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MINISTRY OF ENVIRONMENT AND PHYSICAL PLANNING

**United Nations Development Programme**

**Country: FYR Macedonia**

**Project Document**

**Project Title:** Macedonia's Second Biennial Update Report

**UNDAF Outcome(s):** Outcome 4: "By 2020, individuals, the private sector and state institutions base their actions on the principles of sustainable development and communities are more resilient to disasters and environmental risks."

UNDP Strategic Plan Environment and Sustainable Development Primary Outcome: Mainstreaming environment and energy

**Expected CP Outcome(s):** Outcome 4: "By 2020, individuals, the private sector and state institutions base their actions on the principles of sustainable development and communities are more resilient to disasters and environmental risks."

**Expected CPAP Output(s):** 4.2. Public and private actors have improved capacities to implement, monitor and evaluate policies related to environment, climate change and nature protection

**Executing Entity/ Implementing Partner:** Ministry of Environment and Physical Planning

**Implementing Entity/Responsible Partners:** United Nations Development Programme (UNDP)

**Brief Description**

The **goal** of the project is to assist the country in mainstreaming and integration of climate change consideration into national and sectorial development policies by providing continuity to the institutional and technical capacity strengthening process. This project will additionally improve the sustainability for preparation of future Biennial Update Reports and will facilitate the reporting requirements to UNFCCC.

The **immediate objective** of the project is to assist the country in the preparation and submission of its Second Biennial Update Report on Climate Change to the Conference of the Parties to the United Nations Framework Convention on Climate Change (UNFCCC) for the fulfilment of its obligations to the Convention under Dec. 1/CP. 16 par. 60 and Dec 2/CP. 17 par. 41 and it's Annex III.

The project is in line with the GEF's climate change mitigation objective CCM3 under GEF-6: Foster Enabling Conditions to Mainstream Mitigation Concerns into Sustainable Development Strategies which provides support to Non Annex I countries at fully agreed cost to prepare their BUR in a timely manner.

Programme Period:	2016 – 2020	Total resources required	425,900\$
Key Result Area (Strategic Plan):	1.Sustainable Development Pathways	Total allocated resources:	425,900\$
Atlas Award ID:	00080737	• Global Environmental Facility:	352,000\$
Project ID:	00090319	• UNDP (parallel funding)	43,900\$
PIMS #	5751	• Government Parallel funding	15,000\$
Start date:	10 June 2016	In-kind Contributions	15,000\$
End Date:	31 Dec. 2017		
Management Arrangements	Support to NIM		
PAC Meeting Date	10 May 2016		

20.6.2016

Agreed by UNDP: Louisa Vinton, Resident Representative

Agreed by Government: Bashkim Ameti, Minister of Environment and Physical Planning

## List of Acronyms

BUR	Biennial Update Report
COP	Conference of Parties to the United Nations Framework Convention on Climate Change
EMI	Emissions Monitoring in Industry
EU ETS	EU Emission Trading Schemes
GEF	Global Environmental Facility
GHG	Greenhouse gases
IFC	International Financial Corporation
INDCs	Intended Nationally Determined Contributions
LULUCF	Land Use, Land Use Change and Forestry
MoEPP	Ministry of Environment and Physical Planning
MRV	Measurement, Reporting and Verification
NCCC	National Climate Change Committee
TNA	Technology Needs Assessment
SDGs	Sustainable Development Goals
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change

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## I. SITUATION ANALYSIS

The FYR of Macedonia has been part of the United Nations Framework Convention on Climate Change (UNFCCC) since its ratification in December 1997 and part of the Kyoto Protocol since July 2004. The Ministry of Environment and Physical Planning is the key governmental body responsible for development of climate change policies. Complying with the commitments towards the UNFCCC the country regularly prepares and submits relevant documents: The Initial National Communication on Climate Change in 2003; The Second National Communication in 2008; The Third National Communication in 2014; The First Biennial Update Report on Climate Change was submitted in February 2015 and The Intended Nationally Determined Contributions (INDC) document in August 2015.

The European integration has been at the top of Government's agenda ever since the independence of the country and the membership in the European Union remains the main strategic goal. The European Union integration agenda generates the necessary momentum for political, economic and social reforms and contributes to building consensus on important policy issues across the sectors. The EU accession poses great challenges in terms of the human capacities at national and local level, financial means for investments in the key sectors, but at the same time it provides opportunities for creation of more integrated, cross-cutting policies and better utilization of available resources. In this context, the country has already initiated the process for harmonization of its approach towards its commitments to the EU Climate Change Act. At the same time, this process also contributes to improved capacities for fulfilment of the country's obligations towards the UNFCCC as well.

Country's institutional and policy frameworks to deal with climate change related issues have noticeably improved. Number of national documents that set policies for development of the key sectors has been adopted. Most of the relevant Ministries have nominated Climate Change Focal Points. The Designated National Authority is performing its role in regards to the Kyoto Protocol and the first Clean Development Mechanism project has been registered while several others are in an advanced stage of development.

In the past decade number of relevant laws, regulations and strategies that incorporate climate change considerations have been adopted ("Strategy for Energy Development in the Republic of Macedonia for the Period 2008-2020 with a Vision to 2030" (2010); Renewable Energy Sources Strategy of Macedonia till 2020 (2010); and "National Strategy for Energy Efficiency in the Republic of Macedonia till 2020" (2010), National Strategy for Sustainable Development (2010), National Environmental Investments Strategy (2009); National Environmental Approximation Strategy (2008); National Health Strategy for Adaptation in Health Sector (2010), National Strategy for Climate Change Adaptation in Agriculture, National Transport Strategy 2007-2017.

The Strategy for Energy Development offers a set of ambitious and specific numerical targets for 2020 following the EU climate change policy track, e.g. reducing the energy intensity of the economy by 30% relative to 2006 or increasing the share of renewables (including hydropower and wood heat) to more than 20% of total final energy. But still, half of the country's electricity is projected to come from lignite-burning plants, both in 2020 and in 2030, and the overall total electricity demand is projected to grow by around 52% by 2030.

With support from UNDP a Roadmap for Introduction of Monitoring Reporting and Verification of GHGs required for participation in the EU Emission Trading Schemes (EU ETS) was prepared. Based on the recommendation from the Roadmap the Ministry of Environment has initiated a new project "Capacity-building to facilitate the implementation of the EU Emission Trading Scheme in Macedonia" which is funded by the Norwegian government and is under implementation.

The World Bank has implemented the Green Growth and Climate Change Analytic and Advisory Support Program, with the objective of supporting the country in assessing the economic costs and benefits of a shift to greener growth, taking into account projected climate change, and prioritizing actions identified by the National Strategy for Sustainable Development (NSSD). This umbrella Program focused on jobs creation, inclusive growth, adaptation to climate change, mitigation of greenhouse gas (GHG) emissions, and policy reforms and public investments through studies, analyses, technical assistance and training.

Moreover, the USAID Low Emissions Development Programme which is under implementation shall build national capacity to implement analytical framework and assess the real costs and barriers to low carbon

development and investment and will assist with policy development and harmonization of regulatory framework. USAID also supports the implementation of a project on adaptation technologies and practices in agriculture.

With support from UNDP a comprehensive assessment of capacities of local governments to address the climate change challenges has been carried out, and set of recommendations has been developed for actions of the key actors at the local level. It should be noted that local governments have been very active in the implementation of various energy efficiency measures, as well as in facilitation of the implementation of renewable project within their competences. "Milieucontact", a Civil Society Organization, with financial support from USAID uses the Green Agenda to focus on development of the Municipal Climate Change Strategies.

