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Report on the nineteenth meeting of the Least Developed Countries Expert Group

Note by the secretariat*

Summary

The terms of reference of the Least Developed Countries Expert Group (LEG) stipulate that the LEG shall meet twice each year and that its function is to advise on the strategy for the preparation and implementation of national adaptation programmes of action (NAPAs). In response to an offer by the Government of Malawi, the nineteenth meeting of the group was held in Blantyre, Malawi, from 14 to 17 March 2011. As this was the first meeting of the group in its fifth term, the proceedings focused on developing a comprehensive work programme for the period 2011–2012, as requested by decision 6/CP.16. The work programme contains objectives, activities and expected outcomes. The meeting also resulted in the election of new officers. Upon an initiative by the focal point of Malawi, the LEG also devoted a session to interacting with Malawi's NAPA team and other government officials to discuss their experiences with the implementation of the NAPA. The interactive session included the Global Environment Facility and its agencies that were present. The LEG, agencies and the NAPA team benefited from questions and feedback during this interaction.

* This document was submitted after the due date as a result of the timing of the meeting of the Least Developed Countries Expert Group.

Contents

	<i>Paragraphs</i>	<i>Page</i>
I. Mandate	1–2	3
II. Summary of the nineteenth meeting of the Least Developed Country Expert Group.....	3–46	3
A. Proceedings	3–6	3
B. Election of officers of the Least Developed Countries Expert Group	7	4
C. Review of the preparation and implementation of national adaptation programmes of action	8–20	4
D. Consideration of the identification of needs and implementation of medium- and long-term adaptation activities in least developed countries, and their integration into development planning.....	21	6
E. Consideration on the integration of gender and other considerations regarding vulnerable communities within least developed countries.....	22	6
F. Facilitating the implementation of the other elements of the least developed countries work programme.....	23	6
G. Cooperation with others.....	24–28	7
H. Outreach on the national adaptation programmes of action and on the work of the Least Developed Countries Expert Group.....	29	7
I. Discussions with the Global Environment Facility and its agencies	30–37	8
J. Interaction with other organizations	38–42	9
K. Interaction between the Least Developed Countries Expert Group and the Malawi national adaptation programme of action team.....	43–46	10
III. Work programme of the Least Developed Countries Expert Group for 2011–2012	47–51	11
Annexes		
I. Work programme of the Least Developed Countries Expert Group for 2011–2012		14
II. Members of the Least Developed Countries Expert Group as at 11 December 2010.....		16

I. Mandate

1. The Conference of the Parties (COP), by its decision 29/CP.7, established the Least Developed Countries Expert Group (LEG), initially for a period of two years. Subsequently the COP extended the mandate of the group three times, twice for a period of two years (decisions 7/CP.9 and 4/CP.11) and once for a period of three years (decision 8/CP.13).
2. The COP, by its decision 6/CP.16, extended the mandate of the LEG for five more years and requested the group to develop a two-year rolling programme of work for consideration by the Subsidiary Body for Implementation (SBI) at its first sessional meeting of each year.

II. Summary of the nineteenth meeting of the Least Developed Country Expert Group

A. Proceedings

3. The nineteenth meeting of the LEG was held in Blantyre, Malawi, from 14 to 17 March 2011.
4. The Global Environment Facility (GEF), two of its agencies: the Food and Agriculture Organization of the United Nations (FAO) and the United Nations Development Programme (UNDP), Africa Adaptation Programme (AAP), Environmental Development Action in the Third World (ENDA), and the United Nations Institute for Training and Research (UNITAR) took part in the meeting. This was in line with decision 8/CP.13 of the COP, mandating that the LEG invite, when deemed necessary, GEF and its agencies to its meetings, as well as decision 6/CP.16 requesting that the LEG engage a wide range of organizations to support the implementation of the LEG work programme.
5. The meeting was opened by the Deputy Director of Environmental Affairs, Dr. Aloysius Kampelewera, on behalf of the Government of Malawi. He highlighted the important role played by the national adaptation programme of action (NAPA) process in Malawi in raising awareness of climate change within the government and among the public. A representative of the secretariat drew attention to the outcomes of the sixteenth session of the COP and their importance in support to the least developed countries (LDCs), in particular, the extension and expansion of the mandate of the LEG. A representative of the GEF, speaking on behalf of the GEF and its agencies, flagged the continuing pledges to the Least Developed Countries Fund (LDCF) by donor countries. The Chair of the LEG appreciated the presence of the various agencies at the meeting, and hoped for a fruitful collaboration in implementing the LEG work programme.
6. During this meeting, the LEG focused its work on the development of a work programme for the next two years as mandated by the SBI. On the interaction with the GEF and its agencies, the LEG focused on ways to develop a strategy for addressing challenges faced by LDCs in implementing NAPAs, and areas of collaboration in the implementation of the LDC work programme. An orientation session for new LEG members was conducted at the beginning of the meeting.

