



Subsidiary Body for Scientific and Technological Advice

Thirty-ninth session

Warsaw, 11–16 November 2013

Item 4 of the provisional agenda

Report of the Adaptation Committee

Subsidiary Body for Implementation

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Item 8 of the provisional agenda

Report of the Adaptation Committee

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Summary

This report covers the work of the Adaptation Committee between December 2012 and October 2013. It contains organizational and procedural information, including information on meetings held, changes in membership and rules of procedure, and budgetary aspects. The report then highlights progress made in the implementation of the workplan of the Adaptation Committee, including in the areas of promoting coherence in adaptation under the Convention and synergies with organizations, centres and networks outside of the Convention, providing technical support and guidance to the Parties on adaptation actions and means of implementation, and outreach and sharing of information. The report also responds to the request made by the Conference of the Parties (COP) for the Adaptation Committee to elaborate some of its activities. It concludes with recommendations for the Subsidiary Body for Scientific and Technological Advice on how the Nairobi work programme on impacts, vulnerability and adaptation to climate change could support the work of the Adaptation Committee and recommendations for the COP, including welcoming the progress made by the Adaptation Committee, considering the role of a global support programme on national adaptation plans for developing country Parties that are not least developed countries, and considering ways to address the budget shortfall of the Adaptation Committee.

* This document was submitted after the due date owing to the timing of the 4th meeting of the Adaptation Committee.

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I. Introduction

A. Mandate

1. The Conference of the Parties (COP), by decision 2/CP.17, decided that the Adaptation Committee shall operate under the authority of, and be accountable to, the COP, which should decide on its policies in line with relevant decisions.¹
2. By the same decision, the COP requested the Adaptation Committee to report annually to the COP, through the subsidiary bodies, including on its activities, the performance of its functions, guidance, recommendations and other relevant information arising from its work, and, as appropriate, on further action that may be required under the Convention, for consideration by the COP.²
3. COP 18 approved the draft three-year workplan of the Adaptation Committee and looked forward to receiving information, at COP 19, on progress made in implementing the workplan and delivering on its objectives of promoting coherence in adaptation under the Convention and synergies with organizations, centres and networks outside of the Convention and providing technical support and guidance to the Parties. The COP requested the Adaptation Committee to further elaborate the work referred to in activities 7, 8, 11, 17 and 19 of its workplan.³
4. The Subsidiary Body for Scientific and Technological Advice (SBSTA), at its thirty-eighth session, expressed its readiness to support, through the Nairobi work programme on impacts, vulnerability and adaptation to climate change (NWP), the Adaptation Committee in the implementation of relevant activities within its workplan. The SBSTA invited the Adaptation Committee to provide recommendations in its next report (to COP 19) on how the NWP could provide such support.

B. Scope of the note

5. This report contains information on the work of the Adaptation Committee between December 2012 and October 2013.

C. Possible action by the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation

6. The SBSTA and the Subsidiary Body for Implementation may wish to consider this report and recommend the elements contained therein to the COP for further action, as appropriate.
7. In addition, the SBSTA may wish to consider the recommendation made on how the NWP could provide support to the Adaptation Committee in the implementation of relevant activities within its workplan.

¹ Decision 2/CP.17, paragraph 95.

² Decision 2/CP.17, paragraph 96.

³ Decision 11/CP.18, paragraphs 1 and 2.

D. Background

8. The COP, by decision 1/CP.16, established the Cancun Adaptation Framework, with the objective of enhancing action on adaptation, including through international cooperation and coherent consideration of matters relating to adaptation under the Convention. In that context, and by the same decision, the COP established the Adaptation Committee to promote the implementation of enhanced action on adaptation in a coherent manner under the Convention.

9. By decision 2/CP.17, the COP affirmed that the Adaptation Committee shall be the overall advisory body to the COP on adaptation to the adverse effects of climate change.

10. By the same decision, the COP also affirmed the five functions of the Adaptation Committee and decided on its composition and modalities and procedures. In addition, it requested the Adaptation Committee to engage with adaptation-related work programmes, bodies, institutions, organizations, frameworks, networks and centres under and outside of the Convention.

11. The Adaptation Committee held its inaugural meeting in September 2012, during which it agreed on a three-year workplan, elected a Chair and a Vice-Chair and agreed on its rules of procedure.

II. Organizational and procedural matters

12. During 2013 the Adaptation Committee held three meetings: its 2nd meeting, held from 5 to 8 March in Bonn, Germany; its 3rd meeting, held from 18 to 20 June, also in Bonn; and its 4th meeting, held from 5 to 7 September in Nadi, Fiji. In addition, the Adaptation Committee organized its first workshop on the monitoring and evaluation of adaptation, which was held from 9 to 11 September in Nadi. The 5th meeting of the Adaptation Committee will be held in Bonn from 5 to 7 March 2014.⁴

13. In between its meetings the Adaptation Committee made substantial progress in the implementation of its workplan through the use of intersessional ad hoc working groups on specific activities. At each meeting the leads of those groups would report to the Adaptation Committee at large on the progress made, proposed next steps and issues requiring further guidance to take the activities forward.

14. The 3rd meeting of the Adaptation Committee was preceded by a field trip organized by the Government of the Netherlands, which focused on adaptation in relation to water safety and food security.⁵ The Government of Fiji organized a field trip prior to the 4th meeting of the Adaptation Committee to showcase adaptation projects in the areas of food security and disaster risk reduction.

15. Upon request by Adaptation Committee members, webcasting was made available to enable live and on-demand coverage of the plenary discussions at the Adaptation Committee meetings held in Bonn.⁶

16. Since its last report to the COP, the membership of the Adaptation Committee has changed as follows: on 16 May 2013 Mr. Eisaku Toda (Japan) replaced Mr. Naoya Tsukamoto (Japan), nominated by the constituency of Parties included in Annex I to the

⁴ All meeting documentation is available at <unfccc.int/6053>.

⁵ For more information, see <unfccc.int/7741>.

⁶ Coverage of the 2nd meeting is available at <<http://streamstudio.world-television.com/gaia/unfccc/20130305>> and of the 3rd meeting at <http://unfccc4.metafusion.com/kongresse/ac03/templ/ovw_small.php?id_kongressmain=248>.

