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UNITED NATIONS FRAMEWORK CONVENTION ON CLIMATE CHANGE

Subsidiary Body for Implementation

Thirty-sixth session

Bonn, 14–25 May 2012

Item 5(b) of the provisional agenda

Nationally appropriate mitigation actions by developing country Parties

Composition, modalities and procedures of the team of technical experts

under international consultations and analysis

Views of Parties on the composition, modalities and procedures of the team of technical experts referred to in decision 2/CP.17, annex IV, paragraph 1

Submissions from Parties

1. The Conference of the Parties, at its seventeenth session, invited Parties to submit to the secretariat, by 5 March 2012, their views on the composition, modalities and procedures of the team of technical experts referred to in decision 2/CP.17, annex IV, paragraph 1.
2. The secretariat has received 12 such submissions. In accordance with the procedure for miscellaneous documents, the submissions are attached and reproduced* in the languages in which they were received and without formal editing.

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Contents

	<i>Page</i>
1. Brazil (Submission received 5 March 2012)	3
2. Chile (Submission received 2 March 2012)	5
3. China (Submission received 9 March 2012)	7
4. Denmark and the European Commission on behalf of the European Union and its member States (Submission received 5 March 2012)	8
5. Gambia on behalf of the least developed countries (Submission received 14 March 2012)	12
6. Israel (Submission received 5 March 2012)	17
7. Japan (Submission received 5 March 2012)	20
8. New Zealand (Submission received 15 March 2012)	22
9. Norway (Submission received 16 March 2012)	24
10. Saudi Arabia (Submission received 5 March 2012)	25
11. Switzerland (Submission received 6 March 2012)	26
12. United States of America (Submission received 29 February 2012)	29

Brazilian Submission on the composition, modalities and procedures of the team of technical experts referred to in paragraph 1 of Annex IV (Modalities and Guidelines for International Consultation and Analysis) to Decision 2/CP. 17 on the “Outcome of the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention”.

Brazil recalls the invitation to Parties contained in Decision 2/CP. 17 on the “Outcome of the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention” (paragraphs 61 and 62), and welcomes the opportunity to submit its views and proposals on the composition, modalities and procedures of the team of technical experts referred to in paragraph 1 of its Annex IV (Modalities and Guidelines for International Consultation and Analysis), to be compiled into a miscellaneous document for consideration by the SBI at its thirty-sixth session.

Brazil recalls that the ICA process encompasses the technical analysis by a team of technical experts of the biennial update reports submitted by Parties not included in Annex I to the Convention (non-Annex I Parties) either as a summary of parts of their national communication, in a year in which the national communication is presented, or as a stand-alone update report

Brazil recognizes that the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention has made a substantial contribution to improving the process of, and preparation of, national communications from non-Annex I Parties by providing technical advice and support and therefore enhancing the capacity of such Parties to prepare their national communications. Therefore, it is justified that the CGE serve as the team of technical experts referred to in paragraph 1 of Annex IV (Modalities and Guidelines for International Consultation and Analysis) to Decision 2/CP. 17 on the “Outcome of the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention”.

This submission shall be considered in conjunction with the Brazilian submission on views and proposals on the term and mandate the Consultative Group of Experts - CGE, and the need for continuation of the group, to be compiled into a miscellaneous document for consideration by the SBI at its thirty-sixth session.

The terms of reference of the Consultative Group of Experts on National Communications from non-Annex I Parties should be reviewed, so as to define as objectives:

- 1) To improve the process of and preparation of national communications and biennial update reports from Parties not included in Annex I to the Convention (non-Annex I Parties) by providing technical advice and support to non-Annex I Parties, including those Parties that have not yet completed their initial national communications; and
- 2) To serve as the team of technical experts for international consultation and analysis, undertaking the technical analysis of the biennial update reports, in a manner that is non-intrusive, non-punitive and respectful of national sovereignty, in accordance with paragraphs 56-62 of Decision 2/CP. 17 and its Annex IV.

The mandate of the CGE shall include, *inter alia*:

(...)

- (d) To serve as the team of technical experts for international consultation and analysis (paragraphs 56-62 of Decision 2/CP. 17 and its Annex IV) and undertake the technical analysis of the biennial update reports submitted by Parties not included in Annex I to the Convention (non-Annex I Parties) either as a summary of parts of their national

communication in a year in which the national communication is presented, or as a stand-alone update report, in consultation with the Party concerned, which may provide additional technical information. The information considered should include the national greenhouse gas inventory report, information on mitigation actions, including a description of such actions, an analysis of their impacts and the associated methodologies and assumptions, the progress made in their implementation and information on domestic measurement, reporting and verification, and support received;

(e) To prepare a draft summary report, taking into consideration the information referred to in item (d) above, and share it with the Party concerned for review and comment over the following three months;

f) To respond to and incorporate comments referred to in item (e) above from the Party concerned and finalize the summary report, in consultation with the Party concerned, which shall be presented to the Subsidiary Body on Implementation (SBI).

(...)

The CGE may seek assistance in performing its functions. In this regard, the CGE may establish committees, panels or working groups to assist it in the performance of its functions. The CGE shall draw on the expertise necessary to perform its functions, including from the UNFCCC roster of experts. In this context, it shall take fully into account the consideration of regional balance, in line with the composition of the CGE.

Brazil believes that the CGE should include in its work plan up to the nineteenth session of the Conference of the Parties, *inter alia*, the following item: to develop and agree on its revised rules of procedure, in view of its new tasks, and recommend them to the Conference of the Parties for adoption.

Brazil believes that the Secretariat should enhance its support to the activities of the CGE. Thus, Annex II Parties, and other Parties contained in Annex I in a position to do so, should finance the administrative expenses for the full operation of the CGE by making contributions to the UNFCCC Trust Fund for Supplementary Activities.

Paper no. 2: Chile

Submission by Chile

Views on the composition of the team of technical experts to conduct International Consultation and Analysis

