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United Nations Development Programme

Project title: Establishing Lebanon's Transparency Framework		
Country: Lebanon	Implementing Partner (GEF Executing Entity): UNDP	Execution Modality: Direct Implementation Modality (DIM)
UNDAF/Country Programme Outcome: UNSF Outcome: Outcome 3.3. Lebanon has adopted measures to improve environmental governance		
CPD Output 4.1. Low emission climate resilient actions initiated		
UNDP Strategic Plan Output: Outcome 1. Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded. Output 1.4: Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented		
UNDP Social and Environmental Screening Category: Exempt	UNDP Gender Marker: GEN2	
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Brief project description: Lebanon, to date, lacks a proper Measurement, Reporting and Verification (MRV) framework for both mitigation and adaptation actions and policies, including associated finance, capacity building, and technology transfer. The technical, institutional and capacity-building constraints pertain to the preparation of the national GHG inventory, tracking the Nationally Determined Contribution (NDC) and the various corresponding climate actions tracking support and establishing institutional arrangements. The Capacity-Building Initiative for Transparency (CBIT) will play a crucial role in assisting Lebanon to establish a robust MRV system that entails sustainable governance structures, enhanced mechanisms for data collection and improvement of institutional capacities. The project will allow Lebanon to establish a national transparency framework in Lebanon to enhance implementation and abide by the transparency provisions of the Paris Agreement and its corresponding Modalities, Procedures and Guidelines (MPGs). The specific outcomes to implement this objective aim at establishing a national transparency framework in line with national priorities,		

enabling national institutions to implement transparency-related activities, improving capacities to track emissions and action and enhancing South-South cooperation.	
FINANCING PLAN	
GEF Trust Fund	990,000 USD
(1) Total Budget administered by UNDP	990,000 USD
CO-FINANCIERS THAT WILL DELIVER PROJECT RESULTS INCLUDED IN THE PROJECT RESULTS FRAMEWORK (FUNDS NOT ADMINISTERED THROUGH UNDP ACCOUNTS)	
UNDP – Climate promise	688,000 USD
Government (in-kind)	135,000 USD
UNDP – CEDRO5	358,987 USD
(2) Total co-financing	1,181,987USD
(3) Grand-Total Project Financing (1)+(2)	2,171,987 USD
SIGNATURES	
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Agreed by UNDP	Date/Month/Year: 01 November 2022



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List of Acronyms

4NC/BUR3	Fourth National Communication and Third Biennial Update Report
AD	Activity Data
BTR	Biennial Transparency Report
BUR	Biennial Update Report
CAS	Central Administration of Statistics
CBIT	Capacity Building Initiative on Transparency
CDR	Council for Development and Reconstruction
CEDRO	Country Energy Efficiency and Renewable Energy Demonstration Project for the Recovery of Lebanon
CO	Country Office
CPD	Country Programme Document
CVF	Climate Vulnerable Forum
EF	Emission Factor
ERC	Evaluation Resource Centre
ESMP	Environmental Social Management Plan
EU	European Union
FMCP	Facilitative Multilateral Consideration of Progress
FAO	Food and Agriculture Organization
FSV	Facilitated Sharing of Views
GEF	Global Environment Facility
GHG	Greenhouse Gas
GMS	General Management Support
GOE	General Operating Expenses
ICA	International Consultation and Analysis
IEO	Independent Evaluation Office
IPCC	Intergovernmental Panel on Climate Change
KCA	Key Category Analysis
LARI	Lebanese Agricultural Research Institute
LCEC	Lebanese Center for Energy Conservation
LECB	Low Emission Capacity Building Programme
LEDS	Low Emission Development Strategy
M&E	Monitoring and Evaluation
MISCA	Management Information System on Climate Action
MoA	Ministry of Agriculture
MoE	Ministry of Environment
MoEW	Ministry of Energy and Water
MoF	Ministry of Finance
MoI	Ministry of Industry
MoPH	Ministry of Public Health
MoPWT	Ministry of Public Works and Transport
MoU	Memorandum of Understanding
MPGs	Modalities, Procedures and Guidelines
MRV	Measurement, Reporting, Verification

MRVCE	Measurement, Reporting and Verification Coordinating Entity
NBSAP	National Biodiversity Strategy and Action Plan
NC	National Communication
NCE	National Council for the Environment
NCLW	National Commission for Lebanese Women
NDC	Nationally Determined Contribution
NDCSP	Nationally Determined Contribution Support Programme
NEEAP	National Energy Efficiency Action Plan for Lebanon
NFP	National Forest Programme
NGO	Non-Governmental Organization
OFP	Operational Focal Point
OMSAR	Office of the Minister of State for Administrative Reform
PA	Paris Agreement
PCM	Presidency of the Council of Ministers
PIR	Project Implementation Report
PMU	Project Management Unit
POPP	Programme and Operations Policies and Procedure
QA/QC	Quality Assurance/Quality Control
RTA	Regional Technical Advisor
SESP	Social and Environmental Screening Procedure
SDG	Sustainable Development Goals
SSTRC	South-South and Triangular Cooperation
TACCC	Transparency, Accuracy, Consistency, Completeness and Comparability
TE	Terminal Evaluation
TER	Technical Expert Review
ToC	Theory of Change
UNCCD	United Nations Convention to Combat Desertification
UNDAF	United Nations Development Assistance Framework
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change
UNSF	United Nations Strategic Framework
WHO	World Health Organization

II. DEVELOPMENT CHALLENGE

1. The Paris Agreement calls for accelerated climate action to limit average temperature increase to 1.5 - 2°C compared to pre-industrial levels. The Paris Agreement's goal will be achieved through the Nationally Determined Contributions (NDC) put forth by Parties, which stipulate the intended reductions in greenhouse gas emissions over a specific time. Furthermore, the Paris Agreement also prioritizes adaptation to climate change, and the means of implementation, whether financial, capacity or technology-related, in order to achieve both mitigation and adaptation actions.
2. In order to track efforts to fulfill the goals of the Paris Agreement, Article 13 calls for an enhanced transparency framework which will inform the decision-making process, assess the progress made by Parties in mitigation and adaptation actions, and evaluate the overall support provided and received to achieve this progress. Paragraphs 7 to 10 of Article 13 require each Party to provide "a national inventory report of anthropogenic emissions", "information necessary to track progress made in implementing and achieving its nationally determined contribution", "information related to climate change impacts and adaptation", and "information on financial, technology transfer and capacity-building support". Moreover, paragraph 90 of decision 1/CP.21 indicates that the above information shall be submitted "no less frequently than on a biennial basis". Improved tracking of NDCs will allow Parties to ramp up their ambition to further curb down emissions to achieve the agreement's goals.
3. Article 13 of the Paris Agreement mandates that all Parties move to the Enhanced Transparency Framework (ETF) by 2024, through the submission of the Biennial Transparency Report (BTR). The Modalities, Procedures and Guidelines (MPGs) (Decision 18/CMA.1) adopted at the conclusion of the 24th Conference of Parties (COP24) in Katowice, Poland, to guide Parties in enhancing their reporting. Under Decision 18/CMA.1, more robust guidelines are provided to be applied by all Parties. Some provisions in the MPGs allow for flexibility to developing countries in light of their capacities. Mandatory sections for developing countries to report are the National Inventory Report (NIR), and reporting on the progress and achievement of the NDC, as well as mitigation actions. Reporting on adaptation and support needed and received are voluntary and not subject to review by the Technical Expert Review (TER). The MPGs also mandate an improvement over time, by identifying capacity-building needs and addressing them, iteratively, to enable more transparent reporting.
4. So far, Lebanon has submitted four BURs and three National Communications (NCs) and has made substantial progress in the Transparency, Accuracy, Completeness, Consistency and Comparability (TACCC) of its reporting. Lebanon's latest BUR (4BUR) was submitted in December 2021 with an updated and recalculated GHG inventory for the period 1994-2018 using the 2006 IPCC guidelines and with an improved reporting of support received, mitigation actions and capacity building needs. An International Consultation and Analysis (ICA) was conducted and the Technical Team of Experts of the ICA noted several improvements in BUR3 and commanded Lebanon for enhancing the transparency of its reporting. Apart from the self-determined needs, the most prominent recommendations from the ICA process were: 1. Developing technical capacity to collect, process and harmonize data from both private and public sources to estimate the climate impacts of groups of actions or of overlapping mitigation actions to avoid double counting. Universities and research institutions could be involved in this capacity-building effort to ensure the continuity and sustainability of the acquired capacity, 2. Developing capacity to identify nationally determined technology needs, beyond the support currently provided for the NC4, 3. Establishing capacity-building activities to support Lebanon in identifying which technology transfer qualifies as climate change support and how best to track such activities from donor funds and the private sector and 4. Enhancing national capacity for strengthening the engagement of ministries and agencies in the preparation of the next BUR and future climate reports. In June 2021, Lebanon underwent its third Facilitative Sharing of Views (FSV) where it shared its

progress in transparency reporting, its capacity-building needs, as well as its plans to transition to the Enhanced Transparency Framework (ETF).

5. Lebanon submitted its Nationally Determined Contribution (NDC) on September 30, 2015¹, in conformity with the UNFCCC procedures and deadlines. The NDC, which includes emission reductions and adaptation targets to 2030, was prepared following a highly integrative and participatory process where all key stakeholders and decision makers were consulted. Lebanon's NDC type is a deviation from Business-As-Usual (BAU) scenario and includes both unconditional and conditional targets.
6. In 2021, Lebanon submitted its updated NDC² to the UNFCCC. To contribute to closing the mitigation gap, Lebanon increased the ambition of its mitigation targets, namely its general Greenhouse Gas (GHG) and renewable energy targets. Moreover, additional adaptation priorities were identified, as well as climate action enablers. This NDC provides additional information on the mitigation targets through the guidance on Information to provide Clarity, Transparency and Understanding (ICTU) in Decision 4/CMA.1. The achievement of Lebanon's updated NDC greatly contributes to Lebanon's sustainable development. Additionally, as per paragraph 11 of Article 7 of the Paris Agreement, Law 115/2019 and paragraph 11 of Decision 9/CMA.1, the adaptation priorities in the updated NDC correspond to (c) National adaptation priorities, strategies, policies, plans, goals and actions of the Annex of Decision 9/CMA.1 (Further guidance in relation to the adaptation communication, including, inter alia, as a component of nationally determined contributions, referred to in Article 7, paragraphs 10 and 11, of the Paris Agreement and Law 115/2019). Therefore, the adaptation priorities in the updated NDC constitute part of Lebanon's Adaptation Communication in accordance with paragraph 10 of Article 7 of the Paris Agreement and Law 115/2019. The 4NC is being prepared and will be submitted in 2022. The 4NC plans to update Lebanon's Technology Needs Assessment (TNA) to better reflect Lebanon's current needs.
7. The 4BUR will be Lebanon's last BUR under the UNFCCC Measurement, Reporting and Verification (MRV) arrangements.
8. However, moving to the ETF would entail a considerable improvement of Measurement, Reporting and Verification (MRV) systems to reach a mechanism that ensures the periodic flow of needed information, as well as include tracking progress of NDC targets. This currently represents a challenge for Lebanon since the Lebanese MRV system is characterized by unavailable and unintegrated data, fragile institutional arrangements and a lack of capacity. Various climate actions undertaken by different national ministries, local governments and private sector are not coordinated, and therefore not captured. As shown in the *Theory of Change (ToC) (Annex B)*, Lebanon's baseline consists of many realities which hinder the effective implementation and communication of its climate change actions. The link between the transparent flow of information, the reduction of greenhouse gas emissions, and increase of climate resilience has not been integrated within most of the public administration at political and technical levels. This in turn affects their incentive to participate in the implementation of MRV initiatives.

Moreover, tracking climate targets, policies and strategies is still not prioritized within most ministries and institutions relevant to climate change. This in turn hinders the improvement of climate reporting, including in setting up the needed institutional arrangements and information systemization.

¹ <https://www4.unfccc.int/sites/ndcstaging/PublishedDocuments/Lebanon%20First/Republic%20of%20Lebanon%20-%20NDC%20-%20September%202015.pdf>

² <https://www4.unfccc.int/sites/ndcstaging/PublishedDocuments/Lebanon%20First/Lebanon%27s%202020%20Nationally%20Determined%20Contribution%20Update.pdf>

Furthermore, the lack of staff and skill to develop and share the relevant data is a challenge to be overcome as it is the root cause behind Lebanon's inability to improve its climate reporting systems.

9. Most importantly, these constraints hinder effective policy implementation, especially that the relevant climate actions are also linked to sustainable development (and vice versa). Therefore, the improvement of policy-tracking and measurement of their impact will empower the relevant stakeholders in making more informed decisions geared towards greenhouse gas emission reduction and increased resilience.

III. STRATEGY

10. In order to improve Lebanon's climate reporting quality and completeness, abide by Article 13 of the Paris Agreement, its corresponding MPGs and subsequent COP decisions, and enhance policy implementation through progress tracking, the CBIT proposal's objective is to establish a national transparency framework through capacity-building and systemization to enable institutional improvements in the long-term.
11. The ToC's solution to the development challenge is to improve data collection and institutional arrangements. To strategize efforts, the CBIT project aims, 1) at assessing Lebanon's baseline in terms of transparency for climate change, 2) define transparency priorities, and 3) to develop a long-term strategy. The development and ownership of this strategy will be in partnership with the relevant stakeholders who will be responsible for its implementation. Moreover, this strategy will be constantly assessed for gaps and needs as improvements occur.
12. Stakeholders will become part of the MRV network coordinated by the MRV Coordinating Entity (MRVCE) instated in the Ministry of Environment, and arrangements will be institutionalized to ensure a continuous flow of information. The established relationships between the Ministry of Environment and key institutions and experts will be essential to enhancing the institutional arrangements. In order for the transparency framework to be implemented in the long-term, and for the MRVCE to function, key actors need training on climate change concepts, the Paris Agreement requirements, and transparency dynamics. The MRV network of partners will be familiarized with the link between improved transparency arrangements and effective policy implementation.
13. The capacity development efforts under this project will target officials and sectoral experts in the MRV network of partners to enhance the completeness and accuracy of the GHG inventory, track progress of the NDC, mitigation and adaptation policies, and understand support needed and received. The project will build on the experience gained from reporting three national communications and four biennial update reports, as well as undergoing three ICAs. Moreover, the IKI initiative conducted an analysis for the Lebanese inventory to use the 2006 IPCC guidelines, which will be useful when training experts and establishing institutional arrangements. This will be the steppingstone to developing the needed data (activity data, emission factors and progress indicators) along with the network of partners to find synergies and avoid duplications.
14. The enhancement of a web-based platform to systemize the institutional arrangements and organize data entry to track the NDC, Sustainable Development Goals (SDGs) and establish a national registry for Article 6 of the Paris Agreement will be of the essence for the long-term success of climate reporting and increasing the efficiency of the system. Furthermore, exchanging lessons learned and best practices with other developing countries will add value and allow Lebanon to leap-frog to reporting solutions earlier, especially in addressing the ToC challenges. This is prioritized in the output on Global Coordination Platform and other South-South cooperation networks.
15. The success of the CBIT project will be defined by building on existing systems, partnering with other relevant initiatives and addressing goals in synergy. The early involvement of important stakeholders in developing the needed data, establishing communication channels and enhancing capacities will ensure the sustainability of the outcomes. The project will build on existing platforms such as the Nationally Determined Contribution (NDC) committee to avoid duplication of efforts since the relevant stakeholders for climate action and climate transparency often overlap. Furthermore, the inter-ministerial SDG committee will also be consulted to track efforts for climate and sustainable development in tandem. In the UNDP NDC Support Programme (NDCSP) project, an exercise of NDC-

- SDG synchronization has been undertaken to establish the common entry points for action and transparency, from which results will be used for developing progress indicators under CBIT.
16. Furthermore, under the NDCSP project, a gender and climate change analysis was conducted in which recommendations for gender indicators in the policies that make up the NDC will be developed. These results can be incorporated in CBIT's outputs in order to ensure an integrated reporting mechanism.
 17. The CBIT project will also work in tandem with the Fourth National Communication - Third Biennial Update Report (4NC/BUR3) project which started in 2019, as well as the potential Biennial Transparency Report (BTR) project planned to be submitted by 2024. The planned activities under 4NC/BUR3 will work in complementarity with CBIT as its objective is to enable the Government to enhance available emission data, performing targeted research, and strengthening technical capacity and institutions to address both mitigation and adaptation. It will also allow the country to strengthen the existing institutional arrangements and support the long-term targets aimed at addressing the impacts of climate change.
 18. The CBIT will also work in parallel with the UNDP climate promise initiative, which is planned to start in June 2022 in Lebanon. The Climate promise will develop an NDC financing strategy to accelerate the implementation of the NDC, including the assessment of investment options for NDC, the establishment of a donor coordination mechanism and a feasibility study on financing mechanisms. The Climate Promise project will also support in finalizing Lebanon Low Emission Climate Resilient development strategy while mainstream youth and gender considerations. All these outputs will be used to support the CBIT activities.
 19. The increased awareness in key institutions between transparency and climate action will contribute to Outcome 3.3 of UNSF - Lebanon has adopted measures to improve environmental governance. Indeed, the project will support Lebanon in meeting its adaptation and mitigation needs to combat climate change through informed decision-making systems and procedures. These approaches feed into the overall strategic approach of working towards a low carbon economy that is promoted by the UN agencies and in line with the SDGs. Moreover, the CBIT project's tracking progress outputs will pave the way for tracking the Low Emission Development Strategy (LEDS) which is being developed, which in turn, contributes to the Country Programme Document (CPD) Output 4.1 - Low emission climate resilient actions initiated.
 20. The CBIT project will address the gaps and constraints depicted in the development challenge section comprehensively as the establishment of the MRV network will enhance communication and gradual engagement of key players for the sustainable establishment of institutional arrangements. Moreover, the MRVCE will be able to get more granular about the capacity-building needs of the partners in the MRV network, which is also a listed constraint in the above section. Furthermore, the CBIT project will heavily address the inventory's data accuracy through the development of activity data, emission factors and Quality Assurance/Quality Control (QA/QC) procedures to better prepare Lebanon for the preparation of its National Inventory Report (NIR) in compliance with Decision 18/CMA1. As for climate action, the outputs of CBIT will allow for the enhanced tracking of progress through the development of progress indicators and the quantification of emission reduction potential from policies and strategies, which is a major identified challenge in the BURs.

IV. RESULTS AND PARTNERSHIPS

Expected Results:

21. The CBIT will play a crucial role in assisting Lebanon to establish a robust MRV system that includes sustainable governance structures, enhanced mechanisms for data collection and improvement of institutional capacities.
22. The results of the project will be domestically beneficial since the tracking of policy actions will better inform future decisions on how to best achieve Lebanon's climate change targets. Moreover, the enhancement of Lebanon's reporting capabilities will allow for improved compliance with the transparency requirements of the Paris Agreement and the MPGs, which will consequently better assess the collective progress towards the Paris Agreement's goal.
23. The expected **components, outcomes** and associated key **outputs** and activities are:

Component 1: Strengthening national institutions to implement the enhanced transparency framework

Outcome 1.1 Established national transparency framework in line with national priorities

Output 1.1.1 Transparency baseline established, and priorities set

The envisaged output is a report based on desk reviews and stakeholder consultations which will include information on the current quality of the GHG inventory, the status of progress reporting on NDC policies, the established institutional arrangements, potential linkages and corresponding recommendations. Several scattered preliminary assessments have already taken place, however, there is a need to have a comprehensive and in-depth overview of the current state of climate information reporting.

- a. **Analysis of quality of information in GHG inventory:** the quality of information of each Intergovernmental Panel on Climate Change (IPCC) category in the latest communication to the UNFCCC (Lebanon's Fourth Biennial Update Report, submitted in 2021) will be analyzed, along with an assessment of the constraints of reporting more recent years, and challenges to move from BUR to BTRs under the Enhanced Transparency Framework. Based on the findings, recommendations for improving the GHG inventory will be provided in the form of a roadmap with milestones, taking into account the key category analysis. This exercise will build on the IKI initiative in Lebanon on the development of standard procedures for improved preparation and communication of GHG inventories in NCs, BURs and BTRs, which included a preliminary baseline assessment for Lebanon's GHG inventory.
- b. **Assessment of NDC policies' status, and category prioritization for developing progress indicators:** an overview of the available indicators for the mitigation and adaptation policies that make up Lebanon's NDC will be undertaken. Based on the results, a prioritization exercise will be conducted to categorize the policies for which indicators, including gender indicators developed by the NDCSP project, need to be identified or developed to track the NDC progress as accurately as possible and consequently report it in Lebanon's first BTR. The needed capacities to develop the parameters to operationalize the indicator should be taken into consideration in the prioritization exercise. The assessment and recommendations will also address the results of the NDCSP on SDG-NDC synchronization, gender indicators and potential NDC update information.
- c. **Overview of climate finance tracking:** Lebanon already underwent a preliminary valuation of the needed steps to establish a structure to report support received. In addition, under the Climate Promise Initiative, a donor coordination mechanism will be developed, which will establish a network a partners

that will be involved in tracking and reporting support. CBIT's baseline assessment should build on the recommendations of these activities.

- d. **Synopsis of existing institutional arrangements and recommendations:** a cross-cutting theme in the baseline assessment will be the existing institutional arrangements and the recommended ones for enhanced transparency. These recommendations will take into consideration potential overlaps and linkages with other international bodies than the UNFCCC (Agenda 2030 for Sustainable Development, Sendai Framework, United Nations Convention on Biological Diversity, United Nations Convention to Combat Desertification – Land Degradation Neutrality, Montreal Protocol, UNFCCC Gender Action Plan and any other relevant environmental treaty, convention, or national process). This will avoid the duplication of efforts and render communication between institutions more efficient.

Output 1.1.2 National MRV system established through an MRV network of partners for information-sharing on mitigation, adaptation and support

- a. **Establishment of the MRVCE:** the CBIT project will support Lebanon in creating a national MRV Coordinating Entity (MRVCE) which will be responsible for coordinating the implementation of Lebanon's transparency strategy (Output 1.2.3), assessing its effectiveness, and in proposing a way forward for improvement. The detailed MRVCE design will build on existing arrangements, enhance cooperation, and maximize synergies to avoid duplication of efforts. The political buy-in for the establishment of the MRVCE is secured through the Ministry of Environment's endorsement of the CBIT proposal.
- b. **Identification of MRV-network of partners:** the network will be based on the existing connections between the Ministry of Environment and other institutions and experts as part of producing Lebanon's national communications, biennial update reports, and Lebanon's NDC. Moreover, the MRV network of partners will be based on the institutional arrangements' recommendations from the baseline report (Output 1.1.1). The added value at this stage is that the CBIT project will potentially uncover needed arrangements which were previously unknown but crucial for enhanced TACCC. The design of the MRV structure will also take into consideration best practices from other countries, including best practices under the regional South-South network for gender mainstreaming.
- c. **Drafting of institutional terms of reference for the MRVCE and for the MRV network of partners:** the ToRs will be the reference document for the designated focal points, but more importantly for the institution, in case employees change. The ToRs will depend on the identified needed institutional arrangements.
- d. **Recommendations for institutionalizing the flow of climate information:** based on the established arrangements, this output will result in recommending potential ways to institutionalize the flow of information. In those arrangements, workplans and standard operating procedures will be elaborated to systemize the collection and analysis of climate information both for GHG inventory and tracking progress. A reporting system for gaps and needs for climate transparency and action is also envisaged to enable the improvement over time through targeted means of implementation. These organized information flows, which will identify gaps and needs along the way, will constitute the monitoring and evaluation of the transparency strategy by the MRVCE. This output will build on the recommendations of the baseline assessment, and the already identified potential flows of information from the SDG-NDC synchronization exercise from the NDCSP project.

