



Date: 8 May 2025
Reference: TRANSP/MTP/Mandated events
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MESSAGE TO PARTIES AND OBSERVER STATES

Mandated events as per decisions 18/CMA.5 and 21/CMA.6 during the sixty-second session of the Subsidiary Body for Implementation

In accordance with paragraph 16 of decision 21/CMA.6 and paragraphs 18 and 19 of decision 18/CMA.5, the secretariat has been requested to organize two events at the sixty-second session of the Subsidiary Body for Implementations (SBI 62).

I am pleased to inform Parties and observer States to the Convention, the Kyoto Protocol and the Paris Agreement that the two events will be held during SBI 62 as follows:

- Workshop to facilitate the sharing of experiences of developing country Parties in preparing their first biennial transparency reports, including in accessing the funds received and their adequacy for the sustainability of the implementation of the enhanced transparency framework. The workshop will be held on **Wednesday, 18 June 2025, 10:00 – 13:00**.
- In-session facilitative dialogue to discuss the synthesis report reflecting information on progress, best practices, and remaining challenges contained in the submissions, as well as information reported in developing country Parties' first biennial transparency reports. The in-session facilitative dialogue will be held on **Wednesday, 18 June 2025, 15:00-18:00**.

Concept notes and further details, including information on the registration for the events are contained in the annex to this message. All other information will be posted on the [UNFCCC website](https://unfccc.int) as they become available.

During SB 62, please consult the daily programme and CCTV for the exact schedule of these events. For any further questions, please contact ETFSupport@unfccc.int.

Yours sincerely,

(Signed by)

Daniele Violetti
Senior Director, Programmes Coordination
Director a.i. Transparency Division

Distribution: To Parties and observer States through their national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany



Annex

Information Note

Workshop to facilitate the sharing of experiences of developing country Parties in preparing their first biennial transparency reports

18 June 2025, 10:00-13:00, Room: Nairobi (Will be announced on CCTV and Daily Schedule)

Registration: <https://www.surveymonkey.com/r/registration-SB62-BTR-WS>

Mandate and overall approach

CMA 6 requested the secretariat to organize a workshop in consultation with the Global Environment Facility and its implementing agencies, as applicable, to be held at the sixty-second session of the Subsidiary Body for Implementation (June 2025), to facilitate the sharing of experiences of developing country Parties in preparing their first biennial transparency reports, including in accessing the funds received and their adequacy for the sustainability of the implementation of the enhanced transparency framework.¹ CMA 6 also requested the secretariat to prepare a summary report on the workshop for consideration at CMA 7.

The workshop to be convened in-person on 18 June 2025 from 10:00 to 13:00, and is designed to enable interactive exchange of views and discussion among GEF, its implementing agencies and Parties. The event is open to all SB 62 participants. National transparency experts and national focal points, who are involved in transparency-related activities are strongly encouraged to attend the workshop.

Programme

Moderator: UNFCCC secretariat

| Time | Item |
|-------------|---|
| 10:00 | Opening remarks (SBI Chair and Director, Transparency Division of the secretariat) (tbc) |
| 10:10 | Scene setting presentation by the moderator (<i>Introduction of the workshop programme and overview of ETF mandated activities as per decisions 18/CMA.5 and 21/CMA.6</i>) |
| 10:15 | Icebreaking activity (<i>Mentimeter - background of participants</i>) |
| 10:20 | Joint presentation from GEF and its implementing agencies (25 min presentation) <ul style="list-style-type: none">• GEF (<i>experiences and lessons learned in considering and approving project proposals for BTR preparation</i>)• Conservation International, FAO, UNDP and UNEP (<i>experiences and lessons learned in working with the GEF secretariat and countries and facilitating support from GEF</i>) Q&A session (15 min) |
| 11:00 | Presentations from developing country Parties (<i>Each 10-minute presentation will focus on sharing experiences of developing country Parties in preparing their first biennial transparency reports, for example the application of the MPGs, accessing the funds received and their adequacy for the sustainability of the implementation of the ETF, etc.</i>) <ul style="list-style-type: none">• Burkina Faso, Indonesia, Trinidad and Tobago Q&A session (10 min) |

¹ https://unfccc.int/sites/default/files/resource/cma2024_17a03_adv.pdf#page=17



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|-------|--|
| 11:50 | Breakout group discussion: <ul style="list-style-type: none">• <i>Guiding question 1: Drawing from the presentations and your own experience, identify three to five key takeaways from the preparation of the first BTR, including challenges and successful strategies?</i>• <i>Guiding question 2: What solutions have been effective in addressing these challenges, and how can they be further strengthened?</i>• <i>Guiding question 3: Which successful approaches from the BTR preparation and submission process could be replicated or scaled up to support future efforts?</i> |
| 12:30 | Plenary: Report back from breakout groups and reflections on the report backs |
| 12:55 | Key takeaways and closing by the moderators |



Information Note

Facilitative dialogue to discuss the synthesis report reflecting information on progress, best practices and remaining challenges contained in the submissions, as well as information reported in developing country Parties' first biennial transparency reports

18 June 2025, 15:00-18:00, Room: Nairobi (Will be announced on CCTV and Daily Schedule)

Registration: https://www.surveymonkey.com/r/SB62_facilitative_dialogue

Mandate and overall approach

The enhanced transparency framework (ETF) for action and support is established by Article 13 of the Paris Agreement. Decision 18/CMA.1 and its annex, decision 5/CMA.3 and its annexes, and decision 9/CMA.4 constitute the basis for the modalities, procedures and guidelines (MPGs) for the ETF. In accordance with the MPGs, Parties shall submit their first biennial transparency reports (BTRs) and national inventory reports, if submitted as a stand-alone report, at the latest by 31 December 2024², and no less frequently than on an biennial basis.³ Least developed countries (LDCs) and small island developing States (SIDS) may submit the information referred to in Article 13, paragraphs 7, 8, 9 and 10, of the Paris Agreement at their discretion.^{4, 5}

The in-session facilitative dialogue will be convened in-person on **18 June 2025 from 15:00 to 18:00**. The event is open to all participants, especially national transparency experts and national focal points, who are involved in transparency-related activities, are strongly encouraged to attend the facilitative dialogue. It is encouraged that participants engage in an open and constructive discussion and exchange of views and ideas.

Programme

Event moderators: Ole-Kenneth Nielsen (Denmark/EU) and Sandra Motshwanedi (South Africa)

| Time | Item |
|---------------|--|
| 15:00 - 15:30 | Opening remarks <ul style="list-style-type: none">• Keynote speech by ES (tbc)• Speech by the COP Presidency (tbc) and Incoming Presidency (tbc)• Remarks by SBI Chair (tbc) |
| 15:30 - 15:50 | Scene setting presentations: <ul style="list-style-type: none">• Overview of the outcomes from CMA 5 and CMA 6, by the moderators• Introduction of the synthesis report by secretariat |
| 15:50 - 17:40 | Plenary discussion on information on progress, best practices and remaining challenges contained in the report. <i>(Moderators will open the floor to hear Parties' views and reflections on the matter.)</i> |
| 17.40 - 18:00 | Key takeaways from the discussions and closing remarks by the moderators |

² Decision 18/CMA.1, para 3.

³ Decision 1/CP.21, para 90.

⁴ Decision 18/CMA.1, para 4.

⁵ Decision 1/CP.21, para 90.