1. Chile welcomes the decision taken in Durban by the Conference of the Parties to adopt guidelines and modalities for International Consultation and Analysis (ICA). Chile welcomes this process, which will be conducted in a manner that is non-intrusive, non-punitive and respectful of national sovereignty, and that it will aim to increase transparency of mitigation actions and their effects, through analysis by technical experts in consultation with the Party concerned and through a facilitative sharing of views, as stipulated in Annex IV of 2/CP.17.
2. In paragraphs 3 through 6, Chile hereby submit its views on the composition of the team of technical experts referred to in paragraph 1 of Annex IV of the decision 2/CP.17.
3. Chile believes that to expedite the technical analysis of the biennial update reports submitted by Parties not included in Annex I to the Convention (BURs) and the preparation of the corresponding summary report, it would be beneficial for the team of technical experts to be composed of experts selected from the existing UNFCCC Roster of Experts, which currently includes experts who have been nominated by their Party's National Focal Point in the areas of greenhouse gas inventory issues, in-depth reviews of national communications from Annex I Parties and technology transfer.
4. The Roster of Experts would need to include a new area designated as Biennial Update Reports submitted by Parties not included in Annex I to the Convention (BURs). This new area of expertise on BURs would be in addition to the current areas of expertise. Chile would expect that experts nominated in the area of BURs to overlap significantly with the areas of greenhouse gas inventory issues and the in-depth reviews of national communications from Annex I Parties and technology transfer. The procedure for inclusion to the UNFCCC Roster of Experts and criteria for inclusion should remain as currently laid out in the existing "Guidance to Parties on Updating the UNFCCC Roster of Experts."
5. Experts nominated for technical analysis of the BURs should have relevant experience with the information to be considered in the BUR, as laid out in decision 2/CP.16, including participation in the preparation of national greenhouse gas inventories, experience generating information on mitigation actions, experience with the analysis of the impacts of mitigation actions and the associated methodologies and assumptions, and experience with domestic measurement, reporting and verification and support received.
6. The team of technical experts should be coordinated by a representative of the UNFCCC secretariat. The secretariat should be responsible for coordinating and facilitating the technical analysis of the BURs, including the selection of the members of the technical analysis teams from among the names included in the UNFCCC Roster of Experts, ensuring a balance of skills and expertise, of environmental and developmental perspectives and the necessary geographical balance among team members. It should also ensure that technical experts do not participate in the analysis of the BURs from their own country.

Chile looks forward to adopting a decision on this matter, as well as on the composition and modalities of the team of technical experts at the eighteenth session of the Conference of the Parties.

China's Submission on the Composition, Modalities and Procedures of the Team of Technical Experts of ICA

The Conference of the Parties at its seventeenth session held in Durban invited Parties and accredited observer organizations to submit to the secretariat, by 5 March 2012, their views on the composition, modalities and procedures of the team of technical experts referred to in paragraph 1 of Annex IV of the Outcome of the Work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention. China welcomes this opportunity and would like to submit the following views:

1. ICA is neither a review nor a compliance process, and it should be distinct from IAR for developed country Parties. ICA should be conducted in a manner that is non-intrusive, non-punitive and respecting national sovereignty.

2. Technical experts should be nominated by Parties based on their expertise, while ensuring the balance between Non Annex I Parties and Annex I Parties.

3. Technical analysis should be hosted by UNFCCC Secretariat. To simplify the process, the technical analysis should be conducted for a group of developing countries, namely, three steps for the team of technical experts:

(1) to check the completeness of submissions,

(2) to examine the consistence of methodologies with guidelines of biennial update reports by Non Annex I Parties and,

(3) to prepare a summary report in close consultation with concerned Parties.

4. Secretariat and Consultative Group of Experts on National Communications from Non Annex I Parties (CGE) should substantially increase their efforts on capacity building and training for experts from developing counties to guarantee their full participation.

Paper no. 4: Denmark and the European Commission on behalf of the European Union and its member States

SUBMISSION BY DENMARK AND THE EUROPEAN COMMISSION ON BEHALF OF THE EUROPEAN UNION AND ITS MEMBER STATES

This submission is supported by Croatia, the Former Yugoslav Republic of Macedonia, Serbia and Turkey

Copenhagen, 5 March 2012

Subject: International consultation and analysis - composition, modalities and procedures of the team of technical experts conducting the international analysis referred to in paragraph 1 of Annex IV

Decision (FCCC/CP/2011/-) implemented the international consultation and analysis (ICA) of biennial update reports of Non-Annex I Parties and paragraph 61 invited Parties to submit to the secretariat their views on the composition, modalities and procedures of the team of technical experts conducting the international analysis referred to in paragraph 1 of Annex IV. In the view of the EU the following additional rules on the composition, modalities and procedures should be agreed in order to implement the process:

Composition

1. To fulfil the objectives for ICA as set out in 1CP16 and decision -/CP.17 (LCA decision), technical experts with relevant qualifications shall be nominated by Parties to the Convention to the UNFCCC roster of experts and, as appropriate, by intergovernmental organizations in accordance with guidance provided for this purpose by the SBSTA.
2. Technical experts shall work in a team selected from the roster of experts by the UNFCCC secretariat for the specific analysis of biennial update report submissions of Parties not included in Annex I to the Convention. In order to coordinate this work, the UNFCCC secretariat shall assign each biennial update report submitted in accordance with paragraph 41 of decision (-/CP.17) to a team of technical experts that shall be responsible for performing the technical analysis in accordance with the principles established in decision (-/CP.17 – LCA decision) and with the procedures and time frames established below.
3. The secretariat shall select the members of a team of technical experts in a way that the collective skills of the team of technical experts reflect the areas mentioned in paragraph 3 (a) of the Annex IV to decision -/CP.17 (LCA decision).

4. Technical experts selected for the analysis of a specific submission shall neither be nationals of the Party analysed, nor be nominated or funded by that Party. Biennial update report submissions of a Party not included in Annex I to the Convention shall not be analysed in two successive analyses by a team of technical experts with identical composition.
5. The secretariat shall, to the extent possible, select the members of a team of technical experts with a view to achieving a balance between experts from Annex I and non-Annex I Parties in the overall composition of the technical experts, without compromising the selection criteria referred to in paragraph 3 and 4 above. The secretariat should ensure geographical balance among those experts selected from non-Annex I Parties and among those experts selected from Annex I Parties.
6. A team of technical experts shall be coordinated by the secretariat and shall be composed of experts selected on an ad hoc basis from the UNFCCC roster of experts and will include two lead experts in accordance with paragraph 7. A team of technical experts formed for a technical analysis may vary in size and composition, to take into account the national circumstances of the Party analysed and the different expertise needed of each biennial update report.
7. The secretariat shall ensure that in a team of technical experts one co-lead expert shall be from a Party included in Annex I and one from a Party not included in Annex I. The role of the lead experts is to support organising and taking forward the work of the team.
8. The secretariat and the lead experts should ensure that the technical analysis in which they participate is performed in accordance with the guidance provided in this decision and decision -/CP.17 (LCA decision).
9. In support of continuous improvement of the process and to enable prompt response to feedback from Parties undergoing the process, lead experts collectively shall also:
 - (a) prepare a biennial report to the SBI with suggestions on how to improve the technical analysis and the ICA;
 - (b) advise on technical support tools to facilitate the technical analysis;
 - (c) exchange with the consultative group of experts (CGE) on Non-Annex I national communications how the technical assistance and support of the CGE to non-Annex I Parties could be further improved;
10. Participating technical experts shall serve in their personal capacity. The teams of technical experts shall refrain from making any political judgement and shall respect that the ICA shall be conducted in a manner that is non-intrusive, non-punitive and respectful of national sovereignty.
11. The experts responsible for the analysis of the inventory information should have undergone the training and the assessment for the participation of inventory reviews of Annex 1 parties. It should be further assessed after the first round of ICA whether training programmes in other areas should be developed.