Outcome 1.2 Enabled national institutions to implement transparency-related activities

Output 1.2.1 National institutions' capacities built for the preparation of sectoral GHG inventories using the 2006 IPCC guidelines

- a. **Delivery of a series of trainings on the 2006 IPCC guidelines for energy, industry, and wastewater, with a potential scaling up of the waste and AFOLU sectors' training which are conducted as part of 4NC/BUR3 project:** the MRV network of partners and other experts will be trained on the needed data for each tier, how to use emission factors and activity data, design and apply QA/QC procedures and develop uncertainty analysis. Customized and targeted trainings will be delivered (compared to generic training) in order to have a higher impact. Moreover, an interactive style is to be adopted to identify, with stakeholders, the benefits, and opportunities of enhancing quality of climate information.
- b. **Provision of enhanced 2006 IPCC guidelines training:** additionally, to these focused meetings, interested experts will be enrolled in the 2006 IPCC guidelines' online courses or other related courses to further deepen their understanding and gain ownership of the practices.

Output 1.2.2 National institutions' capacities built to track and report progress of mitigation and adaptation actions, and support received

- a. **Provision of a series of trainings on 1) tracking progress of mitigation policies, and 2) identifying, prioritizing and developing corresponding progress indicators:** this activity will target the stakeholders involved in the NDC committee and other experts.
- b. **Provision of a series of trainings on the quantification of GHG emissions from strategies and projects:** these trainings will potentially be based on the GHG protocol guidelines. This will greatly build institutional capacities in linking climate to staff's daily activities and operationalize the link between their work and climate change.
- c. **Provision of a series of trainings to quantify resilience progress and share best practices from other countries:** tracking adaptation and resilience of both men and women is of the essence to ensure Lebanon's NDC adaptation priorities are being implemented and livelihoods and ecosystems are being preserved. Therefore, introducing quantitative ways to track adaptation progress is crucial for stakeholders, and Lebanon can greatly benefit from international best practices in that field.

Output 1.2.3 Long-term transparency strategy developed

- a. **Development of a transparency strategy:** in order to scope the needed transparency improvements in the long-term (beyond the CBIT project duration), a transparency framework will be developed. The strategic framework will tackle the enhancement of a sustainable and robust system for transparency of action and support and provide the information needed to inform policy-making to reduce greenhouse gas emission and increase climate resilience. It aims at developing the milestones to be attained in order to achieve TACCC of climate information, in accordance with the MPGs. This will also give a clear indication of the way ahead to the MRV network of partners and a clear mandate to the MRVCE. The transparency framework will therefore be a strong reference point for all stakeholders in planning their activities when it comes to reporting, capacity-building and institutional arrangements; it will also be the improvement plan to follow while producing biennial update reports and national communications.

- b. **Ownership of strategy by stakeholders:** a launching event to enhance the ownership of the proposed plan by the relevant stakeholders, who will potentially constitute the MRV network of partners. This launching event will act as the beginning of climate transparency improvements.

Component 2: Provision of parameters to improve the TACCC of national information

Outcome 2.1 Improved capacities to monitor and track GHG inventory and mitigation and adaptation activities

Output 2.1.1 Parameters to enhance GHG inventories developed (AD, EF, etc.)

- a. **Development of emission factors and activity data for the energy (transport), waste and industrial sectors:** this activity involves the development of emission factors (EFs) and activity data (AD) which will enable Lebanon to move to higher IPCC tiers. The AD and EF will be developed for priority sectors stemming from the latest Key Category Analysis (KCA) since there is a need to have increased information availability and clarity on the most important emission sources for improved mitigation. The most needed emission factor developments are for the energy, waste and AFOLU.

Output 2.1.2 Methodologies for QA/QC and uncertainty analysis developed and improved

- a. **Development of QA/QC procedures:** a system is needed to provide routine and consistent checks to ensure data integrity, to identify errors and missing elements, and document and archive inventory data. The IKI initiative has already provided a way forward for QA/QC for GHG inventories, and the CBIT project will build on those recommendations and will kickstart the process to use the procedures. More specifically, the new institutional arrangements under CBIT which will include flows of GHG inventory information on the web platform (Output 2.1.4), will need to have QA/QC procedures established.
- b. **Review the Uncertainty assessment for the GHG inventory reported in the BUR4 and provide recommendations for improvement:** Lebanon will gradually use this approach while submitting UNFCCC reports. This output will also address gaps and needs in the preparation of a national GHG inventory as identified by the ICA.
- c. **Development of QA/QC practices for tracking progress of the NDC and support received:** similarly to the inventory, data is needed to operationalize the developed indicators for mitigation, adaptation and support. Therefore, to ensure the TACCC of this data, QA/QC procedures will be developed to check data integrity, data collection methods, important omissions etc.

Output 2.1.3 Indicators to track implementation progress of mitigation and adaptation activities and support received developed

- a. **Establishment and/or enhancement, and prioritization of progress indicators for mitigation and adaptation actions:** the development of indicators will have to take into consideration the results of the baseline assessment (Output 1.1.1), which will evaluate the existing and missing indicators for the NDC targets, and climate policies. Most importantly, a prioritization exercise will be conducted to take into consideration the easiness of developing specific progress indicators, and the related capacity needs to sustainably report on the indicator. Once the prioritization exercise is performed in consultation with stakeholders, relevant and crucial sectoral and general progress indicators will be developed to track NDC progress.

- b. **Assessment and prioritization of indicators for tracking finance, technology transfer and capacity-building:** this activity will be based on the ClimaSouth assessment on transparency of finance received.

The procedure for reporting on the selected progress indicators will be institutionalized as far as possible (within the relevant institutions), within the MRV network of partners. The identification, development and reporting the progress indicators will aim to be clearly linked to improved policy-making, and for the relevant institutions to have ownership of their respective indicators. These progress indicators will be communicated and analyzed through the web-based knowledge management platform. Moreover, the SDG indicators and developed NDC indicators will be synchronized, and the gender indicators will be incorporated.

Output 2.1.4 Web-based knowledge platform for sharing, storing, analyzing data, and indicators designed

- a. **Expansion of MISCA to include pages for at least 2 more mitigation sectors, 2 pages for adaptation sectors, a support page, a repository of information and national registry for article 6 of Paris Agreement :** in order to safeguard the retention of acquired capacities and systemize the communication of data, it is of added value to digitize the reporting system. A pilot platform was already developed by EU-ClimaSouth for the energy sector; the Management Information System on Climate Action (MISCA) has been developed to track energy emissions and mitigation progress, and a proposal was developed for entry fields on support received. Under this activity, MISCA will be expanded to include a selection of pages for mitigation and adaptation depending on the developed indicators as part of Output 2.1.3. The repository will be where all procedures regarding transparency, including methods to be used, and capacity-building tools will be stored for institutional sustainability and training of new-comers. Moreover, MISCA will be expanded to include a page for the national registry, as required by article 6 of the Paris Agreement. The different access pages in the different line ministries will create a sense of ownership for MISCA and a one-stop platform for reporting climate action, which will also contribute to the platform's institutional sustainability.

The CBIT project will support the designing of the digital platform ensuring access to the relevant stakeholders as part of the MRV-network, as well as ensure the provision of needed hardware/software equipment or licenses to operate and maintain the MISCA platform. Institutional arrangements (Output 1.1.2) will also take into consideration the roles and responsibilities of institutions to input data on MISCA.

Outcome 2.2 Project results disseminated to increase global cooperation

Output 2.2.1 Information on the project implementation, best practices, and lessons learned shared with other Parties and initiatives through the Global Coordination Platform and other South-South cooperation networks

- a. **Sharing best practices elaborated through CBIT with other developing countries on different platforms:** this activity entails sharing lessons learned on several international platforms, including the Global Coordination Platform to support the implementation of the Paris Agreement, and will also use other countries' experiences to better inform the implementation of the CBIT project's components. The envisaged formats of communication include virtual calls, joint workshops and focused visits to developing countries for an extensive sharing of experiences.

Partnerships:

24. Throughout the last 10 years, climate change reporting has significantly improved due to the successful partnerships that have been established between the Ministry of Environment (MoE), UNDP, line ministries and other climate change related projects in the country. In addition, the involvement of

- academia, private sector and civil society organizations has been sustained throughout this period to ensure efficient collaboration and synergies between all actors of climate change in Lebanon.
25. These synergies will be sustained and enhanced under this project to complement previous and current activities that are being implemented by other ministries and international organizations related to climate change. Partnerships with projects funded by the EU, the GEF, and other bilateral and multilateral funds (as presented in Table 1) have been and still are essential for scaling-up climate action and further mainstreaming climate change in the central government, local authorities and private sector plans. These partnerships will be maintained, and new collaborations will be established during the CBIT project and other upcoming projects.
 26. The partnerships with ongoing and upcoming initiatives are important to avoid the duplication of efforts and to enhance the results of both the CBIT project and the corresponding policy/project.

Table 1 . Summary table of climate change projects and plans implemented by partners and relevant to CBIT

Institution /Partner	Policies/projects	Description	Link(s) to CBIT project and ToC
Government of Lebanon	Nationally Determined Contribution (NDC) 2030	Lebanon updated its Nationally Determined Contribution under which the country has set a 2030 target of reducing its GHG emissions by 20% as an unconditional target and by 31% conditional to financial, technical and capacity building support. The NDC also includes renewable energy and energy efficiency targets, as well as adaptation principles and priorities.	The progress indicators to be developed will be for the three mitigation targets in the NDC, as well as the mitigation and adaptation policies in order to track progress. This contributes to the completeness and transparency of Lebanon's reporting.
MoE/UNDP	Low Emission Capacity Building project (LECB) 2013-2018	Funded by the European Commission (EC), the German Federal Government and the Australian Government, LECB has prepared 2 NAMAs proposals, for which MRV parameters have been developed.	The two NAMAs are part of Lebanon's NDC and already have progress indicators and MRV systems developed, these will be used during the CBIT project as part of tracking mitigation actions.
MoE/UNDP	NDC Support Programme (NDCSP) 2018-2021	As a follow-up to the LECB project, the NDCSP mainstreamed gender in climate change plans (including in the NDC) and enhance gender-responsiveness across sectors. The project also focused on synergies between the Sustainable Development Goals (SDGs) and the NDC for an integrated approach of efforts.	The work on gender includes the development of progress evaluation mechanisms whereby gender indicators and data systems (including sex-disaggregated data) are developed to track and report on gender-responsive mitigation and adaptation actions in key climate sectors and linked to the MRV system. The results will directly feed into CBIT's progress indicators and MISCA platform. The NDC-SDG synchronization entails the identification and formalization of the common entry points for joint NDC and SDG implementation responses, and the generation of recommendations for the way forward. Moreover, it will identify institutional arrangements and indicators to synchronize tracking methods which will also feed into the CBIT outputs.

Institution /Partner	Policies/projects	Description	Link(s) to CBIT project and ToC
MoE/UNDP	Climate promise 2022-2024	As a follow-up to the NDCSP, the project will develop an NDC financing strategy including the development of options for investment opportunities for NDC implementation, established of a donor coordination mechanism and design of a climate financing mechanism. The project will also support the development of Lebanon's low emission climate resilient strategy, which will include youth and gender participation.	The CBIT project will benefit from the donor coordination mechanism to be established under the UNDP climate promise to support the tracking of climate finance and strengthen the reporting mechanisms of support received and needed.
MoE/UNDP/GEF	Lebanon's Fourth National Communication and Third Biennial Update Report under the UNFCCC 2019-2023	The project will enable improvements in data collection and analysis will enhance reporting on 1) national circumstances and institutional, MRV arrangements and progress towards mainstreaming climate change into key development strategies (2) gaps and constraints including assessment of financial, technology and capacity building needs and provision of recommendations for addressing those needs; (3) updated GHG inventory up to year 2018 and improvement of GHG inventory system; (4) vulnerability assessment, including recommended adaptation measures for priority sectors and MRV of adaptation and (5) progress of emission reduction activities, including recommendation interventions to further contribute to GHG emission reductions.	<p>The CBIT and 4NC/BUR3 activities will complement each other while avoiding duplications. Lebanon's 3rd and 4th Biennial Update Report (submitted in 2019 and 2021 respectively) will be followed by CBIT. Therefore, the information developed as part of the BUR4 will be used to better inform CBIT outputs in terms of needs for improved reporting. However, the CBIT activities will coincide with the formulation of the FNC.</p> <p>The improvement plan developed by BUR4 will be built upon by CBIT to include other aspects of reporting such as mitigation and adaptation action, and support received. Moreover, 4NC/BUR3 intends to train experts on the 2006 IPCC guidelines for AFOLU and waste. CBIT will build on those trainings, while expanding to other sectors, and follow-up on the identified gaps in the training.</p> <p>Moreover, the coordination of the two projects by the same team will allow for enhanced effectiveness for the implementation of both outputs.</p>
MoE	CLIMA-MED 2018 – 2023	<p>CLIMA-MED is a new EU project for climate action in the South Mediterranean with the following goals:</p> <ul style="list-style-type: none"> - Supporting sustainable energy policies and strategies both at national and local level. - Providing technical assistance to support the formulation and implementation of local Sustainable Energy Access and Climate Action Plan (SEACAPs), which will be in line with the Covenant of Mayors principles and will lead to defining concrete actions implemented by local authorities in the Southern Neighborhood. - Climate finance will be the third key component of the project's actions, as it will facilitate investments and help beneficiaries better access finance mechanisms leading to the implementation of concrete and sustainable actions at national and local levels. 	Coordination with CLIMA-MED will consist of working on implementing the municipal Sustainable Energy Action Plans/Sustainable Energy and Climate Action Plans (SEAP/SECAPs). For the plans that will be developed, the CBIT project will coordinate with CLIMA-MED to establish reporting systems to track progress of the implementation at the local level. These activities will contribute to enhancing the transparency of climate information and improve institutional arrangements, especially at the municipal level for the first time.

Institution /Partner	Policies/projects	Description	Link(s) to CBIT project and ToC
MoE/EU	ClimaSouth 2013-2017	<p>Since 2013, the European Union (EU) funded regional project ClimaSouth has been supporting the government of Lebanon in climate change mitigation and adaptation. The main project achievements in Lebanon are:</p> <ol style="list-style-type: none"> 1. The establishment of an early warning system at Lebanese Agricultural Research Institute (LARI) 2. The design of MISCA “Management and Information System for Climate Action”, an online management system which will track GHG emissions and climate action progress 3. The assessment of MRV of support 4. The development of a guidebook on climate change for Lebanese businesses 	<p>The relevant outputs from the ClimaSouth project are:</p> <p>The MISCA platform developed entry fields for the GHG inventory of the energy sector as a pilot, and the CBIT project will scale-up this web interface to add other sectors to track emissions and mitigation, adaptation and support. This will be an empowering tool in the hands of the trained stakeholders to systemize arrangements.</p> <p>Moreover, the MRV of support assessment which included activities such as identifying finance flows, national and international, recommending climate finance definitions, proposing entry fields to report support received in MISCA, and suggesting ways forward to enhance reporting through a roadmap. The results of that consultancy will directly feed into CBIT when developing progress indicators for support, and also when developing the MRV network of partners.</p>
MoE	IKI 2016	The capacity-building for ambitious reporting was a short consultancy which entailed the preparation of a baseline assessment for Lebanon’s GHG inventory, and recommendations for sustainable institutional arrangements procedure, data exchange protocols and a long-term programmatic plan. Moreover, staff in line ministries were trained on the 2006 IPCC guidelines as introductory capacity-building along with an overview of their potential roles in institutional arrangements.	CBIT’s baselines assessment for transparency can build on the IKI project results when it comes to the GHG inventories. Moreover, all deliverables of that project will be used to develop the MRV network of partners, the parameters for an enhanced GHG inventory, and advanced capacity-building for crucial stakeholders on inventories and reporting.
UNDP/EU	CEDRO5 2019-2023	The CEDRO5 project aims to move forward on the implementation of innovative renewable energy pilot projects in Lebanon and to support start-ups that work in the sector. The programme is expected to implement several types of renewable energy projects in commercial facilities but also at municipal level.	CbiT project will coordinate with the renewable energy projects that are planned within the CEDRO5 project that will be based on the SECAPS/SEAPS prepared by the Clima-MED project and will integrate MRV systems whenever possible and applicable in support of the CbiT objectives.

27. The below implementing entities’ participation in the CBIT outputs is crucial for the success of the project, since many progress indicators will be developed for the below policies/projects and their implementers are the entities to be trained and included in the MRV network of partners.

Institution /Partner	Policies/projects	Description
MoE	National Biodiversity Strategy and Action Plan (NBSAP)	Developed in 2015, the NBSAP developed adaptation plans for ecosystems vulnerable to climate change. The action plan presents specific requirements needed to reach its objective by 2030.
MoE	Integrated Waste management strategy	The integrated solid waste law which was issued in 2018 (Law 80/2018) by the government sets the main principles and actions required for Lebanon to sustainably

Institution /Partner	Policies/projects	Description
		manage the sector. The operational decrees that will be prepared for the Law will strengthen the inventory and mitigation analysis and reporting for the sector.
MoEW	National Water Sector Strategy (NWSS)	Updated in 2020, the strategy sets a detailed action plan to increase water availability and improve water usage, thus decreasing the sector's vulnerability to climate change impacts. The NWSS served as a basis for adaptation priorities in the NDC.
MoEW	Paris Pact on Water and Adaptation: Strengthening Adaptation Aquifers in Basins of Rivers, Lakes	The Paris Pact which was proposed during COP21 in Paris, was officially endorsed by the Lebanese Ministry of Energy and Water in 2015. The Pact sets as series of adaptation measures to strengthen water monitoring and measurement systems in river basins and promote financial sustainability and new investment in water systems management.
LCEC/IRENA	2020 IRENA Renewable Energy Outlook: Lebanon	This study, carried out by the International Renewable Energy Agency (IRENA) in collaboration with Lebanon's Ministry of Energy and Water and the LCEC, examines the policy, regulatory, financial and capacity-related challenges to overcome in pursuing such plans. The renewable energy estimates in the IRENA report were the basis for the renewable energy targets in Lebanon's updated NDC.
MoE/UNDP	National Cooling Plan (NCP)	The NCP includes the pathway for the transition to lower indirect and direct emissions through enforced Energy Efficiency (EE) requirements and the phasedown of high Global Warming Potential (GWP) refrigerants and foam blowing agents (HFCs). The NCP served as a basis to determine Lebanon's energy efficiency potential for the NDC.
MoEW	Electricity reform plan (2022)	Approved in 2022 by the Council of Ministers the plan proposes a series of actions related to generation, transmission, and distribution of electricity including the deployment of renewable energy technologies. The implementation of the reform plan will help Lebanon achieve its NDC targets.
MoEW	Decentralized Renewable Energy Draft Law (2022)	Approved in 2022 by the council of Ministers, the draft law provides legal basis for the investment in decentralized Renewable Energy by the private sector and/or local government, which will contribute in the deployment of renewable energy technologies. The approval of law by the Parliament will help Lebanon achieve its NDC targets.
MoEW/LCEC	National Energy Efficiency Action Plans (NEEAP) 2016-2020	The NEEAP includes a number of energy efficiency initiatives targeting the different sectors of the Lebanese economy, targeting primary energy savings in generation, transmission, and distribution areas, and end-use measures in buildings, industry, SMEs, agriculture, transport, and public services and facilities.
MoEW/UNDP/GEF	Small Decentralized Renewable Energy Power Generation	The project launched in 2014 supports the Lebanese government in the removal of barriers to widespread application of decentralized renewable energy-based power generation. The project assessed the impacts of all PVs installed in Lebanon and implemented 9 pilot installation in selected industries.
MoEW/UNDP/EU	Country energy efficiency and renewable energy demonstration project for the recovery of Lebanon (CEDRO)	Established in 2007, the main objective of CEDRO is the application of renewable energy and energy efficiency systems and measures across Lebanon's several economic sectors and beneficiaries. CEDRO has assessed the potential of biomass, wind, hydro and geothermal energy in Lebanon and has installed solar water heaters, PVs and street PV lights in several sites across Lebanon.
MoA	National Forest Programme (NFP)	Developed in 2015, the programme aims at sustainably managing forest resources and safeguarding ecological integrity, and economic and social development. The NFP includes specific measures and action items to translate its objectives.
MoA	Ministry of Agriculture Strategy	Updated in 2020, the strategy identifies key priority areas for the work of the Ministry and sets a 5-year workplan to achieve its goals. Climate change is identified as a separate target area and specific activities, indicators and a timeline has been set as part of the plan.
MoA/FAO/GEF	Smart Adaptation of Forest Landscapes in Mountain Areas	Launched in 2016, the project supported by the GEF and FAO aims at enhancing climate resilience of vulnerable forest ecosystems, while promoting the resilience

Institution /Partner	Policies/projects	Description
		and livelihoods of vulnerable rural communities in mountain areas through sustainable forest management and reforestation.
MoA	Land Degradation and Desertification action plan under UNCCD	The Ministry of Agriculture has developed a plan to support Lebanon reach land degradation neutrality by 2030, in line with the recommendations of the UNCCD framework. The plan includes detailed adaptation measures with regards to land degradation and desertification.
MoA/MoE	National Strategy for Forest Fire Management	The Ministry of Agriculture has developed a strategy in 2009 to enhance the readiness of responsible entities to reduce the risk of intense and frequent forest fires. This strategy was also referenced in the updated NDC, as part of the forestry priority. The strategy is currently being updated, which support the implementation of the NDC and will generate indicators to track the progress in the forestry sector
MoA	National Afforestation/Reforestation Programme 40 Million Forest Trees Planting Programme (NARP)	The Ministry of Agriculture has developed the NARP to increase Lebanon's forest cover to 20% by 2030. These targets influenced Lebanon's mitigation and adaptation targets.
MoPH/WHO	The National Health and Environment Strategy 2021-2026	The National Health and Environment Strategy prepared by MoPH and WHO aims at incorporating climate risks into the health sector to enhance preparedness of institutions and healthcare providers to tackle new diseases in a changing climate. The strategy was considered in developing the adaptation priorities in the NDC
PCM/UNDP	Strengthening Disaster Risk Management Capacities in Lebanon	Launched in 2009, the project aims to help the Government of Lebanon in establishing effective national institutions including disaster risk information and disaster risk management systems, to increase societal resilience against disasters, especially in refugee-hosting high risk within major local authorities. The project's corresponding strategies and plans have been considered in developing the NDC's adaptation priorities.