B. Election of officers of the Least Developed Countries Expert Group

7. In accordance with paragraph 5 of the LEG terms of reference,¹ the LEG is to elect annually a Chair, a Vice-Chair and two rapporteurs from among its LDC members. At this nineteenth meeting, the group elected the following officers:

- (a) Mr. Fredrick Kossam (Malawi), Chair;
- (b) Ms. Pepetua Election Latasi (Tuvalu), Vice-Chair;
- (c) Mr. Batu Krishna Uprety (Nepal), anglophone rapporteur;
- (d) Mr. Paul Abiziou Tchinguilou (Togo), francophone rapporteur;
- (e) Mr. Abias Huongo (Angola), lusophone rapporteur.

C. Review of the preparation and implementation of national adaptation programmes of action

1. Status of the preparation of national adaptation programmes of action

8. As at 14 March 2011, of the 48 LDCs that had received funding for the preparation of NAPAs, 45 had submitted NAPAs to the secretariat. The three remaining countries (Angola, Myanmar and Timor-Leste) are yet to submit their completed NAPAs.

9. The LEG agreed to assist these LDCs that have not submitted their NAPAs, to complete their NAPAs as soon as possible and to catch up quickly with the implementation process. To this effect, the LEG decided to continue monitoring the progress files for each of these LDCs, to facilitate tracking of progress, and the identification and mitigation of any possible bottlenecks. The monitoring of progress files will also be extended to cover all the LDCs, and to track the implementation process.

2. Status of national adaptation programmes of action implementation

10. The GEF reported on the NAPA projects under its consideration. As at 16 March 2011, 23 projects had been endorsed by the Chief Executive Officer of the GEF to start implementation on the ground. In addition, 19 more projects that are beginning to apply for funding under the LDCF were approved by the GEF Council. The GEF also reported on the level of funds in the LDCF, and indicated that the current level of pledges for the LDCF is USD 320 million. The GEF further mentioned that each LDC would now be able to access up to USD 10 million from the LDCF. The GEF encouraged the LEG to devise a strategy on how to communicate the information on funding available to the LDC Parties.

11. To date, the following GEF agencies are currently supporting the implementation of NAPA projects in the LDCs: UNDP, the World Bank, the United Nations Environment Programme, the International Fund for Agricultural Development, the African Development Bank and FAO.

12. The LEG welcomed the progress in the implementation of NAPAs. It welcomed the improved flow of information on the status of NAPA projects under consideration by the GEF and its agencies through regular interaction with these bodies during LEG meetings, as well as through direct communication. To improve the tracking of progress on the implementation of the NAPA projects at the country level, the LEG decided to continue interviews with LDC/NAPA teams, and will produce periodic summaries of progress on NAPA implementation.

¹ Decision 29/CP.7, annex.

3. Emerging issues from a discussion on the implementation of national adaptation programmes of action

13. During the discussions, it was recalled that many LDC NAPA teams continue to experience problems during implementation, such as with the application of co-financing requirements, delays in accessing funding after projects have been approved, limited access to information about the status of project proposals as the projects undergo review and approval, limited feedback from some agencies that do not have country offices and access to guidance on the application of new approaches to project implementation. In addition, it was agreed that new approaches require new and additional support, especially programmatic approaches.

14. To overcome these problems, the LEG decided to prioritize efforts to support LDCs in the design of implementation strategies, as many of them have now completed their NAPAs and are actively embarking on their implementation. Such efforts would include: in the case of new approaches, conducting case studies to showcase how these approaches can be implemented; developing guidelines and technical papers; coordinating or conducting training workshops to further enhance implementation, introducing new approaches and incorporating integration of NAPAs into development planning and gender issues; using a platform for sharing information and lessons on the NAPAs; communicating key complementary information on issues of access to funds, co-financing, additionality, and log-frames; developing and disseminating targeted outreach products; and collaborating strongly with a broad spectrum of organizations.