12. Participating technical experts from Parties not included in Annex I and Parties included in Annex I with economies in transition shall be funded according to the existing procedures for participation in UNFCCC activities.

Modalities and procedures

13. For each round of submissions of biennial update reports, centralized meetings of technical experts shall be convened by the UNFCCC secretariat to conduct the technical analysis. The team of technical experts shall prepare a draft summary report within one year after the submission of the biennial reports.
14. The UNFCCC secretariat shall prepare technical materials assisting the technical analysis and distribute these materials to the technical experts prior to the analysis. These materials shall inter alia include the relevant guidelines and decisions as well as the submitted biennial update reports.
15. During the technical analysis each technical expert may ask questions to, or request additional or clarifying information from, the Party not included in Annex I regarding the information submitted in the biennial update report.
16. Parties not included in Annex I under the Convention shall provide the technical experts with access to information necessary to substantiate and clarify the information in the biennial update reports within six weeks.
17. The team of technical experts shall, under its collective responsibility and assisted by the UNFCCC secretariat, produce a summary report of the technical analysis.
18. Summary reports of the technical analysis shall provide an assessment of the mitigation actions and include the following elements:
 - (a) An introduction reflecting any specific national circumstances of the Party analysed;
 - (b) A description of the results of the technical analysis for the areas included in accordance with paragraph 3 (a) of decision -/CP.17 (LCA decision);
 - (c) Any advice provided by the team of technical experts to improve the reporting including areas in which transparency should be further improved for the subsequent biennial update report;
 - (d) The sources and materials used to produce the summary report;
 - (e) A summary
19. The team of technical experts shall within one year after the submission of the biennial reports prepare a draft summary report and shall send the draft report to the Party analysed.
20. The Party not included in Annex I shall be provided with eight weeks to comment on the draft summary report.
21. The team of technical experts shall prepare a final summary report within four weeks of the receipt of the comments to the draft report. The reports shall subsequently be published on

the UNFCCC website by the secretariat. The summary report, together with biennial report shall be forwarded to the SBI to inform the consultation stage of the ICA process, allowing for a facilitative exchange of views between Parties.

22. The secretariat shall prepare a report to the SBI on the composition, including the selection of technical experts and the lead experts, and the actions taken to ensure the application of the selection criteria stated in paragraphs 3, 4, 5 and 7 above and on the experiences with the modalities and procedures of the technical analysis.

Submission by the Gambia on behalf of the Least Developed Countries (LDCs) Group

Views on the composition, modalities and procedures of the team of technical experts referred to in paragraph 1 of Annex IV on the modalities and guidelines for international consultation and analysis (ICA).

Gambia on behalf of the group of LDC Parties has the honour to provide its views on the composition, modalities and procedures of the team of experts to undertake the process of International Consultation and Analysis (ICA) referred to in paragraph 1 of Annex IV of the decision in Durban (-/CP.17) on the Outcome of the Ad-Hoc Working Group on Long-term Cooperative Action (AWG-LCA).

The LDCs would like to recall that the international consultations and analysis agreed in Cancun at COP 16, should be conducted in a manner that is ***non-intrusive, non-punitive and respectful of national sovereignty***. The process aims to increase transparency of emissions, mitigation actions and their effects, and thus provide opportunities for developing countries to improve their reporting under the Convention. Furthermore as part of the Cancun decision, Parties agreed to enhance reporting in national communications, including inventories through the Biennial Update Reports (BURs). Parties agreed that the national communications would be submitted every 4 years and the BURs would be submitted as part of the national communications process.

The LDCs welcome the -X/COP.17 decision on guidelines and modalities for BURs and ICA, which provide flexibility to LDCs and SIDS to undertake these processes aimed at enhancing reporting at their own discretion. LDCs would like to call upon Parties to provide sufficient resources to such LDCs willing to undertake the exercise of BURs.

The decision in Durban also agreed that ICA will be conducted for developing country Parties based on the BURs. The LDCs therefore believe that these new reporting and review elements should enhance the current national communication reporting which includes the work of the Consultative Group of Experts.

The Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention had its mandate renewed at COP15 from 2010 to 2012. The CGE provides coordination with the Least Developed Countries Expert Group (LEG) in the implementation of its work programme. It also cooperates with the National Communications Support Programme (NCSP) by providing technical support non-Annex I Parties in their national communications. Because of the new responsibility required of developing country Parties, the LDCs are of the view that the CGE could play a vital role in assisting developing countries to meet their obligations. Due to the experience of the CGE and its collaborations with the LEG and the

NCSP, these programmes can be drawn upon and enhanced to build an effective reporting and review component for developing country Parties.

The LDCs are of the view that any new reporting and review provisions should build and enhance the current programmes in place, rather than establish any new programmes that could potentially duplicate efforts. Therefore, enhanced support and a new term and mandate is needed from the CGE to provide the necessary technical support to enable developing country Parties to fulfil their obligations.

The LDCs believe that the CGE could have a role to play in the ICA of biennial update reports taking place under the SBI. For example, the CGE could be requested to identify constraints and gaps and could compile and synthesise this information and make recommendations. With respect to adaptation, which is a priority issue for LDCs and SIDS, the CGE could compile information presented in the biennial update reports and national communications on the financing, technical support and capacity building provided to developing country Parties in the area of adaptation.

The current UNFCCC system of review provides support to Annex I Parties by improving the capacities in preparing national inventories. The Annex I review ensures the results are objective, credible and recognized by Parties. This should also be the goal for non-Annex I parties. It is essential that any review of developing countries reports are objective, credible and recognized by Parties, as this provides the elements needed to ensure the integrity of greenhouse gas inventories. This will be necessary to ensure robustness in reporting and will help non-Annex I Parties that want to improve their emissions inventories in order to access to market-based mechanisms under the Convention. In addition, it also helps build inventory capacity across all Parties.

1. Composition of a roster of experts

In order to function effectively and efficiently and enable productive outcomes, the ICA expert team should draw upon the expertise from the UNFCCC Roster of Experts and be composed of both members representing Parties and members representing non-Party stakeholders.

The existing Roster of Experts for Annex I review should be used as a basis for this for example experts should serve in their personal capacity and may be from the public or private sector, including Non-Governmental Organizations (NGOs). The Roster of Experts includes experts who are knowledgeable about certain specific regions or countries and about related climate change activities in their organizations. The list of fields needs to be expanded to provide all required expertise as outlined below.