Risks and Assumptions:

28. Risks: No major risks can be identified in the implementation of this project since the Government of Lebanon is strongly committed to its obligations under the Convention and in particular to fulfilling reporting requirements. Nevertheless, administrative and financial risks with a low magnitude were identified:

Project Risk	Risk Category and Rating	Description and mitigation
Transparency failing to become a national priority	Political Moderate Risk	Political buy-in will be guaranteed from the beginning of the project by building on the ratification of the Paris Agreement by Parliament (March 2019) the Council of Ministers (September 2019) and the issuance of operational decrees among which the transparency framework.
MRVCE lacks political support	Political Moderate Risk	The Ministry of Environment understands the importance of coordination and exchange of information and is leading in the efforts to ratify the Paris Agreement. The establishment of the MRVCE will therefore fall directly within the Ministry's vision.
Regional instability, national political instability, and economic crisis	Political Substantial Risk	Political turmoil in the region can shift the government priority towards urgent matters such as the Syrian refugee crisis. This might delay project progress. National political instability and the current economic crisis shifts the government priority towards more urgent matters that have its repercussion on the implementation of the project. However, since the project is related to article 13 of the Paris Agreement, currently a national law in Lebanon, the legal grounds, and therefore, the obligation to abide by, will be used to implement the project. As for the economic crisis, it may slow down the delivery plan of the project.

Project Risk	Risk Category and Rating	Description and mitigation
Frequent change of government	Political Substantial Risk	Despite the frequent cabinet changes at irregular times, institutional memory will allow Lebanese institutions to sustain their operations.
Failure to retain capacities	Institutional Moderate Risk	Capacity building activities will be directed towards a group of relevant employees within each ministry, ensuring that a wider range of employees will receive the training and, thus that the capacity can be retained. In addition, the development of the knowledge platform will ensure that the technical knowledge provided by the project will be preserved in institutions.
Lack of abilities to gather, analyze and communicate data	Institutional Moderate Risk	Adequate tools and methodologies will be developed by the project and made available on the knowledge platform for the MRV network's use. Moreover, trainings to use the platform and increase transparency awareness will play a considerable role in enhancing those abilities.
Deficiency in incentives and institutional buy-in	Institutional Moderate Risk	The project will guarantee engagement through granting the sense of ownership to the respective assigned focal points. Moreover, the project will highlight how the transparency initiative complements other aspects of their work, for example by linking transparency reporting to SDG reporting.
Climate change impacts affect project implementation and project results	Operational Low Risk	<p>Lebanon is at risk of climate change impacts, based on the Vulnerability and Adaptation assessments performed as part of National Communications. The modelling (Regional Initiative for the Assessment of the Impact of Climate Change on Water Resources in the Arab Region (RICCAR)), led by the United Nations Economic and Social Commission for Western Asia (ESCWA), the results of an ensemble of projections for Lebanon show an increase of 1.2°C and 1.7°C (RCP4.5 and RCP8.5, respectively) by mid-century (2046-2065) and up to 3.2°C by 2100 compared to the baseline period of 1986-2005. A decrease in precipitation of 4 to 11% is projected (RCP4.5 and RCP8.5, respectively), with drier conditions by the end of the century (up to 5.8 mm decrease in average monthly precipitation). RICCAR results show increasing trends of warming, reaching up to 43 additional days with maximum daily temperature higher than 35°C.</p> <p>However, these climate impacts will not affect the CBIT project outputs in the short-term nor long-term. The project is of an institutional nature for capacity-building.</p>
COVID-19 pandemic may result in delays in government institutions' response and engagement in the project	Operational Low Risk	<p>Prioritization of climate transparency elements compared to tackling and feeling the effects of the COVID-19 pandemic will be difficult, and therefore there is a risk of delay in project deliverables, or lack of engagement. Virtual platforms to engage stakeholders have now been mainstreamed, and its results have proved effective. The CBIT project activities will employ this method for consultations and trainings when physical presence is not possible.</p> <p>The development of guidelines, templates and manuals for each output developed within the project will ensure the outputs of the project can be used beyond project implementation and will allow the staff to access detailed information on MRV process, ensuring the sustainability of the work and reinforcing the institutional capacity of the institutions involved.</p>

The project risk associated to the COVID-19 pandemic has been included. The eventual implementation of lockdown and social distancing measures is expected to have a low impact on the project, as its activities can be undertaken under mobility-restricted conditions.

In the identification of the mitigation measures on Covid-19 risks, the following aspects were considered;

- Availability of Technical Expertise and Capacity and Changes in Timelines

- o Training and knowledge management activities cannot be held in person due to restrictions;
- o Limited capacity and experience for remote work and online interactions affect the effectiveness of the interventions;
- o Limited availability of international and national consultants to support project implementation;

As necessary, activities and events will be organized and conducted remotely, or in a hybrid form, with a reduced number of participants, using virtual platforms to ensure that any COVID-19 related limitations will be dealt with in a timely manner. A database of consultants with expertise in the different MRV components and proven competences for carrying out home based assignments will be maintained.

- Stakeholder Engagement Process:
 - o Mobility and stakeholder engagement, including risk mitigation measures for both project staff and stakeholders.

A close monitoring of the project will be ensured with the support of the Project management Unit. Regular virtual meeting can be held in order to mitigate any risk related to any restriction regarding the mobility of the project staff and main stakeholders.

- Enabling Environment
 - o Government priorities during COVID-19 response.

The design of the project activities, prioritizing the use of virtual platforms, will allow stakeholder to continue with their involvement in potential lockdown phases.

- Financing :
 - o Co-financing availability and price increase in procurement.

The possibility for developing the work virtually ensures that the demand for procurement is sufficient to meet the project requirements in a cost-effective way.

Opportunity analysis: Although indirectly, most of the activities to achieve the project results are likely to have a bearing on COVID-19 efforts. CBIT will provide result in improved institutional arrangements and in the implementation of an MRV system; both of these will consider the COVID-19, and post circumstances. The national Greenhouse Gas (GHG) Inventory and the Mitigation actions and their effects would also touch upon the risks and assumptions based on socio-economic impacts of COVID-19.

A positive impact from COVID-19 is opportunity to introduce e-governance (online public service provision and delivery without physical interactions) over time, enabling service provisions in both rural and urban areas.

Given the fact that this project underlying principle is to cut emissions, COVID-19 is likely to have environmental and development benefits at the appropriate scale. Given the long-term need of practicing social distancing, COVID-19 is likely to introduce policy changes to many global meetings and conferences including those of the UNFCCC, GEF, UNCBD, UNCCD to enable innovative and digital modalities to be fully employed, applied and rolled out to countries. This is likely to change the modalities (currently travel heavy and posing risks of exposure through physical contact) of conducting Convention businesses and contribute to the long-term desired outcome of the Convention.

29. Assumptions:

- Political support for the Paris Agreement and the NDC does not diminish. The increased support for climate action will lead to improved awareness of the reporting and implementation relationship.
- Line ministries realize the benefits of a more complete inventory and tracking progress of their policies and the many linkages to SDG reporting and implementation.

- Stakeholders engage in all CBIT activities through building on existing tasks and enhancing their outputs. Moreover, stakeholders realize that potential support is provided through detailed needs assessment and formulation.

Stakeholder engagement plan:

30. Through the drafting of three national communications and four biennial update reports, a large network of key national experts and institutions have already been sensitized and engaged in climate reporting activities. Ministry staff in the ministries of Energy and Water, Agriculture, Industry etc. have been providing data to complete Lebanon's GHG inventory and have go through preliminary training on 2006 IPCC guidelines as part of the IKI initiative. The CBIT project will build on the current status of stakeholder engagement to deepen capacities and systemization.
31. Moreover, through the drafting of the first NDC and its update, and establishment of the NDC committee, sectoral experts have become more aware of Lebanon's obligations to the Paris Agreement, and the CBIT activities will build on this awareness and institutional mechanism to concretize transparency improvements. In addition, it will strengthen their experience in climate change issues, provide them with best practice techniques and establish linkages between key socioeconomic development issues, including gender and climate change.
32. Stakeholders' engagement and cooperation will be maintained through the organization of consultation sessions, capacity-building workshops, focus group meetings, and one-on-one trainings. At all events/forums/trainings, etc., women will make at least 40% of participants. Experience with previous climate projects which involves a wide array of stakeholders specialized in drastically diversified matters has shown that the format of engagement differs depending on the outcome needed; dissemination of results, focused trainings, working group session for brainstorming etc. Moreover, civil society organizations will be consulted at several intervals of the project to receive feedback and to enhance the transparency of the institutional process.
33. Throughout the project, the benefits of the activities to the stakeholders will be the most important objective for the capacity-building exercises and development of the strategy and tools. Linking the CBIT activities to the improvement of the stakeholder's work and building on already existing tasks will further ensure the success of the project outputs.
34. The roles of the main stakeholders in the CBIT project are more explicitly in Annex L.

Gender equality and empowering women:

35. A Gender Action Plan has been developed for this project in order to promote gender balance in consultations, workshops and trainings, as well as including gender considerations and indicators (developed by NDCSP) in institutional arrangements and web-based platform. The detailed action plan with corresponding indicators is included in Annex I.
36. The Ministry of Environment already endeavored in gender mainstreaming in its Third National Communication and will try to deepen the practice in other reporting procedures. The proposed GEF CBIT initiative will integrate aspects of gender equality and women's empowerment, where applicable. Additionally, the project will keep track of gender mainstreaming through the inclusion of progress indicators in the institutional arrangements. The MRVCE will also request information on gender

representation in the MRV network and beyond through a higher representation of women (at least 40%) at all levels. The project component of capacity-building will also focus on enhancing women's skills, as well as on enhanced understanding of gender dimensions of climate change from the side of the MoE.

37. The NDCSP project at the Ministry of Environment enhanced gender integration into climate planning through a gender-responsiveness assessment of the policies and activities included in Lebanon's NDC, among others. The assessment intended to evaluate Lebanon's baseline, assess the policies that make up Lebanon's NDC in terms of gender, and provide recommendations for integrating gender aspects into climate-relevant policies. Moreover, recommendations were provided to mainstream gender in all climate reporting tools. The NDCSP will develop indicators to track gender-responsiveness as part of climate action. MISCA will include these indicators when expanded during the CBIT project.
38. The 4NC/BUR3 project, currently under implementation, will also collect information and better understand the national conditions of men and women in the context of climate change planning, implementation and reporting. Therefore, not only will the activities analyze gender and climate change (using gender disaggregated data where possible) from several aspects, they will also allow a deeper understanding of gender dynamics with a focus on institutions and their coordination mechanisms (gender trends, structures of decision-making bodies, current coordinating mechanisms, gender diversity in participating institutions).

South-South and Triangular Cooperation (SSTrC):

39. The CBIT project prioritizes SSTrC as one of its main outputs as project results disseminated to increase global cooperation. This output aims at sharing information on the project implementation, best practices, and lessons learned shared with other Parties and initiatives through the Global Coordination Platform and other South-South cooperation networks, including South-South network on gender mainstreaming. This will be crucial in an era where developing countries are transitioning into a more robust and enhanced transparency framework and need to cooperate on lessons learned and best practices.
40. SSTrC plays a critical role in advancing climate action through transferring experience, technology and resources inside and in between countries with similar national circumstances and developmental challenges. In addition, as the implementing partner of this project and as one of the main proponents of south-south and triangular cooperation for meeting sustainable development goals, UNDP will play a key role as the catalyst of such cooperation in this project.
41. Moreover, Lebanon is a member of the Climate Vulnerable Forum (CVF) which will also foster South-South Cooperation through examples of incentivizing mitigation and adaptation actions to reach the 1.5 degrees Celsius and build resilient communities.

Sustainability and Scaling Up:

42. The GEF CBIT project will lay down the infrastructure and necessary next steps for Lebanon to transition to the new transparency framework while mainstreaming MRV procedures in all ministries, governmental and non-governmental institutions. This will contribute to a more sustainable generation of knowledge within the country. The long-term transparency strategy will ensure the project's sustainability since it will guide stakeholders and the MRVCE into the next needed steps beyond the project. It will be used as a reference point for all climate reporting activities in the near and distant future. The knowledge platform and MRV network of partners will also build and retain capacities of government staff over time in order to reduce dependence on external support. Moreover, building on the staff's existing tasks reduces the need for additional experts and ensures the institutional memory.

43. While it cannot ensure that funding will be continued beyond the project, the CBIT will establish all the necessary tools for the operationalization of the various institutional mechanisms that will prevail beyond the timeline of the project.
44. This proposal includes various components that could be scaled up on both a national and regional level. Specifically, the knowledge platform could be scaled up to include best practices and extended information on methodologies and other sectoral information relevant to climate change. The MRV network can also be expanded from line ministries to other institutions of the government.
45. The establishment of the MRVCE and network and the enhancement of parameters and systems are perceived as the start of a long roadmap for continuous improvement, which can include moving up in IPCC tiers, improving the GHG system and the MISCA and enhancing progress indicators. In addition, the elaboration of specific QA/QC protocols will not only affect any data generation processes directly linked to climate change but will also serve as a benchmark for future implementation of QA/QC procedures in other areas and set the ground for Lebanon's preparation and submission of its First BTR by 2024.
46. Moreover, through regional platforms, the outputs and lessons-learned of the CBIT project can be shared with other countries in the region and the transparency framework model can be replicated and customized to countries with similar or different national circumstances.

V. PROJECT MANAGEMENT

Cost efficiency and effectiveness:

47. The Project uses a portfolio management approach to improve cost effectiveness and efficiency through synergies with other interventions:

48. The project will be implemented by UNDP through the climate change projects as Direct implementing modality. The climate change projects have been coordinating Lebanon's country programme related to climate change initiatives. Human resources are shared with other UNDP managed/implemented projects.

49. Moreover, the project will reduce the cost of international consultants recruited to gather and analyze data for the GHG inventory and sectoral mitigation actions. The project will also allow Lebanese institutions to conduct their NDC tracking in their own capacity from the beginning of the reporting period with minimal reliance on international expertise. The project will allow for some sectoral data flows to become systematic, which will inform policy-making.

50. Concerning substantive and technical contributions, the project will build on the consistent and long experience of the climate change projects in 1) submitting national communications and biennial update reports under the UNFCCC, 2) drafting policies and proposals for climate change mitigation and adaptation, and 3) implementing other climate change projects such as LECB, NDCSP and climate promise.

51. The current project will use the existing climate change projects' structure and logistics.

VI. PROJECT RESULTS FRAMEWORK

This project will contribute to the following Sustainable Development Goal (s): SDG13 - Take urgent action to combat climate change and its impacts
This project will contribute to the following country outcome included in the UNDAF/Country Programme Document:
UNSF Outcome: Outcome 3.3 Lebanon has adopted measures to improve environmental governance. CPD Output 4.1: Low emission climate resilient actions initiated
This project will be linked to the following output of the UNDP Strategic Plan:
Outcome 1. Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded. Output 1.4: Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target ³	Data Collection Methods and Risks/Assumptions
Project Objective: To establish a National Transparency Framework in Lebanon to enhance implementation and abide by the transparency provisions of the Paris Agreement	<u>Indicator 1:</u> Quality of Lebanon's GHG inventory has improved, along with its institutional arrangements 1. Not adequately 2. Very partially 3. Partially 4. Largely	2	3	4	Risks: no risks Assumptions: crucial institutional arrangements are established, capacities of stakeholders have improved, transparency strategy adopted
	<u>Mandatory indicator 2:</u> # direct project beneficiaries (disaggregated by gender)	11	60 (at least 40% of women)	120 (at least 40% of women)	Number of experts trained will be concluded at the end of CBIT-related trainings Risks: no risks Assumptions: all invited relevant stakeholders attend capacity-building events – Institutions will take into account gender balance/parity when nominating their representatives to participate in MRVCE meetings and capacity building sessions
Component 1 – Outcome 1.1 1.1 Established national transparency framework in line with national priorities	<u>Indicator 3:</u> Number of baseline assessment report	0	1	1	Risks: no risks Assumptions: baseline assessment report is complete and provides a good basis for the work ahead

³ The end of project targets are a cumulative amount of the baseline, mid-term targets, and progress made in-between the mid-term and end of project targets.

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target ³	Data Collection Methods and Risks/Assumptions
	<u>Indicator 4</u> : Number of agreements drafted with key ministries	0	0	2	Risks: no risks Assumptions: two key ministries identified and ready to engage in MoU process
	<u>Indicator 5</u> : number of terms of references for MRVCE and MRV network of partners drafted	0	0	2	Risks: no risks Assumptions: roles and responsibilities clear enough for drafting of ToRs
Component 1 – Outcome 1.2					
1.2 Enabled national institutions to implement transparency-related activities	<u>Indicator 6</u> : Number of experts trained on 2006 IPCC guidelines (disaggregated by sex)	11	24 (at least 40% of women)	48 (at least 40% of women)	Number of experts trained will be concluded at the end of IPCC trainings and online courses Risks: no risks Assumptions: the appropriate experts for the different sectors are the experts receiving the training
	<u>Indicator 7</u> : Number of government staff and sectoral experts trained on policy progress tracking, GHG quantification of projects and strategies and quantifying resilience (disaggregated by sex)	0	0	48 (at least 40% of women)	Number of experts trained will be concluded at the end of trainings Risks: no risks Assumptions: the appropriate experts for the different sectors are the experts receiving the training
	<u>Indicator 8</u> : Number of training materials produced for institutional sustainability	0	1	3	Risks: no risks
	<u>Indicator 9</u> : Number of transparency strategic framework developed	0	1	1	Risks: no risks
Component 2 – Outcome 2.1					
2.1 Improved capacities to monitor and track GHG inventory and mitigation and adaptation activities	<u>Indicator 10</u> : Number of emission factors developed for key categories (at least)	1	3	3	Risks: no risks Assumptions: enough information is available to produce EFs for KCA sectors
	<u>Indicator 11</u> : Number of activity data sets for key categories collected from primary sources and significantly improved (at least)	5	7	7	Risks: no risks Assumptions: enough information is available to produce AD for sectors
	<u>Indicator 12</u> : Number of NDC policies for which indicators have been identified or developed	3	6	7	Risks: no risks

	Objective and Outcome Indicators	Baseline	Mid-term Target	End of Project Target³	Data Collection Methods and Risks/Assumptions
	<u>Indicator 13</u> : Number QA/QC procedures for inventory and NDC tracking developed	1	2	2	Risks: no risks
	<u>Indicator 14</u> : Number of pages developed of MISCA data entry	1	1	7	Risks: no risks
Component 2 – Outcome 2.2 2.2 Project results disseminated to increase global cooperation	<u>Indicator 15</u> : Number of shared experiences with developing countries through several formats	0	2	4	Risks: no risks
Component 3 – Monitoring and Evaluation 3.1. Project results and outcomes monitored and evaluated	<u>Indicator 16</u> : Number of required reporting	0	2 (IR, PIR1)	4 (PIR2, TE)	Risks: no risks

VII. MONITORING AND EVALUATION (M&E) PLAN

52. Project-level monitoring and evaluation will be undertaken in compliance with UNDP requirements as outlined in the [UNDP POPP and UNDP Evaluation Policy. The UNDP Country Office is responsible for ensuring full compliance with all UNDP project monitoring, quality assurance, risk management, and evaluation requirements.](#)
53. Additional mandatory GEF-specific M&E requirements will be undertaken in accordance with the [GEF Monitoring Policy](#) and the [GEF Evaluation Policy](#) and other [relevant GEF policies](#)⁴. The costed M&E plan included below, and the Monitoring plan in Annex, will guide the GEF-specific M&E activities to be undertaken by this project.
54. In addition to these mandatory UNDP and GEF M&E requirements, other M&E activities deemed necessary to support project-level adaptive management will be agreed during the Project Inception Workshop and will be detailed in the Inception Report.

Minimum project monitoring and reporting requirements as required by the GEF:

55. Inception Workshop and Report: A project inception workshop will be held within 2 months from the date First Disbursement of this project, with the aim to:
 - a. Familiarize key stakeholders with the detailed project strategy and discuss any changes that may have taken place in the overall context since the project idea was initially conceptualized that may influence its strategy and implementation.
 - b. Discuss the roles and responsibilities of the project team, including reporting lines, stakeholder engagement strategies and conflict resolution mechanisms.
 - c. Review the results framework and monitoring plan.
 - d. Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget; identify national/regional institutes to be involved in project-level M&E; discuss the role of the GEF OFF and other stakeholders in project-level M&E.
 - e. Update and review responsibilities for monitoring project strategies, including the risk log; SESP report, Social and Environmental Management Framework and other safeguard requirements; project grievance mechanisms; gender strategy; knowledge management strategy, and other relevant management strategies.
 - f. Review financial reporting procedures and budget monitoring and other mandatory requirements and agree on the arrangements for the annual audit.
 - g. Plan and schedule Project Board meetings and finalize the first-year annual work plan. Finalize the ToR of the Project Board,
 - h. Formally launch the Project.
56. GEF Project Implementation Report (PIR):
The annual GEF PIR covering the reporting period July (previous year) to June (current year) will be completed for each year of project implementation. Any environmental and social risks and related management plans will be monitored regularly, and progress will be reported in the PIR. The PIR submitted to the GEF will be shared with the Project Board. The quality rating of the previous year's PIR will be used to inform the preparation of the subsequent PIR.
57. GEF Core Indicators
The GEF Core indicators included as Annex will be used to monitor global environmental benefits and will be updated for reporting to the GEF prior TE. Note that the project team is responsible for updating the indicator

⁴ See https://www.thegef.org/gef/policies_guidelines

status. The updated monitoring data should be shared with TE consultants prior to required evaluation missions, so these can be used for subsequent ground truthing. The methodologies to be used in data collection have been defined by the GEF and are available on the GEF [website](#).

58. Terminal Evaluation (TE):

An independent terminal evaluation (TE) will take place upon completion of all major project outputs and activities. The terms of reference, the evaluation process and the final TE report will follow the standard templates and guidance for GEF-financed projects available on the [UNDP Evaluation Resource Center](#).

The evaluation will be 'independent, impartial and rigorous. The evaluators that will be hired to undertake the assignment will be independent from organizations that were involved in designing, executing, or advising on the project to be evaluated. Equally, the evaluators should not be in a position where there may be the possibility of future contracts regarding the project being evaluated.

The GEF Operational Focal Point and other stakeholders will be actively involved and consulted during the terminal evaluation process. Additional quality assurance support is available from the BPPS/GEF Directorate.

The final TE report and TE TOR will be publicly available in English and posted on the UNDP ERC by 01 January 2025. A management response to the TE recommendations will be posted to the ERC within six weeks of the TE report's completion.

59. Final Report:

The project's terminal GEF PIR along with the terminal evaluation (TE) report and corresponding management response will serve as the final project report package. The final project report package shall be discussed with the Project Board during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.

60. Agreement on intellectual property rights and use of logo on the project's deliverables and disclosure of information: To accord proper acknowledgement to the GEF for providing grant funding, the GEF logo will appear together with the UNDP logo on all promotional materials, other written materials like publications developed by the project, and project hardware. Any citation on publications regarding projects funded by the GEF will also accord proper acknowledgement to the GEF. Information will be disclosed in accordance with relevant policies notably the UNDP Disclosure Policy⁵ and the GEF policy on public involvement⁶.