Prior to the CoP 21 in Paris, the country submitted its Intended Nationally Determined Contribution (INDCs) expressing its readiness to contribute to the global efforts for GHG emissions reduction. The country intended to reduce the CO<sub>2</sub> emissions from fossil fuels combustion for 30%, that is, for 36% at a higher level of ambition, by 2030 compared to the business as usual (BAU) scenario.

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## II. STRATEGY

Environmental sustainability and resilience is one of the priority areas of both the Development Partnership for Sustainable Development 2016 – 2020 (United Nations Development Assistance Framework), which defines the areas of support agreed between the Government and the United Nations agencies, and the Country Programme Document 2016 – 2020 signed between the Government and UNDP. Working in partnership with the Ministry of Environment and Physical Planning, the Ministry of Agriculture, Forestry and Water Economy, the Ministry of Economy, as well as with municipalities and civil society, the main results of the UN/UNDP support is expected to be five interrelated challenges: 1) broadening awareness of ecological threats from a narrow group of experts and policymakers to the broader public, so as to encourage the behavioral changes needed to protect the environment and fight climate change; 2) adopting policies and practices to reduce carbon emissions and prepare for the extreme weather events and patterns of flood and drought that accompany climate change, while generating ‘green jobs’; 3) improving the management of protected areas to preserve biodiversity; 4) improving management of water basins to ensure that water quality is preserved, the threat of floods is reduced, and the many disparate interests in water resources are balanced; and 5) ensuring that the national emergency agencies, municipalities and individuals improve their disaster preparedness in a gender-sensitive way.

Having supported the preparation of the three National Communications to the UNFCCC, the First Biennial Updated Report, and the Intended Nationally Determined Contributions, UNDP is well positioned to continue to provide technical support needed to ensure quality control of the national GHG inventory process, as well as planning of appropriate mitigation and adaptation measures and actions. In addition, UNDP in partnership with other players in the country, shall further work on facilitating access to climate financing mechanisms available for implementation of activities that will both mitigate emission and will help the most vulnerable sectors and communities to adapt to climate. Furthermore, the project outcomes will facilitate the national mitigation action and planning, will enable recognition of the mitigation efforts in the country, as well as will link the national mitigation action to international support. The implementation of the main recommendation of the SBUT and other relevant document shall support the creation of a more prudent climate change policies and shall contribute to enhanced positions of the country in the climate change negotiation process at international, as well as at European level.

The preparation process of the National Communications and the First Biennial Update Report to the Conference of the Parties of the UNFCCC, has contributed to the institutional strengthening of the Ministry of Environment and Physical Planning, as the main custodian of the Convention, as well as to other relevant institutions at national level. In order to ensure ownership and sustainability of this process, the project will also encourage active participation by all stakeholders in the formulation of mitigation policies and measures.

Macedonia’s Second Biennial Update Report on Climate Change will build on the findings and recommendations of First Biennial Update Report, technical review of the FBUR from the UNFCCC, the Intended Nationally Determined Contributions and all related projects implemented in the country, taking advantage of the currently strong global political momentum to advance promptly with the climate change agenda. It will be one of the key tools which should facilitate the decision making on issues related to climate change at all levels, contributing to deepening the understanding of the needs for and results of the implementation of mitigation policies and measures. It will further help to consider their potential contribution to the sustainable development of the different economic sectors in the country.

With respect to the gender dimension, women are meaningfully involved, not only as beneficiaries but also they are actively participating in the decision-making process of climate change related activities. Understanding how the different social roles and economic status of men and women affect, and are affected differently by climate change is very important. Following the recommendations of Gender and Climate Change Report produced as part of the FBUR, more in-depth gender analyses will be carried out for the energy and non-energy sectors, and specific recommendations for gender mainstreaming will be provided (i.e. gender assessments of access to resources to address and respond to climate change, research to close data gaps and improve knowledge about issues such as the gendered effects of various policy instruments, interventions to address poverty and affluence, and decision – making at the household level, gender differences in climate change contributions, mitigation, etc.). This will ensure that the

capabilities, knowledge and experience of all members of society are mobilized towards addressing climate change challenges.

### **Project Objective, Outcome and Outputs**

The long term objective of the project is to assist the country in deepening the mainstreaming and integration of climate change into national and sectorial development policies by ensuring continuity to the institutional and technical capacity strengthening process, partly initiated and sustained by the National Communications.

The immediate objective of the project is to assist the country in the preparation and submission of its Second Biennial Update Report to the Conference of the Parties to the UNFCCC for the fulfilment of its obligations to the Convention under Dec. 1/CP. 16 par. 60 and Dec 2/CP. 17 par. 41 and it's Annex III.

The project is in line with the GEF's climate change mitigation objective CCM3 under GEF-6: Foster Enabling Conditions to Mainstream Mitigation Concerns into Sustainable Development Strategies which provides support to Non Annex I countries at fully agreed cost to prepare their Biannual Updated Reports in a timely manner.

### **The project expected outcomes and outputs are:**

1. Revision and update of the national circumstances and institutional arrangements relevant to the preparation of the biennial update reports, especially in terms of implementation of the recommendation from the FBUR.
  - 1.1 Information on features of population, natural resources, climate and economy relevant to mitigation and adaptation to climate change updated;
  - 1.2 National development objectives, priorities, circumstances and specific needs and requirements elaborated taking into account the outcomes of the COP 21 in Paris, as well as the new global sustainable development framework, and relevant sustainable development goals;
  - 1.3 Institutional arrangements relevant to the preparation of the Biennial Update Reports on a continuous basis reviewed and specific recommendations for ensuring sustainability provided;
  - 1.4 Mechanisms for stakeholder involvement and participation strengthened to enable preparation of the biennial update reports
2. Development of new inventories for 2013-2014 in 2006 software and improving the quality of the whole series 1990-2014.
  - 2.1 GHG Inventory for 2013-2014 developed according to 2006 IPCC guidelines;
  - 2.2 Inventory for 2012 recalculated to fine-tune the data by use of official data from the State Statistical Office published after the submission of the FBUR;
  - 2.3 Quality of the GHG Inventory improved by introduction of higher Tier to the extent possible and following the recommendations of the technical review of the FBUR;
  - 2.4. Emission Monitoring from Industry sector (EMI) software upgraded and the software incorporated into the National Environmental Information System;
  - 2.5 Innovative tools for collection of data from other sectors than industry, particularly data needed for LULUCF sector developed;
  - 2.6 Nationally adopted emission factors revised and fuel-specific and combustion-specific emission factors for the transport sector developed;
  - 2.7 Capacities of relevant stakeholders increased to ensure regular data collection and sharing, as well as quality control of the national GHG inventory;
  - 2.8 Legal framework for GHG data collection and management upgraded;
  - 2.9 National Inventory Report prepared.

