



**Katowice Committee of Experts on the Impacts of the
Implementation of Response Measures**

31 October 2019

2nd meeting, Madrid, 29 and 30 November 2019

**Annual report of the Katowice Committee of Experts on the
Impacts of the Implementation of Response Measures for
2019**

Summary

Members of the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures (KCI) prepared this annual report for the forum on the impact of the implementation of response measures to consider with the view to making recommendations to the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement. This report covers the activities and performance of the KCI in 2019. In addition, Annex I contains the draft rules of procedures of the KCI as agreed by its members at its 1st meeting and appended to this annual report with a view to the forum considering them during SB 51 and forwarding them for adoption by the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement ..

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Abbreviations and acronyms

CMA	Conference of the Parties serving as the meeting of the Parties to the Paris Agreement
CMP	Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol
COP	Conference of the Parties
KCI	Katowice Committee of Experts on the Impacts of the Implementation of Response Measures
SB	sessions of the subsidiary bodies
SBI	Subsidiary Body for Implementation
SBSTA	Subsidiary Body for Scientific and Technological Advice

I. Background

A. Mandate

1. The CMA, by decision 7/CMA.1, decided to establish the KCI to support the work of the forum on the impact of the implementation of response measures (hereinafter referred to as the forum) to implement its work programme. This decision was further adopted, *mutatis mutandis*, by the COP and the CMP by their decisions 7/COP.24 and 3/CMP.14, respectively.
2. In accordance with the paragraph 4(j) of the annex to the decision 7/CMA.1, the KCI is to prepare an annual report for the forum to consider with a view to making recommendations to the COP, the CMP and the CMA.

B. Scope of the report

3. This annual report of the KCI for 2019 contains information derived from the outcomes of the 1st and 2nd meetings of the KCI from 1 January to 30 November 2019. It covers the background, report on the activities of the KCI in 2019, emerging lessons learned from the implementation of its work in 2019, forum considerations (see chap. II below) and possible recommendations for the forum to provide to the COP 25, CMP 15 and CMA 2 (see chap. III below).

C. Possible action to be considered by the forum on the impact of the implementation of response measures

4. The forum is to consider this report with a view to making recommendations to the COP 25, CMP 15 and CMA 2.

II. Report on the activities of the Katowice Committee on Impacts in 2019

A. Organizational matters

5. At its 1st meeting, the KCI elected Brigit Aru (Estonia) and Albara Tawfiq (Kingdom of Saudi Arabia) as its first Co-Chairs for a term of two years (June 2019 to June 2021).
6. The KCI expresses its appreciation to Ms. Aru and Mr. Tawfiq for their effective leadership in 2019, which contributed to the successful operationalization of the KCI after its establishment and enabled the KCI to implement the activities assigned to it in 2019.
7. A list of the members of the KCI nominated by their regional groups, including the length of their respective terms of office, is available on the UNFCCC website.¹ The International Labour Organization agreed to act as the informal focal point for coordinating the nominations from intergovernmental organizations to the KCI. The process related to the nomination of members from intergovernmental organizations to the KCI is available on the UNFCCC website.²
8. Details on the KCI members who participated in the 1st and 2nd meetings of the KCI are contained in the respective meeting reports of the KCI, available on the UNFCCC website.³

¹ http://unfccc.int/bodies/election_and_membership/items/6558.php.

² <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/katowice-committee/membership>

³ <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/KCI/meetings-KCI>.

B. Implementation of the workplan

9. In accordance with decision 7/CMA.1, the KCI shall support the forum in implementing its work programme.

The SBSTA and the SBI requested the forum to finalize the six-year workplan of the forum and the KCI at SB 51 and agreed that the KCI at its second meeting will exchange lessons learned and best practices on analysis and assessment of positive and negative impacts of the implementation of response measures by Parties and report to the forum in accordance with paragraph 4(j) of the annex to decision 7/CMA.1. The KCI will plan its further work in accordance with the six-year workplan once the latter is finalized.