Convention; and on 7 September 2013 Ms. Renske Peters (Netherlands) replaced Ms. Annemieke Nijhof (Netherlands), nominated by the Western European and other States.

17. At its 2nd meeting, the Adaptation Committee further elaborated on its rules of procedure, which were approved at COP 18. Agreed amendments pertain to the delegation of tasks by the Chair to the Vice-Chair and other members of the Adaptation Committee, consultations between the Chair and the Vice-Chair in the preparation of the agendas for and draft reports on the meetings of the Adaptation Committee, the early availability of the agenda and other documentation for the meetings, and webcasting.⁷ The amendments do not alter any provisions contained in decision 2/CP.17 and hence do not require approval by the COP.

18. The Adaptation Committee welcomed with appreciation the financial and in-kind support provided by the Governments of Germany, Japan and Norway as well as the European Commission. In addition, it expressed its gratitude to the Government of Fiji for hosting the 4th meeting of the Adaptation Committee and the workshop on the monitoring and evaluation of adaptation.

19. Similar to other constituted bodies under the Convention, only three out of the four mandated meetings of the Adaptation Committee during the biennium 2014–2015 will be included in the core budget. All other activities will take place subject to the availability of supplementary funding. As such, the capacity of the Adaptation Committee to undertake its increasing workload and to respond to requests from other bodies and the COP is limited by the availability of funding. While some contributions have been made by Parties included in Annex II to the Convention, there is a considerable shortfall in resources, which compromises the timely implementation of the activities in the workplan approved by the COP. Noting such resource constraints, the Adaptation Committee agreed to identify ways to utilize existing resources more efficiently.

III. Progress made in the implementation of the workplan

20. The Adaptation Committee has made significant progress in implementing its workplan during 2013. It has initiated all activities scheduled for 2013 in its three-year workplan, some of which have already been completed and results obtained. Progress made in 2013, specifically in the areas specified by COP 18, is highlighted in this chapter. The table below shows the activities undertaken and the paragraphs of this document in which they are addressed.

Activities of its workplan undertaken by the Adaptation Committee in 2013 and the paragraphs of this document in which they are addressed

<i>Activity no.</i>	<i>Description</i>	<i>Paragraph(s)</i>
1	Map mandates, workplans and/or decisions with adaptation relevance	22
2	Compare and analyse maps in order to identify areas of duplication and gaps and synergies	22
3(i–iv)	Implement activities to reduce duplication, address gaps and strengthen synergies	21–25
5	Invite regional institutions and United Nations agencies to communicate their current support for adaptation in developing countries	41–43

⁷ The amended rules of procedure are available at <unfccc.int/7495>.

<i>Activity no.</i>	<i>Description</i>	<i>Paragraph(s)</i>
9	Prepare a list of adaptation experts, drawing on existing rosters	38
10	Work on modalities and guidelines for national adaptation plans for developing countries that are not least developed countries	29–34, 39 and 40
12	Establish a database or clearing house type mechanism for information related to national adaptation planning	35
14	Conduct a workshop on the monitoring and evaluation of adaptation	36 and 37
19	Consider various issues and approaches in relation to means of implementation	51 and 52
20 and 21	Identify the process for and scope of an overview report and other periodic reports on adaptation issues and prepare such reports	44–48
22	Develop and implement a communication, information and outreach strategy	49 and 50

A. Promoting coherence in adaptation under the Convention and synergies with organizations, centres and networks outside of the Convention

21. The overarching objective of the Adaptation Committee is to promote the implementation of enhanced action on adaptation in a coherent manner under the Convention. As such, the Adaptation Committee, throughout 2013, has sought to identify ways in which it can achieve that objective. It is an ongoing process, and one that continues to progress as the Adaptation Committee evolves.

22. As an initial step following COP 18, the Adaptation Committee mapped mandates, workplans and/or decisions with adaptation relevance in order to identify areas of duplication as well as synergies and to consider what actions may need to be undertaken by it. In order to reduce duplication and promote synergies, the Adaptation Committee first focused on establishing relationships with other bodies under the Convention, such as the Least Developed Countries Expert Group (LEG), the Standing Committee on Finance (SCF), the Technology Executive Committee (TEC), the Climate Technology Centre and Network (CTCN), the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention and the Board of the Green Climate Fund (GCF). This was done through, for example, participating in each other's meetings, organizing meet-and-greet sessions and exchanging letters to inform each other of relevant work.

23. As the year progressed, the Adaptation Committee identified specific objectives for collaboration and specific tasks and activities on which it could partner with other constituted bodies, such as the LEG and the TEC, or work programmes, such as the NWP. Collaboration so far has been most active with the LEG. One member of the LEG participated in the Adaptation Committee's ad hoc group to review the existing guidelines on national adaptation planning. Following an invitation made by the LEG, the Adaptation Committee nominated one of its members to serve in the LEG advisory group for the development of NAP Central (the main information platform for supporting the national adaptation plan (NAP) process) and one of its members to be part of a team for reviewing the methodology and selection of best practices and lessons learned in addressing adaptation.

24. The discussions on coherence in 2013 centred on enhancing coherence with regard to means of implementation, particularly on finance and technology. Consequently, collaboration between the different adaptation-related bodies and work programmes, in particular those focusing on means of implementation, is expected to intensify throughout 2014, including through the Adaptation Committee's task force on NAPs, to which it is inviting the LEG, the SCF, the TEC and the GCF Board to nominate a member each (see para. 33 below). In addition, the Adaptation Committee and the TEC will collaborate on a TEC workshop on technologies for adaptation, with a view to developing technology briefs on adaptation. The Adaptation Committee has also expressed interest in engaging with the SCF in the organization of the 2014 SCF forum on adaptation finance.

25. In 2014 the Adaptation Committee will continue to promote greater coherence between adaptation-related agenda items. Collaboration with the LEG and support from the NWP have constituted an important initial step in that regard.

26. The Adaptation Committee has provided its views on the work programme on long-term finance⁸ and responded to an invitation to submit its views to the CTCN, through the Adaptation Committee's Vice-Chair, who is also a member of the CTCN Advisory Board, on proposed criteria for the prioritization of support and proposed network criteria.