3. Revision/validation of the baseline and mitigation scenarios developed under the FBUR, along with detailed assessment of co-benefits of the mitigation scenarios and impact analyses of different policy instruments for GHG emission reduction.
  - 3.1. The baseline and mitigation scenarios by 2035 for non-energy sectors revised and validated to ensure alignment with relevant national priorities
  - 3.2. Sensitivity analyses concerning the base year and the peak year carried out and mitigation scenarios validated.
  - 3.3. Co-benefits of the proposed actions in various mitigation scenarios analysed (e.g. job creation potential of mitigation actions in non-energy sectors assessed), co-benefits of the proposed actions in various mitigation scenarios analysed;
  - 3.4. Impact analyses of different policy instruments for GHG emission reduction carried out and recommendations provided;
  - 3.5 Monitoring and evaluation framework for the Action Plan of the FBUR revised.
  - 3.6 National capacities for GHG mitigation strengthened
4. Assessment of the technology, financial and capacity needs for mitigation and connecting recommendations with government priorities.
  - 4.1 Technology, financial and capacity needs for implementation of mitigation actions on local level assessed;
  - 4.2 Specific gender analyses carried out for energy and non-energy sectors and recommendations for gender mainstreaming provided;
  - 4.3 Capacities of the key national stakeholders to access private and public climate change funding strengthened;
  - 4.4 Information on financial resources, technology transfer, capacity building and technical support received from bilateral and multilateral donors, IFCs, etc. for activities related to climate change updated;
  - 4.5 Information on national resources allocated for climate change upon ratification of the UNFCCC collected;
  - 4.6 Level of implementation of the recommended mitigation measures from the FBUR assessed and recommendations for improvements provided.
5. Support to the process of establishment of the domestic Measurement, Reporting and Verification (MRV) arrangements.
  - 5.1 Detailed analyses of the capacities (human and financial) to implement each of the steps of the domestic MRV system proposed in the FBUR carried out and recommendations to facilitate the establishment of the system provided;
  - 5.2 Support for establishment of an appropriate institutional and legal frameworks for the proposed domestic MRV scheme provided;
  - 5.3 Online MRV platform developed to meet the needs of the UNFCCC and the EU climate change mitigation requirements;
  - 5.4 Terms of Reference for national verification entities developed;
  - 5.5 Capacity of relevant national Gender Focal Points strengthened to ensure that the Measurement, Reporting and Verification (MRV) of mitigation actions is gender-sensitive.
6. Publication and submission of the Second Biennial Update Report according to the guidelines contained in Annex III of Dec.2/CP. 17
  - 6.1 Second Biennial Update Report published and submitted in accordance with the guidelines contained in Annex III of Dec.2/CP. 17
7. Monitoring and evaluation
  - 7.1 Project financial and progress reports prepared and submitted



### **Narrative description of the planned activities and outputs**

#### **1. National circumstances**

All thematical components that define the National Circumstances of the Biennial Update Report will be revised as per the new information and data subsequent to the finalization of the First BUR.

*Statistical data gathering, revision, update and analysis:* The country description in terms of demography, natural resources, climate and education, social and cultural aspects, as well as macroeconomic parameters, employment, income and services will be updated. The main sources for data and information will be the Annual Reports of the State Statistical Office, relevant Ministries and the Central Bank. Special attention will be given to new information and data related to those sectors that are largest contributors to the GHG emissions.

*Inclusion of disaggregated data:* To the extent possible and depending on the availability of information, an effort will be made to present disaggregated data (gender, age, education, urban, rural, etc.) highlighting country's particular aspects.

*Collection, revision, update and analysis of policy, legal and institutional aspects:* the series of laws, sectoral policies, plans and any other regulatory and/or policy instruments will be compiled, updated, analyzed and included in the country report.

*National development objectives, priorities and circumstances* will also be updated, and specific needs and concerns arising from the outcomes of the CoP 21 in Paris, the new sustainable development framework (SDGs), and requirements related to the EU accession process will be elaborated. Emphasis will be given on analyzing the conditions and particulars which may affect country's ability to fulfill its obligations towards the UNFCCC.

#### **2. GHG National Inventories**

*Update of the GHG Inventory:* Inventory for 2013-2014 will be developed according to 2006 IPCC guidelines, and the Inventory for 2012 will be recalculated using official data for this year from the State Statistical Office (SSO) that were published after the submission of the FBUR. The data used for 2012 in the FBUR were also from the SSO, but were not final as the final data is always published with a delay of 1.5 – 2 years, and the final official data may vary in some cases up to 30% from the initial published data for respective year. The final data for 2012 from SSO were available in March 2014 – and the FBUR was submitted in Feb 2014. Therefore, there is a need to revise the inventory for 2012 to reflect the final official data from the State Statistical Office for the year 2012.

Quality Assurance/Quality Control (QA/QC) shall be ensured through a formalized process along with reviews from the Macedonian Academy of Sciences and Arts (MASA), National Committee on Climate Change, and the Global Support Programme (GSP). Recommendations from the technical reviews from the UNFCCC and the Global Support Programme will be taken into consideration while revising the inventory.

*Improvement of data collection and quality:* The quality of the GHG Inventory shall be improved by introduction of higher Tier to the extent possible (eg. inventory for the aviation sector for the period 2010-2014, and for the waste sector) and revision of national emission factors and development of fuel and combustion-specific emission factors for the transport sector.

The Emission Monitoring from Industry sector (EMI) software (developed within the FBUR) will be upgraded thus providing for more accurate data from the industry sector. EMI is an operational database developed to ensure linkages and systematize data collection for three inventories required from the industry sector by the Ministry of Environment and Physical planning i.e. GHG inventory, Air Pollutants Cadasters and the Cadaster of Polluters. The database will provide the main input parameters necessary for reporting under three international conventions, as obligation of the country as signatory. Development of this software aims to provide one user friendly on-line form that the industries will fill only once per year, instead of many questionnaires send sporadically throughout the year. Efforts will be made to incorporate EMI into the National Environmental Information System through development and adoption of bylaws and regulations. Comprehensive training programmes will be carried out for relevant stakeholders with an aim to ensure regular data collection and sharing, as well as quality control of the national GHG inventory.

*Innovation:* Innovative tools for collection of data from other sectors than industry, particularly data needed for LULUCF sector shall be developed, and possibilities for using big data and crowdsourcing shall be explored. The work on knowledge sharing and innovation shall be based on the previous results achieved in this area in partnership with the Social Innovation Hub. It was established as a partnership between the [Faculty of Computer Science and Engineering](#) and the [United Nations Development Programme \(UNDP\)](#) in 2013, and since then, several encouraging innovative solutions in the areas of climate change, social and economic development, decentralization, etc. were prototyped/developed. The most relevant one for the climate change portfolio are: EMI software, Skopje Green Route, smart shoes and green roofs and facades that resulted from a climate challenge for innovative solutions generated by the citizens, guerilla campaigns, etc.). The Hub will be used to test/prototype relevant innovative ideas that will facilitate access to information and public participation related to climate change policies and practices.

The main output of this activity will be the National Inventory Report. It will elaborate the results of the analyses carried out, describe trends, and provide recommendations for improvements.

### **3. Mitigation actions**

*Mitigation analysis:* The activities under this outcome are designed to be complementary with the analyses and recommendations of the Intended Nationally Determined Contributions (INDC) and the FBUR. Three scenarios by 2035 were analyzed within the FBUR, baseline and 2 mitigation scenarios using bottom-up approach. Starting from specific mitigation measures in different sectors, each measure has been modelled individually and its mitigation potential (achievable Greenhouse gas emissions reduction) and the specific reduction cost have been calculated. Given that the INDC was focused only on the analyses of mitigation potential of the energy sectors, the SBUR will have extended focus, including also, to the extent possible, non-energy sectors like agriculture, waste and LULUCF. Particular to this focus, and taking into account the relevant national and international developments, the mitigation scenarios will be revised and updated. In addition, co-benefits of the proposed actions in various mitigation scenarios will be analyzed e.g. job creation potential of mitigation actions in non-energy sectors.

*Sensitivity and Impact analyses:* Sensitivity analyses concerning the base year and the peak year for all sectors will be carried out having in mind the revised mitigation scenarios and analyses carried out as part of the INDC development process. The main aim would be to assess the implications of different options for selection of a base year and pick year, and propose the option which will be the most appropriate for the country, having also in mind its obligations towards the UNFCCC, and other relevant entities. Moreover, impact analyses of different policy instruments for GHG emission reduction will be carried out and specific recommendations shall be provided. This is very important if the country has to accept mandatory GHG emission reduction in the near future. The ultimate goal of such exercise would be to reach a wide consensus of all relevant stakeholders in order to ensure country's commitment and action towards GHG mitigation.