15. With respect to funding for implementing NAPA projects, it was highlighted that many LDCs raise questions on how to access funds for the second and subsequent projects under the LDCF as more funds become available. Past discussions have explored different approaches, including scaling up existing projects to reach more beneficiaries. The GEF mentioned that it is administratively simpler to submit a new project for the additional funds. The LEG will work with the GEF to develop instructions on how to access additional resources under the LDCF as more funds become available, including options for scaling up NAPA activities.

16. Further, in supporting LDCs identify complementary resources for the implementation of NAPAs, the LEG decided to capture wide-ranging sources of funding of potential relevance to the NAPAs, and to make this information available to LDC Parties.

17. The LEG agreed to compile and analyse information on the implementation of NAPAs in order to track the status of implementation for each LDC, in cooperation with the GEF, its agencies and other relevant actors. The LEG will assess and analyse the NAPA implementation process in order to identify measures of success and benchmarks for key steps and expected outcomes. It will further develop an approach for monitoring the effectiveness of adaptation efforts in LDCs to reduce vulnerability to climate change.

4. Review and update of national adaptation programmes of action

18. Two countries (Bangladesh and Senegal) had revised their NAPAs as at 14 March 2011. A number of other LDCs have also indicated that they are in the process of conducting consultations on revising their NAPAs, noting several advantages, such as increased levels of awareness among various stakeholders at the national level.

19. The LEG decided to prepare updated guidance on how countries can revise and update their NAPAs, taking into account the latest developments and opportunities for longer-term adaptation planning. The LEG also decided to capture experiences and lessons learned from those countries that have updated or revised their NAPA, and to share these with others. The LEG will also comment on draft revised or updated NAPAs, upon request from LDC Parties.

5. Surveys

20. The LEG underscored the value of continuing to conduct surveys on the status of the preparation and implementation of NAPAs and on experiences gained by LDC Parties during the sessions of the subsidiary bodies. The feedback that LDC Parties provide through these surveys is critical in addressing obstacles that NAPA teams may be facing. These surveys would also enable collection of information on the implementation of NAPA activities in addition to information about activities funded through the GEF, and on the implementation of the other elements of the LDC work programme.

D. Consideration of the identification of needs and implementation of medium- and long-term adaptation activities in least developed countries, and their integration into development planning

21. The LEG discussed how it would provide technical advice and guidance to LDC Parties on identifying needs for medium- and long-term adaptation, and subsequent implementation. The LEG noted the existence of some national adaptation plans and strategies for a range of countries, and agreed that it would be of great value to review the methods used and their outcomes, and to use these as a resource in elaborating on advice to LDCs. The LEG therefore decided to conduct case study reviews of existing medium- and long-term adaptation plans to identify how these can inform medium- and long-term adaptation planning and implementation in LDCs. The LEG would then develop a technical paper, by its next meeting, on how medium- and long-term adaptation activities can be implemented in LDCs, taking into account processes of integrating adaptation into national development planning, including sector-wide and programmatic approaches. Such a paper would be used as a basis for capacity-building efforts by the LEG, including through training workshops, in close collaboration with relevant agencies and regional centres.

E. Consideration on the integration of gender and other considerations regarding vulnerable communities within least developed countries

22. The LEG noted the importance of emphasizing, reflecting and integrating gender considerations in the NAPAs. In the discussions, a number of examples from various sectors were noted, which could inform the LEG on how to best integrate gender in the NAPAs. The LEG decided to set this issue as a priority. It also decided to conduct reviews on how gender and other sources of vulnerability have been considered. This process will then lead into a technical paper, which will be used as a basis for providing technical advice and guidance to LDCs on how to best integrate gender into their adaptation planning and implementation.

F. Facilitating the implementation of the other elements of the least developed countries work programme

23. The LEG discussed how its role in the implementation of the LDC work programme would be primarily to mobilize relevant expertise and programmes and to capitalize on synergies in support of the implementation of the work programme. As part of the immediate activities, the LEG will prepare an options paper jointly with GEF and its agencies on how national climate change secretariats can be established and supported in accordance with LDCs existing mandates for support under the LDCF. The LEG will additionally prepare a technical paper on the role and application of technology in the implementation of NAPAs in LDCs. It will explore modalities for NAPA adaptation

projects to support national data collection and analysis, in conjunction with the dialogue with the GEF and its agencies, and with the NAPA teams.