10. The work carried out by the KCI in 2019 is predominantly foundational in nature. The outputs from 2019 will facilitate the implementation of its future work.

1. Rules of procedures of the Katowice Committee on Impacts

11. At its 1st meeting, the KCI agreed on its draft rules of procedure,⁴ as contained in **annex I**, with a view to the forum considering them at SB 51 and forwarding them to the COP, the CMP and the CMA for adoption.⁵

2. Meeting report of the Katowice Committee on Impacts

12. At its 1st meeting, the KCI decided to prepare its meeting reports and agreed on their format.

3. Preparation of the annual report of Katowice Committee on Impacts

13. The CMA, by decision 7/CMA.1 decided that members of the KCI shall prepare an annual report for the forum to consider with a view to making recommendations to the COP, the CMP and the CMA.⁶

14. In order to fulfil its mandate of preparing annual reports for the forum, at its 1st meeting the KCI prepared an outline of its annual reports. The KCI further agreed, as part of its draft rules of procedures, that the annual reports shall be made available on the UNFCCC website by the relevant session of the COP, the CMP or the CMA.

4. Exchange of views and possible inputs to the workplan of the forum and its Katowice Committee on Impacts to inform the forum discussions on the development of the workplan of the forum and the KCI

15. At its 1st meeting, the KCI noted that the workplan is to be developed in accordance with decisions 7/CP.24, 3/CMP.14 and 7/CMA.1. The KCI exchanged views, on which there was no consensus, on the development of the workplan of the forum and its KCI and the KCI's role in supporting the implementation of the workplan. Among other things, some members noted:

(a) The synthesis presented by the secretariat of the submissions received from Parties and observers presented by the secretariat should be considered when prioritizing further work;

(b) The workplan should enable ambitious climate action to be taken in accordance with the Paris Agreement and the latest scientific developments;

(c) The KCI could, for example, address a theme by receiving input from experts and by sharing experiences and best practices, to be followed by a discussion on that theme within the forum;

(d) In line with its workplan, the KCI should encourage the transition towards low-emission and climate-resilient development to support Parties in achieving the objectives of the Convention, the Kyoto Protocol and the Paris Agreement. In addition, in 2019–2020 the

⁴ KCI/2019/1/3.

⁵ FCCC/SBSTA/2019/2, para. 90 and FCCC/SBI/2019/9, para. 105.

⁶ Decision 7/CMA.1, annex, para. 4(j).

forum should prioritize the theme “developing long-term low greenhouse gas emission development strategies driving economic transformation”, in accordance with the goals and Article 4, paragraph 19, of the Paris Agreement;

(e) The activities in the workplan should be sequenced in a manner that allows, first, to use the right tools and methodologies to assess the impacts of the implementation of response measures, for example in relation to international trade with reference to Article 3, paragraph 5, of the Convention. Further, capacity-building is needed to enable countries to make better use of their national data and assess policies. This, in turn, should assist policymakers in mitigating the impacts of response measures through better-informed policies on economic diversification and just transition;

(f) The workplan should support Parties in maximizing the positive impacts and minimizing the negative impacts of the implementation of response measures in a manner that respects and reflects their national circumstances;

(g) All activities included in the workplan of the forum and the KCI should be consistent with the forum’s work programme, as defined in the annex to 7/CMA.1.

5. Exchange of views on lessons learned and best practices on analysis and assessment of positive and negative impacts of the implementation of response measures by Parties

16. SB 50 agreed that the KCI, at its 2nd meeting, shall exchange views on lessons learned and best practices on analysis and assessment of positive and negative impacts of the implementation of response measures by Parties and report to the forum in accordance with paragraph 4(j) of the annex to decision 7/CMA.1.

17. In response to a request from SB 50, the KCI at its 2nd meeting exchanged views on lessons learned and best practices on analysis and assessment of positive and negative impacts of the implementation of response measures.