The scope of the sectoral mitigation assessments will include an analysis of potential barriers to mitigation implementation, related legislation, policies and programmes that facilitate the rapid implementation of mitigation technologies and practices, as well as – to the extent possible – the macro-economic impact of the mitigation options. The EU approximation process and international requirements deriving from UNFCCC as guiding principles for development will be taken into consideration while doing the analyses within the SBUR.

*Monitoring and evaluation framework:* The M&E framework for assessing the advancement in the implementation of activities in the Mitigation Action Plan of the FBUR will be revised and upgraded in order to enable the Ministry of Environment, the National Climate Change Committee and other relevant stakeholders to follow the progress and undertake actions to facilitate the implementation in the sectors that are lagging behind.

### **4. Financial, Technology and Capacity Building needs and support received**

*Needs assessment:* Since it is expected that process of development of the Fourth National Communication to the UNFCCC to be accompanied with a comprehensive Technology Needs Assessment (TNA) on national level, for both mitigation and adaptation to climate change, the activities within the SBUR will be focused only on a rapid technology, financial and capacity needs assessment for implementation of mitigation

actions on local level. In this context, synergies will be established with ongoing USAID project on development of climate change strategies for local municipalities.

*Gender analyses:* Following the recommendations of Gender and Climate Change Report produced as part of the FBUR, more in-depth gender analyses will be carried out for energy and non-energy sectors and specific recommendations for gender mainstreaming will be provided.

*Constraints, Gaps and Needs:* Capacities of the key national stakeholders to access private and public climate change funding will be assessed in order to identify the main gaps and constrains. Based on this assessment, specific capacity building programme will be developed aiming at the improvement of national and local capacities to access and utilize the growing networks of private and public climate change financing for realization of the actions and measures foreseen in relevant action plans.

*Information and data:* Information on financial resources, technology transfer, capacity building and technical support received from bilateral and multilateral donors, IFCs, etc. for activities related to climate change mitigation upon submission of the First BUR will be updated. Information on national resources allocated for climate change upon ratification of the UNFCCC will be collected and systematized to the extent possible. Particular consideration will be given to ensure sustainability of the process for collection of such information by establishment and/or improvement of a current project databases.

## **5. Domestic Monitoring, Reporting and Verification**

*Capacity assessment:* As part of the preparation of the FBUR a “Conceptual Framework and Pathway for Monitoring, Reporting and Verification (MRV) of Climate Change Mitigation Actions” was developed. In addition, a comprehensive list of indicators that will enable MRV-ing even of small-scale projects (e.g., individual projects with disaggregated metrics) was proposed. The pathway for establishing a MRV framework in the country outlines five broad steps. Activities within the SBUR shall be focused on more in-depth analyses of national capacities (financial and human) to put into operation the proposed MRV system, and to further fine-tune the elements of the system.

*Legal and institutional framework:* To the extent possible, support for drafting appropriate laws and regulations that will facilitate the establishment and operationalization of the MRV system will be provided.

*MRV Platform:* An online platform shall be developed to facilitate the monitoring of climate change actions in the country, and their impact in terms of reduction of GHG emissions. The platform shall be user-friendly and should further contribute to the streamlining of the reporting to the UNFCCC and the EU. Furthermore, the technical and financial capacities of required personnel for MRV shall be continually reinforced to provide long-term stability to the monitoring, reporting and verification process for mitigation.

*Verification entities:* In order to support the efforts of the Government to create an enabling environment for establishment of national verification entities, Terms of Reference (ToR) for verification entities shall be outlined. The ToR should define the accreditation standards for third party verifiers and develop criteria for domestic verifiers.

*Gender aspects:* With a purpose of ensuring that the Measurement, Reporting and Verification (MRV) of mitigation actions is gender-sensitive, focal points responsible for MRV will receive training in gender mainstreaming into climate change mitigation. This will be done in a form of an online training course, in-person capacity building workshops, and intra-departmental networks of focal points for climate change and gender.

## **6. Compilation, Publication and Submission of the Second Biennial Update Report**

Upon completion of all planned analyses and reports, the Second Biennial Update Report document will be compiled in accordance with the guidelines contained in Annex II of Dec. 2. CP 17, and it will be submitted to the Conference of the Parties in the United Nations Framework Convention on Climate Change following the format established by the UNFCCC Secretariat. The SBUR is expected to be submitted to UNFCCC in the first quarter of 2017.

### III. PROJECT RESULTS FRAMEWORK

<p><b>This project will contribute to achieving the following Country Programme Outcome as defined in CPAP or CPD:</b></p> <p>By 2020, individuals, the private sector and state institutions base their actions on the principles of sustainable development and communities are more resilient to disasters and environmental risks</p>
<p><b>Country Programme Outcome Indicators:</b></p> <p>Greenhouse gas (GHG) emissions (CO2 eq kT), Baseline (2012): 12,707.74 Target (2020): 11,309.89</p> <p>Economic loss from natural hazards and disasters as a share of GDP, Baseline (2013): 2.6% Target (2020): 2.1%</p> <p>Number of hectares of land that are managed sustainably as protected areas under a conservation, sustainable use or access- and benefits-sharing regime, Baseline (2014): 79,433 Target (2020): 120,000</p>
<p><b>Primary applicable Key Environment and Sustainable Development Key Result Area:</b> Mainstreaming environment and energy</p>
<p><b>Applicable GEF Strategic Objective and Program:</b> CCM Objective 3: Foster Enabling Conditions to Mainstream Mitigation Concerns into Sustainable Development Strategies, Program 5: Integrate findings of Convention obligations and enabling activities into national planning processes and mitigation targets</p>
<p><b>Applicable GEF Expected Outcomes:</b> Outcome B. Policy, planning and regulatory frameworks foster accelerated low GHG development and emissions mitigation</p>
<p><b>Applicable GEF Outcome Indicators:</b> Indicator 7. Number of countries meeting convention reporting requirements and including specific GHG reduction targets</p>

	Indicator	Baseline	Targets End of Project	Source of verification	Risks and Assumptions
<p><b>Project Objective</b></p> <p>To assist the Former Yugoslav Republic of Macedonia in the preparation of its Second Biennial Update Report (SBUR) for the fulfilment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC)</p>	<p>Second Biennial Update Report (SBUR) document</p>	<p>The First Biennial Update Report (FBUR) endorsed by the Government and submitted to the UNFCCC</p>	<p>The Second Biennial Update Report (SBUR) endorsed by the Government and submitted to the UNFCCC</p>	<p>Official Gazette of RM <a href="#">UNFCCC web site</a></p>	<p>Stable political situation and firm commitment of the Government to fulfil its commitments towards the UNFCCC</p>
<p><b>Outcome 1</b></p> <p>National circumstances and</p>	<p>National circumstances and institutional</p>	<p>National circumstances and institutional</p>	<p>National circumstances and institutional arrangements relevant to the preparation of the national</p>	<p>Reports, strategies and plans on national and local</p>	<p>Availability of relevant documents</p>