27. In terms of promoting synergy with organizations, centres and networks outside of the Convention, the Adaptation Committee has promoted active observer participation in its meetings. Observers have been invited to provide general statements at the opening and closing of the meetings, to provide concrete suggestions during the discussions on specific agenda items and to actively participate in the work of breakout groups. Such active engagement of observers and the possibility of feeding additional experience and expertise into the discussions were deemed beneficial for furthering the Adaptation Committee's work and its quest for synergy. The Adaptation Committee will strive to further enhance synergy with organizations, centres and networks outside of the Convention in 2014.

B. Providing technical support and guidance to the Parties

28. The Adaptation Committee has initiated and partly concluded a number of the activities of its workplan aimed at providing technical support and guidance to the Parties in two main areas: on adaptation actions and on means of implementation, which include finance, technology and capacity-building.

1. Adaptation actions

29. Following requests made by Parties at COP 17⁹ and COP 18,¹⁰ the Adaptation Committee worked on modalities and guidelines for NAPs for developing countries that are not least developed countries (LDCs) to plan, prioritize and implement national adaptation planning measures, in accordance with decision 5/CP.17. As a first step, the Adaptation Committee reviewed existing guidelines to determine their adequacy and any remaining gaps, in particular the technical guidelines for the NAP process,¹¹ which were developed by the LEG, on the basis of the initial guidelines for the formulation of NAPs developed at COP 17.

30. Having reviewed the NAP guidelines, the Adaptation Committee concluded that they are broad and non-prescriptive and therefore flexible enough to also be applied to non-

⁸ The submission is available at <unfccc.int/5916>.

⁹ Decision 5/CP.17, paragraph 30.

¹⁰ Decision 12/CP.18, preambular paragraph 7.

¹¹ Available at <unfccc.int/7279>.

LDCs. If the guidelines are to be applied, it is important to note that the NAP process should build on the experience of previous adaptation activities and seek to create coherence. While the LEG technical guidelines could serve as a basis – either directly or with supplements – for formulating NAPs in non-LDCs, the question of enabling support for non-LDCs to start the process needs further consideration. For example, the Global Support Programme for NAPs for the LDCs, developed by the United Nations Development Programme and the United Nations Environment Programme together with the Global Environment Facility (GEF) Secretariat, the International Fund for Agricultural Development, the World Food Programme, the United Nations Institute for Training and Research and the United Nations Office for Project Services in collaboration with the World Health Organization, so far only supports the LDCs in commencing and advancing their work on NAPs (for more information on support for non-LDCs, see paras. 39 and 40 below).

31. Given the diverse needs and capacities of non-LDC developing countries in the area of adaptation planning and implementation, a similar support programme for non-LDCs would need to place considerable emphasis on taking stock of prior and ongoing initiatives carried out by national governments, multilateral or bilateral agencies, non-governmental organizations or other institutions, with a view to strengthening technical and institutional capacities for medium- and long-term adaptation planning. In addition, a support programme for non-LDCs would need to focus more on laying the foundation for effective private-sector involvement in adaptation.

32. The review also revealed a number of gaps in, and limitations of, the NAP guidelines, which stem from the boundaries set by the initial COP guidelines. For example, the LEG technical guidelines outline a process but do not provide in-depth guidance on how to undertake specific steps such as vulnerability and adaptation assessments or appraising adaptation measures. Unlike national adaptation programmes of action, national communications and technology needs assessments, NAPs do not have a predefined structure, which may render them difficult to compare.

33. To further support developing countries seeking to formulate and implement NAPs, the Adaptation Committee established, in accordance with its rules of procedure, a task force on NAPs (the terms of reference are given in annex I) and invited participation on the task force by the LEG, the TEC, the SCF and the GCF Board. Given that the Adaptation Committee seeks to support all developing country Parties with their NAPs, the participation of the LEG is particularly important so as to ensure synergy with its ongoing work on supporting the LDCs in the formulation of their NAPs, including by responding to any requests of the LEG, and to ensure the LDCs that the task force will also support them in accordance with the mandate and functions of the Adaptation Committee.

34. In addition, the Adaptation Committee identified modalities, such as the development of toolkits, supplements to the NAP technical guidelines, portals such as NAP Central and training activities, which could be employed to advance relevant work. The task force will report to the Adaptation Committee at each of its meetings and via e-mail intersessionally, as necessary.

35. In addition to its consideration of NAP modalities, the Adaptation Committee initiated its work on a database or clearing house type mechanism for information relating to national adaptation planning. As a first step, the Adaptation Committee undertook a review of existing databases and clearing house type mechanisms for national adaptation planning to determine whether it would partner with existing databases or mechanisms, such as NAP Central, or whether it would develop a separate system. Following the review, the Adaptation Committee agreed that there was no need for the Adaptation Committee to develop a separate database but that it would instead actively engage in and contribute to

the development of NAP Central, so that information on national adaptation planning relevant to non-LDCs is included.

36. One important aspect of national adaptation planning is the monitoring and evaluation of adaptation, which so far has not been adequately dealt with under the Convention. In order to build on and contribute to existing processes related to the topic, the Adaptation Committee organized a workshop on the monitoring and evaluation of adaptation.¹² The workshop engaged leaders in the monitoring and evaluation of adaptation with expertise in implementing adaptation at different levels, including the national, programme and project levels, from governments, regional organizations, development banks, bilateral technical cooperation agencies, research institutions and civil society. The workshop addressed the following three broad policy questions:

(a) Given the diverse set of indicators that currently exist to measure and evaluate adaptation, how can communities, countries and development and adaptation agencies build a common understanding of success in achieving climate resilience?

(b) How can a framework be created that links individual assessments with national-level assessments to broaden the focus from the means of achieving outcomes (individual interventions) to the desired end result (countries becoming less vulnerable and having more adaptive capacity)?

(c) How can the results of monitoring and evaluation be reported and disseminated so as to ensure that they are fed back into the respective adaptation process but also allow for lessons learned and good practices identified to be shared with the wider community of adaptation planners and practitioners?

37. The workshop report will be published in November and will be made available on the Adaptation Committee's web pages.¹³ Following its consideration of that report in early 2014, the Adaptation Committee will provide COP 20 with recommendations and guidance for its consideration.