18. *[A summary of the discussion] xx*

6. Gender capacity building

19. The KCI noted that, of its 12 nominated members, 2 are women. The KCI looks forward to improving the gender balance of its composition, noting that it is the prerogative of Parties and intergovernmental organizations to nominate representatives to the KCI. In accordance with the UNFCCC gender action plan,⁷ progress was made in taking into consideration gender perspectives in the work of the KCI. At its 2nd meeting, the KCI agreed to integrate gender mainstreaming into its activities and have a dedicated session on this topic during its 3rd meeting in 2020.

C. Emerging lessons learned

20. In December 2018, the KCI was established to support the forum in implementing its work programme. In addition to working on its foundational activities, including preparing its rules of procedures and preparing an outline for its meetings and annual reports, the KCI received an interim mandate from SB 50 for implementation in 2019, namely to exchange views on lessons learned and best practices on analysis and assessment of positive and negative impacts of the implementation of response measures. The KCI undertook this activity and noted that:

(a) xx

(b) xx

(c)

⁷ Decision 3/CP.23, annex.

D. Forum considerations

21. xxx

III. Possible recommendations to the forum to provide to the COP, CMP, CMA

22. The KCI would like to recommend the draft rules of procedures, as contained in annex I, to the forum for its consideration, with a view to these being forwarded to the COP, the CMP and the CMA for their consideration and adoption.

23. On the basis of the outcomes of the exchange of views and possible inputs to the workplan of the forum and its KCI and the exchange of views on lessons learned and best practices on analysis and assessment of positive and negative impacts of the implementation of response measures by Parties, the KCI recommends the following:

(a) xx

(b) xx

Annex I

Draft rules of procedure of the Katowice Committee on Impacts

I. Scope

1. These rules of procedure shall apply to the KCI in accordance with decision 7/CMA.1 and its annex.

II. Mandate

2. The CMA, by decision 7/CMA.1, decided to establish the KCI to support the work of the forum in implementing its work programme and operating in accordance with the terms of reference contained in the annex to that decision.
3. The forum and the KCI may use the following modalities, as appropriate and as decided on a case-by-case basis, to carry out the work programme of the forum:
 - (a) Building awareness and enhancing information-sharing through the exchange and sharing of experience and best practices;
 - (b) Preparing technical papers, case studies, specific examples and guidelines;
 - (c) Receiving inputs from experts, practitioners and relevant organizations;
 - (d) Organizing workshops.

III. Members

4. The CMA, by decision 7/CMA.1, decided that the KCI shall be composed of 14 members, of which:
 - (a) Two members from each of the five United Nations regional groups;
 - (b) One member from the least developed countries;
 - (c) One member from the small island developing States;
 - (d) Two members from relevant intergovernmental organizations.⁸
5. By the same decision, the CMA also decided that members shall be nominated by their respective groups. Groups are encouraged to nominate members taking into account the goal of achieving a gender balance. The Chairs of the SBSTA and the SBI shall be notified of these appointments.
6. The CMA also decided that members shall serve in their expert capacity and should have relevant qualifications and expertise in the technical and socioeconomic fields related to the areas of the work programme of the forum.⁹
7. Further, the CMA decided that members shall serve a term of two years and be eligible to serve a maximum of two consecutive terms in office.¹⁰
8. The term of office of a member shall commence at the first meeting of the KCI in the calendar year of their appointment and end immediately before the first meeting of the KCI in the calendar year after their second calendar year in office.
9. If a member of the KCI resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, the KCI shall request the group that

⁸ Decision 7/CMA.1, annex, para. 4(b).

⁹ Decision 7/CMA.1, annex, para. 4(c).

¹⁰ Decision 7/CMA.1, annex, para. 4(e).

nominated the member to nominate another member for the remainder of the unexpired term, in which case the appointment shall count as one term. In such a case, the KCI shall notify the Chairs of the SBSTA and the SBI.