	Indicator	Baseline	Targets End of Project	Source of verification	Risks and Assumptions
institutional arrangements	arrangements relevant to the preparation of the national biennial update reports revised and updated	arrangements relevant to the preparation of the national biennial update reports as part of the FBUR	<p>biennial update reports revised and updated:</p> <p>1.1 Information on features of population, natural resources, climate and economy relevant to mitigation and adaptation to climate change updated;</p> <p>1.2 National development objectives, priorities, circumstances and specific needs and requirements elaborated taking into account the outcomes of the COP 21 in Paris, as well as the new global sustainable development framework, and relevant sustainable development goals;</p> <p>1.3 Institutional arrangements relevant to the preparation of the Biennial Update Reports on a continuous basis reviewed and specific recommendations for ensuring sustainability provided;</p> <p>1.4 Mechanisms for stakeholder involvement and participation strengthened to enable preparation of the biennial update reports</p>	levels	
<b>Outcome 2</b> GHG Inventory	GHG inventory for 2013-2014 prepared, using the UNFCCC recommended 2006 software and previous series improved by	GHG Inventories for the period 1990 – 2012	<p>2.1. New inventories for 2013-2014 developed according to 2006 IPCC guidelines;</p> <p>2.2. Inventory for 2012 recalculated to fine-tune the data by use of official data from the State Statistical Office published after the</p>	National Statistics Government report External expert review (GSP)	<p>State institutions share information and data in their possession, and installations willing and able to share data on their emissions</p> <p>Political commitment for establishing an</p>

	Indicator	Baseline	Targets End of Project	Source of verification	Risks and Assumptions
	introduction of higher Tier to the extent possible		<p>submission of the FBUR;</p> <p>2.3. Quality of the whole series of the GHG Inventory 1990-2014 improved by introduction of higher Tier to the extent possible</p> <p>2.4. Emission Monitoring from Industry sector (EMI) software upgraded and the software incorporated into the National Environmental Information System</p> <p>2.5 Innovative tools for collection of data from other sectors than industry, particularly data needed for LULUCF sector developed;</p> <p>2.6 Nationally adopted emission factors revised and fuel-specific and combustion-specific emission factors for the transport sector developed;</p> <p>2.7 Capacities of relevant stakeholders increased to ensure regular data collection and sharing, as well as quality control of the national GHG inventory;</p> <p>2.8 Legal framework for GHG data collection and management upgraded;</p> <p>2.9 National Inventory Report prepared.</p>		institutional set up for preparation, updating, and reporting of the GHG Inventory
<b>Outcome 3</b> Mitigation actions and their effects	Upgraded mitigation chapter in the SBUR	Mitigation scenarios as part of the FBUR and INDC	3.1. The baseline and mitigation scenarios by 2035 for non-energy sectors revised and validated to ensure alignment with relevant national priorities,	Studies/reports for the mitigation potential in the respective sectors Government	Availability of new data and information, and sufficient capacity for carrying out impact analyses using specific models. Willingness to incorporate the findings

	Indicator	Baseline	Targets End of Project	Source of verification	Risks and Assumptions
			<p>3.2. Sensitivity analyses concerning the base year and the peak year carried out and mitigation scenarios validated.</p> <p>3.3. Co-benefits of the proposed actions in various mitigation scenarios analyzed (e.g. job creation potential of mitigation actions in non-energy sectors assessed), co-benefits of the proposed actions in various mitigation scenarios analyzed;</p> <p>3.4. Impact analyses of different policy instruments for GHG emission reduction carried out and recommendations provided;</p> <p>3.5 Monitoring and evaluation framework for the Action Plan of the FBUR revised.</p> <p>3.6 National capacities for GHG mitigation strengthened</p>	<p>strategies</p> <p>Expert review (GSP)</p> <p>INDC</p> <p>FBUR</p>	<p>and recommendations into relevant policy instruments that will facilitate investments in low carbon development, especially for the industry and private sector</p>
<p><b>Outcome 4</b></p> <p>Financial, technology and capacity building needs and support received</p>	<p>Upgraded chapter on financial, technology and capacity building in the SBUR</p>	<p>Technology, financial and capacity needs for mitigation report as part of the FBUR</p>	<p>4.1. Technology, financial and capacity gaps and needs for implementation of mitigation actions identified, and recommendation for addressing the needs provided;</p> <p>4.2. Specific gender analyses carried out for energy and non-energy sectors and recommendations for gender mainstreaming provided;</p> <p>4.3 Capacities of the key national stakeholders to access private and public climate change funding</p>	<p>Relevant studies/reports</p> <p>Expert review (GSP)</p> <p>INDC</p> <p>FBUR</p>	<p>Strong commitment from the national and local governments to invest in capacity building and increasing human and financial resources for mitigation actions and measures</p>

	Indicator	Baseline	Targets End of Project	Source of verification	Risks and Assumptions
			<p>strengthened;</p> <p>4.4 Information on financial resources, technology transfer, capacity building and technical support received from bilateral and multilateral donors, IFCs, etc. for activities related to climate change updated;</p> <p>4.5 Information on national resources allocated for climate change upon ratification of the UNFCCC collected;</p> <p>4.6. Level of implementation of the recommended mitigation measures from the FBUR assessed and recommendations for improvements provided.</p>		
<b>Outcome 5</b> Domestic Measurement Reporting and Verification	Relevant institutional and legal framework for establishment of a domestic MRV scheme in place	Initial Roadmap for establishment of a domestic MRV scheme	<p>5.1 Detailed analyses of the capacities (human and financial) to implement each of the steps of the domestic MRV system proposed in the FBUR carried out and recommendations to facilitate the establishment of the system provided;</p> <p>5.2. Support for establishment of an appropriate institutional and legal frameworks for a domestic MRV scheme provided;</p> <p>5.3. Online MRV platform developed to meet the needs of the UNFCCC and the EU climate change mitigation requirements;</p> <p>5.4 Terms of Reference for national</p>	Relevant studies/reports Expert review (GSP)	Strong commitment from the Government and other concerned entities



	Indicator	Baseline	Targets End of Project	Source of verification	Risks and Assumptions
			verification entities developed; 5.5. Capacity of relevant national Gender Focal Points strengthened to ensure that the Measurement, Reporting and Verification (MRV) of mitigation actions is gender-sensitive		
<b>Outcome 6</b> Publication and submission of the Second Biennial Update Report	SBUR adopted by the Government	FBUR adopted by the Government and submitted to the UNFCCC	6.1. Second Biennial Update Report published and submitted in accordance with the guidelines contained in Annex III of Dec.2/CP. 17	Official Gazette of RM UNFCCC web site	Stable political situation and firm commitment of the Government to fulfil its commitments towards the UNFCCC

#### IV. TOTAL BUDGET AND WORKPLAN

<b>Award ID:</b>	00080737	<b>Project ID(s):</b>	00090319
<b>Award Title:</b>	Macedonian Second Biennial Update Report		
<b>Business Unit:</b>	MKD10		
<b>Project Title:</b>	Macedonian Second Biennial Update Report on Climate Change		
<b>PIMS no.</b>	5751		
<b>Implementing Partner (Executing Agency)</b>	Ministry of Environment and Physical Planning		

GEF Outcome/Atlas Activity	Responsible Party/Implementing Agent	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount Year 2016 (USD)	Amount Year 2017 (USD)	Total (USD)	See Budget Note :
OUTCOME 1: National circumstances	UNDP	62000	GEF	71400	Contractual Services - Individual		4,000	4,000	<a href="#">[1]</a>
				72100	Contractual services - Companies	1,000	3,000	4,000	<a href="#">[2]</a>
				74500	Miscellaneous	1,000	1,000	2,000	<a href="#">[3]</a>
					<b>Total Outcome 1</b>	<b>2,000</b>	<b>8,000</b>	<b>10,000</b>	
OUTCOME 2: GHG Inventory	UNDP	62000	GEF	71300	Local Consultants	47,000	5,000	52,000	<a href="#">[4]</a>
				71400	Contractual Services - Individual		2,000	2,000	<a href="#">[5]</a>
				72100	Contractual services - Companies	20,000	13,000	33,000	<a href="#">[6]</a>
				72800	Information Technology equipment	6,000		6,000	<a href="#">[7]</a>
				74200	Audio Visual & Print Prod Costs	4,000	3,000	7,000	<a href="#">[8]</a>
				71600	Travel	1,500	1,500	3,000	<a href="#">[9]</a>
				74500	Miscellaneous	2,000	1,000	3,000	<a href="#">[3]</a>
					<b>Total Outcome 2</b>	<b>80,500</b>	<b>25,500</b>	<b>106,000</b>	

