 implementation and ambition at COP 24 and prepared a summary report thereon.<sup>5</sup>

## 2. Supporting technical processes and bodies under the intergovernmental process

7. Regarding **NDCs**, the secretariat supported the NDC regional dialogues in collaboration with the UNDP as well as the NDC Partnership, which is a coalition of countries and institutions leveraging their resources and expertise to provide countries with the tools they need. The secretariat supports the Partnership by hosting a liaison office in Bonn and has hired four regional experts to coordinate regional activities.

8. In terms of **limiting GHG emissions**, the Executive Board of the CDM, with the support of the secretariat, launched a report at its 100<sup>th</sup> meeting that laid out the cumulative benefits of the mechanism. The report highlighted that the CDM has led to investment of more than USD 300 billion in emission reduction and avoidance projects in developing countries and the reduction or avoidance of emissions of 2 billion tonnes of carbon dioxide equivalent.

9. The secretariat supported Parties in **addressing the impact of the implementation of response measures**, organizing the first-ever workshop on modelling tools for analysing response measures in Bonn, which resulted in experts in Ghana deploying the Green Jobs Assessment model to consider the social impacts of response measures.

10. To improve **climate science communication**, the secretariat organized a Research Dialogue at the Bonn sessions as well as a joint event of the SBSTA and IPCC on the IPCC Special Report on Global Warming of 1.5 °C<sup>6</sup> at COP 24.

11. The secretariat also supported Parties in **adapting to the impacts of climate change**, from activities related to assessing impacts and vulnerability to planning, implementation and addressing loss and damage. In 2018, the secretariat supported the LEG in completing an annual progress report on NAPs highlighting that 13 countries have already submitted their NAP and that 91 of 153 developing countries have taken at least one measure to lay the groundwork for their NAP.

12. The secretariat further supported the LEG and the AC in organizing expert meetings and private sector engagement events and helped to close knowledge gaps by supporting the Lima Adaptation Knowledge Initiative under the Nairobi work programme on impacts, vulnerability and adaptation to climate change. In addition, the secretariat supported the task force on displacement in developing recommendations that facilitate Parties' efforts to take integrated approaches to averting, minimizing and addressing climate-related displacement.

13. Regarding the **mobilization of finance for GHG emission reductions and adaptation**, the secretariat supported the SCF in preparing the 2018 Biennial Assessment and Overview of Climate Finance Flows and organizing several key events, including the

<sup>3</sup> Available at [https://img1.wsimg.com/blobby/go/9fc76f74-a749-4eec-9a06-5907e013dbc9/downloads/1cujjih1k\\_19705.pdf](https://img1.wsimg.com/blobby/go/9fc76f74-a749-4eec-9a06-5907e013dbc9/downloads/1cujjih1k_19705.pdf).

<sup>4</sup> <https://unfccc.int/sites/default/files/resource/Talanoa%20Call%20for%20Action.pdf>

<sup>5</sup> FCCC/CP/2019/2.

<sup>6</sup> Intergovernmental Panel on Climate Change. 2018. *Global Warming of 1.5 °C: An IPCC Special Report on the Impacts of Global Warming of 1.5 °C above Pre-industrial Levels and Related Global Greenhouse Gas Emission Pathways in the Context of Strengthening the Global Response to the Threat of Climate Change, Sustainable Development, and Efforts to Eradicate Poverty*. Geneva: Intergovernmental Panel on Climate Change. Available at <http://ipcc.ch/report/sr15/>.

2018 SCF Forum in Songdo, Republic of Korea, an in-session workshop on long-term finance in Bonn and the high-level ministerial dialogue on climate finance in Katowice.

14. In terms of **developing and transferring technology**, the secretariat supported the TEC in starting a new global technology needs assessment project, worked with the CTCN to organize a dialogue on climate technology incubators and accelerators in developing countries and published three technical briefs. In addition, the secretariat and the UNEP DTU Partnership<sup>7</sup> released a brochure detailing the technology priorities identified between 2015 and 2018. The secretariat, the TEC and the CTCN organized four technical expert meetings to facilitate the identification of policy options, practices and technologies with high mitigation potential.

15. Regarding **building capacity in developing countries**, the secretariat supported the PCCB in hosting its first capacity-building hub at COP 24. The secretariat also supported the PCCB in identifying capacity-building needs for NDC implementation by conceptualizing and coordinating work on a national PCCB pilot. The CGE, with organizational and technical support from the secretariat, improved the technical capacity of developing countries to prepare their national communications and biennial update reports through training hundreds of experts. The secretariat trained and certified new experts to take part in the review of GHG inventories, biennial reports and national communications submitted by developed countries. The secretariat collaborated with United Nations agencies to operate a West African South–South Network on MRV and Transparency. Together with the regional collaboration centres, the secretariat organized 17 events, attracting over 1,500 participants to enhance capacity related to the CDM.