10. If a member is unable to participate in two consecutive meetings of the KCI or unable to perform the functions and tasks set by the KCI, the Co-Chairs of the KCI will bring this matter to the attention of the KCI and seek clarification from the group that nominated that member on the status of their membership.

IV. Co-Chairs

11. The CMA decided that the KCI shall elect, on a consensus basis, two members from among its members to serve as Co-Chairs for a term of two years each, taking into account the need to ensure equitable geographical representation.¹¹

12. The CMA also decided that if one of the Co-Chairs is temporarily unable to fulfil the obligations of the office, another member designated by the KCI shall serve as Co-Chair.¹²

13. If one of the Co-Chairs is unable to complete the term of office, the KCI shall elect a replacement from among its members of the relevant group of the incumbent Co-Chair, if available, to complete that term of office.

14. The Co-Chairs shall collaborate in chairing meetings of the KCI and in facilitating the work of the KCI throughout the year, in accordance with the workplan of the forum and its KCI, to ensure coherence between meetings.

15. Following the completion of the Co-Chairs' two-year term of office, the KCI shall nominate two members as Co-Chairs to serve the next two-year term of office.

16. The Co-Chairs shall declare the opening and closing of meetings of the KCI, ensure the observance of these rules of procedure and rule on points of order.

17. The Co-Chairs shall call upon speakers at meetings of the KCI in the order in which they signify their desire to speak. The secretariat shall maintain a list of speakers. The Co-Chairs may call a speaker to order if their remarks are not relevant to the subject under discussion.

18. The KCI may further define additional roles and responsibilities for the Co-Chairs.

19. In exercising their functions, the Co-Chairs shall remain under the authority of the KCI.

V. Secretariat

20. The secretariat shall support and facilitate the work of the KCI, by:

(a) Making the necessary arrangements for the meetings of the KCI, including announcing meetings, issuing invitations, making the necessary travel arrangements for members eligible for funding for their participation in meetings and making available relevant documents for meetings;

(b) Maintaining meeting records and arranging for the storage and preservation of documents of meetings of the KCI;

(c) Making documents of meetings of the KCI available to the public, unless otherwise decided by the KCI.

21. The secretariat shall assist the KCI in tracking its actions, in accordance with the workplan of the forum and its KCI, in its annual report.

¹¹ Decision 7/CMA.1, annex, para. 4(f).

¹² Decision 7/CMA.1, annex, para 4(g).

22. In addition, the secretariat shall perform any other functions assigned by the KCI, in accordance with the workplan of the forum and its KCI.

VI. Meetings

23. The KCI shall meet twice per year, for two days per meeting, in conjunction with the sessions of the subsidiary bodies.

24. At least nine members of the KCI must be present to constitute a quorum.

25. Members are requested to confirm their attendance at meetings of the KCI as early as possible, and at least four weeks prior to a meeting for members eligible for funding for their participation, to enable sufficient time for the secretariat to make the necessary travel arrangements.

26. Should technical and financial resources permit, open meetings of the KCI shall be webcast through the UNFCCC website.

27. At each of its meetings, the KCI shall propose the dates of its next meeting. The Co-Chairs will agree the dates of the next meeting in consultation with the secretariat.

VII. Agenda and documentation for meetings

28. The Co-Chairs, assisted by the secretariat, shall prepare the provisional agenda and provisional annotated agenda for each meeting of the KCI in accordance with the workplan of the forum and its KCI. The Co-Chairs will prepare a report on the meeting, to be agreed by members, and this will be made available on the UNFCCC website. The Co-Chairs will report back to the forum on the meeting of the KCI.

29. The provisional agenda and provisional annotated agenda for each meeting shall be transmitted to members of the KCI at least four weeks in advance of the meeting.