38. Regarding the development of a list of experts, the Adaptation Committee noted that many lists of experts are already operational both within and outside of the United Nations system. Such lists offer sufficient expertise to assist the Adaptation Committee in any activities for which it may seek external support. Hence, the Adaptation Committee agreed that the existing rosters would be sufficient at present and that the establishment of a list of experts can be reconsidered when deemed necessary by it.

2. Means of implementation

39. Throughout 2013 the Adaptation Committee has considered issues related to financing for NAPs and decided to conduct further work on the matter in 2014 with a view to better understanding the technical issues that may challenge developing countries in accessing resources for NAPs. Issues requiring further technical exploration include the following:

(a) The guiding principles contained in the paper of the Global Environment Facility GEF entitled *Operationalizing support to the preparation of the national adaptation plan process in response to guidance from the UNFCCC COP*,¹⁴ including how those principles relate to the existing operational policies and guidelines for the Least Developed Countries Fund (LDCF) and the Special Climate Change Fund (SCCF), as well

¹² The workshop proceedings, including the agenda, background paper, inputs provided by participants and presentations, are available at <unfccc.int/7744>.

¹³ <unfccc.int/6053>.

¹⁴ Document GEF/LDCF.SCCF.14/06, available at <www.thegef.org/gef/meetingdocs/96/50>.

as to the issues of additionality, agreed full costs of activities and the implications of the translation of ‘full cost of adaptation’ into ‘additional costs’;

(b) Procedures and/or requirements for LDCs to access the LDCF to finance NAPs;

(c) Procedures and/or requirements for non-LDCs to access the SCCF to finance NAPs.

40. Such work will be supported by a background paper to be developed on the issues enumerated above as well as a dialogue at the 5th meeting of the Adaptation Committee with GEF representatives of the LDCF and the SCCF and representatives of other bodies and funds, such as the LEG, the Adaptation Fund and the GCF Board.

41. The Adaptation Committee invited regional institutions and United Nations agencies to communicate their current support for adaptation in developing countries, including in relation to capacity-building, including of national institutions. Communications from those institutions and agencies will facilitate further consideration by the Adaptation Committee aimed at strengthening the roles of regional institutions and United Nations agencies in supporting enhanced adaptation action in developing countries.

42. The call for submissions was made through an invitation letter from the Chair of the Adaptation Committee and a dedicated template, which were sent to the focal points of United Nations agencies and accredited intergovernmental organizations as well as to selected focal points of NWP partner organizations. The call for submissions was also placed prominently on the UNFCCC website.¹⁵ Out of 121 requests for information, a total of 30 organizations responded, of which 28 provided input. The Adaptation Committee decided to follow up with reminders and calls to relevant organizations that were not included in the first round of the call for submissions.

43. All inputs received will feed into an information paper that will be considered at the 5th meeting of the Adaptation Committee along with an initial list of regional centres and networks working on adaptation, with a view to strengthening the roles of regional institutions and United Nations agencies in supporting country-driven adaptation actions and to considering what additional activities the Adaptation Committee may undertake.

C. Outreach and sharing of information

44. In line with its workplan, the Adaptation Committee agreed to prepare periodic thematic and overview reports, synthesizing information and knowledge relating to, inter alia, the implementation of adaptation actions and good adaptation practices, observed trends, lessons learned, gaps and needs, including in the provision of support, and areas requiring further attention, for consideration by the COP, drawing on information from Parties and from other relevant reports and documents, including those of other bodies under the Convention.

45. Following deliberations, the Adaptation Committee agreed to prepare two types of report: first, annual thematic reports, which will be thematic and responsive to topical discussions on adaptation; and second, overview reports, which will include a synthesis and analysis of lessons learned from relevant global and regional processes and meetings in which progress towards the implementation of the Cancun Adaptation Framework has been discussed and will identify data, information and knowledge gaps. As part of its three-year workplan, the Adaptation Committee further agreed to produce thematic reports in 2013

¹⁵ <unfccc.int/7722>.

and 2014 and a comprehensive overview report in 2015 to inform, as appropriate, the strategic direction of COP 21 and other relevant United Nations bodies.

46. The first thematic report, on the state of adaptation under the Convention, seeks to raise awareness and understanding of the variety of adaptation-related bodies, programmes and workstreams under the Convention and how they contribute jointly to enhanced action on adaptation.¹⁶

47. The Adaptation Committee agreed that the 2014 thematic report will focus on tools and knowledge available, lessons learned and challenges faced in the application of different approaches guiding national adaptation, and that the 2015 overview report will focus on progress in the implementation of the Cancun Adaptation Framework, with analysis of, inter alia, lessons learned, good practices and challenges faced in preparing and implementing NAPs, the key role of national institutions and stakeholders in adaptation planning and implementation, and monitoring and evaluating adaptation actions and their support.

48. Following the request of the COP for it to consider the establishment of an annual adaptation forum, the Adaptation Committee agreed to establish such a forum and to organize its first meeting, on adapting to a changing climate, in conjunction with COP 19, with a view to raising the profile of adaptation globally. The Adaptation Forum will feature interventions from known personalities from a balance of regions and areas of focus, high-level country representatives and other adaptation stakeholders. In order to enhance outreach beyond the event itself, the Adaptation Forum will be televised.

49. Throughout 2013 the Adaptation Committee has been working on a draft communication, information and outreach strategy in order to provide itself with strategic approaches to communication within and outside of the Convention process. It includes activities such as stakeholder identification, defining objectives and key messages for different stakeholders and defining the respective means of communication.

50. In order to provide guidance to members when representing the Adaptation Committee at external meetings, the Adaptation Committee developed a set of frequently asked questions (FAQs). Following their finalization, the FAQs will be made available on the Adaptation Committee's web pages for interested Parties and other stakeholders and will be updated as required.

IV. Elaboration of activities included in the three-year workplan

51. In response to a request made at COP 18, the Adaptation Committee further elaborated the work referred to in activities 7, 8, 11, 17 and 19 of its workplan. The elaboration was guided by the Adaptation Committee's desire to enhance coherence and synergy and to ensure that activities are not undertaken in isolation but instead build on each other as part of a larger workstream. Following the review of its activities, the Adaptation Committee identified the following three workstreams to organize those activities in a coherent way:

- (a) A workstream on technical support and guidance to the Parties on adaptation action;
- (b) A workstream on technical support and guidance to the Parties on means of implementation;
- (c) A workstream on awareness-raising, outreach and sharing of information.