G. Cooperation with others

24. The LEG is mandated to facilitate the exchange of information and to promote regional synergy, and synergy with other multilateral environmental agreements (MEAs),² and to engage a wide range of organizations to support implementation of its work programme.³

25. On cooperation with the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE), the LEG decided that that its Chair should meet with the Chair of the CGE to discuss areas of cooperation. The LEG suggested that these could include, but are not limited to: supporting jointly countries that have not submitted their initial national communication or NAPA in undertaking common activities such as vulnerability and adaptation assessments; collecting data and information jointly from countries (e.g. case studies, surveys or progress monitoring); exchanging information and lessons on support to countries in performing vulnerability and adaptation assessments; exchanging work programmes and information to identify further areas of collaboration.

26. The LEG further agreed that it would be important to develop linkages with, and outreach to, other bodies established under the Convention (such as the Adaptation Fund Board, the Adaptation Committee and the Technology Executive Committee) about the LDC work programme, in order to improve understanding and avoid policies and procedures that disadvantage LDCs' access to other forms of support in implementing the LDC work programme.

27. The LEG also discussed the need to enhance synergies with other MEAs, relevant organizations, programmes and regional centres of excellence. For this, the LEG agreed to mobilize actively the relevant organizations in the implementation of its work programme, as well as in the implementation of the LDC work programme, and to promote South–South and triangular cooperation. It will promote the exchange of information on case studies and lessons learned on how to achieve synergy at the regional level in implementing activities relevant to NAPAs and the LDC work programme through relevant regional workshops.

28. The LEG agreed that the LDC Portal can serve as a platform for mobilizing and engaging a wide range of organizations and institutions in supporting the implementation of the LDC and LEG work programmes. The LEG will revise the LEG guidance paper on promotion of regional synergy in the implementation of NAPAs,⁴ and will include consideration of other elements of the LDC work programme.

H. Outreach on the national adaptation programmes of action and on the work of the Least Developed Countries Expert Group

29. The LEG discussed how to best communicate the results of its work to enhance the delivery of its advice and support to LDC Parties. It agreed to update and enhance the LDC Portal and to create a platform for sharing best practices and lessons learned on the NAPA process to inform implementation of NAPAs and future activities on medium- and long-

² Decision 29/CP.7.

³ Decision 6/CP.16, paragraph 5.

⁴ <http://unfccc.int/resource/docs/publications/annguid_e.pdf>, appendix A.

term adaptation. The LEG will also develop a training and outreach package for use by LDCs at the national level for the training of all stakeholders involved in the NAPA process, focusing on NAPA implementation. In addition, the LEG will continue to promote the exchange of information on matters relating to LDCs through side events organized during the sessions of the COP and its subsidiary bodies, as well as through other relevant forums.

I. Discussions with the Global Environment Facility and its agencies

1. Proceedings

30. The LEG held discussions with the GEF and its agencies on the third and fourth days of its meeting. The GEF secretariat, FAO and UNDP participated in the discussions. The discussions focused on two distinct areas. Firstly, the updates on progress made in the preparation and implementation of NAPAs, and the implementation of all the other elements of the LDC work programme. Secondly, the response to the request made by the SBI at its thirty-third session requesting that the LEG discuss, with the GEF and its agencies, ways to further improve access to funds from the LDCF, the disbursement of funds, the design of implementation strategies for NAPAs using a programmatic approach, ways to best communicate co-financing requirements under the LDCF, and the remaining challenges faced by LDC Parties in working with GEF agencies.⁵

2. Main issues raised

31. Regarding NAPAs, the GEF representative highlighted that the LDCF is one of the first funds to test concrete adaptation financing on the ground. The representative mentioned that based on current contributions to the LDCF, each LDC Party can now access up to a maximum of USD 10 million for the implementation of NAPA projects. The representative mentioned that the GEF maintains special operation of the LDCF, and has introduced two new features for operation of the LDCF under its strategy on adaptation to climate change.⁶ These features represent an introduction to programmatic approaches, and blended projects (e.g. combining LDCF funding with regular GEF focal-area funding). Further, the GEF representative provided information on the additional cost principle as applied under the LDCF. A question on co-financing was posed in the case of purely adaptation stand-alone projects, and for which no baseline exists. The GEF representative mentioned that there exists an option for demonstrating stand-alone projects under the LDCF, but further cautioned that any project would still somehow be tied to some baseline project activities.