30. Members may propose additions or changes to the provisional agenda and provisional annotated agenda, in writing, to the secretariat within one week of receiving the documents, and these additions or changes shall be considered for a revised provisional agenda and provisional annotated agenda by the secretariat, in agreement with the Co-Chairs.

31. The secretariat shall transmit the provisional agenda and provisional annotated agenda and any supporting documentation to the members at least two weeks prior to a meeting. Documents may be transmitted after that date with the approval of the Co-Chairs.

32. Documents for a meeting shall be published on the UNFCCC website at least two weeks prior to that meeting, to the extent possible.

33. The KCI shall, at the beginning of each meeting, adopt the agenda for that meeting.

34. The CMA decided that members of the KCI shall prepare an annual report for the forum to consider with a view to making recommendations for consideration by the SBSTA and the SBI, which, in turn, are to recommend action to the COP, CMP and the CMA for their consideration and adoption.¹³

35. This annual report shall be made available on the UNFCCC website by the relevant sessions of the COP, the CMP and the CMA.

VIII. Decision-making

36. The CMA decided that the KCI shall operate on the basis of consensus of its members.¹⁴

¹³ Decision 7/CMA.1, para. 12, and annex, para. 4(j).

¹⁴ Decision 7/CMA.1, annex, para. 4(i).

37. The KCI may use electronic means to facilitate its work, as appropriate and in accordance with the workplan of the forum and its KCI.

IX. Working language

38. The working language of the KCI shall be English.

X. Participation of expert advisers in meetings

39. The KCI, in performing its mandate, should draw upon outside expertise at its meetings.

40. The Co-Chairs may, in consultation with the KCI, invite representatives of international organizations, the private sector, academia and/or civil society to participate in a meeting of the KCI as expert advisers on specific issues under consideration at the meeting.

XI. Participation of observers

41. The CMA decided that meetings of the KCI shall be open to attendance as observers by all Parties and accredited observer organizations, unless otherwise decided by the KCI.¹⁵

42. The KCI may decide to close a meeting or part thereof to observers at any time.

43. The secretariat shall make the dates and venues of the meetings available to the public to enable participation by observers.

44. Observers may, with the agreement of the KCI, be invited to address the KCI on matters under consideration by the KCI. The Co-Chairs shall notify the KCI one week in advance of the meeting of any proposed interventions by observers.

45. The KCI may request interventions from observers throughout the meeting, as appropriate.

XII. Use of electronic means of communication

46. The KCI shall use electronic means of communication to facilitate intersessional work, as appropriate and in accordance with the workplan of the forum and its KCI. The secretariat shall ensure that a secure and dedicated web interface is established and maintained to facilitate the work of the KCI.

XIII. Working groups

47. The KCI may establish working groups among its members to support the forum in performing its functions. The working groups may receive inputs from experts, practitioners and relevant organizations in accordance with the workplan of the forum and its KCI and in line with paragraphs 39 and 40 above.

XIV. Workplan

48. The KCI will support the work of the forum in line with the workplan of the forum and its KCI.

¹⁵ Decision 7/CMA.1, annex, para. 4(h).

XV. Amendments to the rules of procedure

49. The KCI may recommend amendments to the rules of procedure for consideration by the forum and approval by the subsidiary bodies.

50. Proposals and amendments to proposals for the rules of procedure may be introduced and submitted to the secretariat in writing by members; such proposals and amendments shall be circulated for consideration by all members of the KCI.

51. No proposal for the rules of procedure shall be discussed or put forward for a decision at any meeting unless copies have been circulated to the members no later than two weeks before the meeting.

XVI. Overriding authority of the Convention, the Kyoto Protocol and the Paris Agreement

52. In the event of a conflict between any provision of these rules and any provision of the Convention, the Kyoto Protocol or the Paris Agreement, the provision of the Convention, the Kyoto Protocol or the Paris Agreement shall take precedence.

*1st meeting of the KCI
13–14 June 2019*