¹⁶ The report will be made available at <unfccc.int/6053>.

52. The organization of activities under the three workstreams (see annex II) does not substitute the three-year workplan, but instead reflects a more coherent manner in which the Adaptation Committee will approach its work. The three workstreams include new activities in the elaboration of activity 19, on means of implementation, and the adjusted timing of some activities, where necessary.

53. Activities 7 and 8 will be addressed by the Adaptation Committee following its consideration of the outcomes of activities 5 and 6 (information on current support provided by United Nations agencies and regional institutions in support of adaptation in developing countries and the list of regional centres). Activity 11 will be considered pending recommendations from the task force on NAPs, and activity 17 will be addressed following the outcomes of the work programme on loss and damage during COP 19.

V. Recommendations to the Subsidiary Body for Scientific and Technological Advice

54. The Adaptation Committee very much welcomed the readiness expressed by the SBSTA to support, through the NWP, the Adaptation Committee in the implementation of relevant activities within its workplan. In response to the invitation made by the SBSTA, and having reviewed the key features, functions and agreed activities of the NWP, the Adaptation Committee identified the following three broad types of support that the NWP could provide to the work of the Adaptation Committee:

- (a) Undertaking joint activities to enhance synergy and coherence;
- (b) Catalysing further actions in relation to the provision of information and knowledge products from the existing and expanding network of partner organizations;
- (c) Supporting the engagement of adaptation stakeholders through existing modalities under the NWP.

55. With regard to joint activities, the Adaptation Committee and the NWP are either already mandated by the COP to undertake similar or related activities or could be expected to do so. Such activities, which can currently be identified in the areas of indigenous practices and knowledge and national adaptation planning, could be undertaken jointly in order to enhance synergy and coherence.

56. For example, the Adaptation Committee agreed to convene a workshop on best practices and needs of local and indigenous communities with input from and participation of relevant bodies and programmes in order to share technical adaptation-related expertise (activity 3(v) of its workplan). The Adaptation Committee further agreed to prepare a scoping paper in the first quarter of 2014 and to organize the workshop in the third quarter of 2014 with a view to identifying recommendations and guidance for consideration by the COP, as appropriate and as needed. Similarly, the SBSTA mandated, under the NWP, a technical paper to be prepared, before SBSTA 39, on best practices and available tools for the use of indigenous and traditional knowledge and practices for adaptation, and a technical expert meeting to be organized, before SBSTA 40, on the use of indigenous and traditional knowledge and practices for adaptation, with a view to developing recommendations for practitioners on the use of indigenous and traditional knowledge and practices for adaptation.

57. Likewise, the Adaptation Committee agreed to collect and compile relevant information for national adaptation planning, and identify good practices for integrating adaptation into national development policies, processes and actions in collaboration with the LEG and the NWP (activity 13 of its workplan). The Adaptation Committee further agreed to prepare an information paper on lessons learned and good practices in the first

quarter of 2014. The NWP has already compiled case studies on national adaptation planning processes in 2012 and is expected to consider additional activities at SBSTA 39 in the area of national adaptation planning.

58. Regarding the provision of information and knowledge products, the NWP could catalyse further actions regarding the provision of information and knowledge products from the existing and expanding network of partner organizations in support of the following activities in the Adaptation Committee's workplan: activity 6 (compiling a list of regional centres and networks working on adaptation), activity 15 (gathering up-to-date information on adaptation, including the limits of adaptation), activity 18 (convening an expert meeting on promoting livelihoods and economic diversification) and activity 21 (preparing thematic and overview reports).

59. Finally, regarding the engagement of stakeholders, the NWP could support the Adaptation Committee by using its broad network of partners to disseminate relevant products of the Adaptation Committee and to implement its communication, information and outreach strategy.

60. Annex III contains a table which summarizes the possible support that could be provided by the NWP to the work of the Adaptation Committee, including possible modalities and timing, for consideration by the SBSTA.

61. In conclusion, the Adaptation Committee identified ample opportunities for the NWP to support the Adaptation Committee in its work. As envisioned by the SBSTA, activities under the NWP and the Adaptation Committee could be sequenced so that they build on each other to enhance coherence and synergy. Pending further reconsideration by the SBSTA, the NWP could assist the Adaptation Committee by facilitating the generation, dissemination and application of data, information and knowledge on adaptation.

62. Specifically, the Adaptation Committee recommends that the SBSTA:

(a) Request the secretariat to organize the technical expert meeting on the use of indigenous and traditional knowledge and practices for adaptation in conjunction with the Adaptation Committee's workshop on best practices and needs of local and indigenous communities;

(b) Request input from Parties and NWP partner organizations on good practices and lessons learned in national adaptation planning, which the secretariat could then be requested to compile into an information paper.

VI. Recommendations to the Conference of the Parties

63. The Adaptation Committee agreed to include the following recommendations in its report for consideration at COP 19. The Adaptation Committee recommends, through the subsidiary bodies, that the COP:

(a) Welcome the progress made by the Adaptation Committee in implementing its workplan, including in promoting coherence in adaptation under the Convention, in providing technical support and guidance to the Parties on adaptation actions and means of implementation, in particular the establishment of the task force on NAPs, and in outreach and information-sharing;

(b) Consider the role of a global support programme on NAPs for non-LDCs, for example by inviting United Nations organizations, specialized agencies and other relevant organizations, as well as bilateral and multilateral agencies, where possible, to consider establishing support programmes for the NAP process within their mandates, as appropriate, which could facilitate the provision of financial and technical support to non-

LDC developing country Parties, and to submit to the secretariat, by 26 March 2014, information on how they have responded to that invitation;

(c) Note the serious shortfall in resources available to the Adaptation Committee and consider ways to address it;

(d) Welcome the efforts made by the Adaptation Committee to make more efficient use of existing resources.