⁵ See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/

⁶ See https://www.thegef.org/gef/policies_guidelines

61. **Monitoring Plan:** The project results, corresponding indicators and mid-term and end-of-project targets in the project results framework will be monitored by the Project Management Unit annually, and will be reported in the GEF PIR every year, and will be evaluated periodically during project implementation. If baseline data for some of the results indicators is not yet available, it will be collected during the first year of project implementation. Project risks, as outlined in the risk register, will be monitored quarterly.

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/ Collection Methods ⁷	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
<p>Project objective from the results framework</p> <p>To establish a National Transparency Framework in Lebanon to enhance implementation and abide by the transparency provisions of the Paris Agreement</p>	<p><u>Indicator 1:</u> Quality of Lebanon's GHG inventory has improved, along with its institutional arrangements</p> <ol style="list-style-type: none"> 1. Not adequately 2. Very partially 3. Partially 4. Largely 	<p>Baseline: 2</p> <p>Mid-term target: 3</p> <p>End of project target: 4</p>	<p>Overall quality of Lebanon's inventory improved when assessed against MPG requirements</p>	<p>Baseline data source is from previous ICA for submitted BURs</p> <p>Overall quality of reporting improved through project activities</p>	<p>End of project in final project report</p>	<p>Project Management and Technical Coordinator</p>	<p>UNDP country office oversight of final report and upcoming UNFCCC technical expert review of BTRs</p>	<p>Risks: no risks</p> <p>Assumptions: crucial institutional arrangements are established, capacities of stakeholders have improved, transparency strategy adopted</p>
	<p><u>Mandatory indicator 2:</u> # direct project beneficiaries (disaggregated by gender)</p>	<p>Baseline: 11</p> <p>Mid-term target: 60 (at least 40% women)</p> <p>End of project target: 120 (at least 40% women)</p>	<p>The project capacity-building workshops as well as consultations need to be gender-balanced to the extent possible, therefore men and women who are experts in their field will be equally invited to the trainings and meetings. Moreover, the institutional arrangements will appoint the responsible experts for data collection and communication, gender-balance should also be considered in that regard</p>	<p>Baseline data source is number of people involved in GHG inventories and reporting</p> <p>Invitees' lists and attendees' lists will be monitored for sex-disaggregated data</p> <p>Gender-balance assessment in the MRVCE and the MRV network of partners</p>	<p>Annually</p> <p>Reported in annual progress report</p>	<p>Project Management and Technical Coordinator</p>	<p>UNDP country office oversight of annual reports</p>	<p>Risks: no risks</p> <p>Assumptions: all invited relevant stakeholders attend capacity-building events</p>

⁷ Data collection methods should outline specific tools used to collect data and additional information as necessary to support monitoring. The PIR cannot be used as a source of verification.

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/ Collection Methods ⁷	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
Component 1 – Outcome 1.1 1.1 Established national transparency framework in line with national priorities	<u>Indicator 3:</u> Number of baseline assessment report	Baseline: 0 Mid-term target: 1 End of project target: 1	Report on baseline assessment of Lebanon’s current reporting capabilities and quality drafted to plan the way forward	Report produced and published	Once, at report completion	Project Management and Technical Coordinator	Report validated by concerned stakeholders	Risks: no risks Assumptions: baseline assessment report is complete and provides a good basis for the work ahead
	<u>Indicator 4:</u> Number of agreements drafted with key ministries	Baseline: 0 Mid-term target: 0 End of project target: 2	Agreements for data exchange with relevant ministries are drafted to anchor institutional arrangements	Agreements drafted	Once, when agreements are complete	Project Management and Technical Coordinator	Agreement text validated by concerned ministries	Risks: no risks Assumptions: two key ministries identified and ready to engage in MoU process
	<u>Indicator 5:</u> number of terms of references for MRVCE and MRV network of partners drafted	Baseline: 0 Mid-term target: 0 End of project target: 2	Clear mandates, roles, and responsibilities of the MRVCE and MRV network of partners are depicted in ToRs	ToRs produced	Once, at ToRs completion	Project Management and Technical Coordinator	ToRs validated by concerned stakeholders	Risks: no risks Assumptions: roles and responsibilities clear enough for drafting of ToRs
Component 1 – Outcome 1.2 1.2 Enabled national institutions to implement transparency-related activities	<u>Indicator 6:</u> Number of experts trained on 2006 IPCC guidelines (disaggregated by sex)	Baseline: 11 Mid-term target: 20 (at least 40% women) End of project target: 40 (at least 40% women)	IPCC 2006 guidelines have been mandated by the MPGs, as well as improving the quality of the GHG inventory. The trainings will enable stakeholders to move to higher IPCC tiers	Baseline data source is number of people trained in IPCC 2006 guidelines under other projects Trainings conducted and recorded, invitees’ lists	At the end of each capacity-building session and reported in annual reports	Project Management and Technical Coordinator	UNDP country office oversight of annual reports	Risks: no risks Assumptions: the appropriate experts for the different sectors are the experts receiving the training

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/ Collection Methods ⁷	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
	<u>Indicator 7</u> : Number of government staff and sectoral experts trained on policy progress tracking, GHG quantification of projects and strategies and quantifying resilience (disaggregated by sex)	Baseline: 0 Mid-term target: 0 End of project target: 30 (at least 40% women)	To enhance NDC implementation as well as to quantify the contribution of those policies towards GHG emissions and adaptive capacity, government staff need to be sensitized through trainings	Trainings conducted and recorded, invitees' lists	At the end of each capacity-building session and reported in annual reports	Project Management and Technical Coordinator	UNDP country office oversight of annual reports	Risks: no risks Assumptions: the appropriate experts for the different sectors are the experts receiving the training
	<u>Indicator 8</u> : Number of training materials produced for institutional sustainability	Baseline: 0 Mid-term target: 1 End of project target: 3	Training materials for 1. improved quality of GHG inventory, 2. GHG quantification and 3. Adaptive capacity and resilience	Training materials produced and published	Once, at the end of the project	Project Management and Technical Coordinator	Training materials disseminated to stakeholders	Risks: no risks
	<u>Indicator 9</u> : Number of transparency strategic framework developed	Baseline: 0 Mid-term target: 1 End of project target: 1	Roadmap depicting areas of improvement for future planning is needed to guide the MRVCE and network of partners. Roadmap will be dependent on MPG flexibilities to developing Parties	Strategic framework and roadmap developed and published	Once, at framework completion	Project Management and Technical Coordinator	Validated by MRV network of partners	Risks: no risks
Component 2 – Outcome 2.1 2.1 Improved capacities to monitor and track GHG inventory and	<u>Indicator 10</u> : Number of emission factors developed for key categories (at least)	Baseline: 1 Mid-term target: 3 End of project target: 3	EFs will be developed for the energy and waste sectors	Baseline data source is Lebanon's latest GHG inventory. EFs developed and employed in subsequent BTR	Once, when EFs are developed	Project Management and Technical Coordinator	Validated by GHG inventory experts through consultations	Risks: no risks Assumptions: enough information is available to produce EFs for KCA sectors

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/ Collection Methods ⁷	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
mitigation and adaptation activities	<u>Indicator 11</u> : Number of activity data sets for key categories collected from primary sources and significantly improved (at least)	Baseline: 5 Mid-term target: 7 End of project target: 7	AD sets will be developed for the energy and waste sectors (baseline is 5 at project start), as well as striving to produce AD for F gases	Baseline data source is Lebanon's latest GHG inventory. AD developed and employed in subsequent BTR	Once, when AD sets are developed	Project Management and Technical Coordinator	Validated by GHG inventory experts through consultations	Risks: no risks Assumptions: enough information is available to produce AD for sectors and F gases
	<u>Indicator 12</u> : Number of NDC policies for which indicators have been identified or developed	Baseline: 3 Mid-term target: 6 End of project target: 7	Four climate-relevant policies/strategies/plans have clear indicators to track adaptation and mitigation progress	Baseline data source is current policies for which indicators are available. Indicators developed and mainstreamed	Once, when indicators are developed	Project Management and Technical Coordinator	Validated by concerned stakeholders	Risks: no risks
	<u>Indicator 13</u> : Number of QA/QC procedures for inventory and NDC tracking developed	Baseline: 1 Mid-term target: 2 End of project target: 2	QA/QC needed to improve the GHG inventory and ensure the quality of NDC tracking to abide by the MPGs	Baseline data source is Lebanon's latest GHG inventory. QA/QC developed and employed in subsequent BTR	Once, when procedures are developed	Project Management and Technical Coordinator	Validated by concerned stakeholders	Risks: no risks
	<u>Indicator 14</u> : Number of pages developed of MISCA data entry	Baseline: 1 Mid-term target: 1 End of project target: 7	MISCA expansion needed to become the main GHG inventory, NDC tracking online system and national registry	Baseline data source is the MISCA pilot developed under other projects. MISCA platform expanded and used in subsequent reporting	Once, when MISCA pages are developed	Project Management and Technical Coordinator	Validated by concerned stakeholders	Risks: no risks

Monitoring	Indicators	Targets	Description of indicators and targets	Data source/ Collection Methods ⁷	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
Component 2 – Outcome 2.2 2.2 Project results disseminated to increase global cooperation	<u>Indicator 15</u> : Number of shared experiences with developing countries through several formats	Baseline: 0 Mid-term target: 2 End of project target: 4	South-South exchanges needed to build on accumulated experience in reporting	Exchanged conducted	Annually	Project Management and Technical Coordinator	UNDP country office oversight of annual reports	Risks: no risks

Mandatory GEF M&E Requirements and M&E Budget:

Monitoring and Evaluation Budget for project execution:		
GEF M&E requirements to be undertaken by Project Management Unit (PMU)	Indicative Costs (US\$)	Time frame
Inception Workshop and Inception Report	None	Within two months of First Disbursement Date of the Project
Standard UNDP monitoring and reporting requirements as outlined in the UNDP POPP	None	Quarterly, annually
M&E required to report on progress made in reaching GEF core indicators and project results included in the project results framework	None	Annually and at mid-point and closure.
Preparation of the annual GEF Project Implementation Report (PIR)	None	Annually typically between June-August
Monitoring of environmental and social risks, gender action plan and corresponding management plans as relevant	None	On-going
Stakeholder Engagement Plan	None ⁸	On-going
Addressing environmental and social grievances	None for time of project manager and UNDP CO	Costs associated with missions, workshops, BPPS expertise etc. can be charged to the project budget
Supervision missions	None ⁹	Annually
GEF Secretariat learning missions/site visits	None	To be determined.
Independent Terminal Evaluation (TE) included in UNDP evaluation plan, and management response	USD 40,000	At least three months before operational closure
TOTAL indicative COST	USD 40,000	

⁸ Stakeholder engagement will be ensured throughout the project as part of consultations and training.

⁹ The costs of UNDP Country Office and UNDP-GEF Unit's participation and time are charged to the GEF Agency Fee.

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

Section 1: General roles and responsibilities in the projects' governance mechanism

Implementing Partner: The Implementing Partner¹⁰ for this project is UNDP.

The Implementing Partner is the entity to which the UNDP Administrator has entrusted the implementation of UNDP assistance specified in this signed project document along with the assumption of full responsibility and accountability for the effective use of UNDP resources and the delivery of outputs, as set forth in this document.

The Implementing Partner is responsible for executing this project. Specific tasks include:

- Project planning, coordination, management, monitoring, evaluation and reporting. This includes providing all required information and data necessary for timely, comprehensive and evidence-based project reporting, including results and financial data, as necessary. The Implementing Partner will strive to ensure project-level M&E is undertaken by national institutes and is aligned with national systems so that the data used and generated by the project supports national systems.
- Overseeing the management of project risks as included in this project document and new risks that may emerge during project implementation.
- Procurement of goods and services, including human resources.
- Financial management, including overseeing financial expenditures against project budgets.
- Approving and signing the multiyear workplan.
- Approving and signing the combined delivery report at the end of the year; and,
- Signing the financial report or the funding authorization and certificate of expenditures.

Project stakeholders and target groups:

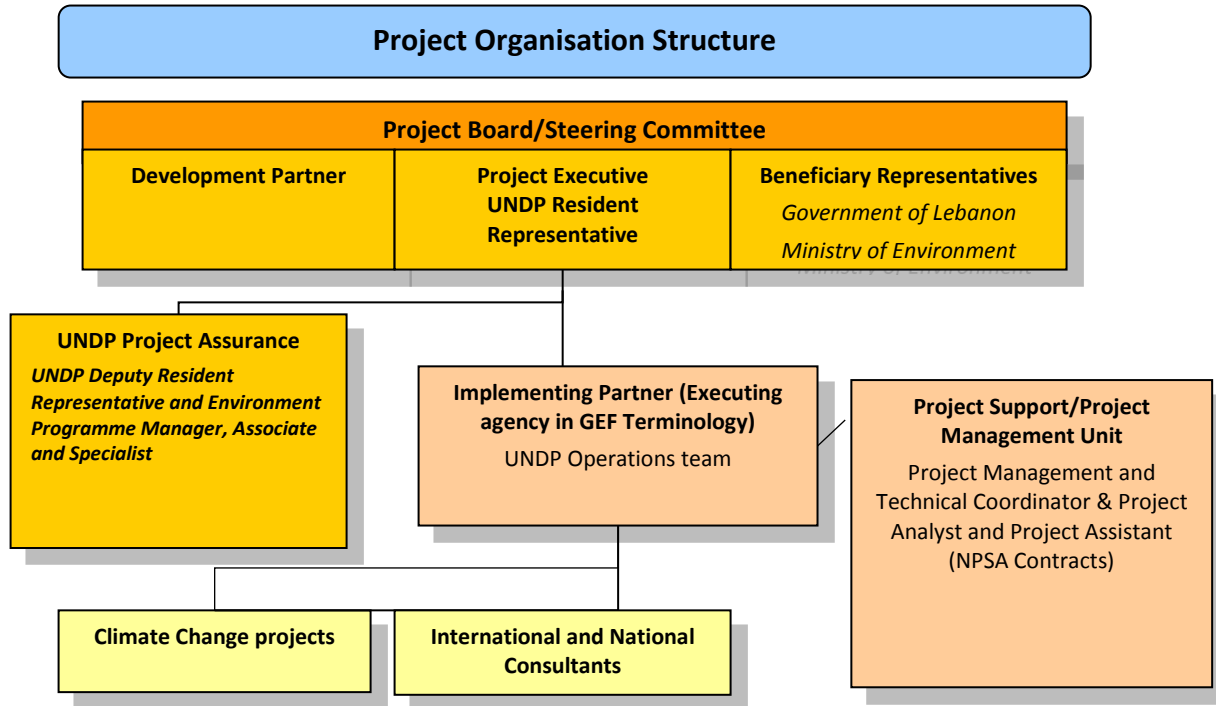
Engagement of target groups: All target groups will have a valuable role in ensuring the success of the CBIT project since many key ministries and institutions are the direct beneficiaries of the CBIT outputs. The Ministries of Energy and Water, Agriculture, Industry, Public Works and Transport and Finance will have a major role to play in providing the necessary information for enhancing the GHG inventory, QA/QC procedures, progress indicators and institutional arrangements. Other governmental and non-governmental institutions will be involved in enhancing the TACCC of climate information in Lebanon thus further mainstreaming best transparency practices.

UNDP: UNDP is accountable to the GEF for the implementation of this project. This includes overseeing project execution undertaken by the Implementing Partner to ensure that the project is being carried out in accordance with UNDP and GEF policies and procedures and the standards and provisions outlined in the Delegation of Authority (DOA) letter for this project. **The UNDP GEF Executive Coordinator, in consultation with UNDP Bureaus and the Implementing Partner, retains the right to revoke the project DOA, suspend or cancel this GEF project.** UNDP is responsible for the Project Assurance function in the project governance structure and presents to the Project Board and attends Project Board meetings as a non-voting member.

UNDP is the implementing partner for this project; therefore, a strict firewall will be maintained between the delivery of project oversight and quality assurance performed by UNDP and project execution undertaken by UNDP. The segregation of functions and firewall provisions within UNDP in this case is described in the next section.

Section 2: Project governance structure

¹⁰ Executing Agency in GEF Terminology

**First line of defense:**

- UNDP role as Implementing Partner cannot be UNDP staff providing project assurance or providing programmatic oversight support to the RR

Second line of defense:

- Regional Bureau oversees RR and Country Office Compliance at portfolio level.
- BPPS NCE RTA oversees technical quality assurance and GEF compliance. BPPS NCE PTA oversees RTA function.
- UNDP NCE Executive Coordinator and Regional Bureau Deputy Director can revoke DoA/cancel/suspend project or provide enhanced oversight.

The UNDP Resident Representative assumes full responsibility and accountability for oversight and quality assurance of this Project and ensures its timely implementation in compliance with the GEF-specific requirements and UNDP's Programme and Operations Policies and Procedures (POPP), its Financial Regulations and Rules and Internal Control Framework. A representative of the UNDP Country Office will assume the assurance role and will present assurance findings to the Project Board, and therefore attends Project Board meetings as a non-voting member.

Section 3: Segregation of duties and firewalls vis-à-vis UNDP representation on the project board:

As noted in the [Minimum Fiduciary Standards for GEF Partner Agencies](#), in cases where a GEF Partner Agency (i.e. UNDP) carries out both implementation oversight and execution of a project, the GEF Partner Agency (i.e. UNDP) must separate its project implementation oversight and execution duties, and describe in the relevant project document a: 1) Satisfactory institutional arrangement for the separation of implementation oversight and executing functions in different departments of the GEF Partner Agency; and 2) Clear lines of responsibility, reporting and accountability within the GEF Partner Agency between the project implementation oversight and execution functions.

UNDP's implementation oversight role in the project – as represented in the project board and via the project assurance function – is performed by the Resident Representative, Ms. Celine Moyroud who will be on the Project Board and the Deputy Resident Representative, Mr. Mohammed Salih, who will provide project assurance with the support of the Energy and Environment Programme team at the technical level. UNDP's execution role in the project is performed by UNDP Operations team and the Project Management Unit.

Section 4: Roles and Responsibilities of the Project Organization Structure:

a) Project Board: All UNDP projects must be governed by a multi-stakeholder board or committee established to review performance based on monitoring and evaluation, and implementation issues to ensure quality delivery of results. The Project Board (also called the Project Steering Committee) is the most senior, dedicated oversight body for a project.

The two main (mandatory) roles of the project board are as follows:

- 1) **High-level oversight of the execution of the project by the Implementing Partner** (as explained in the [“Provide Oversight”](#) section of the POPP). This is the primary function of the project board and includes annual (and as-needed) assessments of any major risks to the project, and decisions/agreements on any management actions or remedial measures to address them effectively. The Project Board reviews evidence of project performance based on monitoring, evaluation and reporting, including progress reports, evaluations, risk logs and the combined delivery report. The Project Board is responsible for taking corrective action as needed to ensure the project achieves the desired results.
- 2) **Approval of strategic project execution decisions of the Implementing Partner** with a view to assess and manage risks, monitor and ensure the overall achievement of projected results and impacts and ensure long term sustainability of project execution decisions of the Implementing Partner (as explained in the [“Manage Change”](#) section of the POPP).

Requirements to serve on the Project Board:

- ✓ Agree to the Terms of Reference of the Board and the rules on protocols, quorum and minuting.
- ✓ Meet annually; at least once.
- ✓ Disclose any conflict of interest in performing the functions of a Project Board member and take all measures to avoid any real or perceived conflicts of interest. This disclosure must be documented and kept on record by UNDP.
- ✓ Discharge the functions of the Project Board in accordance with UNDP policies and procedures.
- ✓ Ensure highest levels of transparency and ensure Project Board meeting minutes are recorded and shared with project stakeholders.

Responsibilities of the Project Board:

- ✓ Consensus decision making:
 - The project board provides overall guidance and direction to the project, ensuring it remains within any specified constraints, and providing overall oversight of the project implementation.
 - Review project performance based on monitoring, evaluation and reporting, including progress reports, risk logs and the combined delivery report;
 - The project board is responsible for making management decisions by consensus.
 - In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition.
 - In case consensus cannot be reached within the Board, the UNDP representative on the board will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.
- ✓ Oversee project execution:

- Agree on project manager's tolerances as required, within the parameters outlined in the project document, and provide direction and advice for exceptional situations when the project manager's tolerances are exceeded.
 - Appraise annual work plans prepared by the Implementing Partner for the Project; review combined delivery reports prior to certification by the implementing partner.
 - Address any high-level project issues as raised by the project manager and project assurance.
 - Advise on major and minor amendments to the project within the parameters set by UNDP and the donor and refer such proposed major and minor amendments to the UNDP BPPS Nature, Climate and Energy Executive Coordinator (and the GEF, as required by GEF policies).
 - Provide high-level direction and recommendations to the project management unit to ensure that the agreed deliverables are produced satisfactorily and according to plans.
 - Track and monitor co-financed activities and realisation of co-financing amounts of this project.
 - Approve the Inception Report, GEF annual project implementation reports, mid-term review and terminal evaluation reports.
 - Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.
- ✓ Risk Management:
- Provide guidance on evolving or materialized project risks and agree on possible mitigation and management actions to address specific risks.
 - Review and update the project risk register and associated management plans based on the information prepared by the Implementing Partner. This includes risks related that can be directly managed by this project, as well as contextual risks that may affect project delivery or continued UNDP compliance and reputation but are outside of the control of the project. For example, social and environmental risks associated with co-financed activities or activities taking place in the project's area of influence that have implications for the project.
 - Address project-level grievances.
- ✓ Coordination:
- Ensure coordination between various donor and government-funded projects and programmes.
 - Ensure coordination with various government agencies and their participation in project activities.

Composition of the Project Board: The composition of the Project Board must include individuals assigned to the following three roles:

1. **Project Executive:** Is an individual who represents ownership of the project and chairs the Project Board. The Executive usually is the senior national counterpart for nationally implemented projects (typically from the same entity as the Implementing Partner), and it must be UNDP for projects that are direct implementation (DIM). In exceptional cases, two individuals from different entities can co-share this role and/or co-chair the Project Board. If the project executive co-chairs the project board with representatives of another category, it typically does so with a development partner representative. **The Project Executive is: UNDP Senior management represented by the Resident Representative**
2. **Beneficiary Representative(s):** Individuals or groups representing the interests of those groups of stakeholders who will ultimately benefit from the project. Their primary function within the board is to ensure the realization of project results from the perspective of project beneficiaries. Often representatives from civil society, industry associations, or other government entities benefiting from the project can fulfil this role. There can be multiple beneficiary representatives in a Project Board. **The Beneficiary representative (s) is/are: The Ministry of Environment represented by the National Focal Point.**
3. **Development Partner(s):** Individuals or groups representing the interests of the parties concerned that provide funding and/or technical expertise to the project. The Development Partner(s) is/are: N/A

- b) Project Assurance:** Project assurance is the responsibility of each project board member; however, UNDP has a distinct assurance role for all UNDP projects in carrying out objective and independent project oversight and monitoring functions. UNDP performs quality assurance and supports the Project Board (and Project Management Unit) by carrying out objective and independent project oversight and monitoring functions, including compliance with the risk management and social and environmental standards of UNDP. The Project Board cannot delegate any of its quality assurance responsibilities to the Project Manager. Project assurance is totally independent of project execution.