32. Regarding the remaining elements of the LDC work programme, the LEG brought to the attention of the meeting reiterations of the mandate of the COP to the GEF.⁷ The GEF representative indicated that the COP guidance is too general and vague, and hence difficult to interpret. The GEF representative suggested that the LEG could help the GEF in interpreting the guidance with a view to finding ways on how to begin implementing it.

33. On ways to further improve access to funds from the LDCF, the LEG clarified that the key issues from LDC Parties had been access to information on the amount of money available to each LDC, and information regarding the operation of the LDCF given continuous changes. The representative of the GEF indicated that the GEF has developed a paper entitled *Accessing Resources under the Least Developed Countries Fund*,⁸ which

⁵ FCCC/SBI/2010/27, paragraph 73.

⁶ <http://www.thegef.org/gef/pubs/Strategy_on_Adaptation_2011>.

⁷ Decision 5/CP.16, paragraph 1, and decision 5/CP.14, paragraph 2.

⁸ GEF/LDCF.SCCF.8/3

provides additional simplified guidelines on accessing the LDCE. The representative indicated that the paper was currently being revised, and that it will be made available in English, French and Portuguese, and will be sent to the UNFCCC focal points and any other relevant stakeholders in LDCs.

34. On the disbursement of funds, the key issue identified was the delay in making funds available. A case in point is Malawi's project for which implementation of the first NAPA project had not yet started eight months after endorsement by the GEF (see para. 44). UNDP also provided an example that delays are also at times due to national-level processes, which include project signature by relevant authorities, recruitment and training of project staff, inception meetings, etc., which take time and differ from one country to another. It was agreed that agencies should be fully aware of the processes that need to be undertaken to initiate implementation, and that any delays should be minimized by undertaking possible activities in parallel with the GEF project-cycle process. LDC Parties should also be advised to communicate regularly with the GEF through their focal points when enquiring about the status of their projects.

35. Regarding the design of an implementation strategy for NAPAs using programmatic approaches, it was noted that there is little experience on the ground with regard to NAPA projects. It was then proposed that the LEG could prepare a guidance paper on the programmatic approach for implementing NAPAs in collaboration with the GEF and its agencies. The paper should provide guidance on how to incorporate a programmatic approach into NAPAs; experiences from other programmes; information on how to address issues of baselines and co-financing for projects and programmes; synergies, sector-wide approaches and integration into national planning.

36. On discussions to address the remaining challenges faced by LDC Parties in working with GEF agencies, it was agreed that there needs to be a common understanding between the agencies and countries on the necessary steps in preparing and implementing projects, including how to profile and track projects. It was further noted that communication between the agencies and the countries needs to be strengthened.

37. In the general concluding discussions, it was suggested that the issues above should be integrated into the work of the LEG where possible, including in the surveys, technical papers, guidelines and future training workshops. It was also agreed that the collaboration between the LEG, the GEF and its agencies needs to be maintained in order to facilitate support to LDCs.

J. Interaction with other organizations

1. Proceedings

38. In addition to the GEF and its agencies, the LEG engaged three other organizations in the meeting, UNITAR, AAP and ENDA, to discuss broader support to LDC Parties in the implementation of the LDC work programme. These organizations made brief presentations on their areas of work that would complement the implementation of the LDC work programme, and subsequent discussions centred on creating interlinkages and enhancing collaboration in supporting LDCs.

2. Main issues raised

39. UNITAR highlighted activities undertaken by its climate change programme, which included the following: translation of various climate change documents and materials into multiple languages; support to the regional NAPA preparation workshops that were

<<http://www.thegef.org/gef/sites/thegef.org/files/documents/Accessing%20Resources..pdf>>.

conducted in 2003; a publication on a selection of examples and exercises drawn from regional NAPA preparation workshops;⁹ a NAPA website and interactive database for exchange of information; training for African media to improve upon the reporting on climate change that was conducted in October 2010;¹⁰ a regional workshop on climate change for the Arab States that was conducted in September 2010; as well as UNITAR's online training platform. UNITAR identified potential areas of collaboration with the LEG to be the translation of various documentation into French and Portuguese, and capacity-building for negotiators.

40. A representative of the AAP made a presentation on the programme's support to 20 African countries on data and information management. Specific activities include support to countries for development of information management strategies, establishment of networks and partnerships to support data and information management, development of e-infrastructure for data and information management, and development of tools and methods for adaptation planning.