Annex I

[English only]

Terms of reference for the task force on national adaptation plans

1. Objectives

1. The objectives of the task force are as follows:

(a) To serve as the panel within the Adaptation Committee that continuously looks at issues related to national adaptation plans (NAPs);

(b) To liaise with the Least Developed Countries Expert Group (LEG), upon request, in support of its work with regard to NAPs in the least developed countries (LDCs), ensuring consistence and supplementarity of mandates;

(c) To identify opportunities in which activities can also be employed by non-LDCs;

(d) To follow up on the operationalization modalities identified for the support of non-LDCs' NAPs under the guidance of the Chair and the Vice-Chair of the Adaptation Committee;

(e) To report to the Adaptation Committee at each of its meeting on issues identified and proposed activities to support the NAP process for all eligible developing countries.

2. Scope of work

2. The task force is requested to develop, with the support of the secretariat, a draft plan of action, taking into account the activities in the Adaptation Committee's workplan and the modalities and activities identified through the Adaptation Committee's work in 2013. The task force will present its draft plan of action at the 5th meeting of the Adaptation Committee for review and approval.

3. Composition

3. The task force will include five members of the Adaptation Committee. In addition, the Adaptation Committee invites the LEG, the Standing Committee on Finance, the Technology Executive Committee and the Board of the Green Climate Fund to each nominate one of their members to support the work of the task force.

4. Relationship with external experts

4. External members and experts could be actively engaged in and support the task force, as necessary and under the guidance of the Adaptation Committee. Those experts could include representatives of United Nations agencies, research and training institutions, regional centres and civil society, as well as other stakeholders, according to the specific needs that the task force is trying to address.

Annex II

[English only]

Elaboration of activities included in the Adaptation Committee's workplan under three workstreams in order to enhance overall coherence^a

<i>Timing</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on adaptation action</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on means of implementation^b</i>	<i>Activities and outputs of the workstream on awareness-raising, outreach and sharing of information</i>
Third quarter, 2013	Conduct a workshop on the monitoring and evaluation of adaptation, building on and contributing to existing related processes (activity 14)	Invite regional institutions and United Nations agencies supporting work on adaptation to communicate, as per the template developed by the Adaptation Committee, their current support for adaptation in developing countries, including in relation to capacity-building, including of national institutions (activity 5) Second round of submissions and compilation thereof	
Fourth quarter, 2013	Prepare a report on the monitoring and evaluation workshop (activity 14) Establish a task force on national adaptation plans (NAPs) and invite one member each of the Least Developed Countries Expert Group (LEG), the Standing Committee on Finance (SCF) and the Technology Executive Committee (TEC), as well as a nominee of the Board of the Green Climate Fund (GCF), to work on modalities and guidelines for NAPs for developing countries that are not least developed countries for consideration by the Adaptation Committee (activity 10) Prepare a scoping paper for the workshop	Prepare an information paper that strengthens the understanding of the roles of regional institutions and United Nations agencies in supporting enhanced adaptation actions in developing countries (activity 5)	Finalize and disseminate the 2013 thematic report on the state of adaptation under the Convention (activities 20 and 21) Develop and implement a communication, information and outreach strategy, building on existing channels, in order to provide decision makers and the media, including social media, with the latest information on adaptation (activity 22) Revised the strategy prior to the nineteenth session of the Conference of the Parties (COP), pending agreement by the Adaptation Committee (if no agreement, discussion of the revised draft at the 5 th meeting of the Adaptation Committee) Organize the 2013 Adaptation Forum at COP 19

Timing	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on adaptation action</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on means of implementation^b</i>	<i>Activities and outputs of the workstream on awareness-raising, outreach and sharing of information</i>
First quarter, 2014	<p>on best practices and needs of local and indigenous communities taking into account technical paper under the Nairobi work programme on impacts, vulnerability and adaptation to climate change (NWP) on best practices and available tools for the use of indigenous and traditional knowledge and practices for adaptation (activity 3(v))</p> <p>Map mandates, workplans and/or decisions with adaptation relevance (activity 1)</p> <p>An updated information paper on possible cooperation in order to reduce duplication of actions, address gaps and strengthen synergies</p> <p>Identification of COP 19 decisions with adaptation relevance and inclusion of actions of the Adaptation Committee in an updated workplan, as appropriate.</p> <p>Compare and analyse maps in order to identify concrete activities to reduce duplication, address gaps and promote synergies (activity 2)</p> <p>Discussion of maps</p> <p>Identification of concrete activities to reduce duplication, address gaps and promote synergies and actions that may need to be undertaken by the Adaptation Committee</p> <p>Implement activities to reduce duplication, address gaps and promote synergies (activity 3)</p> <p>Working linkages with all adaptation-relevant bodies and work programmes under the Convention</p> <p>A shared understanding among the Adaptation Committee and other adaptation-relevant bodies, as well as across agenda items, of ways in which to reduce duplication, address gaps and promote synergies, in order to enhance action on adaptation</p> <p>Identify recommendations and guidance for consideration by the COP, as appropriate and as needed, on the basis of the outcomes of the workshop on the monitoring and evaluation of adaptation, with a view to providing technical support and guidance to Parties, in order to facilitate the enhanced implementation of adaptation actions (activity 14)</p> <p>Compile a list of regional centres and networks working on adaptation, with a view to strengthening their role in</p>	<p>on adapting to climate change, and hold a press conference</p>	<p>on adapting to climate change, and hold a press conference</p> <p>Consider an in-session meeting to gather up-to-date information on adaptation, including the limits of adaptation, in collaboration with Intergovernmental Panel on Climate Change (IPCC) Working Group II (WGII) (activity 15)</p> <p>Agreement with IPCC WGII on cooperation</p> <p>Consider progress made in collaborating with the LEG on NAP Central, a universally accessible, web-based central repository and</p>