A designated representative of UNDP playing the project assurance role is expected to attend all board meetings and support board processes as a non-voting representative. It should be noted that while in certain cases UNDP's project assurance role across the project may encompass activities happening at several levels (e.g., global, regional), at least one UNDP representative playing that function must, as part of their duties, specifically attend board meeting and provide board members with the required documentation required to perform their duties. The UNDP representative playing the main project assurance function are *the Deputy Resident Representative, Environment Programme Manager and Associate*.

- c) Project Management Unit (PMU) – Execution of the Project:** will be responsible for the overall coordination of the Project including operational planning, supervision, administrative and financial management and the adaptive management of the Project based on inputs from the Project M&E plan. The PMU will be responsible for overseeing the day-to-day implementation of project activities sub-contracted to specialists and other institutions.

The PMU will have responsibility for, among others: (i) managing and executing the project, (ii) contracting consultants and trainers (iii) assisting in institutional arrangements by designating the relevant focal points in the different institutions and informing the ToRs for MRVCE and MRV network of partners, (iv) aligning project activities with national priorities and international agreements through providing input from previous assessments to the recruited consultants (i.e. information on the quality of data for GHG inventory reporting, current QA/QC procedures, challenges in performing an uncertainty analysis and moving to higher tiers) (v) reviewing and validating deliverables, as well as replicating deliverables such as trainings to a wider audience, (vi) coordinating the management of financial resources and procurement, (vii) reporting on the application of resources and results achieved, (viii) preparing management reports to the GEF and UNDP, (ix) promoting inter-institutional linkages, and (x) monitoring and evaluation, and disseminating project results. An assistant will be assigned to assist in the coordination of the PMU.

A designated representative of the PMU is expected to attend all board meetings and support board processes as a non-voting representative. The primary PMU representative attending board meetings is the Project Manager (to be hired).

Project management: The Project Management Unit will be based at the Ministry of Environment to ensure proper coordination with the UNFCCC focal point and build synergies with the other climate change projects, namely the climate promise and 4NC/BUR3 projects. The Ministry of Environment will provide office space and ICT services to the project team as part of its in-kind contribution. The Project is fully embedded within the governance systems of Lebanon and, as such, directly supports its structures, functions and strategic commitments. In this context, the CBIT project will implement its activities using the existing institutional, legal and administrative structures in Lebanon. Project activities related to cooperation, training and information sharing will aim to use already established, legitimate participatory bodies, as well as existing training and cooperation platforms.

Project Management and Technical Coordinator: (also called project coordinator) is the senior most representative of the Project Management Unit (PMU) and is responsible for the overall day-to-day management of the project on behalf of the Implementing Partner, including the mobilization of all project inputs, supervision over project staff, responsible parties, consultants and sub-contractors. The Project Management and Technical Coordinator typically presents key deliverables and documents to the board for their review and approval, including progress reports, annual work plans, adjustments to tolerance levels and risk registers.

A designated representative of the PMU is expected to attend all board meetings and support board processes as a non-voting representative.

The primary PMU representative attending board meetings is Project Management and Technical Coordinator.

The administrative and technical assistance to the Project Management and Technical Coordinator will be provided by a Project Analyst and a Project Assistant, which will be based at the Ministry, together with the Project Management and Technical Coordinator. The terms of reference for the Project Management and Technical Coordinator, Project Analyst and project Assistant are contained in Annex C.

International and local consultants will be consulted and recruited to assist the Ministry of Environment and the PMU in the preparation of outputs to ensure the enhancement of Lebanon's climate reporting quality and the building of institutional capacities. International expertise (companies and individuals) will be needed to guide the drafting of the baseline assessment report, crafting the institutional arrangements, training experts on the 2006 IPCC guidelines and GHG quantification of projects, and to provide assistance in developing parameters such as EFs, AD and progress indicators. Almost all the foreseen consultancies will have national back-stoppers to assist in consultations and validation with national stakeholders and provide needed input for customization of deliverables. Finally, national consultancies will conduct the needed research for improved EFs and AD.

The work under this project will be coordinated through the National Council for the Environment (NCE) and the NDC committee, as the members have been officially nominated by their respective institutions to follow-up on climate change activities. The PMU will ensure the swift coordination of project outputs with the NCE and NDC committee to mainstream climate change in sectoral policies, strengthen the existing institutional arrangements and support the long-term targets aimed at addressing the impacts of climate change.

The UNDP Country Office will also provide, the following corporate management services for the activities of the project which include the following:

- a) Corporate executive management and resource mobilization
- b) Corporate accounting, financial management, internal audit, legal support and human resources management
- c) Policy guidance and Bureau/Country Office management
- d) Quality assurance and quality control
- e) Policy advisory support
- f) Thematic and technical backstopping
- g) Resource management and reporting

All these activities will be covered financially by IA fee (GMS), provided for the project separately and on the top of the project's budget.

IX. FINANCIAL PLANNING AND MANAGEMENT

The total cost of the project is **USD 2,171,987**. This is financed through a GEF grant of **USD 990,000** and **USD 1,181,987** in parallel co-financing. UNDP, as the GEF Implementing Agency, is responsible for the execution of the GEF resources and the cash co-financing transferred to UNDP bank account only.

Co-financing: The actual realization of project co-financing amounts will be monitored by the UNDP Country Office and the PMU on an annual basis in the GEF PIR and will be reported to the GEF during the *mid-term review (not applicable for MSPs and in the case of this project)* and terminal evaluation process as follows:

Co-financing source	Co-financing type	Co-financing amount
<i>Ministry of Environment</i>	<i>In kind</i>	<i>135,000</i>
<i>UNDP – Climate promise</i>	<i>Grant</i>	<i>688,000</i>
<i>UNDP – CEDRO5</i>	<i>Grant</i>	<i>358,987</i>

Budget Revision and Tolerance: As per UNDP POPP, the project board may agree with the Project Management and Technical Coordinator on a tolerance level for each detailed plan under the overall multi-year workplan. The agreed tolerance should be written in the project document or approved project board meeting minutes. It should normally not exceed 10 percent of the agreed annual budget at the activity level, but within the overall approved multi-year workplan at the activity level. Within the agreed tolerances, the Project Management and Technical Coordinator can operate without intervention from the project board. Restrictions apply as follows:

Should the following deviations occur, the Project Management and Technical Coordinator /IP through UNDP Country Office will seek the approval of the BPPS/NCE-VF team to ensure accurate reporting to the GEF. It is **strongly encouraged** to maintain the expenditures within the approved budget at the budgetary account and at the component level:

- a) Budget reallocations must prove that the suggested changes in the budget will not lead to material changes in the results to be achieved by the project. A strong justification is required and will be approved on an exceptional basis. Budget re-allocations among the components (including PMC) of the approved Total Budget and Work Plans (TBWP) that represent a value greater than 10% of the total GEF grant.
- b) Introduction of new outputs/activities (i.e. budget items) that were not part of the agreed project document and TBWP that represent a value greater than 5% of the total GEF grant. The new budget items must be eligible as per the [GEF and UNDP policies](#).
- c) Project management cost (PMC): budget under PMC component is capped and cannot be increased.

Any over expenditure incurred beyond the available GEF grant amount must be absorbed by non-GEF resources (e.g. UNDP TRAC or cash co-financing).

Project extensions: The UNDP Resident Representative and the UNDP-GEF Executive Coordinator must approve all project extension requests. Note that all extensions incur costs and the GEF project budget cannot be increased. A single extension may be granted on an exceptional basis and subject to the conditions and maximum durations set out in the UNDP POPP; the project management costs during the extension period must remain within the originally approved amount, and any increase in PMC costs will be covered by non-GEF resources; the additional UNDP oversight costs during the extension period must be covered by non-GEF resources, in accordance with UNDP's guidance set out in UNDP POPP.

Audit: The project will be audited as per UNDP Financial Regulations and Rules and applicable audit policies. Audit cycle and process must be discussed during the Inception workshop. If the Implementing Partner is an UN Agency, the project will be audited according to that Agencies applicable audit policies.

Project Closure: Project closure will be conducted as per UNDP requirements outlined in the UNDP POPP. All costs incurred to close the project must be included in the project closure budget and reported as final project commitments presented to the Project Board during the final project review. The only costs a project may incur following the final project review are those included in the project closure budget.

Operational completion: The project will be operationally completed when the last UNDP-financed inputs have been provided and the related activities have been completed. This includes the final clearance of the Terminal Evaluation Report (that will be available in English) and the corresponding management response, and the end-of-project review Project Board meeting. **Operational closure must happen at the end date calculated by the approved duration after the Project Document signature or at the revised operational closure date as approved in the project extension. Any expected activity after the operational date requires project extension approval.** The Implementing Partner through a Project Board decision will notify the UNDP Country Office when operational closure has been completed. At this time, the project should have completed the transfer or disposal of any equipment that is still the property of UNDP.

Transfer or disposal of assets: In consultation with the Implementing Partner and other parties of the project, UNDP is responsible for deciding on the transfer or other disposal of assets. Transfer or disposal of assets is recommended to be reviewed and endorsed by the project board following UNDP rules and regulations. Assets may be transferred to the government for project activities managed by a national institution at any time during the life of a project (it is strongly encouraged to be done before the operational closure date). In all cases of transfer, a transfer document must be prepared and kept on file¹¹. The transfer should be done before Project Management Unit complete their assignments.

Financial completion (closure): The project will be financially closed when the following conditions have been met: a) the project is operationally completed or has been cancelled; b) the Implementing Partner has reported all financial transactions to UNDP; c) UNDP has closed the accounts for the project; d) UNDP and the Implementing Partner have certified a final Combined Delivery Report (which serves as final budget revision).

The project will be financially completed **within 6 months of operational closure or after the date of cancellation**. If Operational Closure is delayed for any justified and approved reason, the Country Office should do all efforts to Financially Close the project within 9 months after TE is completed. Between operational and financial closure, the implementing partner will identify and settle all financial obligations and prepare a final expenditure report. The UNDP Country Office will send the final signed closure documents including confirmation of final cumulative expenditure and unspent balance to the BPPS/NCE-VF Unit for confirmation before the project will be financially closed in Atlas by the UNDP Country Office.

Refund to GEF: Should a refund of unspent funds to the GEF be necessary, this will be managed directly by the BPPS/NCE-VF Directorate in New York. No action is required by the UNDP Country Office on the actual refund from UNDP project to the GEF Trustee.

¹¹ See

https://popp.undp.org/layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PPM_Project%20Management_Closing.docx&action=default.

X. TOTAL BUDGET AND WORK PLAN

Total Budget and Work Plan			
Atlas Award ID:	00106572	Atlas Output Project ID:	00107248
Atlas Proposal or Award Title:	Capacity Building Initiative for Transparency		
Atlas Business Unit	LBN10		
Atlas Primary Output Project Title	Lebanon transparency framework		
UNDP-GEF PIMS No.	6166		
Implementing Partner	UNDP (Direct Implementation Modality)		

GEF Outcome/Atlas Activity	Atlas Implementing Agent	Fund ID	Donor Name	Atlas Account Code	ATLAS Budget Description	Amount Year 1 (USD) 2022	Amount Year 2 (USD) 2023	Amount Year 3 (USD) 2024	Amount Year 4 (USD) 2025	Total (USD)	See Budget Note:
Component 1: Strengthening national institutions to implement the enhanced transparency framework	UNDP	62181	GEF	71300	Local Consultants		11,500	11,500		23,000	1
				72100	Contractual Services - Companies		118,000	145,500	22,500	286,000	2
				71400	Contractual Services - Individual		55,500	72,000	19,000	146,500	3
				74200	Audiovisual and printing production costs		2,200	2,200		4,400	4
				75700	Trainings, Workshops and Conferences		8,300	5,300		13,600	5
				TOTAL Component 1				0	195,500	236,500	41,500
Component 2: Provision of parameters to improve the TACCC of national information	UNDP	62181	GEF	72100	Contractual Services - Companies		30,000	80,000		110,000	6
				71400	Contractual Services - Individual		55,500	72,000	19,000	146,500	7
				72800	IT Equipment		57,500	57,500		115,000	8
				75700	Trainings, Workshops and Conferences		3,000	3,000		6,000	9
				71600	Travel		4,500	4,500		9,000	10
				TOTAL Component 2				0	150,500	217,000	19,000
Component 3: Monitoring and Evaluation	UNDP	62181	GEF	71200	International Consultants		0	40,000		40,000	11
				Total M&E			0	0	40,000	0	40,000
Project Management	UNDP	62181	GEF	71400	Contractual Services - Individual		24,000	36,000	12,000	72,000	12
				72400	Communication and audio-visual equipment		1,000	1,000		2,000	13

GEF Outcome/Atlas Activity	Atlas Implementing Agent	Fund ID	Donor Name	Atlas Account Code	ATLAS Budget Description	Amount Year 1 (USD) 2022	Amount Year 2 (USD) 2023	Amount Year 3 (USD) 2024	Amount Year 4 (USD) 2025	Total (USD)	See Budget Note:
				72800	IT Equipment	3,500	3,500			7,000	14
				72500	Supplies	2,000	1,000	1,000		4,000	15
				74100	Professional Services		0	5,000		5,000	16
				TOTAL Project Management		5,500	29,500	43,000	12,000	90,000	
TOTAL						5,500	375,500	536,500	72,500	990,000	

Summary table	Amount Year 1 (USD)	Amount Year 2 (USD)	Amount Year 3(USD)	Amount Year 4 (USD)	Total (USD)
GEF	5,500	375,500	536,500	72,500	990,000
UNDP-Climate promise	172,000	344,000	172,000		688,000
CEDRO5		119,662	239,325		358,987
Government (in-kind)		33,750	67,500	33,750	135,000
TOTAL	177,500	872,912	1,015,325	106,250	2,171,987

Number	Budget Note
<u>1</u>	Translator (man-day at 250 USD approximately, considering a fee of 20 USD/page translated) to translate needed deliverables into policy-making documents from English to Arabic, to encourage adoption at a higher level. National consultants (2) to develop national emission factors for energy and improve AD for AFOLU (500 USD * 20 days each consultant)
<u>2</u>	MRV Company with a team leader (1,500 USD /manday for 82 days), MRV expert (1,000 USD /day for70 days) and GHG inventory expert (1,000 USD /day for 60 days) to work on the baseline assessment for the inventory as well as mitigation and adaptation policies and measures and climate finance, and the associated indicator development. Moreover, the same team will be responsible for designing the MRVCE, identify the network of partners, draft ToRs and design information flows. Travel to Lebanon is envisaged at several intervals in order to effectively carry out the activities: team leader (2 trips, 2,560 USD including tickets, DSA and terminal expenses), GHG inventory expert (3 trips, 4,850 USD including tickets, DSA and terminal expenses) and MRV expert (3 trips, 4,850 USD including tickets, DSA and terminal expenses).

Number	Budget Note
	<p>Trainer/s as part of the company are envisaged to conduct the capacity-building sessions on IPCC guidelines and indicators (750 USD /day for 20 days). The trainer/s are envisaged to come to Lebanon for some of the trainings (4 trips, 5,740 USD including tickets, DSA and terminal expenses).</p> <p>The company can be the same as the company applying for IT development BN6.</p>
3	<p>Project Management and Technical Coordinator (full-time for 24 months at 3,300 USD /month, equivalent to 48% of full salary and associated costs (6,875 USD)) to review all deliverables (transparency strategy, MRVCE design and ToRs and baseline assessments), as well as associated training materials. The Project Management and Technical Coordinator also provides strategic advice on the project's outputs' uptake in institutions. Project Analyst (full-time for 24 months at 2,200 USD /month, equivalent to cca. 48% of full salary and associated costs (4,584 USD)) to assist the PM in all technical inputs, and coordinate with consultants on stakeholder consultations and manage inputs/outputs. Project Assistant (full-time for 24 months at cca. 604 USD /month, equivalent to cca. 16.11% of full salary and associated costs (3,750 USD) responsible for reviewing deliverables, drafting inception and progress reports as per the workplan.</p>
4	<p>Printing and publication of materials (reports, papers, infographics). All project outputs will be released for dissemination. Publication and printing costs (newsletters or brochures, or fact sheets, or video clip, etc.).</p>
5	<p>Costs for consultation workshops and result dissemination workshop and/or training workshops. The training component pertains to IPCC guidelines workshops, as well as consultations for the MRVCE.</p>
6	<p>IT Company with a team leader (1,500 USD /manday for 33 days), IT expert (1,200 USD/day for 30 days) and GHG inventory expert (1,000 USD /day for 11 days) to work on expanding the MISCA platform to include new reporting pages and national registry applying the needed permissions per institution and allowing for changes in the future through flexible coding and preparing BOQ for procurement of needed IT equipment's and supervision of IT installation and launch of online platform.</p> <p>Travel to Lebanon is envisaged at several intervals in order to effectively carry out the activities: team leader (1 trip, 1,050 USD including tickets, DSA and terminal expenses), IT expert (2 trips, 1,850 USD including tickets, DSA and terminal expenses) and GHG inventory expert (1 trip, 1,050 USD including tickets, DSA and terminal expenses).</p> <p>Training materials such as manuals and videos are to be designed (2 manuals *1,000 USD each and 10 videos for 8,000 USD)</p> <p>The company can be the same as the company applying for MRV company BN1.</p>
7	<p>Project Management and Technical Coordinator (full-time for 24 months at 3,300 USD /month, equivalent to 48% of full salary and associated costs (6,875 USD)) to review all deliverables (production of AE and EF, indicators, QA/QC and uncertainty analysis), as well as associated training materials. The Project Management and Technical Coordinator also provides strategic advice on the project's outputs' uptake in institutions. Project Analyst (full-time for 24 months at 2,200 USD/month, equivalent to cca. 48% of full salary and associated costs (4,584USD)) to assist the PM in all technical inputs, and coordinate with consultants on stakeholder consultations and manage inputs/outputs. Project Assistant (full-time for 24 months at cca. 604 USD /month, equivalent to cca. 16.11% of full salary and associated costs (3,750 USD)) responsible reviewing deliverables, drafting inception and progress reports as per the workplan.</p>

Number	Budget Note
<u>8</u>	IT equipment pertaining to the sustainable establishment of the MISCA platform, its maintenance and purchase of any needed hardware/software and licenses, including security related items, given the confidentiality of the government information.
<u>9</u>	Costs for consultation workshops and result dissemination workshop and/or training workshops. The training component pertains to developing indicators for mitigation, adaptation, and climate finance, as well as the South-South exchanges organized under the CBIT project.
<u>10</u>	Project Management and Technical Coordinator and project analyst travel to workshops/consultations relating to CBIT outputs (transparency), including COP and SBs, and workshops part of the South-South exchange CBIT component.
<u>11</u>	International consultant to undertake the terminal evaluation of the project. Terminal Evaluator estimated at 40 day, at workday rate=1,000.00 USD.
<u>12</u>	Project Management and Technical Coordinator (full-time for 24 months at 275 USD/month, equivalent to 4% of full salary and associated costs (6,875 USD)) to manage project deliverables as well as the project team and liaise with other relevant projects. Project Analyst (full-time for 24 months at 184 USD /month, equivalent to 4% of full salary and associated costs (4,584 USD)) to assist the PM in all coordination. Project Assistant (full-time for 24 months at cca. 2,542 USD/month, equivalent to cca. 67.78% of full salary and associated costs (3,750 USD)) responsible for meeting organization, procurement, finance and other administrative tasks.
<u>13</u>	Cost for UNDP e-mail subscription fees including Office 360 (228 USD per staff per year), Zoom license (23.5 USD per staff per year), DocuSign (1.5 USD per envelope).
<u>14</u>	IT equipment needed such as laptops and other electronic equipment.
<u>15</u>	Office supplies such as cartridges, printing papers, courier, necessary to support project activities.
<u>16</u>	Audit costs estimated at 5,000 USD.

XI. LEGAL CONTEXT

62. This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Lebanon and UNDP, signed on 10 February 1986. All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

63. This project will be implemented by the United Nations Development Programme (“Implementing Partner”) in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

64. The designations employed and the presentation of material on this map do not imply the expression of any opinion whatsoever on the part of the Secretariat of the United Nations or UNDP concerning the legal status of any country, territory, city or area or its authorities, or concerning the delimitation of its frontiers or boundaries.

XII. RISK MANAGEMENT

1. UNDP as the Implementing Partner will comply with the policies, procedures and practices of the United Nations Security Management System (UNSMS.)
2. UNDP as the Implementing Partner will undertake all reasonable efforts to ensure that none of the [project funds]¹² [UNDP funds received pursuant to the Project Document]¹³ are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.
3. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
4. UNDP as the Implementing Partner will: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
5. In the implementation of the activities under this Project Document, UNDP as the Implementing Partner will handle any sexual exploitation and abuse (“SEA”) and sexual harassment (“SH”) allegations in accordance with its regulations, rules, policies and procedures.
6. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
7. UNDP as the Implementing Partner will ensure that the following obligations are binding on each responsible party, subcontractor and sub-recipient:
 - a. Consistent with the Article III of the SBAA [*or the Supplemental Provisions to the Project Document*], the responsibility for the safety and security of each responsible party, subcontractor and sub-recipient and its personnel and property, and of UNDP’s property in such responsible party’s, subcontractor’s and sub-recipient’s custody, rests with such responsible party, subcontractor and sub-recipient. To this end, each responsible party, subcontractor and sub-recipient shall:
 - i. put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
 - ii. assume all risks and liabilities related to such responsible party’s, subcontractor’s and sub-recipient’s security, and the full implementation of the security plan.
 - b. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as

¹² To be used where UNDP is the Implementing Partner

¹³ To be used where the UN, a UN fund/programme or a specialized agency is the Implementing Partner

required hereunder shall be deemed a breach of the responsible party's, subcontractor's and sub-recipient's obligations under this Project Document.

- c. In the performance of the activities under this Project, UNDP as the Implementing Partner shall ensure, with respect to the activities of any of its responsible parties, sub-recipients and other entities engaged under the Project, either as contractors or subcontractors, their personnel and any individuals performing services for them, that those entities have in place adequate and proper procedures, processes and policies to prevent and/or address SEA and SH.
- d. Each responsible party, subcontractor and sub-recipient will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, subcontractors and sub-recipients in implementing the project or programme or using the UNDP funds. It will ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.
- e. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to each responsible party, subcontractor and sub-recipient: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. Each responsible party, subcontractor and sub-recipient agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.
- f. In the event that an investigation is required, UNDP will conduct investigations relating to any aspect of UNDP programmes and projects. Each responsible party, subcontractor and sub-recipient will provide its full cooperation, including making available personnel, relevant documentation, and granting access to its (and its consultants', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with it to find a solution.
- g. Each responsible party, subcontractor and sub-recipient will promptly inform UNDP as the Implementing Partner in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where it becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, each responsible party, subcontractor and sub-recipient will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). It will provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

- h. UNDP will be entitled to a refund from the responsible party, subcontractor or sub-recipient of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of this Project Document. Such amount may be deducted by UNDP from any payment due to the responsible party, subcontractor or sub-recipient under this or any other agreement. Recovery of such amount by UNDP shall not diminish or curtail any responsible party's, subcontractor's or sub-recipient's obligations under this Project Document.