Given the functions of the ICA expert team, LDCs stress the necessity of placing a special emphasis on specific areas of expertise that need to be covered by the team including:

- GHG inventory, including projections of GHG emissions and removals and assessment of GHG abatement options
- Analysis of policies and measures for mitigation
- Technology development and transfer
- International financing capacity to assess whether and how far financial support has been delivered
- Finance, technology and capacity-building needs related to adaptation

For the first rounds of ICA the members should demonstrate prior involvement in one or more of the following areas of work:

- Technical review of GHG inventories and other information reported by Annex I Parties annually
- In-depth review of Annex I Party national communications
- Matters related to non-Annex I Party national communications
- Review of information related to methodologies
- Review of the proposal on global burden-sharing issues
- Review of information related to technologies, financial resources, development, and transfer of technologies
- Review of reports on systematic observation etc.

The group calls for a fair, equitable, representative and balanced representation of membership among all Parties. Each team of technical experts to be engaged in the ICA process should have an equal number of members from developing and developed country Parties and guarantee an appropriate balance between different regions, sub-regions, groups, interests and expertise in relation to mitigation. The membership should include designated membership for LDCs and SIDS. Lastly, effort should be made to encourage and achieve gender balance among the members, in accordance with decision 36/CP.7.

Membership should also ensure regional and specific country expertise which will include expertise in countries with low-lying coastal areas, arid and semi-arid areas, forested areas and areas prone to forest decay, areas prone to natural disasters, drought and to desertification, areas of high urban atmospheric pollution, areas having fragile ecosystems, including mountain ecosystems, land-locked and transit countries, countries whose economies are dependent on income generated from the production, processing and export, and/or on consumption of, fossil fuels and associated energy-intensive products.

Each team of experts for a defined ICA should be selected from the Roster of Experts that covers all required expertise and a wide variety of knowledge and specialization. The general area of expertise of the experts should include statistics, activity data collection and storage, and development of sectoral emission factors and GHG methodologies. Members should be knowledgeable and experienced with the revised 1996 Intergovernmental Panel on Climate Change (IPCC) and the guidelines for National Greenhouse Gas Inventories, as well as the:

- Intergovernmental Panel on Climate Change Good Practice Guidance and
- Uncertainty Management in National Greenhouse Gas Inventories
- Intergovernmental Panel on Climate Change Good Practice Guidance for Land use, Land-use change and Forestry
- Intergovernmental Panel on Climate Change. 2006 IPCC Guidelines for National Greenhouse Gas Inventories
- National methodologies and their conversion to the IPCC reporting Framework
- Development and application of sectoral methodologies for GHG Estimation

The members should also have experience with institutional framework for GHG inventory preparation and management like the national systems for planning, preparing and managing GHG inventories, the procedures for quantifying uncertainties and analysis and use of GHG inventories in policy making. Moreover the selection of experts need to ensure inclusion of experts to ensure coverage of all inventory sectors, specific areas will include:

- Energy (Energy supply sector, Industry, Residential, commercial and institutional building sector, Transport)
- Industrial Processes and Solvents
- Fuel Combustion
- Fugitive Emissions form Fuels
- Land Use Land-use Change and Forestry
- Deforestation and degradation, conservation, sustainable management of forests and enhancement of forest carbon stocks
- Agriculture
- Waste
- International Bunkers
- Production and consumption of halocarbons (HFCs, PFCs) and sulphur hexafluoride (SF₆) and new gases such as NF₃ and others

They also need to have experience in mitigation measure and policy areas, including:

- Economic instruments
- Planning
- Regulatory instruments
- Research and development/information
- Voluntary measures
- Education/training
- Impacts from response measures

Also, expertise in modelling and other approaches for projections of GHG emissions and assessment of GHG mitigation options, including bottom-up models, top down models, econometric energy models, engineering models, hybrid models and non-model approaches.

2. Selection of experts for each team

The UNFCCC secretariat would select members to participate in the ICA team of technical experts from the Roster of Experts. This should ensure coverage of all the inventory sectors, technical advice for mitigation, and finance, technology, and capacity building needs as outlined in the guidelines for the BURs. A balance in the participation of the team is essential to ensure equal participation of experts from Annex and non-Annex I Parties, as well as geographical balance.

3. Procedures

Members should serve in their personal expert capacity, have the highest standards of independence, impartiality and competence and be bound by the rules of procedure of the expert team.

Members should be nominated by Parties in their respective group or constituency and be thereafter elected to the team by the Conference of Parties (COP) for a term of dual period, which will enable them to conduct at least two rounds of ICA.

4. Modalities of the team of expert

For each team of experts conducting the ICA, two leads shall be appointed which are responsible for ensuring the quality, consistency and objectivity of the ICA. For each team, one lead is to be from a non-Annex I Party, and one from an Annex I Party.

ICA team leads need to have dedicated meetings in order to adopt a common approach by the teams to methodological and procedural issues encountered in the ICA, and to make recommendations to the secretariat on ways to further improve the effectiveness and efficiency of the ICA process.

The ICA team of experts shall participate in training as appropriate with duties under their responsibilities for membership of the Roster of Experts, with the possibility for additional training on competence related to ICA. Furthermore the expert must fulfil all eligibility requirements for services under the Expert of Rosters and sign the appropriate agreement for expert services. The agreement specifies the responsibilities, expected time commitment, and appropriate conduct for expert team members, in particular with respect to the protection of confidential inventory information, as determined by the COP.

Nominees to the team of technical experts participating in the ICA should have adequate time and, as appropriate, financial support to participate in the process.

Paper no. 6: Israel

Submission by the State of Israel

5 March 2012

Enhanced action on mitigation, B. Nationally appropriate mitigation actions by developing country Parties (Modalities and guidelines for international consultation and analysis (SBI))

Views from Parties on the composition, modalities and procedures of the team of technical experts referred to in paragraph 1 of Annex IV. (Decision CP.17, paragraph 61)

Para 1: The international consultations and analysis of biennial update reports under the SBI, will be conducted in a manner that is non-intrusive, non-punitive and respectful of national sovereignty; the international consultations and analysis will aim to increase transparency of mitigation actions and their effects, through analysis by technical experts in consultation with the Party concerned and through a facilitative sharing of views, and will result in a summary report.

Israel believes that a sound MRV process facilitating transparency is essential for building confidence and enhancing trust between countries. We believe that the MRV provisions that were accepted in Durban will lead to greater accountability of data regarding country pledges and implementation of actions that are being taken to respond to climate change.

There is agreement among Parties that the ICA process of biennial update reports (BUR) has a key role in the MRV system. An efficient, cost effective and practical ICA process, which does not impose an excessive burden on Parties and is non-intrusive and non-punitive as agreed, will contribute to an accurate, comparable, consistent and transparent global accounting system for keeping track of greenhouse gas emissions and reductions over time.

The UNFCCC reporting requirements are intended to enhance the monitoring, reporting and verification programs for all Parties in order to, among others, keep track of the implementation of reduction measures. The ICA process shall promote transparency and offer Parties further insight into means for improving implementation measures. Developing countries should benefit from the process through capacity building, leading to a better understanding of the effectiveness of their actions and to improved reporting techniques. The collection of accurate and credible information will provide the Parties with the basis to better define appropriate mitigation measures, update policy and identify areas for more targeted effort.