41. The ENDA representative highlighted that its programmes are primarily guided by the needs of local communities. The representative indicated that such an approach is important when developing and using tools and methodologies for addressing vulnerability issues in local communities. This should also include engagement of local people in multidisciplinary teams, partnerships and as key players in developing and implementing demonstration projects. On potential areas of collaboration with the LEG, the representative indicated that ENDA would be interested in contributing to the work of the LEG on issues related to community-based adaptation, mainstreaming gender into energy and climate change, and in low-carbon development initiatives.

42. In the discussions, the LEG, the GEF and its agencies, and the three organizations agreed that further collaboration should be pursued, especially on the implementation of the LDC work programme.

K. Interaction between the Least Developed Countries Expert Group and the Malawi national adaptation programme of action team

43. In keeping with its practice of interacting with the NAPA team of the country hosting the LEG meeting, the LEG conducted an interactive session with representatives of the Malawi NAPA team, and other government officials. The Malawi NAPA team provided an overview of their progress in the preparation and implementation of the NAPA. The team also provided a broad overview and vision for the climate change process in Malawi.

44. On the progress in preparing and implementing NAPA, the team gave the following timeline: preparation of the NAPA began in May 2003 and was completed in 2005; the NAPA was officially launched by the government in February 2006; it was submitted to the UNFCCC secretariat in March 2006; a first NAPA project for funding under the LDCF was prepared and submitted to the GEF in 2006 through the African Development Bank (AfDB) as a GEF agency; the GEF changed the format for submission of projects, and the project had to be resubmitted in the new format in April 2007; the project identification form for this project was then approved by the GEF in May 2007; development of a full-sized project was initiated in 2008, the full-sized project was endorsed by the GEF in August 2010 to start implementation; as at March 2011, the project was still with the AfDB for review to ensure its alignment with AfDB's workplan before implementation. The project, entitled "Climate adaptation for rural livelihoods and agriculture (CARLA)", will support

⁹ FCCC/TP/2005/4.

¹⁰ <<http://www.uneca.org/adfvii/documents/PreADF/ReportTraining-unitar.pdf>>.

six communities across Malawi and will cost USD 27 million, with USD 3 million coming from the LDCF and USD 24 million coming from other sources.

45. The Malawi team mentioned that in addition to the NAPA projects, there are other projects being implemented with development partners that touch on the priorities identified in the NAPA, and that have used the NAPA as a basis for their design. These projects include a sustainable land management project, which is being implemented by the UNDP with funding from the GEF Trust Fund and the AAP,¹¹ and the Malawi Greenbelt Initiative Programme implemented by the Government of Malawi to use available abundant water resources for irrigation farming. The proposed CARLA project will build on these projects, and it also became apparent from the discussions that the projects are beginning to lay the groundwork for the implementation of CARLA. Malawi concluded by providing an overview of the climate change programme, which includes: establishment of a government–development partners task team that meets quarterly; creation of a One UN Fund for coordinated support of climate change activities; and the development of a national climate change strategy.

46. During discussions, it was noted that the NAPA process has taken too long in Malawi; it has been eight years since the process was kickstarted to implementation of the first adaptation project on the ground. On the discussions on possible mitigation for this delay, it was made clear that for LDCF projects, comprehensive review of the projects is performed under the GEF project cycle, and that agencies should coordinate their own internal review in parallel with the GEF project cycle in order to avoid delays in implementation.

III. Work programme of the Least Developed Countries Expert Group for 2011–2012

47. As requested by the COP in decision 6/CP.16, the LEG developed, at its 9th meeting, a work programme for 2011–2012 (see annex I). A detailed version of the workplan, including specific objectives, expected outcomes and a timeline, is given on the UNFCCC website.¹²

48. In preparing the work programme (see annex I), the LEG focused on the key areas of support as identified in decision 6/CP.16. The LEG further noted that its ongoing efforts to fulfil its mandate as detailed in decision 29/CP.7 (annex, para. 9 (a)–(e)), continue to be relevant, and agreed to build on those efforts in developing the new work programme.