Where such funds have not been refunded to UNDP, the responsible party, subcontractor or sub-recipient agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to such responsible party, subcontractor or sub-recipient for the recovery of any funds determined

by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

Note: The term “Project Document” as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors and sub-recipients.

- i. Each contract issued by the responsible party, subcontractor or sub-recipient in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from it shall cooperate with any and all investigations and post-payment audits.
- j. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project or programme, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.
- k. Each responsible party, subcontractor and sub-recipient shall ensure that all of its obligations set forth under this section entitled “Risk Management” are passed on to its subcontractors and sub-recipients and that all the clauses under this section entitled “Risk Management Standard Clauses” are adequately reflected, *mutatis mutandis*, in all its sub-contracts or sub-agreements entered into further to this Project Document.

XIII. MANDATORY ANNEXES

- A. GEF budget template
- B. Project Map and geospatial coordinates of the project area
- C. Multiyear Workplan
- D. Social and Environmental Screening Procedure (SESP)
- E. UNDP Risk Log
- F. Overview of technical consultancies/subcontracts
- G. Terms of Reference for Project Board, Project Management and Technical Coordinator, and other positions as appropriate
- H. Theory of Change
- I. Results of the capacity assessment of the project implementing partner and HACT micro assessment
- J. UNDP Project Quality Assurance Report
- K. Co-financing Letters
- L. Gender Action Plan
- M. GEF tracking tool at baseline
- N. Stakeholder Engagement Plan
- O. Procurement plan
- P. GEF Core indicators
- Q. GEF Taxonomy
- R. Knowledge management strategy

Annex A: GEF budget template

The GEF Budget is attached as a separate attachment to the project document.

Annex B: Project Map and geospatial coordinates of the project area

This is a national CBIT project with no project sites.



Map 4282 United Nations
January 2010

Department of Field Support
Cartographic Section

Annex C: Multi Year Work Plan

Task	2022	Year 2023				Year 2024				2025
	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
Establishment of the PMU	X									
Inception Workshop	X									
1.1.1.a. Analysis of quality of information in GHG inventory		X								
1.1.1.b. Assessment of NDC policies' status, and category prioritization for developing progress indicators		X								
1.1.1.c. Overview of climate finance tracking		X								
1.1.1.d. Synopsis of existing institutional arrangements and recommendations		X								
1.1.2.a. Establishment of the MRVCE		X	X	X						
1.1.2.b. Identification of MRV network of partners					X	X	X			
1.1.2.c. Drafting of institutional terms of reference for the MRVCE and for the MRV network of partners			X	X	X	X				
1.1.2.d. Recommendations for institutionalizing the flow of climate information						X	X			
1.2.1.a. Delivery of a series of trainings on the 2006 IPCC guidelines for energy, industry and wastewater, with a potential scaling up of the waste and AFOLU sectors' training which are to be conducted as part of 4NC/BUR3					X	X	X	X	X	
1.2.1.b. Provision of enhanced 2006 IPCC guidelines training							X	X	X	
1.2.2.a. Delivery of a series of trainings on trackable policy-making, and indicator identification, prioritization and development								X	X	
1.2.2.b. Provision of a series of trainings on the quantification of GHG emissions from strategies and projects							X	X	X	
1.2.2.c. Provision of a series of trainings to quantify resilience progress and share best practices from other countries							X	X	X	
1.2.3.a. Development of a transparency strategy		X	X							
1.2.3.b. Ownership of strategy by stakeholders				X						

Task	2022	Year 2023				Year 2024				2025
	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
2.1.1.a. Development of emission factors and activity data for the energy (transport), waste and industrial sectors		X	X	X	X	X				
2.1.2.a. Development of QA/QC procedures		X	X	X	X	X				
2.1.2.b. Development of a step-wise approach to undergo an uncertainty analysis for the GHG inventory					X	X	X			
2.1.2.c. Development of QA/QC practices for tracking progress of the NDC and support received				X	X	X	X			
2.1.3.a. Establishment and/or enhancement, and prioritization of progress indicators for mitigation and adaptation actions				X	X	X	X			
2.1.3.b. Assessment and prioritization of indicators for tracking finance, technology transfer and capacity-building					X	X	X			
2.1.4.a. Expansion of MISCA to include pages for at least two more mitigation sectors, 2 pages for adaptation sectors, a support page and a repository of information							X	X	X	
2.2.1.a. Sharing best practices elaborated through CBIT with other developing countries on different platforms		X	X	X	X	X	X	X	X	
Terminal Evaluation									X	X

Annex D: Social and Environmental Screening Procedure (SESP) - Justification for the SESP exemption - CBIT Lebanon

Capacity Building Initiative for Transparency (CBIT) is an initiative that supports developing countries to build institutional and technical capacity to meet the new requirements of the enhanced transparency framework defined in Article 13 of the Paris Agreement.

The CBIT has three broad aims:

- Strengthen national institutions for transparency-related activities in line with national priorities;
- Provide relevant tools, training, and assistance for meeting the provisions stipulated in Article 13 of the Agreement;
- Assist in the improvement of transparency over time.

The main focus of this CBIT project is to assist the Government of Lebanon in providing support for building institutional and technical capacities to meet these enhanced transparency requirements as defined in Article 13 of the Paris Agreement. It will use a capacity strengthening approach to shift from ad hoc reporting to a continuous process of monitoring, reporting, and verification (MRV) that will capture transparency activities and allow the country to track its progress against its commitments under its National Determined Contribution (NDC). The project has indeed two components:

Strengthening national institutions to implement the enhanced transparency framework; Provision of parameters to improve the Transparency, Accuracy, Consistency Completeness, and Comparability (TACCC) of national information.

Also, the project has 4 outcomes in line with Article 13 of the Paris Agreement:

- 1.1** Established national transparency framework in line with national priorities;
- 1.2** Enabled national institutions to implement transparency-related activities;
- 2.1** Improved capacities to monitor and track GHG inventory and mitigation and adaptation activities;
- 2.2** Project results disseminated to increase global cooperation.

All project activities fall under SESP exemption criteria as broadly shown here:

- Preparation and dissemination of reports, documents, and communication material (National Communication, Biennial Update Reports and National Determined Contributions: all project components);
- Organization of an event, workshop, training (creating capacities for climate reporting: all project components);
- Strengthening capacities of partners to participate in international negotiations and conferences (supporting and enforcing a technical baseline for UNFCCC negotiations: all project components);
- Partnership coordination (including UN coordination) and management of networks (specially a coordination with other GEF projects and activities in the country on climate mitigation and adaptation: all project components);
- Development Effectiveness projects and Institutional Effectiveness projects (supporting institutional arrangements for tracking and coordinating with other initiatives on climate mitigation and GHG inventories: all project components).

The combined implementation of those outcomes will allow Lebanon to be able to better strengthen its climate transparency systems through the four project outcomes to prepare its climate reporting and tracking documents to be submitted through Biennial Transparency Reports and National Communications (both EAs) to the UNFCCC facilitating the monitoring of the Lebanon's NDC implementation, and it is in line with the exemption criteria presented above.

Based on the exemption criteria, this project is considered exempted from the SESP screening.

Annex E: UNDP Risk Log

#	Description	Date identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last update	Status
1	Transparency failing to become a national priority		Political	CBIT will not be given proper importance, nor will its findings and recommendations given due attention and followed-up on. P = 2 I = 4	Political buy-in will be guaranteed from the beginning of the project by building on the ratification of the Paris Agreement by Parliament (March 2019) the Council of Ministers (September 2019) and the issuance of operational decrees among which the transparency framework.	UNDP Project Team	Project Management and Technical Coordinator		
2	MRVCE lacks political support		Political	National political instability and the current economic crisis shifts the government priority towards more urgent matters that have its repercussion on the implementation of the project. P = 3 I = 3	Since the project is related to article 13 of the Paris Agreement, currently a national law in Lebanon, the legal grounds, and therefore, the obligation to abide by, will be used to implement the project.	UNDP Project Team	Project Management and Technical Coordinator		
3	Frequent change of government		Political	Political turmoil and instabilities have resulted in frequent changes in cabinet, which could slow down or jeopardize project deliverables. P = 4 I = 2	Despite the frequent cabinet changes at irregular times, institutional memory will allow Lebanese institutions to sustain their operations.	UNDP Project Team	Project Management and Technical Coordinator		
4	Failure to retain capacities		Institutional	The CBIT project outputs are influential on the long-term, which	Capacity building activities will be directed towards a group of relevant	UNDP	Project Management and		

#	Description	Date identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last update	Status
				requires capacity retention from stakeholders. There is a risk to lose the knowledge accumulated throughout the project duration. P = 2 I = 3	employees within each ministry, ensuring that a wider range of employees will receive the training and, thus that the capacity can be retained. In addition, the development of the knowledge platform will ensure that the technical knowledge provided by the project will be preserved in institutions.	Project Team	Technical Coordinator		
5	Lack of abilities to gather, analyze and communicate data		Institutional	Data availability is a major barrier to implementing the CBIT project, and the capabilities for data creation are also lacking. P = 4 I = 3	Adequate tools and methodologies will be developed by the project and made available on the knowledge platform for the MRV network's use. Moreover, trainings to use the platform and increase transparency awareness will play a considerable role in enhancing those abilities.	UNDP Project Team	Project Management and Technical Coordinator		
6	Deficiency in incentives and institutional buy-in		Institutional		The project will guarantee engagement through granting the sense of ownership to the respective assigned focal points. Moreover, the project will highlight how the transparency initiative complements other aspects of their work, for example by linking transparency reporting to SDG reporting.	UNDP Project Team	Project Management and Technical Coordinator		
7	Climate change impacts affect project implementation		Operational	Lebanon is at risk of climate change impacts, based on the Vulnerability	These climate impacts will not affect the CBIT project outputs in the short-term nor	UNDP	Project Management and		

#	Description	Date identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last update	Status
	and project results			and Adaptation assessments performed as part of National Communications. The modelling (Regional Initiative for the Assessment of the Impact of Climate Change on Water Resources in the Arab Region (RICCAR)), led by the United Nations Economic and Social commission for Western Asia (ESCWA), the results of an ensemble of projections for Lebanon show an increase of 1.2°C and 1.7°C (RCP4.5 and RCP8.5, respectively) by mid-century (2046-2065) and up to 3.2°C by 2100 compared to the baseline period of 1986-2005 A decrease in precipitation of 4 to 11% is projected (RCP4.5 and RCP8.5, respectively), with drier conditions by the end of the century (up to 5.8 mm decrease in average monthly precipitation). RICCAR results show increasing trends of warming, reaching up to 43 additional days	long-term. The project is of an institutional nature for capacity-building.	Project Team	Technical Coordinator		

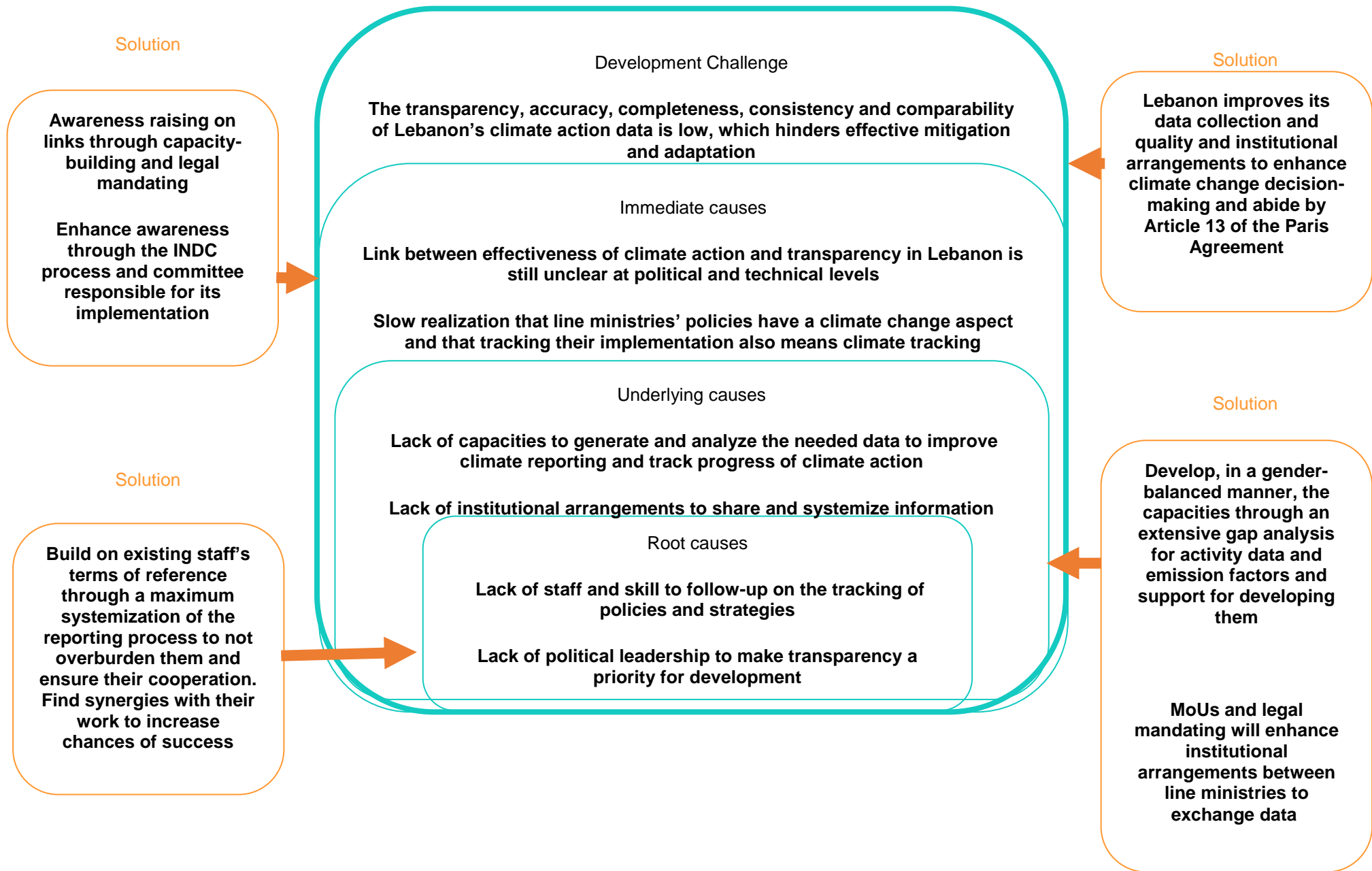
#	Description	Date identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last update	Status
				with maximum daily temperature higher than 35°C. P = 4 I = 1					
8	COVID-19 pandemic may result in delays in government institutions' response and engagement in the project		Operational	Prioritization of climate transparency elements compared to tackling and feeling the effects of the COVID-19 pandemic will be difficult, and therefore there is a risk of delay in project deliverables, or lack of engagement. P= 2 I= 4	Virtual platforms to engage stakeholders have now been mainstreamed, and its results have proved effective. The CBIT project activities will employ this method for consultations and trainings when physical presence is not possible.	UNDP Project Team	Project Management and Technical Coordinator		

Annex F: Theory of Change

Climate action is more effective when it is informed. And through the measurement, reporting and verification of mitigation, adaptation and support, climate action can be more targeted and fitting to the national circumstances and needs. Moreover, improving transparency of climate action and support through the CBIT project is a transformational change because it enhances institutional capacities, improves decision-making processes and increases the chances at sustainable development. Through the iterative process of improving transparency parameters and arrangements in Lebanon, climate action will be better informed in order to be adjusted and ramped up.

Project Theory of Change

<p>Development Challenge: The transparency, accuracy, completeness, consistency and comparability of Lebanon’s climate action data is low, which hinders effective mitigation and adaptation.</p>	<p>Solution: Lebanon improves its data collection and quality and institutional arrangements to enhance climate change decision-making and abide by Article 13 of the Paris Agreement.</p>
<p>Immediate causes: Link between effectiveness of climate action and transparency in Lebanon is still unclear at political and technical levels.</p> <p>Slow realization that line ministries’ policies have a climate change aspect and that tracking their implementation also means climate tracking.</p>	<p>Solution: Awareness raising on links through capacity-building and legal mandating will play a role in addressing the lack of cognizance in institutions.</p> <p>Enhance awareness through the INDC process and committee responsible for its implementation. Line ministries will be made increasingly aware of the links through the development of progress indicators for their own policies.</p>
<p>Underlying causes: Lack of capacities to generate and analyze the needed data to improve climate reporting and track progress of climate action.</p> <p>Lack of institutional arrangements to share and systemize information.</p>	<p>Solution: Develop, in a gender-balanced manner, the capacities through an extensive gap analysis for activity data and emission factors and support for developing them. Moreover, consultations to develop AD, EF and progress indicators will enhance capacity-building among stakeholders.</p> <p>Memorandums of Understandings and legal mandating will enhance institutional arrangements between line ministries to exchange data, including sex-disaggregated data.</p>
<p>Root causes (pervasive and long-standing development constraints): Lack of staff and skill to follow-up on the tracking of policies and strategies.</p> <p>Lack of political leadership to make transparency a priority for development.</p>	<p>Solution: Build on existing staff’s terms of reference through a maximum systemization of the reporting process to not overburden them and ensure their cooperation. Find synergies with their work to increase chances of success.</p>



Annex G: Terms of Reference

ToRs for Project Management and Technical Coordinator

Project elaboration and management:

- Develop detailed annual project work plans, budget breakdowns and schedules of implementation
- Develop TORs of short-term consultants (national and international) on project needs with the guidance of UNDP and assist in the recruitment process based on UNDP procedures
- Manage local project team and resources; assign tasks and roles as necessary
- Coordinate all project activities with UNDP, the Ministry and are relevant stakeholders
- Draft technical and financial progress reports to UNDP and the Donor

Project implementation and technical support:

- Monitor project progress and against set deliverables and timeframes
- Supervise and follow-up on all project delivery and execution at the different sites
- Ensure smooth and successful implementation of the various project activities
- Compile, revise and evaluate all technical reports and studies of the project
- Ensure communication about the project is regular and accurate

Advisory support:

- Provide upstream policy and technical advice to the Ministry of Environment and UNDP on climate change issues
- Support the national focal point in the UNFCCC negotiations
- Integrate the project results and findings within other ministerial strategies and policies;
- Identify and link to related ongoing activities within other institutions and encourage collaboration and synergies.
- Foster strategic partnerships with key stakeholders to move the climate change programme forward;
- Prepare any follow-on project proposals as per the needs identified by UNDP/donor;
- Mobilize resources for the climate change portfolio through funding agencies and the government
- Represent UNDP-GEF CBIT project as requested in relevant national seminars, meetings of work groups and panels, and project periodic evaluation and review meetings.

Competencies:

- Strong leadership, managerial, and team-building skills
- Excellent communication, interpersonal, and liaison skills
- Proven ability to negotiate and troubleshoot relationships with stakeholders
- Strong ability to draft, edit, and produce results-focused reports
- Excellent IT skills

Qualifications:

Education: Graduate or bachelor's degree in environmental science, environmental engineering, environmental policy or any related field.

Experience: Minimum of 8 years of experience in the field with graduate degree or bachelor's degree with minimum of 11 years of experience in the field. Experience in development projects and prior experience with UNDP and/or climate change is necessary.

Language requirements: Effective verbal and written communication skills in both Arabic and English. French is a plus.

TORs for Project Analyst

Technical Tasks:

- Assist in coordinating and tracking all project activities including tasks of the consultants and companies, contractual arrangements, payment terms and requirements, etc.
- Assist the PM in preparing project budget, TOR for subcontracts, technical specifications and other documents as necessary;
- Assist PM in reviewing bids and technical proposals and support in technical evaluation of consultants.
- Review submitted draft and final reports of consultants and ensure that they are technically robust and compliant the TORs.
- Conduct research related to the implementation of the project activities(i.e., formulation of Low Emission Development Strategy, plan for NDC implementation phase)
- Identify and coordinate linkages between the project's deliverables and the transparency and MRV track of UNFCCC negotiations,
- Provide input on requirements of Article 6 (eg. national registry, ITMOS, etc.) and propose interlinkages with similar initiatives in the country and in the region
- Provide input on reporting requirements for mitigation and adaptation communication and linkage with NDC.
- In consultation with the PM, respond to the needs of the Ministry of Environment in any additional tasks, which fall within the direct scope of the project.

PM tasks:

- support PM with follow-up and coordination of all project activities with UNDP, the Ministry and are relevant stakeholders

Competencies:

- Good understanding of Lebanon's environment and climate change issues;
- Previous exposure to NAMAs, LEDS, INDC and other UNFCCC related topics;
- Highly motivated, pleasant character with good teamwork spirit;
- Excellent interpersonal, communication and presentation skills;
- Strong commitment to problem solving and critical thinking;
- Good research and analytical skills;
- Ability to work under stress;
- Proactive, motivated and organized and meticulous with an ability to be flexible and adaptive;
- Strong exposure and knowledge of Microsoft office applications, mainly, Excel, Word, Power Point.

Qualifications:

Education: University Degree (Bachelor or equivalent) in Environmental related studies, or a combination of a degree in business administration with minor (or equivalent) degree in Environmental Health or climate change.

Experience: - Minimum of 3 years of relevant experience with a bachelor's degree.

- Previous experience within the UN system or other development agencies is an advantage.
- Experience in project implementation and demonstrated ability to manage technical assistance.
- Previous experience related to Climate Change is mandatory.

Language requirements: Fluency in both spoken and written English and Arabic. French is a plus.

TORs for Project Assistant

Administrative Tasks:

- Assist the PM coordinating and tracking all project activities;
- Assist the PM in the preparation of project workplans, recruitment, travel, and procurement plans;
- Assist in the organization and provide logistical support for workshops, presentations, missions, etc.;
- Prepare agendas and assist in collecting material for meetings, speeches, and conferences;
- Assist the PM in managing and centralizing all project information and reports provided by consultants, surveyors, and other data sources;
- Draft correspondence in English and Arabic, and follow up on correspondence;
- Maintain an up-to-date filing structure for all documentation;
- Carry out secretariat duties in meetings and draft minutes of meetings;
- Enter data, and assist in developing the project webpage and maintain it up-to-date;
- Prepare the monthly newsletter;
- Establish, manage, and regularly update the project's list of contacts /mailing list
- Liaise with different project partners and stakeholders, including NGOs, private and public entities.
- Ensure that all procedures related to finance and project implementation are in adherence with UNDP requirements;
- Maintain and keep up-to-date project expenditures and finances and follow-up on all aspects with the UNDP Country Office. Maintain the internal expenditures control system including timely corrective actions;
- Prepare and follow-up on financial matters with the UNDP - Country Office including project budgeting, ATLAS data entry, raising requisitions and others.

Technical Tasks:

- Assist the PM and PA in all research related to the implementation of the project activities.
- Assist in drafting inception, progress and final reports, manuals, communications, press releases and awareness material.
- Coordinate and follow-up the work of national experts and institutions (in consultation with the PM).
- Review the progress reports submitted by the sub-contractors and ensure their compliance with the work plan;
- Liaise with different project partners and stakeholders, including public and private entities.
- Develop communication material related to the project and populating social media outlets;
- Follow-up on all matters pertaining to the coordination with the Ministry of Environment services.
- In consultation with the PM, respond to the needs of the Ministry of Environment in any additional tasks, which fall within the direct scope of the project.