GEF Outcome/Atlas Activity	Responsible Party/ Implementing Agent	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount Year 2016 (USD)	Amount Year 2017 (USD)	Total (USD)	See Budget Note :
OUTCOME 3: Mitigation Analysis	UNDP	62000	GEF	71200	International Consultants	28,000		28,000	<a href="#">[10]</a>
				71300	Local Consultants	31,000	5,000	36,000	<a href="#">[11]</a>
				72100	Contractual services - Companies	30,000	12,000	42,000	<a href="#">[12]</a>
				71600	Travel	3,000		3,000	<a href="#">[9]</a>
				74500	Miscellaneous	500	500	1,000	<a href="#">[3]</a>
					<b>Total Outcome 3</b>	<b>92,500</b>	<b>17,500</b>	<b>110,000</b>	
OUTCOME 4: Financial, technology and capacity building needs and support receive	UNDP	62000	GEF	71300	Local Consultants	5,000		5,000	<a href="#">[13]</a>
				72100	Contractual services - Companies	2,000	3,000	5,000	<a href="#">[14]</a>
					<b>Total Outcome 4</b>	<b>7,000</b>	<b>3,000</b>	<b>10,000</b>	
OUTCOME 5: Domestic MRV	UNDP	62000	GEF	71200	International Consultants	20,000	10,000	30,000	<a href="#">[15]</a>
				71300	Local Consultants	4,000	3,000	7,000	<a href="#">[16]</a>
				71400	Contractual Services - Individual		3,000	3,000	<a href="#">[17]</a>
				72100	Contractual services - Companies	12,000	6,000	18,000	<a href="#">[18]</a>
				74200	Audio Visual & Print Prod Costs	2,000		2,000	<a href="#">[19]</a>
					<b>Total Outcome 5</b>	<b>38,000</b>	<b>22,000</b>	<b>60,000</b>	
OUTCOME 6: Publication and submission	UNDP	62000	GEF	72100	Contractual services - Companies		7,000	7,000	<a href="#">[20]</a>
				74200	Audio Visual & Print Prod Costs		7,000	7,000	<a href="#">[21]</a>
					<b>Total Outcome 6</b>	<b>0</b>	<b>14,000</b>	<b>14,000</b>	-
OUTCOME 7: Monitoring and evaluation	UNDP	62000	GEF	72100	Contractual services - Companies		7,000	7,000	<a href="#">[22]</a>
				74100	Professional services		3,000	3,000	<a href="#">[23]</a>
					<b>Total Outcome 7</b>		<b>10,000</b>	<b>10,000</b>	-
Project management Unit	UNDP	62000	GEF	71400	Contractual Services - Individual	14,000	13,000	27,000	<a href="#">[24]</a>
				64398	Direct Project Costs – Staff	2,000	1,500	3,500	<a href="#">[25]</a>

GEF Outcome/Atlas Activity	Responsible Party/ Implementing Agent	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount Year 2016 (USD)	Amount Year 2017 (USD)	Total (USD)	See Budget Note :
				74598	Direct Project Costs – GOE	1,000	500	1,500	[26]
					<b>Total Outcome 7</b>	<b>17,000</b>	<b>15,000</b>	<b>32,000</b>	
<b>Project Total:</b>						<b>237,000</b>	<b>115,000</b>	<b>352,000</b>	

#### Summary of Funds:

	Amount Year 1	Amount Year 2	Total
<b>GEF</b>	237,000\$	115,000\$	352,000\$
<b>UNDP (parallel funding)</b>	43,900\$	0\$	43,900\$
<b>Government parallel funding in-kind</b>	8,000\$ 7,000\$	7,000\$ 8,000\$	15,000\$ 15,000\$
<b>TOTAL</b>	295,900\$	130,000\$	425,900\$

#### Project Budget Notes

Atlas Category	Atlas Code	Budget Notes
[1] Contractual Services - Individual	71400	Project Manager assigned to prepare the National Circumstances chapter and develop policy briefs based on SBUR results (USD 2,000 per month; 2 months)
[2] Contractual services - Companies	72100	Revision, update and maintenance of the web site <a href="http://www.klimatskipromeni.mk">www.klimatskipromeni.mk</a> for 2 years (USD 1,000) Development and conducting the climate change survey (USD 2,000)
[3] Miscellaneous	74500	Miscellaneous cost
[4] Local Consultants	71300	Local research consultants to support development of the GHG inventory as per the 2006 IPCC Guidelines and to conduct comprehensive training programmes for relevant stakeholders with an aim to ensure regular data collection and sharing of the national GHG inventory; (2 persons, USD 500 per month per person; 10 months)

Atlas Category	Atlas Code	Budget Notes
		<p>Local expert in LULUCF assigned to develop this sector of the GHG inventory in higher Tier in compliance with the BUR requirements (USD 200/day; estimated 40 days)</p> <p>Legal consultant to carry out analysis of related legislation, policies and programmes that facilitate the rapid implementation of mitigation technologies and practices and analyze legal requirements and procedures to incorporate Emission Monitoring in Industry (EMI) software into the National Environmental Information System (USD 150/day; estimated 40 days)</p> <p>Local consultant - Technical Advisor to provide technical and strategic guidance that will ensure soundness and consistency of the generated products for the GHG inventory, the mitigation assessment and the MRV framework; (USD 200/day; estimated 75 days)</p> <p>Local consultant - Database Management Consultant assigned to support the inclusion of the Emission Monitoring in Industry (EMI) software into the National Environmental Information System of the Ministry of Environment and Physical planning (USD 200/day; estimated 55 days)</p>
[5] Contractual Services - Individual	71400	Project Manager assigned to compile and analyse results in worksheets, reporting tables, and emission factors, prepare CRF tables and to support the verification of the GHG inventory (USD 2,000 per month; one moth)
[6] Contractual services - Companies	72100	<p>Local Company to revise the emission factors developed in FBUR and to develop new to the extent possible (USD 10,000)</p> <p>Local academic institutions contracted to develop/verify the updated GHG inventory (USD 12,000)</p> <p>Local IT Company to support relevant changes in the EMI software in order to incorporate it with the National Environmental Information System (USD 7,000)</p> <p>Organization of 2 sectoral stakeholders consultation meetings (USD 500 per meeting), 1 national workshop on GHG inventory (USD 1,500 per workshop) and 1 inception workshop (USD 1,500)</p>
[7] Information Technology equipment	72800	3 Laptop units for PMU (USD 2,000 per unit)
[8] Audio Visual & Print Prod Costs	74200	Translation and proofreading of the national GHG inventory report and on relevant meetings (USD 1,500 total, as per the UNDP CO translation price list); develop and print summary of the GHG inventory (USD 4,000); development of infographics and other relevant public awareness raising materials (USD 1,500)
[9] Travel	71600	Travel expenses for attending relevant training/capacity building workshops or promotion of the report
[10] International Consultants	71200	<p>International Mitigation consultant to conduct sensitivity analyses concerning the base year and the peak year for all sectors; to estimate the job creation potential of mitigation actions in non-energy sectors, as well as the co-benefits of the proposed actions in the mitigation scenarios; to provide advice and support to increase the level of implementation of the recommended measures from INDC and FBUR USD 650; total of 30 days).</p> <p>International gender consultant to develop in-depth gender analyses for energy and non-energy sectors, following the recommendations of Gender and Climate Change Report produced as part of the FBUR (USD 500; total of 16 days).</p>