Timing	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on adaptation action</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on means of implementation^b</i>	<i>Activities and outputs of the workstream on awareness-raising, outreach and sharing of information</i>
Second quarter, 2014	<p>supporting country-driven adaptation actions (activity 6)</p> <p>Initial list of regional centres and networks working on adaptation, including information on their activities and capacities</p> <p>Information available online and updated regularly</p> <p>Taking into account the outcomes of the call to regional institutions and United Nations agencies (activity 5) and the list of regional centres and networks working on adaptation (activity 6), initiate consideration of developing a strategy to address gaps and opportunities identified and consideration of establishing an expert group to address those gaps and opportunities (activities 7 and 8)</p> <p>Establish an ad hoc group, in collaboration with relevant organizations and experts, to propose modalities to facilitate technical backstopping for projects for Parties upon request, for consideration by the Adaptation Committee (activity 16)</p> <p>Create an ad hoc group, decide on its size and identify the tasks of the group and the qualifications of its members</p> <p>Consider work resulting from the outcomes of the work programme on loss and damage (activity 17)</p>	<p>Following the development of a template by the Adaptation Committee at its 5th meeting, invite submissions from developed country Parties and bilateral, regional and other multilateral channels</p>	<p>hub for information pertinent to the NAP process, and agree on further action, as appropriate (activity 12)</p> <p>Convene an in-session meeting to gather up-to-date information on adaptation, including the limits of adaptation, in collaboration with IPCC WGII during the fortieth sessions of the</p>

Timing	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on adaptation action</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on means of implementation^b</i>	<i>Activities and outputs of the workstream on awareness-raising, outreach and sharing of information</i>
	the LEG, the GCF Board, the Least Developed Countries Fund/Special Climate Change Fund and other relevant bodies and programmes, in order to share technical adaptation-related expertise (activity 3(v))	on current experience, including criteria, priorities and other relevant information, and on means to incentivize the implementation of adaptation actions, including finance, technology and capacity-building and other ways to enable climate-resilient development and reduce vulnerability Information to enable the elaboration of a synthesis paper	subsidiary bodies (activity 15)
Third quarter, 2014	Identify recommendations and guidance for consideration by the COP, as appropriate and as needed, on the basis of the outcomes of the workshop on best practices and needs of local and indigenous communities, with a view to providing technical support and guidance to Parties, in order to facilitate the enhanced implementation of adaptation actions (activity 3(v))	Prepare a scoping paper for the workshop on means of implementation, taking into account the above-mentioned submissions and the information paper on the roles of regional institutions and United Nations agencies (activity 4)	Prepare a report on the meeting with IPCC WGII (activity 15) Organize the 2014 Adaptation Forum (theme and timing to be determined) Taking into account relevant work of the NWP and the LEG, in particular NAP Central, and the outcomes of the meeting with the IPCC, collect and compile, as appropriate in an information paper, relevant information on national adaptation planning, and identify good practices for integrating adaptation into national development policies, processes and actions (activity 13)
Fourth quarter, 2014		Prepare a synthesis paper on means of implementation, considering submissions and other information available, including relevant information resulting from the above-mentioned call to regional institutions and United Nations agencies Information for the Adaptation Committee to enable informed discussions on how to further engage in this activity	Finalize the 2014 thematic report on tools and knowledge available, lessons learned and challenges faced in the application of different approaches guiding national adaptation (activities 20 and 21)

Timing	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on adaptation action</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on means of implementation^b</i>	<i>Activities and outputs of the workstream on awareness-raising, outreach and sharing of information</i>
First quarter, 2015	<p>Map mandates, workplans and/or decisions with adaptation relevance (activity 1)</p> <p>An updated information paper on possible cooperation in order to reduce duplication of actions, address gaps and strengthen synergies</p> <p>Identification of COP 19 decisions with adaptation relevance and inclusion of actions of the Adaptation Committee in an updated workplan, as appropriate</p> <p>Compare and analyse maps in order to identify concrete activities to reduce duplication, address gaps and promote synergies (activity 2)</p> <p>Discussion of maps</p> <p>Identification of concrete activities to reduce duplication, address gaps and promote synergies and actions that may need to be undertaken by the Adaptation Committee</p> <p>Implement activities to reduce duplication, address gaps and promote synergies (activity 3)</p> <p>Working linkages with all adaptation-relevant bodies and work programmes under the Convention</p> <p>A shared understanding among the Adaptation Committee and other adaptation-relevant bodies, as well as across agenda items, of ways in which to reduce duplication, address gaps and promote synergies, in order to enhance action on adaptation</p> <p>Prepare a scoping paper for the expert meeting on promoting livelihoods and economic diversification (activity 18)</p>	<p>Convene a workshop with the relevant bilateral, regional and multilateral institutions facilitating the means of implementation (finance, technology and capacity-building), as well as with development agencies at the country level, to discuss how to further promote the implementation of enhanced action in a coherent manner under the Convention. Representatives of the TEC, the SCF, the GCF Board, the Adaptation Fund Board and the Global Environment Facility will be invited (activity 4)</p>	
Second quarter, 2015		<p>Prepare a report on the workshop on means of implementation (activity 4)</p> <p>Consider the synthesis paper and the outcomes of the workshop on means of implementation and the workshop on the monitoring and evaluation of adaptation</p> <p>Draw key issues to ultimately provide guidance on means to incentivize the implementation of</p>	

<i>Timing</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on adaptation action</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on means of implementation^b</i>	<i>Activities and outputs of the workstream on awareness-raising, outreach and sharing of information</i>
Third quarter, 2015	Convene an expert meeting, led by members of the Adaptation Committee, on promoting livelihoods and economic diversification to build resilience in the context of planning, prioritizing and implementing adaptation actions (activity 18)	<p>adaptation actions, including finance, technology and capacity-building and other ways to enable climate-resilient development and reduce vulnerability, including for the operating entities of the financial mechanism of the Convention, as appropriate</p> <p>Determine the need for and scope of a joint task force on means of implementation</p> <p>Prepare, in collaboration with the TEC, the SCF and the LEG, an input document with information and recommendations for further actions, drawing on the results of the workshop and synthesis paper on means of implementation, other relevant work completed during 2013–2015, adaptation good practices, information communicated by Parties on their monitoring and review of adaptation actions, support provided and received, possible needs and gaps and other relevant information, including information communicated under the Convention, for consideration by the COP when providing guidance on means to incentivize the implementation of adaptation actions, including finance, technology and capacity-building and other ways to enable climate-resilient development and reduce vulnerability (this activity may be done as part of a joint task force, but discussion on the need for and scope of such a task force would have to be held first; see above)</p>	Organize the 2015 Adaptation Forum (theme and timing to be determined)