Competencies:

- Good understanding of Lebanon's public sector;
- Good communication skills;
- Good organizational skills; Ability to perform a variety of standard tasks related to screening and collecting of project documentation, projects data entering, preparation of revisions, filling, provision of information
- Ability to work under stress;
- Ability to work within a team;
- Proactive, motivated, organized and meticulous with an ability to be flexible and adaptive;
- Strong exposure and knowledge of Microsoft office applications, mainly, Excel, Word, Power Point

Qualifications:

Education: A bachelor's degree in environmental science or business administration or related field

Experience: - Minimum of 3 years of relevant professional experience

- UN experience is a plus
- Experience in project implementation
- Familiarity with broad environmental issues is a plus.

Language requirements: Fluency in both spoken and written English and Arabic is a must. French is a plus.

Annex H: Overview of technical consultancies/subcontracts

Consultant	Time Input	Tasks, Inputs and Outputs
For Project Management / Monitoring & Evaluation		
Local / National contracting		
Project Management Team Total rate: 72,000 USD	2 years	The project management team will be responsible for the overall management of the project, including the mobilization of all project inputs, supervision over project staff, consultants and sub-contractors, project financials, communication, and administration. See the full TOR above for details.
For Technical Assistance		
Component 1: Strengthening national institutions to implement the enhanced transparency framework		
Local / National contracting		
Translator Rate: 250 USD approximately, considering a fee of 20 USD/page translated	12 days	Translate needed deliverables into policy-making documents from English to Arabic, to encourage adoption at a higher level, i.e., transparency strategy.
National experts (2) to develop emission factors and activity data Rate: 20,000 USD	18 months	National experts will be responsible for the following tasks: <ul style="list-style-type: none"> - Conduct the needed assessment to develop national emission factors (carbon content) for the energy sector to move the calculation to tier 2 - Review AD for AFOLU and waste and collect relevant information to improve quality of AD used for GHG inventory
International / Regional and global contracting		
International consultancy with international and local consultants to conduct a holistic exercise on all components Lumpsum: 118,000 (budgeted in component 1)	2 years	The company will perform the following tasks which pertain to both output 1.1.1: Transparency baseline established, and priorities set, and output 1.1.2: National MRV system established through an MRV network of partners for information-sharing on mitigation, adaptation and support, and output 1.2.3: Long-term transparency strategy developed, since the three outputs are closely related: <ul style="list-style-type: none"> - Review the quality of information of each IPCC category in the latest GHG inventory, detailing sources of data, and corresponding QA/QC arrangements, as well as constraints of reporting more recent years for Lebanon, and the challenges in performing uncertainty assessments;

Consultant	Time Input	Tasks, Inputs and Outputs
		<ul style="list-style-type: none"> - Assess Lebanon’s ability to report on its Nationally Determined Contribution (NDC) progress by analyzing the available tracking tools for the policies that constitute it, both for adaptation and mitigation; - Analyze the current state of MRV of finance by building on previous mapping performed by ClimaSouth and revise roadmap; - Describe institutional arrangements for all above items depicting flows of information and their levels of formality; - Assess potential linkages for reporting under other conventions and recommendations on combining communication flows by consulting with stakeholders; - Conduct wide consultations with key ministries especially with SDG links; - Provide recommendations to improve GHG inventory, progress indicators, institutional arrangements for mitigation, adaptation and support. Recommendations will include timeline of implementation, indicative budgets, and will be fully in line with the UNFCCC Modalities, Procedures and Guidelines; - Revise recommendations with project team to identify priority areas and capacity-building needs; - Based on the assessment and the prioritized recommendations, draft transparency strategy that will be adopted by the MRV network of partners and act as the roadmap for transparency for Lebanese institutions; - Draft monitoring and evaluation plan for the transparency strategy; - Propose periodic workplan considering all reporting activities which depicts milestones and deadlines for the MRV network to produce biennial transparency reports; - Craft reporting system for gaps and needs from partners to MRVCE including reporting on progress of improvement plan. - Based on the recommendations for institutional arrangements from the assessment report, explore potential ways to institutionalize the flow of information and accordingly draft legal texts; - Draft terms of reference of the MRVCE and focal points of the MRV network of partners. <p>The company will include trainers to build the capacities of national institutions’ capacities:</p> <ul style="list-style-type: none"> - Provide a series of trainings for the MRV network of partners on sectoral IPCC 2006 guidelines and corresponding QA/QC - preferably energy, industry and wastewater, and potential scaling up of waste and AFOLU sectors (minimum 3 trainings); - Produce training materials: exercises, case studies, fact sheets (all to be included in MISCA repository page); - Conduct a series of trial runs of information flows and further identification of gaps and needs; - Identify benefits and opportunities for partners in enhancing quality of information. - Provide a series of trainings on policy tracking general and trackable policy-making including indicator identification, prioritization and development;

Consultant	Time Input	Tasks, Inputs and Outputs
		<ul style="list-style-type: none"> - Provide a series of trainings on quantification of GHG emissions from strategies and projects; - Provide trainings on quantification of resilience progress.
<p>Project Management Team</p> <p>Total rate: 146,500 USD</p>	2 years	<ul style="list-style-type: none"> - Identify the challenges in GHG inventory reporting, and climate action reporting; - Identify the needed focal points in the different institutions for institutional arrangements; - Inform the transparency strategy and provide input; - Engage stakeholders for the preparation of the transparency strategy and its adoption; - Operationalize the MRVCE; - Assist the consultants in crafting the trainings for the 2006 IPCC guidelines and progress-tracking to maximize their efficiency.
Component 2: Provision of parameters to improve the TACCC of national information		
International / Regional and global contracting		
<p>International consultancy with international and local consultants to conduct a holistic exercise on all components</p> <p>Lumpsum: 168,000 (budgeted in component 1)</p>	2 years	<p>The same international company will be responsible for the following tasks:</p> <ul style="list-style-type: none"> - Enhance quality of information reported in GHG inventory with a focus on key categories; - Conduct the needed assessment to move the energy, waste and agriculture sectors to Tier 2 in GHG reporting; - Conduct the necessary studies for the agriculture and energy sectors to enhance activity data (fertilizers, private generators); - Coordinate to ensure the sustainable flow of needed information related to the developed parameters with the institutional arrangements items; - Develop the needed QA/QC and uncertainty procedures. - Consult with the relevant stakeholders on how to develop the EFs, ADs and progress indicators; - Assess existing and missing indicators as per the baseline assessment report; - Assess easiness of developing progress indicators for NDC policies (mitigation and adaptation) through capacity assessments to gather and analyze the data; - Conduct a prioritization exercise taking into consideration the key NDC policies and capacities to track progress; - Develop missing progress indicators for NDC policies, mitigation, adaptation and support as per prioritization, with stakeholder consultations. Outcome should be clear lists of indicators to report (including gender and SDG) for each partner and the MRVCE; - Recommend steps forward for indicators which could not be developed as part of the CBIT project; - Manage the South-South cooperation for all project outputs.
International company to expand MISCA	2 years	In order to concretize institutional arrangements and operationalize the improvement of data, an international IT company will be contracted to:

Consultant	Time Input	Tasks, Inputs and Outputs
Lumpsum: 110,000 USD (budgeted in component 2)		<ul style="list-style-type: none"> - Develop pages for AFOLU and Waste for mitigation; - Develop pages for the adaptation sectors for which most indicators have been developed as part of 2.1.3 (prioritization is agriculture, water and forestry); - Develop support received page; - Develop repository page. - develop a national registry
Project Management Team Total rate: 146,500 USD	2 years	<ul style="list-style-type: none"> - Identify the challenges developing EF and AD and progress indicators; - Coordinate with the company on stakeholder consultations to develop the corresponding transparency tools; - Assisting the company in ensuring the sustainability of the outputs.
Component 3: Monitoring and Evaluation		
International / Regional and global contracting		
International consultant to conduct terminal evaluation Rate: 1,000 USD/day	40 days	An international consultant will be contracted to conduct an independent terminal evaluation (TE) upon completion of all major project outputs and activities. The terminal evaluation process will begin three months before operational closure of the project allowing the evaluation mission to proceed while the project team is still in place, yet ensuring the project is close enough to completion for the evaluation team to reach conclusions on key aspects such as project sustainability.

Annex I: Results of the capacity assessment of the project implementing partner and HACT micro assessment

The PCAT and HACT micro assessments are provided as separate annexes to this project document.

As per the results of the PCAT and the third-party micro-assessment, there is a significant risk that the project be implemented by the Ministry of Environment. Therefore, the project will follow the Direct Implementation Modality. Enclosed is the letter from the Ministry of Environment endorsing the project and requesting that the project follows DIM given the financial and fiscal challenges that Lebanon has been recently facing.

Annex J: The Government agreement with DIM modality



REPUBLIC OF LEBANON
MINISTRY OF ENVIRONMENT
THE MINISTER

Beirut, 30.7.2021
Our Ref: 5898/B²⁰¹⁷

Mr. Carlos Manuel Rodriguez
CEO and Chairperson
Global Environment Facility (GEF)
1818 H Street, N.W.,
Washington, DC 20433 USA
Fax: 1-202-522-3240

Dear Mr. Rodriguez,

Subject: Endorsement CBIT project – Establishing Lebanon’s Transparency Framework

In my capacity as GEF Operational Focal Point for Lebanon, and further to the attached letters of endorsement for the above-mentioned project, and following the finalization and publishing of the Nationally Determined Contribution (NDC) update in February 2021, I reiterate that the Establishing Lebanon’s Transparency Framework (CBIT) project proposal, prepared by the United Nations Development Programme (UNDP) in full coordination with the Ministry of Environment (MoE) and other national stakeholders in the field, is in accordance with Lebanon’s national priorities.

Lebanon is facing economic, financial and monetary crises; these crises are causing an important challenge for the implementation of a multi-year project. Therefore, we have no objection, should the GEF deems it appropriate, a direct implementation modality (DIM) for this project.

It is worth mentioning that the MoE has collaborated with UNDP on various projects, among which the climate change portfolio, and with various implementation modalities, including the direct implementation modality, which led to satisfactory results. Given UNDP’s experience in Monitoring Reporting and Verification (MRV) topics globally and nationally, we do believe this experience will help Lebanon in its endeavor to meet its obligations towards the Paris Agreement requirements on Article 13.

Based on the above, I am therefore pleased to re-endorse the Capacity Building Initiative for Transparency (CBIT) project proposal and look forward to a fruitful cooperation.

Sincerely Yours,

Dimyanos Kattar
Minister of Environment



- Cc: - United Nations Development Programme - Resident Representative Country Office Lebanon
- MoE- DGoE - Service of Registrar - Department of Public Relations and External Affairs
- MoE- DGoE - Service of Environmental Technology/ UNFCCC Focal Point
- MoE- DGoE - Service of Environmental Technology - Department of Air Quality
- MoE - Climate Change Projects
- Att: - Ministry of Environment letter to GEF- Ref: 5898/B²⁰¹⁷ dated 27/7/2017; 29/8/2018; 20/3/2020; 04/11/2020.

AA-F-16-V-1-1/1

Ministry of Environment, Lazarieh Center, 8th Floor, Block A-4 New
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Annex K. UNDP Project Quality Assurance Report

<https://intranet-apps.undp.org/ProjectQA/Forms/Design?fid=13900&year=2021&ou=LBN&pid=00106572&fltr=PROJECT>

Annex L: Co-financing Letters

Attached to the project document as separate annexes.

Annex M: Gender Action Plan

This Gender Action plan provides suggested entry points for gender-responsive actions to be taken under each of the Activity areas of the project. In addition, specific indicators are also proposed to measure and track progress on these actions at the activity level. Any gender-related adverse impact is avoided, minimized and/or mitigated, and gender balance and considerations are promoted in the different project activities. In addition, gender-specific budget has been allocated for each project activity.

Objective	Actions	Indicator and Target	Timeline	Responsible Institutions
Component 1: Strengthening national institutions to implement the enhanced transparency framework				
<i>Output 1.1: Established national transparency framework in line with national priorities</i>				
<u>Output 1.1.1:</u> Transparency baseline established, and priorities set a. Analysis of quality of information in GHG inventory b. Assessment of NDC policies' status, and category prioritization for developing progress indicators c. Overview of climate finance tracking d. Synopsis of existing institutional arrangements and recommendations	Review gender-related data available at national level	<u>Indicator:</u> Gender and social inclusion concerns identified during the consultations and addressed in project activities <u>Baseline:</u> 0 <u>Target:</u> Integration of gender considerations in project activities	Year 1	Ministries implementing mitigation and adaptation strategies MRVCE Consultants

Objective	Actions	Indicator and Target	Timeline	Responsible Institutions
<p><u>Output 1.1.2:</u> National MRV system established through an MRV network of partners for information-sharing on mitigation, adaptation and support</p> <p>a. Establishment of the MRVCE</p> <p>b. Identification of MRV-network of partners</p> <p>c. Drafting of institutional terms of reference for the MRVCE and for the MRV network of partners</p> <p>d. Recommendations for institutionalizing the flow of climate information</p>	<p>Ensure improved participation of women in institutional arrangements for climate transparency</p>	<p><u>Indicator:</u> Percentage of women in MRVCE and MRV network of partners</p> <p><u>Baseline:</u> 40%</p> <p><u>Target:</u> 50%</p> <p><u>Indicator:</u> Number of arrangements with gender considerations</p> <p><u>Baseline:</u> 0</p> <p><u>Target:</u> 2</p>	<p>Years 1-2</p>	<p>Ministries implementing mitigation and adaptation strategies</p> <p>MRVCE</p> <p>Consultants</p>
<p><i>Outcome 1.2 Enabled national institutions to implement transparency-related activities</i></p>				
<p><u>Output 1.2.1:</u> National institutions' capacities built for the preparation of sectoral GHG inventories using the 2006 IPCC guidelines</p> <p>a. Delivery of a series of trainings on the 2006 IPCC guidelines for energy, industry and wastewater, with a potential scaling up of the waste and AFOLU sectors' training which are to be conducted as part of 4NC/BUR3</p> <p>b. Provision of enhanced 2006 IPCC guidelines training</p>	<p>Ensure gender responsive nature of capacity development activities to promote equitable participation in training activities</p>	<p><u>Indicator:</u> Number and professional women and men participating in capacity development activities</p> <p><u>Baseline:</u> 0</p> <p><u>Target:</u>40% women of total number of trainees</p>	<p>Year 1-2</p>	<p>MRVCE</p> <p>Trainers</p>

Objective	Actions	Indicator and Target	Timeline	Responsible Institutions
<p><u>Output 1.2.2:</u> National institutions' capacities built to track and report progress of mitigation and adaptation actions, and support received</p> <p>a. Provision of a series of trainings on 1) tracking progress of mitigation policies, and 2) identifying, prioritizing and developing corresponding progress indicators</p> <p>b. Provision of a series of trainings on the quantification of GHG emissions from strategies and projects</p> <p>c. Provision of a series of trainings to quantify resilience progress and share best practices from other countries</p>	<p>Ensure gender responsive nature of capacity development activities to promote equitable participation in training activities</p>	<p><u>Indicator:</u> Number and professional women and men participating in capacity development activities <u>Baseline:</u> 0</p> <p><u>Target:</u> 40% women of total number of trainees</p>	<p>Year 2</p>	<p>MRVCE Trainers</p>

Objective	Actions	Indicator and Target	Timeline	Responsible Institutions
<p><u>Output 1.2.3:</u> Long-term transparency strategy developed</p> <p>a. Development of a transparency strategy</p> <p>b. Ownership of strategy by stakeholders</p>	<p>Ensure gender responsive strategy through inclusion of gender considerations from participation to gender data and tracking.</p> <p>Promote gender balance at launching event</p>	<p><u>Indicator:</u> Number of strategies with gender considerations <u>Baseline:</u> 0 <u>Target:</u> 1</p> <p><u>Indicator:</u> Number and professional women and men participating in launching event <u>Baseline:</u> 0 <u>Target:</u> 40% women of total number of trainees</p>	Year 1	<p>Ministries implementing mitigation and adaptation strategies</p> <p>MRVCE</p> <p>Consultants</p>
Component 2: Provision of parameters to improve the TACCC of national information				
<i>Output 2.1: Improved capacities to monitor and track GHG inventory and mitigation and adaptation activities</i>				
<p><u>Output 2.1.1:</u> Parameters to enhance GHG inventories developed (AD, EF, etc.)</p> <p>a. Development of emission factors and activity data for the energy (transport), waste and industrial sectors</p>	<p>Conduct consultations to check whether gender considerations are relevant in developing AD and EF</p>	<p><u>Indicator:</u> Number and consultations to assess gender considerations <u>Baseline:</u> 0 <u>Target:</u> 1</p>	Year 1	<p>MRVCE</p> <p>Consultants</p>
<p><u>Output 2.1.2:</u> Methodologies for QA/QC and uncertainty analysis developed and improved</p> <p>a. Development of QA/QC procedures</p>	<p>Conduct consultations to check whether gender considerations are relevant in developing QA/QC procedures and uncertainty analysis</p>	<p><u>Indicator:</u> Number and consultations to assess gender considerations <u>Baseline:</u> 0 <u>Target:</u> 2</p>	Year 2	<p>MRVCE</p> <p>Consultants</p>

Objective	Actions	Indicator and Target	Timeline	Responsible Institutions
b. Development of a step-wise approach to undergo an uncertainty analysis for the GHG inventory c. Development of QA/QC practices for tracking progress of the NDC and support received				
<u>Output 2.1.3:</u> Indicators to track implementation progress of mitigation and adaptation activities and support received developed a. Establishment and/or enhancement, and prioritization of progress indicators for mitigation and adaptation actions b. Assessment and prioritization of indicators for tracking finance, technology transfer and capacity-building	Incorporate and synchronize developed gender indicators in in progress tracking for mitigation and adaptation policies, where applicable	<u>Indicator:</u> Number of policies with gender included in progress tracking <u>Baseline:</u> 0 <u>Target:</u> 4	Year 2	Ministries implementing mitigation and adaptation strategies MRVCE Consultants
<u>Output 2.1.4:</u> Web-based knowledge platform for sharing, storing, analyzing data, and indicators designed	Incorporate entry fields in MISCA pages to track gender responsiveness	<u>Indicator:</u> Number of MISCA pages including gender data entry fields <u>Baseline:</u> 0 <u>Target:</u> 5	Year 2	Ministries implementing mitigation and adaptation strategies MRVCE Consultants
<i>Outcome 2.2 Project results disseminated to increase global cooperation</i>				

Objective	Actions	Indicator and Target	Timeline	Responsible Institutions
<p><u>Output 2.2.1</u>: Information on the project implementation, best practices, and lessons learned shared with other Parties and initiatives through the Global Coordination Platform and other South-South cooperation networks</p>	<p>Promote gender balance in South-South exchanges</p> <p>Exchange information on tracking gender-responsiveness</p>	<p><u>Indicator</u>: Number of exchanges which include gender-responsiveness best practices</p> <p><u>Baseline</u>: 0</p> <p><u>Target</u>: 2</p>	<p>Years 1-2</p>	<p>MRVCE</p>

Annex N: Tracking Tool for GEF 6 Capacity-building Initiative for Transparency Projects (At CEO Endorsement)

Special Notes: Projects need to report on all indicators that are included in their results framework
<p><u>Reporting on lifetime emissions avoided</u></p> <p>Lifetime direct GHG emissions avoided: Lifetime direct GHG emissions avoided are the emissions reductions attributable to the investments made during the project's supervised implementation period, totaled over the respective lifetime of the investments.</p> <p>Lifetime direct post-project emissions avoided: Lifetime direct post-project emissions avoided are the emissions reductions attributable to the investments made outside the project's supervised implementation period, but supported by financial facilities put in place by the GEF project, totaled over the respective lifetime of the investments. These financial facilities will still be operational after the project ends, such as partial credit guarantee facilities, risk mitigation facilities, or revolving funds.</p> <p>Lifetime indirect GHG emissions avoided (top-down and bottom-up): indirect emissions reductions are those attributable to the long-term outcomes of the GEF activities that remove barriers, such as capacity building, innovation, catalytic action for replication.</p> <p>Please refer to the following references for Calculating GHG Benefits of GEF Projects.</p> <p>Manual for Energy Efficiency and Renewable Energy Projects</p> <p>Revised Methodology for Calculating Greenhouse Gas Benefits of GEF Energy Efficiency Projects (Version 1.0)</p> <p>Manual for Transportation Projects</p> <p>For LULUCF projects, the definitions of "lifetime direct and indirect" apply. Lifetime length is defined to be 20 years, unless a different number of years is deemed appropriate. For emission or removal factors (tonnes of CO₂e_q per hectare per year), use IPCC defaults or country specific factors.</p>

Section A. General Data

	At CEO Endorsement	
Project Title	Establishing Lebanon's Transparency Framework	
GEF ID	9925	
GEF Agency	UNDP	
Agency Project ID	00106572	
Country	Lebanon	
Region	MENA	
Date of Council/CEO Approval		Month DD, YYYY (e.g., May 13, 2014)
GEF Grant (US\$)	990,000	
Date of submission of the tracking tool		Month DD, YYYY (e.g., May 13, 2014)
Is the project consistent with the priorities identified in National Communications, Technology Needs	1	Yes = 1, No = 0

Assessment, or other Enabling Activities (such as Technology Action Plans, Nationally Appropriate Mitigation Actions (NAMA) under the UNFCCC?	
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Section B. Quantitative Outcome Indicators

Target At CEO Endorsement

Indicator 1: Total Lifetime Direct and Indirect GHG Emissions Avoided (Tons CO₂eq)		Identify Sectors, Sources and Technologies. Provide disaggregated information if possible. see Special Notes above
Lifetime direct GHG emissions avoided	N/A	
Lifetime indirect GHG emissions avoided	N/A	
Indicator 2: Volume of investment mobilized and leveraged by GEF for low GHG development (co-financing and additional financing) of which		Expected additional resources implies resources beyond co-financing committed at CEO endorsement.
Public	N/A	
Private	N/A	
Domestic	N/A	
External	N/A	

Section C. Qualitative Outcome Indicators

Indicator 3: Quality of MRV Systems	Baseline Rating (1-10)	Target Rating (1-10)	Provide details of coverage of MRV systems - area, type of activity for which MRV is done, and of Reporting and Verification processes. Baseline indicates current status (pre-project), Target is the rating level that is expected to be achieved due to project support. For guidance for qualitative ratings (in comment) move cursor over box or right click to show comment.
Activity	4	6	
Indicator 4: Number of countries meeting Convention reporting requirements and including mitigation contributions			Please specify the dates of submission for each report (for a multiple country project, please specify reports by country)

National Communications	INC: 2 November 1999 SNC: 11 February 2011 TNC: 17 November 2016		
Biennial Update Reports	BURI: 13 October 2015 BURII: 15 October 2017 BURIII: 13 October 2019 BURIV: 29 December 2021		
NDC	30 September 2015 Updated NDC: 16 March 2021		
Other			
Indicator 5: Qualitative assessment of institutional capacity for transparency-related activities	Baseline Rating (1-4)	Target Rating (1-4)	CBIT projects will monitor an additional indicator for qualitative assessment of institutional capacity built for transparency-related activities under Article 13 of the Paris Agreement. Baseline indicates current status (pre-project), Target is the rating level that is expected to be achieved due to project support. For guidance for qualitative ratings (in comment) move cursor over box or right click to show comment.
	2	3	

Annex O: Stakeholder Engagement Plan

In order to effectively implement the CBIT components and activities, constant consultations and workshops will be conducted throughout the project. The CBIT deliverables are relevant for a number of stakeholders, therefore the project will need to employ constant validation processes in order to achieve deliverable ownership and sustainability of outcomes. The overall budget for consultations, workshops and trainings is equivalent to USD 40,300.