16. Throughout 2018, the secretariat supported the **MRV regime**. Under the international assessment and review process, the secretariat received GHG inventory submissions from 43 developed countries, 23 of which were reviewed by experts. To date, 45 developing countries have submitted their biennial update reports under the international consultation and analysis process. In 2018, 20 Parties submitted their biennial update reports, most of which were the second or third report from the country.

### 3. Managing the requisite data, information and knowledge

17. The secretariat continues to maintain a number of critical data portals. For example:

(a) Lima REDD+ Information Hub: countries that have submitted forest reference levels and a report on their results and have an entry in the Lima REDD+ Information Hub are eligible for results-based finance;

(b) CDM registry: projects that have been issued certified emission reductions under the CDM receive these in the CDM registry;

(c) A series of data systems for managing national reports and GHG inventories.

18. The secretariat also revamped the global climate action platform, NAZCA, which now offers an improved view of data and enhanced aggregation of climate action based on constituencies and sectors.

### 4. Enabling interaction among Parties, between Parties and non-Party stakeholders and across the wider United Nations system to enhance action towards the objective of the Convention

19. Under the guidance of the high-level champions of the Marrakech Partnership for Global Climate Action, the secretariat organized dedicated sessions at regional climate weeks and COP 24, and released the publications *Climate Action Now: Summary for Policymakers 2018*<sup>8</sup> and *Yearbook of Global Climate Action 2018*<sup>9</sup> at a high-level event on global climate action at COP 24.

<sup>7</sup> The partnership, formerly known as the UNEP Risoe Centre, operates under a tripartite agreement between Denmark's Ministry of Foreign Affairs, DTU and UNEP.

<sup>8</sup> Available at [http://unfccc.int/resource/climateaction2020/media/1308/unfccc\\_spm\\_2018.pdf](http://unfccc.int/resource/climateaction2020/media/1308/unfccc_spm_2018.pdf).

<sup>9</sup> Available at [https://unfccc.int/sites/default/files/resource/GCA\\_Yearbook2018.pdf](https://unfccc.int/sites/default/files/resource/GCA_Yearbook2018.pdf).

20. The secretariat also organized Action for Climate Empowerment activities, including the first Youth Forum, video competitions and regional workshops for Europe and the Mediterranean region.

21. COP 24 marked the halfway point of the two-year UNFCCC gender action plan, adopted by Parties in November 2017. Progress has been made on increasing women's representation and meaningful participation in climate change decision-making in 2018, with more than 50 per cent of decision-making and technical bodies increasing women's participation to at least 38 per cent. The secretariat launched the #ActOnTheGap initiative at COP 24, organized the Women for Results awards and supported the first capacity-building workshop for national gender and climate change focal points.

### **C. Financial performance**

22. The annual report provides key financial results for 2018, including total revenue and expenses, funding by trust fund, comparisons of budgeted and actual expenditures for the core budget and the international transaction log, as well as lists of Party and non-Party contributors to the Trust Fund for Supplementary Activities.

### **D. Secretariat staff**

23. The secretariat strives to maintain a diverse and balanced workforce that is representative of the Parties it serves. At the end of 2018, secretariat workforce comprised 391 fixed-term and temporary staff. The annual report outlines staff composition by gender, geography, level and funding source.

## **III. Outlook to 2019 and beyond**

24. As the scope of work in the UNFCCC process has increased, so have the corresponding needs, responsibilities and tasks of the secretariat. For 2019 and beyond, the secretariat is being requested to perform more functions than ever, with new tasks and workstreams mandated in Katowice being added to its ongoing work. It will, among other activities, continue to support the existing transparency arrangements and will begin building the infrastructure for the enhanced transparency framework. The secretariat will also develop the work programmes on adaptation, loss and damage, climate finance and climate technology, and will support the periodic review of the long-term global goal under the Convention and make the preparations needed for the design of the global stocktake.

25. The proposed programme budget for the biennium 2020–2021 presented in document FCCC/SBI/2019/4 reflects those needs and responsibilities and seeks to ensure that services in support of all activities tasked to the secretariat by Parties can be provided in a balanced, sustainable, reliable and cost-efficient manner.