<b>Atlas Category</b>	<b>Atlas Code</b>	<b>Budget Notes</b>
[11] Local Consultants	71300	<p>Local consultant on Gender to provide support to the international gender consultant in carrying out in-depth gender analyses for energy and non-energy sectors (USD 200; total of 20 days).</p> <p>Local consultant to conduct impact analyses of different policy instruments for GHG emission reduction carried out and recommendations provided (USD 200; total of 40 days).</p> <p>Local consultants to conduct rapid capacity needs assessment for implementation of mitigation actions on local level; to develop specific capacity building programme aimed at improvement of national and local capacities to access and utilize the growing networks of private and public climate change financing for realization of the actions and measures foreseen in relevant action plans (USD 200; total of 60 days).</p> <p>Local consultant to conduct climate change public awareness perception assessment (USD 150; total of 33 days)</p> <p>Translation and proofreading of the national mitigation report and on relevant meetings (USD 1,500 total, as per the UNDP CO translation price list and roster of translators)</p> <p>Local researcher to support introduction of innovative measures for climate change mitigation (USD 180; total of 30 days)</p>
[12] Contractual services – Companies	72100	<p>Local institutions contracted to develop mitigation scenarios for non-energy sectors like agriculture, waste and LULUCF (USD 22,000)</p> <p>Organization of 4 sectoral stakeholder consultation meetings (USD 500 per meeting), 1 national workshop on mitigation scenarios (USD 2,000 per workshop)</p> <p>Local company contracted to implement one selected innovation measure (USD 16,000)</p>
[13] Local Consultants	71300	<p>Local consultant – to update information on financial resources and support received from bilateral and multilateral donors, IFCs, etc. for activities related to climate change; to identify best method for collecting information on national resources allocated for climate change upon ratification of the UNFCCC and analyze collected information (USD 150; total of 33 days).</p>
[14] Contractual services – Companies	72100	<p>Local company to develop software for regular collection and reporting related to climate change financing (USD 5,000)</p>
[15] International Consultants	71200	<p>International consultant to provide technical support for selection and establishment of nationally appropriate criteria and performance indicators for MRV; to provide technical support for defining GHG Mitigation Action Accounting Standards; to outline requirements for verification entities; to outline baseline requirements for the online platform aimed to facilitate monitoring so as to meet the needs of future EU and UNFCCC climate change mitigation requirements; to provide strategic guidance for implementation of the Pathway for MRV from the FBUR. (USD 750; total of 40 days)</p>
[16] Local Consultants	71300	<p>Local consultant to provide technical support to the international MRV consultant in establishment of a national MRV system; (USD 200; total of 35 days)</p>
[17] Contractual services - Individual	71400	<p>Project Manager assigned to compile and prepare the MRV chapter of the SBUR, based on the work of the international consultant (USD 2,000 per month; one and a half moth)</p>
[18] Contractual services –	72100	<p>Local company to develop on-line MRV scheme (USD 11,000)</p>

Atlas Category	Atlas Code	Budget Notes
Companies		Local company to supply supporting office related materials for the project duration (USD 2,000) Local company to provide project office IT related support for the project duration (USD 2,000) Organization of 2 sectoral stakeholders consultation meetings (USD 500 per meeting), 1 national workshop on MRV (USD 2,000 per workshop)
[19] Audio Visual & Print Prod Costs	74200	Local company to develop and print relevant MRV report (USD 1,000); development of infographics and other relevant public awareness raising materials (USD 1,000)
[20] Contractual services – Companies	72100	Organization of promotion of the SBUR (USD 2,500) Distribution of SBUR to relevant stakeholders (USD 1,500) Organizing public awareness raising activities related to the SBUR results and recommendations (USD 3,000)
[21] Audio Visual & Print Prod Costs	74200	Local company to design and print the SBUR (USD 7,000)
[22] Contractual services – Companies	72100	Monitoring and evaluation services (USD 7,000)
[23] Professional Services	74100	Project Audit (USD 3,000)
[24] Contractual Services - Individual	71400	Salary for Project Manager (USD 2,000 per month; 13 months).
[25] Direct Project Costs – Staff	64398	UNDP Direct Project Services as requested by Government will be charged in line with the <u>GEF rules on DPCs</u> . Please see Annex V.
[26] Direct Project Costs – GOE	74598	UNDP Direct Project Services as requested by Government will be charged in line with the <u>GEF rules on DPCs</u> . Please see Annex V.

Budget Revision and Tolerance: As per UNDP requirements outlined in the UNDP POPP, the project board will agree on a budget tolerance level for each plan under the overall annual work plan allowing the project manager to expend up to the tolerance level beyond the approved project budget amount for the year without requiring a revision from the Project Board. Should the following deviations occur, the Project Manager and UNDP Country Office will seek the approval of the UNDP-GEF team as these are considered major amendments by the GEF: a) Budget re-allocations among components in the project with amounts involving 10% of the total project grant or more; b) Introduction of new budget items/or components that exceed 5% of original GEF allocation.

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

Refund to Donor: Should a refund of unspent funds to the GEF be necessary, this will be managed directly by the UNDP-GEF Unit in New York.

Project Closure: Project closure will be conducted as per UNDP requirements outlined in the UNDP POPP.<sup>1</sup> On an exceptional basis only, a no-cost extension beyond the initial duration of the project will be sought from in-country UNDP colleagues and then the UNDP-GEF Executive Coordinator.

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. The Implementing Partner through a Project Board decision will notify the UNDP Country Office when operational closure has been completed. At this time, the relevant parties will have already agreed and confirmed in writing on the arrangements for the disposal of any equipment that is still the property of UNDP.

Financial completion: 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 12 months of operational closure or after the date of cancellation. 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 UNDP-GEF Unit for confirmation before the project will be financially closed in Atlas by the UNDP Country Office.

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<sup>1</sup> see <https://info.undp.org/global/popp/ppm/Pages/Closing-a-Project.aspx>



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## V. MANAGEMENT ARRANGEMENTS

The project will be implemented under the Support to NIM modality where UNDP shall act as a responsible party for the provision of support services to the national implementing partner i.e. the Ministry of Environment and Physical Planning, in accordance to the Standard Basic Assistance Agreement between the Government of FYR Macedonia and the United Nations Development Programme, signed by the parties on 30 October 1995.

The UNDP office will provide substantive as well as administrative support services for activities within the Project Document/Annual Work Plan and in accordance with the regulations, rules and procedures of UNDP and GEF. The support services the UNDP office shall provide would be: support for additional resource mobilization, identification and recruitment of programme or project personnel; identification of training activities and assistance in carrying them out; procurement of goods and services, carrying out activities and producing outputs, etc. The nature and scope of these services shall be described in more details in the Letter of Agreement (Annex V) which will be signed between the UNDP Resident Representative and the Minister of Environment and Physical Planning.

As responsible party, UNDP would be accountable for any specific services provided under such agreements to the implementing partner. UNDP regulations, rules, policies and procedures shall apply in providing the support services by UNDP. UNDP Direct Project Services as requested by Government will be charged in line with the [GEF rules on DPCs](#). Financial transactions and financial statements shall be subject to the internal and external auditing procedures laid down in the Regulations and Rules of UNDP.