Stakeholder Group	Reason for Involvement	Participation		Timeline	Costs
		Method	Responsibility		
Ministry of Environment (MoE)	The Ministry of Environment is the focal point of the IPCC and UNFCCC and is in charge of the development of GHG inventories, compiling reports to the UNFCCC and following up on Lebanon's NDC.	The MoE is the main partner of the project, and the UNDP team will be positioned at the MoE.	The Ministry of Environment will be the counterpart of the project and will host the MRVCE it will also be the institution responsible to coordinate the design and implementation of the transparency framework. Moreover, the Ministry is responsible for the waste sector relevant to the NDC and the GHG inventory, as well as biodiversity for adaptation progress indicators.	Throughout project implementation.	MRVCE consultations associated costs,
Ministry of Energy and Water (MoEW)	Both the energy and water departments are included in this ministry, which makes it a key partner in the design of the transparency framework and a key member in the MRV network.	Periodic communication on project progress, consultations, workshops, and trainings.	The Ministry will be in charge of providing information on thermal and renewable energy and water and wastewater management. Moreover, their data on water stress is important for adaptation reporting. The appointed focal points will also assist in assessing the existing indicators and arrangements and develop the missing data.	Through the design of the MRVCE and network of partners, EF, AD and indicator development, and CBIT expansion.	Associated consultations and trainings.
Lebanese Center for Energy Conservation (LCEC)	The LCEC (an NGO under the auspices of the Ministry of Energy and Water) is responsible at the national level (through the Ministry of Energy and Water) in devising the national renewable energy and energy efficiency plans. The LCEC has produced both the first and second National Energy Efficiency Action Plan (2011-2015) (2016-2020) and the National Renewable Energy Action Plan (2016-2020).	Periodic communication on project progress, consultations, workshops, and trainings.	LCEC will be involved as part of the Ministry of Energy and Water coordination in providing the renewable energy and energy efficiency information by virtue of being appointed as the focal points for these sectors.	Through the design of the MRVCE and network of partners, EF, AD and indicator development, and CBIT expansion.	Associated consultations and trainings.
Ministry of Public Works	MoPWT is the official entity responsible for the transport sector in Lebanon. Information	Periodic communication on project progress,	MoPWT will be responsible for the implementation and follow-up of the transport sector's MRV and therefore will be a key player in their network.	Through the design of the MRVCE and network of	Associated consultations and trainings.

Stakeholder Group	Reason for Involvement	Participation		Timeline	Costs
		Method	Responsibility		
and Transport (MoPWT)	needed to estimate transport emissions is derived from their operations.	consultations, workshops, and trainings.	Experts from the Directorate General for land and maritime transport which falls under this ministry will be key to elaborate and track relevant indicators and activity data for the transport sectors.	partners, EF, AD and indicator development, and CBIT expansion.	
Ministry of Agriculture (MoA)	MoA is a strong partner in climate change through robust climate mainstreaming in strategies and tracking the implementation of adaptation projects.	Periodic communication on project progress, consultations, workshops, and trainings.	This Ministry will be responsible for providing information on agriculture, livestock and forestry for tracking and GHG inventory. Experts from this Ministry will be key to reinforce adaptation monitoring and reporting.	Through the design of the MRVCE and network of partners, EF, AD and indicator development, and CBIT expansion.	Associated consultations and trainings.
Ministry of Industry (MoI)	MoI is the official entity responsible for industrial activity as well as industrial expansion. Associated information for the inventory and NDC progress is relevant.	Periodic communication on project progress, consultations, workshops, and trainings.	Member of the MRV network, experts from this Ministry will be mandated to provide information on industries and their activities for NDC tracking and GHG inventory.	Through the design of the MRVCE and network of partners, EF, AD, and indicator development, and MISCA expansion.	Associated consultations and trainings.
Ministry of Finance (MoF)	MoF is an important partner to track and follow-up on climate support received.	Periodic communication on project progress, consultations, workshops, and trainings.	Member of the MRV network, experts from this Ministry will be mandated to provide information on climate finance and organize structures for public financing of climate activities. The VAT department, which is responsible for hosting the VAT platforms used by commercial institutions, will also be used as a mainstream GHG reporting from the commercial sector.	Through the design of the MRVCE and network of partners, finance-related reporting and indicators, and MISCA expansion.	Associated consultations and trainings.
Lebanese Petroleum Administration (LPA)	LPA is responsible for policy-making for the oil and gas sector in Lebanon, which is relevant for tracking GHG emissions as part of NDC tracking progress.	Periodic communication on project progress, consultations, workshops, and trainings.	Part of the MRV network, will communicate information on progress of upcoming projects related to the drilling of offshore natural gas and its potential use at a national level.	Through the design of the MRVCE and network of partners, EF, AD, and indicator development, and MISCA expansion.	Associated consultations and trainings.
Presidency of the Council of Ministers (PCM)	The PCM is the entity responsible for the sustainable development portfolio, as well as the body which approves legal mandates and	Periodic communication on project progress, consultations,	Member of the MRV network, the PCM will be the entity following up on the approval of the legal mandates and institutional arrangements. The PCM will be consulted with regarding progress	Through the design of the MRVCE and MRV network of partners.	Associated consultations and trainings.

Stakeholder Group	Reason for Involvement	Participation		Timeline	Costs
		Method	Responsibility		
	institutional arrangements.	workshops, and trainings.	indicators, specifically the ones related to the SDGs.		
Council for Development and Reconstruction (CDR)	The Council acts as the infrastructure planning entity of the Lebanese government and will be a resource for valuable mitigation and adaptation project information.	Periodic communication on project progress, consultations, workshops, and trainings.	Member of the MRV network. In addition, the active involvement of the planning actors will be required to mainstream climate change into national development. Moreover, finance information from the CDR will be crucial for the MRV of support received.	Through the design of the MRVCE and MRV network of partners.	Associated consultations and trainings.
NDC Committee	NDC committee is the official NDC coordination entity, and CBIT will focus on NDC progress indicators.	Periodic communication on project progress, consultations, workshops, and trainings.	The focal points in the NDC committee might coincide with the appointed focal points of the MRV network. In either case, the committee and network will work in tandem.	Throughout all project deliverables.	Associated consultations and trainings.
Banque du Liban (Central Bank of Lebanon)	Currently with the NEEREA programme, a financing mechanism to encourage investments in renewable energy and energy efficiency, the bank is developing indicators that can be relevant to the transparency framework.	Periodic communication on project progress, consultations, workshops, and trainings.	Central Bank of Lebanon will be mandated to provide private climate finance information and to support in the development of indicators. Currently with the NEEREA programme, a financing mechanism to encourage investments in renewable energy and energy efficiency, the bank is developing indicators that can be relevant to the transparency framework.	Through the design of the MRVCE and MRV network of partners.	Associated consultations and trainings.
Central Administration of Statistics (CAS)	The CAS has a long history of developing sectoral indicators, which can be used to design and enhance the transparency framework.	Periodic communication on project progress, consultations, workshops, and trainings.	Information available at the CAS will be streamlined in the MRV indicator databases, and vice-versa, new developed indicators will be shared with the CAS.	Through the design of the MRVCE and MRV network of partners.	Associated consultations and trainings.
Universities and research institutions	The University of Balamand has a long-lasting cooperation with the Ministry of Environment when it comes to data on forestry and land-use. They will be instrumental in developing trends and inform decision-making. Moreover, the Climate Change and the Environment Programme at the Issam Fares Institute	Periodic communication on project progress, consultations, workshops, and trainings.	Arrangements with several universities will be established either with the MRVCE or with members of the MRV network for the provision of data and the use of the newly available knowledge to analyze climate change trends and develop relevant research for policy making through their involvement in the wider stakeholder consultations.	Through the design of the MRVCE and network of partners, EF, AD, and indicator development, and MISCA expansion.	Associated consultations and trainings.

Stakeholder Group	Reason for Involvement	Participation		Timeline	Costs
		Method	Responsibility		
	for Public Policy and International Affairs at the American University of Beirut focus on climate change policy and will provide assistance to the MRV network throughout the project.				
International organizations	Several international organizations such as the World Bank and the EU are funding projects related directly or indirectly to climate change.	Periodic communication on project progress, consultations, workshops, and trainings.	Coordination is needed with the corresponding projects and host ministries to set up a data sharing system and include them in the MRV network to improve reporting on support received.	Through the design of the MRVCE and network of partners, EF, AD, and indicator development, MISCA expansion and support reporting.	Associated consultations and trainings.
Office of the Minister of State for Administrative Reform (OMSAR)	OMSAR is an entity responsible for improving the performance of the public sector and is the main ICT driver in the administration.	Periodic communication on project progress, consultations, workshops, and trainings.	OMSAR's role is crucial and unavoidable in establishing and managing any digital platform between ministries.	Through the design of the MRVCE and MRV network of partners.	Associated consultations and trainings.
National Commission for Lebanese Women (NCLW)	The NCLW is the official entity responsible for women's affairs in Lebanon. NCLW representatives are also part of the NDC committee.	Periodic communication on project progress, consultations, workshops, and trainings.	NCLW will be a crucial partner to coordinate with on the developed gender indicators which will be incorporated into CBIT activities. Moreover, the NCLW will be part of the MRV network of partners.	Through the design of the MRVCE and MRV network of partners.	Associated consultations and trainings.
Civil society	Arab Youth Climate Movement (AYCM) is a Non-Governmental Organization (NGO) with regional reach, primarily involved in international climate change negotiations as the regional Climate Action Network representatives.	Periodic communication on project progress, consultations, workshops, and trainings.	Their involvement, as part of the larger stakeholder consultations will secure the transparency and openness of the CBIT process, linking in parallel the NGO perspective in the enhanced transparency framework.	Through the design of the MRVCE and MRV network of partners.	Associated consultations and trainings.

Annex P: Procurement Plan

#	Type of Supply	Type of Vendor	Description of goods (per item), services or works (per milestone/output)	Expected date for specification to be submitted	Planned contract start date	Estimated budget (USD)
1	IC	Individual consultant	Local consultant to support the baseline transparency assessment and development of the transparency strategy through national consultations and backstopping	1-Nov-22	1-Jan-23	15,000
2	IC	Individual consultant	Local consultant to design the MRVCE arrangements for robust institutional data exchange	1-Jan-23	1-Mar-23	10,000
3	IC	Individual consultant	Local lawyer to draft legal text on MRVCE representation and mandate within governmental and non-governmental institutions	1-Jan-23	1-Mar-23	15,000
4	IC	Individual consultant	International consultant to undertake the baseline transparency assessment and development of the transparency strategy	1-Nov-22	1-Jan-23	46,000
5	IC	Individual consultant	International consultant to train government and non-government institutions on the preparation of GHG inventories using the IPCC 2006 Guidelines	1-Mar-23	1-May-23	37,000
6	IC	Individual consultant	International consultant to train government and non-government institutions on tracking and reporting progress of mitigation and adaptation actions	1-Mar-23	1-May-23	23,000
7	RFQ	Company/Goods	Supply and installation of IT equipment	1-Nov-22	1-Jan-23	9,000
8	RFQ	Company/Goods	Purchase of office supplies	1-Nov-22	1-Jan-23	4,000
9	RFQ	Company/Goods	Printing of reports, translation and other	1-Nov-22	1-Jan-23	12,000
10	RFP	Consulting company	Specialized consultancy firm to enhance the accuracy of Lebanon's GHG inventory through technical assessments	1-Sep-23	1-Nov-23	80,000
11	RFP	Consulting company	Consultancy company to undertake indicator development for NDC-related policies with QA/QC procedures	1-Sep-23	1-Nov-23	50,000
12	RFP	Consulting company	Consultancy company to undertake the further development of MISCA for sharing, storing and analyzing climate data across institutions	1-Dec-23	1-Mar-24	100,000
						401,000

#	Type of Supply	Type of Vendor	Description of goods (per item), services or works (per milestone/output)	Expected date for specification to be submitted	Planned contract start date	Estimated budget (USD)
1	RFQ	Company/Goods	<ul style="list-style-type: none"> - Develop baseline transparency assessment and development of the transparency strategy through national consultations - Design the MRVCE arrangements for robust institutional data exchange - Draft legal text on MRVCE representation and mandate within governmental and non-governmental institutions - Train government and non-government institutions on the preparation of GHG inventories using the IPCC 2006 Guidelines - Train government and non-government institutions on tracking and reporting progress of mitigation and adaptation actions - Enhance the accuracy of Lebanon's GHG inventory through technical assessments - Undertake indicator development for NDC-related policies with QA/QC procedures 	1-Oct-22	1-Dec-22	236,000
2	RFP	Consulting company	<ul style="list-style-type: none"> - Undertake the further development of MISCA for sharing, storing, and analyzing climate data across institutions 	1-Dec-22	1-Feb-23	100,000
3	RFQ	Company/Goods	Supply and installation of IT equipment related to MISCA	1-Oct-22	1-Dec-22	115,000
4	RFQ	Company/Goods	Purchase of office supplies	1-Oct-22	1-Dec-22	4,000
5	RFQ	Company/Goods	Printing of reports and other	1-Oct-22	1-Dec-22	12,000
6	RFQ	Company/Goods	IT equipment needed such as laptops and other electronic equipment.	1-Oct-22	1-Dec-22	7,000
						474,000

Annex Q: GEF Core indicators (mandatory indicator 11)

Core Indicator 11	Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment					<i>(Number)</i>	
			Number				
			Expected		Achieved		
		PIF stage	Endorsement	MTR	TE		
		Female	<i>N/A</i>	<i>48</i>	<i>N/A</i>		
		Male	<i>N/A</i>	<i>72</i>	<i>N/A</i>		
		<i>Total</i>	<i>N/A</i>	<i>120</i>	<i>N/A</i>		

Annex R: GEF Taxonomy

Level 1	Level 2	Level 3	Level 4
<input checked="" type="checkbox"/> Influencing models	<input checked="" type="checkbox"/> Strengthen institutional capacity and decision-making		
	<input checked="" type="checkbox"/> Convene multi-stakeholder alliances		
	<input checked="" type="checkbox"/> Demonstrate innovative approaches		
<input checked="" type="checkbox"/> Stakeholders	<input checked="" type="checkbox"/> Beneficiaries		
	<input checked="" type="checkbox"/> Civil Society		
		<input checked="" type="checkbox"/> Non-Governmental Organization	
		<input checked="" type="checkbox"/> Academia	
	<input checked="" type="checkbox"/> Type of Engagement		
		<input checked="" type="checkbox"/> Information Dissemination	
		<input checked="" type="checkbox"/> Partnership	
		<input checked="" type="checkbox"/> Consultation	
		<input checked="" type="checkbox"/> Participation	
	<input checked="" type="checkbox"/> Communications		
		<input checked="" type="checkbox"/> Awareness Raising	
		<input checked="" type="checkbox"/> Behavior Change	
<input checked="" type="checkbox"/> Capacity, Knowledge and Research			
	<input checked="" type="checkbox"/> Enabling Activities		
	<input checked="" type="checkbox"/> Capacity Development		
	<input checked="" type="checkbox"/> Knowledge Generation and Exchange		
	<input checked="" type="checkbox"/> Targeted Research		
	<input checked="" type="checkbox"/> Learning		
		<input checked="" type="checkbox"/> Theory of Change	
		<input checked="" type="checkbox"/> Adaptive Management	
		<input checked="" type="checkbox"/> Indicators to Measure Change	
	<input checked="" type="checkbox"/> Innovation		
	<input checked="" type="checkbox"/> Knowledge and Learning		
		<input checked="" type="checkbox"/> Knowledge Management	
		<input checked="" type="checkbox"/> Innovation	
		<input checked="" type="checkbox"/> Capacity Development	
		<input checked="" type="checkbox"/> Learning	
<input checked="" type="checkbox"/> Gender Equality			
	<input checked="" type="checkbox"/> Gender Mainstreaming		
		<input checked="" type="checkbox"/> Beneficiaries	
		<input checked="" type="checkbox"/> Sex-disaggregated indicators	
		<input checked="" type="checkbox"/> Gender-sensitive indicators	
	<input checked="" type="checkbox"/> Gender results areas		
		<input checked="" type="checkbox"/> Participation and leadership	
		<input checked="" type="checkbox"/> Capacity development	
		<input checked="" type="checkbox"/> Awareness raising	
		<input checked="" type="checkbox"/> Knowledge generation	
<input checked="" type="checkbox"/> Focal Areas/Theme			
	<input checked="" type="checkbox"/> Climate Change		
		<input checked="" type="checkbox"/> Climate Change Adaptation	
			<input checked="" type="checkbox"/> Climate information
		<input checked="" type="checkbox"/> Climate Change Mitigation	
			<input checked="" type="checkbox"/> Enabling Activities
		<input checked="" type="checkbox"/> United Nations Framework on Climate Change	
			<input checked="" type="checkbox"/> Nationally Determined Contribution
			<input checked="" type="checkbox"/> Paris Agreement

		<input checked="" type="checkbox"/> Climate Finance (Rio Markers)	<input checked="" type="checkbox"/> Sustainable Development Goals <input checked="" type="checkbox"/> Climate Change Mitigation 2 <input checked="" type="checkbox"/> Climate Change Adaptation 1
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Annex S: Knowledge Management strategy

CBIT's added value is the knowledge it will have built along the lifetime of the project:

Key deliverable	Timeline	Budget
Transparency strategy: the strategy intends to plan transparency improvements in the long-term and secure its ownership by a wide range of stakeholders. This will greatly enhance Lebanon's institutions' knowledge on climate change, transparency, and linkages between progress-tracking and implementation.	Q1 – Q2 of year 1	USD 5,000
Trainings on 2006 IPCC guidelines, GHG quantification, indicator development, resilience quantification: these capacity-building activities will adopt a focused and hands-on training method for the public officials as well as sectoral experts in order to maximize the efficiency of the capacity-building. CBIT will also train experts which were not originally part of the climate change stakeholders, therefore widening the awareness deeper into the institutions.	Q2 of year 2 to Q4 of year 2	USD 40,300
Enhancement of MISCA: the online platform, which will be expanded under CBIT to include more sectors and national registry under article 6 of the Paris Agreement will also include a repository for information which will be accessible to all individuals working on climate change reporting in Lebanon. This repository will include the training materials and standard operating procedures needed for the MRV system to effectively conduct its work.	Q2 of year 2 to Q4 of year 2	USD 215,000
Sharing of progress and achievements in establishing the transparency framework will be performed with other countries under the CBIT global coordination platform and other relevant networks, aiming to share best practices and lessons learned to other countries facing similar challenges under the reinforced transparency framework.	Years 1 to 2	USD 12,000

Knowledge management to capture, document, and share the broad variety of data, information, and knowledge generated by project activities will be coordinated by the PMU with the MoE. A comprehensive communication plan/strategy for disseminating project results to ensure the high visibility, accessibility of materials and tools produced, and promotion of the project and its results will be further developed during Inception phase as a reference framework for evaluating the impact of communication and dissemination activities and will be updated and adjusted as the project progresses. The roadmap to reach the dissemination and communication objectives in a timely and adequate manner consists of:

1. PLANNING OF ACTIVITIES (M1 – M3): Identify the dissemination strategy and plan to ensure the best impact of CBIT project outcomes;
2. IMPLEMENTATION PHASE (M3 – M21): Produce a comprehensive set of tools (supports and channels) to diffuse key messages extracted from project results to the identified targeted groups in a way that encourages them to factor them into their work;
3. MONITORING ACTIVITIES (M3 – M21): Carefully analyse and assess the impact and success of dissemination activities;
4. SUSTAINABILITY (M18 – M21): Identify and set up the mechanisms needed to ensure persistent and long-lasting visibility of CBIT project outcomes.

The plan is structured to address a full range of potential actors playing different roles in climate data and transparency, including policymaking authorities, various ministries and climate change institutions, international cooperation agencies, academia, private sector and CSO. The project will document and disseminate lessons learned and systematization of experiences, processes, results, considered relevant for sharing locally and/or globally. The project team will ensure the extraction and dissemination of lessons learned and good practices to enable adaptive management and scaling up or replication at the local, regional and global levels. The results will be disseminated to all stakeholders and interested parties, through websites, national and scientific networks related to climate change.

The objective is to generate materials for awareness-raising and capacity building in the areas of methodologies, manuals, guides, lessons learned, experiences, case studies, among others, with a special focus on capacity building for project beneficiaries at both national and sub-national levels and to enhance coordination and knowledge exchange among them as well as the exchange of experiences and South-South cooperation. This will allow the country to generate a knowledge base that can be shared among the climate mitigation, adaptation and financing sectors, maximizing learning opportunities and improving professional and institutional capacities.

Moreover, through the current project Lebanon will contribute to the CBIT global coordination platform and subsequent initiatives in these areas providing and receiving inputs, including the GEF funded Global capacity-building products towards enhanced transparency in the AFOLU sector (CBIT-AFOLU, GEF ID 9864). National CBIT information will be shared and updated on the global coordination platform. Lebanon will build on existing national, regional and global transparency initiatives, contributing to the global alignment of the information shared on the platform. The project will also identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to project implementation through lessons learned.

The objective of the GEF funded Global capacity-building products towards enhanced transparency in the AFOLU sector (CBIT-AFOLU), is to strengthen developing countries' technical and institutional capacity, through coordinated dissemination of knowledge, to meet enhanced transparency framework (ETF) requirements when implementing priority actions for achieving their respective nationally determined contributions (NDC) in the agriculture, forestry and other-land use (AFOLU) sectors. Though Lebanon is not a pilot country of this project and the project is about to end by June 2022, the Food and Agriculture Organization of the United Nations (FAO) implementing this project has ensured its knowledge products and regional workshops/webinars are accessible to a wide group of countries. The CBIT Lebanon project will make use of the tools, guiding documents and publications developed by the CBIT AFOLU to feed into the national transparency process. The CBIT project will also build on shared lessons-learned and best practices to further shape the analysis of transparency under AFOLU.

The project will explore opportunities for meaningful participation in specific events where UNDP could support engagement with the global development discourse on transparency-related issues. The project will furthermore provide opportunities for regional cooperation with countries that are implementing CBIT initiatives in geopolitical, social and environmental contexts relevant to the proposed project in Lebanon.

Moreover, Lebanon is a member of the Climate Vulnerable Forum (CVF) which will also foster South-South Cooperation through examples of incentivizing mitigation and adaptation actions to reach the 1.5 degrees Celsius and build resilient communities.