Regarding the composition of the team of experts, the analysis of biennial update reports requires that a pool of independent professional technical experts acting in their personal capacity be created from the UNFCCC's updated roster of experts. All Parties should update their own roster of expert listings and nominate additional experts to ensure representation of the relevant expertise and experience required for the review and analysis of the reports. Skilled analysis of such technical reports will require a wide range of specific expertise for understanding the technical aspects and analyzing data from the various sectors of the inventory. The UNFCCC should provide training for these experts so that they have a sufficient understanding of the expected tasks and the skills necessary to successfully prepare objective reports. In addition, they will be able to further build capacity in their own countries.

From this pool, expert teams of approximately five members shall be selected by the Secretariat to carry out the analysis of each biennial update report submitted by Parties and in consultation with them. As the experts will be expected to review the comprehensive BURs they must have the necessary wide-range of specific qualifications that will allow them to check the reports for adherence to the UNFCCC reporting guidelines. They should be proficient in evaluating greenhouse gas inventories, including data and methodologies. The experts must also be qualified to analyze and compare domestic MRV systems and national abatement policies and devoid of personal or professional conflict of interest.

As determined, once a report has been submitted to the Secretariat, a group of experts will be called upon to analyze the BUR. This professional and objective expert team will provide a technical analysis of the information in the reports that includes the national greenhouse gas inventory report; information on mitigation actions; an analysis of the methodologies used; implementation progress; information on MRV and more. The report should be strictly professional and focus solely on the parameters set out in the relevant guidelines and not include additional information on policy issues of the submitting Party that is not relevant to the BUR.

Within six months from the time of submission of the BUR, the analysis will be incorporated into a draft summary report that shall be shared with the concerned Party for its review and comments for a period of at least three months. The final report should, to the extent possible be revised to incorporate the comments made by the Party being reviewed or state clearly, where those comments have not been incorporated. The final report will then be presented to the SBI by the expert team.

The BUR and the technical analysis shall be considered during the facilitative sharing of views stage of the ICA process, under the SBI, in which advice and recommendations may be given to Parties. The workshops convened for the purpose of consultations shall have the objective of increasing transparency and improving reporting standards for the Parties. Such sessions will provide opportunities for learning and exchanging expertise so that information may be shared in a manner that builds confidence and capacity. The results of the capacity building ICA process should lead to improved reporting, national plans and implementation of measures so that Parties may reach national goals more efficiently.

Paper no. 7: Japan

Submission by the Government of Japan on the composition, modalities and procedures of the team of technical experts of International Consultation and Analysis (ICA)

The Government of Japan welcomes the opportunity to submit the following views on the composition, modalities and procedures of the team of technical experts referred to in paragraph 1 of Annex IV in accordance with paragraph 61 of a decision at the COP17 “Outcome of the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention”.

Basic understanding

- Based on the purpose of International Consultation and Analysis (ICA) which is to increase transparency of mitigation actions and their effects, it is important that the team of technical experts of ICA is comprised of experts with enough capacity to analyze the Biennial Update Report (BUR) in order that the technical analysis process allows for a sufficient and appropriate analysis.
- At the same time, technical analysis and the team of technical experts of ICA should be designed as efficiently as possible, taking into account a large number of countries subject to ICA. It is also important to consider support measures for activities of technical experts.
- Experiences obtained from existing review schemes such as the in-depth review of National Communications (NCs) and the individual review of annual greenhouse gas (GHG) inventories of Annex I country Parties are useful while designing the modalities of the team of experts of ICA. It is reported that ensuring the availability of experts with experiences and capacities in this matter is becoming difficult due to shortage of human resources and heavy workload of each expert and so on (See FCCC/SBI/2010/INF.8, paragraph 7, FCCC/SBSTA/2011/INF.13, paragraph 9-11 and 57). Taking this situation into consideration, efficient and minimal procedures and composition of technical experts should be considered based on the feasibility of the entire review and assessment scheme including ICA, International Assessment and Review (IAR) of developed country Parties and existing review schemes.

Composition of technical experts team

- The secretariat will assemble a team of four to six experts. One member of the team will be a member of the UNFCCC secretariat.
- The technical experts will be selected from the UNFCCC roster of experts or a list of experts which will be newly prepared for nominating experts who can participate in the ICA and IAR.
- Two or three members focus on the national greenhouse gas inventory report of the BUR. Other two or three members focus on the other items, i.e. information on mitigation actions, domestic measurement, reporting and verification and support received.
- The team will be led by one or two experts in order to manage the work progress and control quality of technical analysis. If two experts lead the team, one should be from a developing country Party and the other from a developed country Party.
- The composition and number of technical experts on a team can be flexible in accordance with the national circumstances of Parties concerned such as the magnitude of GHG emissions.

Modalities and procedures

- Technical analysis will be conducted basically as a centralized form for about one week. However, it will be possible for a team consisted of experts who have enough experience of review activities (i.e. in-

depth review of NCs, individual review of annual GHG inventories, technical analysis of ICA or the review of IAR) to implement analysis in their own country in order to reduce the burden of technical experts and make the organization of team easier.

- After the team of technical experts implements centralized technical analysis, the team will complete a draft summary report within a month and share it with the Party concerned. In the process, the team can send questions to the Party concerned and request the Party to provide additional information.
- It is important for developing country Parties to revise and improve the subsequent NCs and BUR based on the results of ICA. Therefore, the summary report as an output of technical analysis will be made publicly available on the UNFCCC website within at least one year after submission due date of the BUR.

Proposal toward efficient organization and work of the team of technical experts

- Japan would like to request the secretariat to provide Parties with information on the detailed analysis of operational status of experts under the current review activities (i.e. the in-depth review of NCs and the individual review of annual GHG inventories) as soon as possible. The information should include the number of experts who are listed in the UNFCCC roster of experts and have actually contributed to the review activities, average of workload of a reviewer or a review team (e.g. average of time spent by a expert for reviews in a year, average of the number of countries reviewed by a reviewer of a review team in a year) as well as expectation on the number of experts needed for the technical analysis of ICA.
- Japan would like to request Parties to nominate domestic experts who will be able to participate in technical analysis and to update the list of experts periodically. Japan also would like to ask the secretariat to update the UNFCCC roster of experts or to newly develop a list of experts and update them every year based on information provided by Parties.
- Japan would also like to request Parties to enhance support for activities and training of experts who will participate in the review and analysis for NCs, BUR and annual inventories.
- The general guidance of technical analysis for experts which includes useful information for conducting technical analysis such as the viewpoint of analysis and the composition of summary report should be prepared by the end of 2013 in order to standardize the quality of technical analysis and decrease workload of technical experts. For developing this guidance document, a workshop of experts who have enough experience of in-depth review of NCs and individual review of annual GHG inventories should be held at the early stage of 2013.