49. The LEG prioritized its work, and decided to focus on the following activities with outputs in 2011:

(a) Prepare a technical paper, by the next LEG meeting, on how medium- and long-term adaptation activities can be implemented in LDCs, taking into account processes of integrating adaptation into national development planning, including sector-wide and programmatic approaches;

(b) Share experiences, best practices and lessons learned from the LDC work programme to the fourth United Nations conference on LDCs that will take place in Istanbul, Turkey, in May 2011;

(c) Prepare a guidance paper on a programmatic approach for implementing NAPAs, in collaboration with the GEF and its agencies;

¹¹ <<http://www.undp.org.mw/>>.

¹² <<http://www.unfccc.int/5977>>.

(d) Develop a guidance paper, based on existing material and case studies, on how to integrate gender and considerations regarding vulnerable communities in the design and implementation of activities under the LDC work programme;

(e) Develop an information note on options for accessing additional resources under the LDCF as more resources become available, including options for scaling up NAPA activities.

50. The LEG further prioritized its work and identified the following activities to be initiated in year 1 and to be completed in year 2 and beyond:

(a) Continue the dialogue with LDC NAPA teams (and other relevant stakeholders) on the NAPA and use the results to inform further LEG support, including support for the preparation process of those LDCs yet to submit a NAPA, and provide, directly, immediate advice on emerging issues as required, in collaboration with the GEF and agencies;

(b) Continue to invite the GEF and its agencies and relevant organizations and experts to LEG meetings and workshops to facilitate support to LDCs, and communicate complementary key information to LDCs, through regular notes, in response to key concerns (such as, accessing of funds, co-financing, adaptation-additionality and elaboration of log frames for common project activities);

(c) Develop an approach for monitoring the effectiveness of adaptation efforts in LDCs to reduce vulnerability to climate change;

(d) Compile and analyse information on implementation of NAPAs, profile and track status of implementation for each LDC;

(e) Develop updated guidelines for the preparation, revision and update of NAPAs, taking into account identified best practices and lessons learned, and the possible application of sector-specific and programmatic approaches, and issues of medium- and long-term adaptation;

(f) Design and conduct regional training workshops to facilitate application of new approaches, such as the programmatic approach and the integration of gender concerns in the implementation of NAPAs, to develop human resources in support of medium and long-term adaptation activities, as well as to address key issues related to implementation of NAPAs, revision and update of NAPAs, and to serve as a means of exchanging best practices and lessons learned at the regional level, in close collaboration with relevant agencies and regional centres;

(g) Prepare a technical paper on the role and application of technology in the implementation of NAPAs in LDCs;

(h) Enhance the LDC Portal to serve as the main knowledge base for information on the work of the LEG and the NAPA projects and their implementation, and use it as a platform for mobilizing and engaging a wide range of organizations and institutions in supporting the implementation of the LDC and LEG work programmes;

(i) Design and implement a best practices and lessons learned platform on the LDC Portal to share information on the development and implementation of NAPAs and national adaptation plans, common vulnerabilities in LDCs and practical solutions at different scales, role and application of technology in NAPAs, and on approaches to promote synergy (regional, between sectors and between multilateral environmental agreements);

(j) Prepare papers on approaches to implement the remaining elements of the LDC work programme, such as on how national climate change secretariats can be

established and supported in LDCs according to existing mandates for support under the LDCF, and on modalities for NAPA adaptation projects to support national data collection and analysis, as part of the dialogue with the GEF and agencies, NAPA teams and other relevant organizations and centres.

51. The LEG further considered that closer collaboration with the GEF and its agencies will continue to be important in implementing the LEG work programme.