<i>Timing</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on adaptation action</i>	<i>Activities and outputs of the workstream on technical support and guidance to the Parties on means of implementation^b</i>	<i>Activities and outputs of the workstream on awareness-raising, outreach and sharing of information</i>
Fourth quarter, 2015	Prepare a report on the expert meeting on promoting livelihoods and economic diversification and identify recommendations and guidance for consideration by the COP, as appropriate and as needed, with a view to providing technical support and guidance to Parties, in order to facilitate the enhanced implementation of adaptation actions (activity 18)	Convene an in-session workshop/side event at COP 21 to present recent work of the Adaptation Committee on means of implementation and to discuss technical challenges and best practices in the experience of developing countries in accessing means to incentivize the implementation of adaptation actions, including finance, technology and capacity-building and other ways to enable climate-resilient development and reduce vulnerability	Finalize the 2015 overview report on progress in the implementation of the Cancun Adaptation Framework, with analysis of, inter alia, lessons learned, good practices and challenges faced in preparing and implementing NAPs, the key role of national institutions and stakeholders in adaptation planning and implementation, and monitoring and evaluating adaptation actions and their support (activities 20 and 21)

^a Please note that the elaboration of activities was guided by the Adaptation Committee's desire to enhance coherence and synergy and to ensure that activities are not undertaken in isolation but instead build on each other as part of a larger workstream. The organization of activities under the three workstreams is not instead of the three-year workplan but reflects a more coherent manner in which the Adaptation Committee will approach its work from the third quarter of 2013 onwards.

^b The elaboration of this workstream was undertaken in response to the Conference of the Parties' request to elaborate activity 19, on means of implementation.

Annex III

[English only]

Possible support to be provided by the Nairobi work programme to the work of the Adaptation Committee

<i>Relevant items within Adaptation Committee workplan</i>			<i>Possible support activities</i>		
<i>Activity</i>	<i>Deliverables</i>	<i>Time frame</i>	<i>COP/Adaptation Committee/SBSTA</i>	<i>NWP partner organizations</i>	<i>Secretariat</i>
<i>Undertaking of joint activities</i>					
3. Organize a workshop on best practices and needs of local and indigenous communities	Scoping paper	First quarter of 2014	Adaptation Committee to develop a scoping paper taking into account the technical paper prepared under the NWP		Ensure coherence and synergy in facilitating related activities under the Adaptation Committee and the NWP
	Workshop and report thereon	Second and third quarters of 2014	Adaptation Committee to organize the workshop earlier (second quarter) jointly with the NWP workshop		
13. Collect and compile information for national adaptation planning	Exchange of information with Parties, relevant bodies, programmes and institutions	Ongoing	COP decision/SBSTA conclusions to mandate submissions from Parties and organizations on relevant issues and follow-up activities by the NWP in the area of national adaptation planning	Provide relevant information, including lessons learned and good practices	Coordinate and compile inputs from Parties and NWP partner organizations and ensure coherence and synergy in facilitating related activities under the Adaptation Committee and the NWP
	Information paper on lessons learned and good practices	Third quarter of 2014			
<i>Provision of information and knowledge</i>					
6. Compile a list of regional centres and networks working on adaptation, with a view to strengthening their role in supporting country-driven	List of regional centres and networks working on adaptation, including information on their activities and	Third quarter of 2014		Provide information on institution-wide capabilities and relevant activities, good practices and lessons learned in carrying out adaptation activities, including the	Coordinate and compile inputs from NWP partner organizations

<i>Relevant items within Adaptation Committee workplan</i>				<i>Possible support activities</i>	
<i>Activity</i>	<i>Deliverables</i>	<i>Time frame</i>	<i>COP/Adaptation Committee/SBSTA</i>	<i>NWP partner organizations</i>	<i>Secretariat</i>
adaptation actions	capacities			provision of technical support to developing countries	
15. Convene a meeting to gather up-to-date information on adaptation, including the limits of adaptation, in collaboration with IPCC WGII	Meeting and report thereon	Second and third quarters of 2014 following publication of the IPCC WGII's contribution to the IPCC Fifth Assessment Report		Provide technical inputs to the preparation and delivery of the meeting	Coordinate technical inputs from NWP partner organizations for the meeting
18. Convene an expert meeting, led by members of the Adaptation Committee, on promoting livelihoods and economic diversification to build resilience in the context of planning, prioritizing and implementing adaptation actions	Scoping paper for the expert meeting Expert meeting and report thereon	Third quarter of 2015 Fourth quarter of 2015	COP decision/SBSTA conclusions to mandate submissions from Parties and organizations on relevant issues	Provide relevant information for the scoping paper Provide technical inputs to the preparation and delivery of the expert meeting	Coordinate and compile inputs from NWP partner organizations of information on their current practices and lessons learned in promoting livelihoods and economic diversification to build resilience Coordinate technical inputs from NWP partner organizations for the expert meeting
21. Prepare periodic overview reports synthesizing information and knowledge	Thematic report Overview report	Third quarter of 2014 Third quarter of 2015	COP decision/SBSTA conclusions to mandate submissions from Parties and organizations on relevant issues	Provide relevant information as requested Assist in widely disseminating the thematic and overview reports	Coordinate and compile inputs from NWP partner organizations of information relevant to the topic chosen for the thematic and overview reports

<i>Relevant items within Adaptation Committee workplan</i>			<i>Possible support activities</i>		
<i>Activity</i>	<i>Deliverables</i>	<i>Time frame</i>	<i>COP/Adaptation Committee/SBSTA</i>	<i>NWP partner organizations</i>	<i>Secretariat</i>
<i>Engagement of stakeholders</i>					
22. Develop and implement a communication, information and outreach strategy to provide decision makers and the media with the latest information on adaptation	Development and implementation of a communication strategy	Ongoing			Using existing communications channels (e.g. the eUpdate series and the focal point forum) under the NWP to communicate the latest information on adaptation

Abbreviations: COP = Conference of the Parties, IPCC = Intergovernmental Panel on Climate Change Working Group II, NWP = Nairobi work programme on impacts, vulnerability and adaptation to climate change, SBSTA = Subsidiary Body for Scientific and Technological Advice, WGII = Working Group II.