New Zealand submission to the Subsidiary Body for Implementation:

Views on the composition, modalities and procedures of technical expert teams involved in international consultation and analysis

March 2012

1. In making this submission New Zealand is responding to the invitation to Parties to provide views on the composition, modalities and procedures of the team of technical experts referred to in paragraph 1 of Annex IV of Decision [-/CP.17] Outcome of the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention, paragraph 61. New Zealand is very pleased with the outcome at COP17 on international consultation and analysis and looks forward to making further progress during 2012 on the more technical elements necessary to underpin that process. Further, given that the international consultation and analysis (ICA) process is under the auspices of the Subsidiary Body for Implementation (SBI) we consider it appropriate that the SBI take up the issues regarding the composition, modalities and procedures of technical expert teams.
2. The current review processes that operate under the Convention and the Kyoto Protocol regarding the national greenhouse gas inventory reports and national communications from Annex I Parties provide rich experience and existing practice regarding composition, modalities and procedures of teams of technical experts. We can, and should draw from this experience and practice in respect of the composition, modalities and procedures of the teams of technical experts needed for the ICA process.
3. In summary, the existing review processes are coordinated by the secretariat with expert review teams assembled from experts nominated by Parties to the UNFCCC Roster of Experts. To ensure that the review process for greenhouse gas inventories is comprehensive and rigorous the experts need to have undertaken UNFCCC training, with competence demonstrated through a set of examinations. Each team has experts from both Annex I and non-Annex I countries, and the teams are led by co-lead reviewers, one from an Annex I and one from a non-Annex I Party. Secretariat costs are met from the core budget. UNFCCC procedures for participation in UNFCCC activities are applied for funding experts from non-Annex I Parties and Annex I parties with economies in transition. Experts from other Parties included in Annex I are funded by their governments.
4. Reviews take place either as a centralised review in Bonn, or in-country. Although desk reviews are an available option, in practice they have proven not to work very well and this option is rarely used. However, desk reviews are successfully used in the first part of the annual review of information from Annex I Party registries under the Kyoto Protocol. Importantly, whatever the type of setting for the reviews of Annex I Parties (desk, centralised, or in-country), there is a standardised approach (set out in guidelines) that each review team must follow.
5. New Zealand favours the inclusion of the option of in-country visits as part of the analysis process. There are multiple benefits from in-country visits compared to a centralised or desk based analysis. Benefits include increased opportunities for capacity building for all of the experts involved (both those from the country involved and those that are part of the analysis team), and an increase in the efficiency of the process (allowing for a more timely exchange of information). Because of the huge benefits of the face-to-face interaction that an in-country visit provides, we

would like to see the procedures allow for an in-country visit, particularly following submission of the first biennial report.

6. We understand that the current system of annual reviews of Annex I national greenhouse gas inventory reports is resource intensive from the perspective of the UNFCCC secretariat, and in particular assembling expert review teams is challenging. In order for a similar approach to be used for technical expert teams involved in the ICA process, secretariat resources would need to be increased, and the pool of available and qualified experts would need to be expanded. However, at the same time as drawing from the current system of annual reviews for the modalities and procedures of the technical expert teams, we should also look at ways to streamline processes to ensure efficiency of the use of resources, both financial and human.

7. As well as needing to ensure the training and qualifications of technical experts involved in the technical expert teams, other elements of the expert review team process that should apply to technical expert teams involved in the ICA process are: coordination by the secretariat, use of the UNFCCC Roster of experts, an Agreement for [Review] Services, arrangements for handling confidential information, and having a balanced composition of teams. The co-lead reviewer practice is sound and also worth transferring to the technical expert teams involved in the ICA process. The co-lead reviewer practice helps with coordination of the team, provides a mechanism for resolving issues as they arise within the team, assists with consistency of approach, and helps ensure that reviews are performed in accordance with the review guidelines.

8. Instead of using the above described approach (that builds on current review modalities and practice) another model could be to have technical expert teams housed within the secretariat as permanent staff. Such an approach would also likely have implications for the review processes for Annex I Parties. The Annex I process is facing particular challenges regarding availability of experts and the continued need for additional review experts for the review process to be nominated to the UNFCCC roster of experts and to participate in the training courses.

9. As input to the necessary discussion and to help inform decisions on the composition, modalities and procedures of technical expert teams, New Zealand believes it would be helpful for the secretariat to analyse the costs and benefits of different models for the composition and training of the teams and the setting for the analysis process. The options considered should include the centralised technical analysis processes and in-country visits.

10. In order for the technical analysis process to operate smoothly it may be useful to develop some further guidance for the procedures to be followed by technical expert teams. Current practice with guidance on review procedures is referred to in paragraph 4 above. Such guidance for teams of technical experts should be based on the second sentence of paragraph 3(a) and paragraph 4 of Annex IV of decision -/CP.17 Outcome of the work of the Ad Hoc Working Group on Long-term Cooperative Action under the Convention. In our view such guidance does not need to be lengthy, but could specify the timeline for preparation and finalisation of the report, as well as providing general guidance on expectations of expert team members and what should be analysed during the process. New Zealand believes it would be helpful for the secretariat, as an input to SBI36, to prepare a draft an outline with elements of such guidance, based on the relevant paragraphs of Annex IV of decision -/ CP.17 referred to above.

11. New Zealand looks forward to engaging on these issues with other Parties.

Norway

Views on composition, modalities and procedures of the team of technical experts for international consultation and analysis

March 2012

Norway welcomes the decision in Durban on the UNFCCC biennial update reporting guidelines for Parties not included in Annex I to the Convention and on the modalities and guidelines for international consultation and analysis. This represents a considerable step forward towards more frequent, transparent, comprehensive and consistent reporting.

The team of technical experts will be an important part of the international consultation and analysis (ICA) process. When deciding on the composition of these teams, and the modalities and procedures of their work, it is important to draw on the experience from the review of Annex I Parties' greenhouse gas (GHG) inventories and national communications. Below, we outline what we believe are some important issues. This list does not cover all the issues relevant to the composition, modalities and procedures, and Norway may come back with additional views.

- The technical experts shall be selected from the UNFCCC roster of experts and the UNFCCC secretariat should ensure an overall balance in the participation of experts from Annex I and non-Annex I Parties. This also includes a geographical balance within these two groups.
- The UNFCCC secretariat shall coordinate the team of technical experts and shall also ensure that the team consists of two co-lead experts, one from Annex I and one from non-Annex I Parties.
- The number of technical experts may vary, depending on the magnitude of emissions from the Party concerned and the complexity of the report. The greenhouse gas (GHG) inventories shall be prioritized, and the experts' expertise should reflect the most important emission sources for a given Party.
- For the first rounds of reporting, the experts shall also focus on the relevant institutional arrangements for the preparation of GHG inventories.
- The GHG inventory experts should also be able to assess the mitigation actions and their effects on emissions.
- The UNFCCC secretariat should consider if one expert should be dedicated to the associated methodologies and assumptions behind mitigation actions and their costs.
- An expert shall not review the biennial update report submitted by its respective Party.
- The team of technical experts for subsequent submissions for a given Party shall be composed differently.
- The work of the experts shall be supported by technical materials prepared by the UNFCCC secretariat. Relevant software or tools that can assist the experts may also be updated or developed.