Annex I^a

Work programme of the Least Developed Countries Expert Group for 2011–2012

Work programme of the Least Developed Countries Expert Group for 2011–2012

<i>Mandates</i>	<i>Overall objective</i>	<i>Main activities</i>	<i>Expected outcomes</i>
<p>Decision 29/CP.7, annex, paragraph 9 (a), decision 4/CP.11, paragraph 2. To provide technical guidance and advice on the preparation and implementation of national adaptation programmes of action (NAPAs)</p> <p>Decision 6/CP.16, paragraph 2. To provide technical guidance and advice on:</p> <p>(a) The revision and update of NAPAs, to further improve their quality, to facilitate the integration of adaptation actions of least developed country (LDC) Parties into development planning and to reflect increased adaptation knowledge and changed priorities in the countries, upon request by LDC Parties;</p> <p>(b) The identification of medium- and long-term adaptation needs, their integration into development-planning and the implementation of identified adaptation activities;</p> <p>(c) Strengthening gender-related considerations and considerations regarding vulnerable communities within LDC Parties;</p> <p>(d) The implementation of the elements of the LDC work programme other than the preparation and implementation of</p>	<p>To provide support to LDCs in their implementation of NAPAs and where needed in the preparation and update or revision of NAPAs; in design of medium- and long-term adaptation; on integration of gender, and in implementing the full LDCs work programme</p>	<ul style="list-style-type: none"> • Develop an approach for monitoring the implementation of the LDC work programme (year 2) • Compile and analyse information on implementation of NAPAs for each LDC • Prepare and disseminate guides and technical papers on NAPA implementation focusing on: options for accessing funding (under the Least Developed Countries Fund (LDCF) and from other sources); new implementation strategies including programmatic approaches; design of medium- and long-term adaptation; considerations of gender; regional synergy; integration into national planning; the role and application of adaptation technologies; and other topics as identified through inputs from LDCs during their submissions (years 1 and 2) • Develop and disseminate a training and outreach package on implementation and revision and update of NAPAs for use at the national levels in LDCs (year 1) • Conduct regional training to facilitate application of new approaches in the implementation of NAPAs, such as programmatic approaches and considerations of gender, as well as revision and update of NAPAs, and • Identification of medium- to long-term adaptation needs (year 2) 	<ul style="list-style-type: none"> • Effective monitoring of the NAPA process identifies bottlenecks, which are then addressed, leading to improved implementation of NAPAs • Technical guides produced will assist LDC Parties to design effective implementation strategies of their NAPAs that take into account new approaches and considerations of gender and other factors of vulnerability • LDC NAPA teams are well informed about opportunities for implementation, and more NAPA activities are implemented • LDC Parties with special needs are assisted in a timely manner • The sharing of best practices and lessons learned by NAPA teams leads to improved approaches by others, leading to higher quality of projects and outcomes • Outputs from the work of the LEG are widely and effectively captured and disseminated to LDCs and others • NAPA teams are trained to design better projects, including

<i>Mandates</i>	<i>Overall objective</i>	<i>Main activities</i>	<i>Expected outcomes</i>
NAPAs that are relevant to the expertise of the Least Developed Countries Expert Group (LEG)		<ul style="list-style-type: none"> Promote sharing of information, experiences, lessons and best practices, through a platform, publications, side events, and other means (years 1 and 2) Enhance the LDC Portal to include information on NAPA projects under implementation, information on funding sources and other relevant information to assist LDCs in their design and implementation of adaptation activities (years 1 and 2) Continue to assist those LDCs that have yet to complete their NAPAs to do so and to assist them to start implementing their NAPAs as soon as possible, taking into account lessons learned from other LDCs (in years 1 and 2) Prepare an options paper on how national climate change secretariats can be established and supported under the LDCF (year 2) Continue to engage the Global Environment Facility (GEF) and its agencies during LEG meetings and through other means, to address issues arising from the implementation of NAPAs under the LDCF, and the implementation of the LDC work programme (years 1 and 2) Cooperation with the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention, the GEF and its agencies, and relevant organizations in implementing the LEG and LDC work programmes (years 1 and 2) 	<ul style="list-style-type: none"> Using more programmatic approaches leading to better sustainability of NAPA activities Outcomes of NAPAs are communicated effectively to potential donors and project developers NAPA teams have access to outreach materials needed to effectively design successful implementation strategies involving all stakeholders at the national level LDCs are supported in establishing or strengthening national institutional arrangements Direct interaction with the GEF and its agencies leads to fast resolution of problems that LDC Parties may be facing in developing project proposals for implementation of NAPAs

^a A detailed work programme showing specific objectives, expected results, list of activities and a timeline is available at <<http://www.unfccc.int/5977>>.

Annex II**Members of the Least Developed Countries Expert Group as at 11 December 2010**

Mr. Abias Huongo	Angola
Mr. Erwin Künzi	Austria
Mr. Ibila Djibril	Benin
Mr. Thinley Namgyel	Bhutan
Ms. Beth Lavender	Canada
Mr. Mphethe Tongwane	Lesotho
Mr. Fredrick Kossam	Malawi
Mr. Batu Krishna Uprety	Nepal
Mr. Jan Verhagen	Netherlands
Mr. Douglas Yee	Solomon Islands
Mr. Fredrick Manyika	United Republic of Tanzania
Mr. Paul Abiziou Tchinguilou	Togo
Ms. Pepetua Election Latasi	Tuvalu