SUBMISSION BY SAUDI ARABIA

March 5, 2012

Views on the composition, modalities and procedures of the team of technical experts for the International Consultation and Analysis (ICA)

Saudi Arabia welcomes the opportunity to submit its views on the composition, modalities and procedures of the team of technical experts for the International Consultation and Analysis (ICA) – [Decision -/17] Outcome of AWG-LCA paragraph 61.

The discussion on ICA has to be guided by the following principles:

1. The ICA will be conducted in a manner that is non-intrusive, non-punitive and respectful of national sovereignty.
2. The ICA is expected to be conducted on the basis of the biennial update reports to be submitted.
3. The ICA is aimed at exchange of information, experience sharing, analysis of knowhow applications and expertise as performed by Annex I countries.

For the composition, the technical experts team should be comprised of 5 experts to ensure geographic representation and should include at least one representative from the region of the investigated Party who is familiar with that country in addition to his knowledge of the subject matter. This is to facilitate the team's work while ensuring that the national sovereignty is respected. The team leader should be nominated by the IPCC Chair.

As for the modalities and procedures, in our view the expert team should deal with the ICA process as a confidence building exercise amongst parties, but more importantly as a first stage capacity building.

Switzerland

Modalities and guidelines for international consultation and analysis (ICA)

Switzerland welcomes the invitation of the COP to submit its views on the composition, modalities and procedures regarding the team of technical experts that will analyze the biennial update reports (BUR) produced by Parties not included in Annex I to the Convention.

1. Introductory remarks

In Switzerland's view, the analysis phase of the international consultation and analysis (ICA) process should benefit as much as possible from the experience and lessons learned from the actual in-depth review of the National Communications submitted by Annex I Parties under the Convention. Both aim to provide a thorough and comprehensive technical assessment of a Party's reporting with a view to continuously improve the consistency and completeness of the information provided.

As a reminder, the purpose of the review of first national communications from Annex I Parties began with the following decision (2/CP.1, Annex I, first paragraph): "[...] *Its purpose is to review, in a facilitative, non-confrontational, open and transparent manner, the information contained in the communications from Annex I Parties to ensure that the Conference of the Parties has accurate, consistent and relevant information at its disposal to assist it in carrying out its responsibilities, [...]*". Such a wording is indeed very similar to the one used in the Cancún Agreements and in the Durban decisions and annexes related to ICA.

The experience gathered with the work of the experts review teams, in terms of their composition, modalities and procedures of work, can therefore be usefully incorporated, *mutatis mutandis*, and taking into account the national circumstances of the non-Annex I Parties undergoing the ICA process, into the present submission.

2. Composition of the team of technical experts

The team of technical experts shall be selected by the UNFCCC secretariat, from the roster of experts nominated by Parties:

- In accordance with the national circumstances of the Party undergoing the ICA process and the different expertise's needs. The collective skills of the team must address all these needs.
- To ensure coverage of all inventory sectors and the content of the other chapters of the BUR (mitigation actions, support needed and support received),
- To achieve an overall balance in the participation of experts from Annex I and non-Annex I Parties, as well as geographical balance among them,
- At least one member of the team of technical experts should be fluent in the language of the Party undergoing the ICA process.

In addition, two lead technical experts, one from an Annex I Party and one from a non-Annex I

Party, shall guide the work of the team.

The participating experts in the team performing the analysis phase of the ICA process will serve in their personal capacity and will not be nationals of the Party undergoing the ICA process.

The same composition of the team of technical experts cannot be selected by the UNFCCC secretariat for the analysis of two successive submissions of a BUR by a given non-Annex I Party.

The team of technical experts could also include members of the Consultative Group of Experts (CGE) on national communications from Parties not included in Annex I to the Convention or at least benefit from the expertise and guidance of the CGE.

3. Modalities of work of the team of technical experts

Each member of the team of technical experts shall sign an agreement specifying the conditions of its work, as decided by the COP for the ICA process in general and for the first step of this process in particular (technical analysis):

- The team of technical experts shall aim to increase the transparency of mitigation actions and their effects, in consultation with the Party concerned, while conducting its work in a manner that is non-intrusive, non-punitive and respectful of the national sovereignty of the Party concerned.
- The team of technical experts shall not discuss the appropriateness of domestic policies and measures foreseen or implemented.

When analyzing the national GHG inventory chapter of the BUR, the team of technical experts shall examine the data, methodologies and procedures used in preparing this chapter. The team should perform this task in the UNFCCC secretariat (centralized technical analysis) with the administrative support of the latter and its technical and methodological assistance in the use of the biennial update reporting guidelines and of the modalities and guidelines for ICA.

Communication between the team of technical experts and the Party undergoing the analysis should be through the lead reviewers and the designated contact person(s) in the Party. Other members of the team of technical experts may communicate directly with the national experts involved in the BUR preparation only if the Party so agrees. Information thus obtained should be made available to all the members of the team.

Such an exchange helps building capacity across all Parties. Parties undergoing the analysis phase of the ICA process receive technical feedback from the experts in the team that enables them to further improve their reporting. Likewise, experts who participate in the team of technical experts gain knowledge of reporting practices of other countries, which they can take home and apply to their own reporting.

4. Procedures of work of the team of technical experts

The existing roster of experts shall be the basis for the selection of the team of technical experts. Additional experts will be nominated by Parties to respond to the needs stemming from the analysis phase of the ICA process. These new experts will be trained, as well as the ones already in the roster of experts, to meet the special challenges of such an analysis.

The UNFCCC secretariat should prepare, in coordination with the CGE and before the end of 2013, the adequate training material and software to allow the experts to technically analyze the BURs, enabling them to produce their summary report, but also to build capacity in the Party

undergoing the ICA process.

The selection of the experts by the UNFCCC secretariat should be made immediately after the submission of the BUR by a non-Annex I Party, allowing the technical analysis to start without delay and taking advantage of having the authors of the BUR still available. The national institutional arrangements might not be as solid as they should be, especially for the first BUR, and its authors might only be hired for a short period of time. It should be of the responsibility of the Party concerned to have the authors of the BUR available for the whole duration the ICA process, and especially for its technical analysis phase.

Once selected by the UNFCCC secretariat, the team of technical experts shall first organize itself for the analysis of the BUR, according to the competences and fields of expertise of each of its members. The two lead technical experts have the responsibility to prepare the work plan of the analysis.

Taking into account the specific national and domestic circumstances of the Party concerned, the team of technical experts shall analyze the BUR in terms of consistency, transparency, completeness and accuracy.

The team of technical experts shall prepare a draft summary report that contains the findings stemming from the analysis of the BUR and from possible exchanges of information with its authors. The draft summary report should contain an assessment of the information presented in the BUR, in terms of its consistency, completeness, accuracy and timeliness, as encouraged by the biennial update reporting guidelines, taking into consideration time series of information provided. The expert team should be empowered to suggest scope for technical improvement in the light of completeness and consistency of the information provided. Before being finalized and publicly posted on the UNFCCC website, the draft summary report will be reviewed and commented by the Party concerned.

The summary report should remain in the responsibility of the team of technical experts only. The expert team shall be free to take note of comments provided by the Party concerned. It is indeed the output of the analysis phase of the ICA process but it is at the same time the input for the facilitative sharing of views that follows. In this situation, the summary report could reflect both the technical experts' findings and the Party's comments, so as to nourish even further the exchange of views that will follow in the second phase of the ICA process.

**International Consultations and Analysis: Technical expert composition, procedures, modalities
Draft US Submission to the UNFCCC**

In Durban, Parties adopted the modalities and guidelines for International Consultation and Analysis (as contained in Annex IV to the LCA outcome in Decision -/CP.17), hereafter referred to as the ICA Guidelines. These guidelines lay out the clear steps that Parties agreed for the operationalization of the ICA process, which is to begin six months following the submission of first biennial reports in December 2014. As a peripheral element of the implementation of the Durban outcome on ICA, a final detail remains the selection of technical experts. The Durban LCA outcome (paragraph 61) invites Parties to submit views on the “composition, modalities and procedures of the team of technical experts” that will conduct the technical analysis of the biennial reports. Below are recommendations for a straightforward process drawing from existing structures and resources of the Secretariat and the Parties.

Composition

Once a biennial report has been received, the Secretariat should assemble a group of experts to analyze the report and the information described in paragraph 3(a) of the ICA Guidelines. Each technical analysis expert team should comprise 4-6 experts, drawn from Party-nominated experts from both developed and developing countries, and coordinated by the Secretariat’s professional staff.

To the extent possible, the Secretariat should ensure that teams are comprised of technical experts with relevant experience to perform a review. The Secretariat should seek to ensure that teams are composed of experts with a balance of skills and expertise, of environmental and developmental perspectives, of developed and developing country experts, and a geographical balance among team members. The Secretariat should also ensure that such experts do not participate in reviews of the biennial update reports from their own country and that expert reviewers do not have any personal or professional conflict of interest in performing the review. The expert team should include at least two inventory experts whose specific function would be to analyze the national inventory report.

Party-nominated experts should be drawn from the UNFCCC roster of experts. There are currently more than 1,050 experts on the updated roster, representing nearly every Party to the Convention, with an even balance between developed and developing country-nominated experts. The roster represents some of the top experts in fields related to national reports, including GHG inventories, mitigation, and adaptation.

While there are a large number of experts currently on the updated roster, the agreement in Durban to conduct reviews and technical analysis of reports on a biennial basis will require the use of the roster of experts more than has been required in the past. In order to provide additional capacity to support the Secretariat in the more frequent analysis of biennial reports, all Parties should be invited to update their roster of expert listings to remove those no longer available and to nominate additional experts in order to have a wide selection of qualified, Party-nominated experts for this process. Additional training, organized by the Secretariat or other competent bodies or organizations, could be instituted to ensure that all experts currently on the roster and any new experts nominated by Parties have an adequate understanding of their tasks and the basic skills necessary to complete them.

Modalities and Procedures

Each biennial update report submitted by a developing country party should be subject to a technical expert analysis as soon as possible, but within six months of receipt by the Secretariat; such in-depth reviews should be carried out by technical expert teams, under the authority of the subsidiary bodies, in accordance with paragraph 58(a). ICA of biennial update reports submitted by LDCs and SIDS is solely at the discretion of each Party or group of parties. Technical analysis of any individual biennial update report, or reports for a group of Parties, will only be conducted at the express request of the relevant LDCs or SIDS.

Expert analysis teams should conduct their work through in-depth “centralized” analysis of the biennial update reports. Technical analysis teams may conduct in-country visits to conduct a more thorough review or to clarify the communications, with the invitation and prior approval of the Party concerned, for analysis of biennial update reports. Such in-country visits are a critical element of the capacity-building and facilitative aspect of ICA, and should be encouraged for all Parties.

The experts, may, among other things, meet directly with Party representatives, request additional documentation or information from the Party, and solicit information from relevant stakeholders and international organizations.

Each technical analysis team should produce, under its collective responsibility, a report on the technical analysis of each biennial update report, and submit it to the Secretariat and subsidiary bodies; such review reports should be based on the elements identified in paragraph 3(a) of the ICA Guidelines:

- a. National GHG inventory;
- b. Information on mitigation actions, including a description of such actions, an analysis of their impacts and the associated methodologies and assumptions;
- c. The progress made in implementation of mitigation actions;
- d. Information on domestic measurement, reporting and verification; and
- e. Support received.

The experts should complete their draft analysis report not later than six months after the experts are assembled by the Secretariat. Each summary report should be concise and should aim to be no longer than 20-30 pages in length and should include a summary; a draft of the review report should be provided to the Party being reviewed and, as a general rule, revised to reflect any comments the Party might have. Should the Party and the review team be unable to agree on the treatment of a comment, the Secretariat should ensure that the comments of the Party are incorporated within a separate section of the summary of the review report. The summary of the review report should be delivered in electronic format and made available by the Secretariat to all Parties and accredited observers to the Conference of the Parties; a copy should be made available on the UNFCCC website.

The role of the Secretariat should be to:

- (a) Select members of the technical experts teams;
- (b) Coordinate and facilitate the technical analysis process, including the organization of the technical analysis of individual biennial update reports; and
- (c) Prepare a compilation and synthesis of biennial update reports, taking into account available technical analysis reports of individual biennial update reports, bearing in mind the facilitative nature of the process.

The technical expert team should undertake six major tasks:

1. Provide technical analysis of key qualitative information and quantitative data points contained in biennial update reports;

2. Determine whether the information required has been submitted and whether that information has a solid foundation, in line with the biennial update reporting guidelines in the annexes of decision -/CP.17;
 3. Provide technical analysis of the national GHG inventory, including an examination of the inventory estimates, procedures, and methodologies use in the preparation of the inventories, in line with the biennial update reporting guidelines;
 4. Provide technical analysis of mitigation actions, their impacts, associated methodologies and assumptions, status of implementation, domestic MRV, and support received;
 5. Assess the information contained in biennial update reports against Convention commitments; and
 6. The experts will not analyze the appropriateness of a Party's choice of domestic policies and measures or their consistency with other international frameworks.
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