This type of implementation modality has been agreed due to the specific situation in the country. Namely, as the EU candidate country, Macedonia is in the transitional process of adjusting its institutional and regulatory frameworks to the requirements of the EU in all relevant areas. This includes the Ministry of Environment and Physical Planning which is currently in the process of transposing relevant Climate Action package and modifying the existing internal institutional set up. All these processes are engaging significant human and other resources, and require additional capacities that will enable the Ministry to cope with the regular and new responsibilities. Moreover, the country is in a very specific political situation due to the turmoil caused by the expected early election and the refusal of the opposition to participate. This leads to unstable functioning of the governmental institutions. However, UNDP will make particular efforts in order to ensure future sustainability, and close collaboration with the Ministry of Environment and other national stakeholders shall work out measures to build up the national capacities as part of the project implementation.

The Government will give support to the project through the use of equipment and premises for conference and meetings, whenever feasible. It will also provide support for preparation of GHG inventories through the Informative Centre within MoEPP. The Public Relations Office within MoEPP will provide support in communicating the project outcomes to the key stakeholders.

The National Climate Change Committee (NCCC) that was established by the Government will continue to be the overarching political platform, providing a high level support for the development and realization of the climate change activities. It comprises of the key stakeholders from national institutions, academia, private sector and civil society and Climate Change Focal points that are appointed in the Ministries. The NCCC will also provide policy guidance to the project strengthening the inter-institutional coordination on climate change thus giving sustainability to the preparation process of national communications and biennial update reports.

The project organisation structure is as follows:

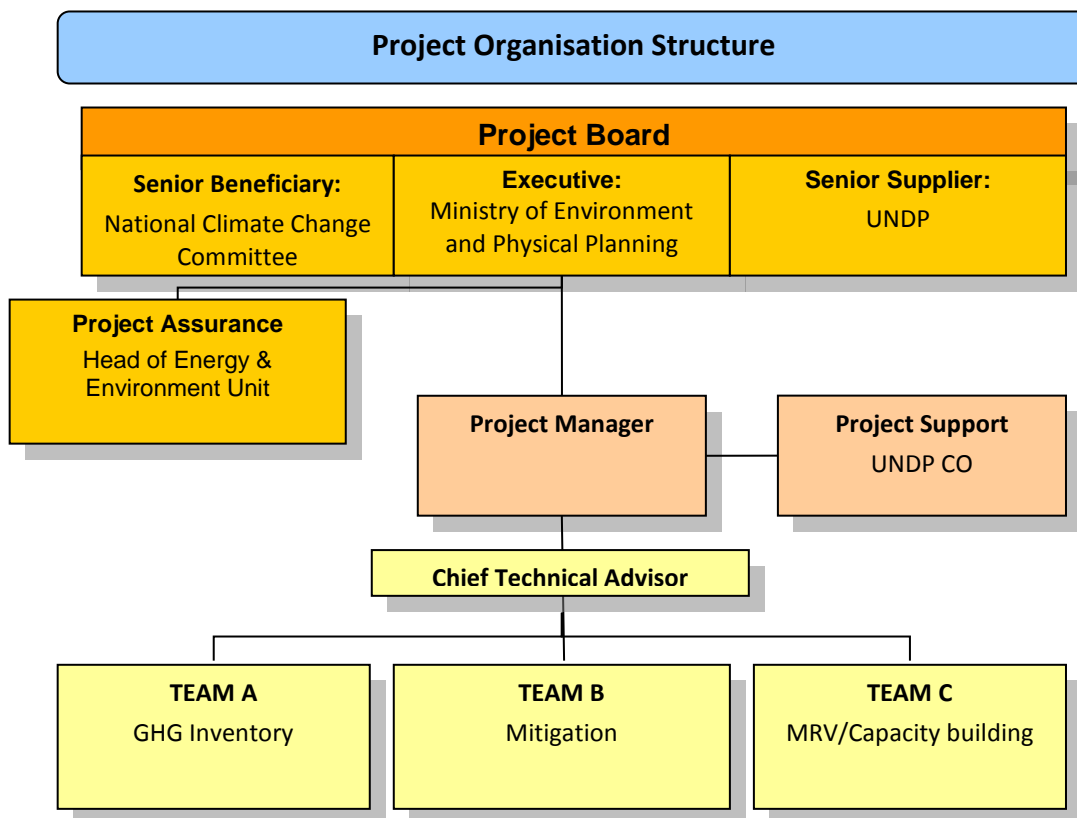


Figure 1. Project Management Structure

The **Project Board** is responsible for making by consensus, management decisions when guidance is required by the Project Manager, including recommendation for UNDP/Implementing Partner approval of project plans and revisions. In order to ensure UNDP's ultimate accountability, Project Board decisions is made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition. The Project Board endorses the Annual Work Plans (AWP) presented by the Project Manager. The members of the PB may review and approve quarterly project plans thereafter when required and authorizes any major deviation from the agreed quarterly plans, as well as endorsed the Annual Progress Reports presented by the Project Manager. In addition, it approves any delegation of its Project Assurance responsibilities. In case a consensus cannot be reached within the Board, final decision shall rest with the UNDP Programme Manager. The same Project Board (PB) established for the FBUR project, will serve as a Project Board for the SBUR project as well. It will consists of representatives from the Ministry of Environment and Physical Planning (State Advisor on Climate Change), the Chair of the National Climate Change Committee, and UNDP Deputy Resident Representative.

**Project management:** The Project's day-to-day implementation will be carried out by the Project team composed of a Project Manager and a Project Assistant (which will be cost-shared with other projects within the Energy and Environment Portfolio), supported by the Programme Officer managing the Energy and Environment Portfolio. In order to ensure continuity and retaining of knowledge, the Project Manager that was managing previous BUR and the preparation of National Communications to the UNFCCC, will also manage the SBUR. The Project Manager function will end when the final project terminal evaluation report, and other documentation required by the GEF and UNDP, has been completed and submitted to UNDP (including operational closure of the project). The Project Manager will run the project on a day-to-day basis within the constraints laid down by the Board. The Project Manager function will end when the final project report, and other documentation required by the GEF and UNDP, has been completed and

submitted to UNDP (including operational closure of the project). The project team will be temporary located at UNDP Country Office premises until the Ministry of Environment and Physical Planning moves to their new premises, when the project will be re-located in the premises of the Ministry.

All teams will be supported by the Chief Technical Advisor who will be contracted on retainer basis for the duration of the project, in order to provide technical/expert support and guidance.

Based on the experience from the previous national communications the Macedonian Academy of Arts and Science (Research Centre for Energy, Informatics, and Materials of the Macedonian Academy of Sciences and Arts (MASA) will be contracted for carrying out specific analyses and modelling of GHG emissions and mitigation potential. The reasons for having a direct contract with MASA lay in very limited capacities in the country for carrying out analyses and use of specific modelling tools for this purpose, and the fact that only MASA has a proven record in performing comprehensive analyses in the respective field for the Ministry of Economy (National Energy Strategy, Energy Efficiency Strategy, Renewables Strategy, etc.) as well as for the international organizations (World Bank’s policy advisory support for the Green Growth Strategy). UNDP has also positive experience with ICEM MASA as they were involved in the development of all previous climate change documents.

The **project assurance** role will be provided by UNDP Programme Officer, Head of Energy and Environment Unit.

Agreement on intellectual property rights and use of logo on the project’s deliverables: In order to accord proper acknowledgement to the GEF for providing 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.

Ownership of equipment, supplies and other properties financed from the contribution shall vest in UNDP. Matters relating to the transfer of ownership by UNDP to the national partners shall be determined in accordance with the relevant policies and procedures of UNDP.

The project will be implemented in the period of 20 months which is considered as optimal for completion of all project activities.

**Key Stakeholders:**

	Stakeholder	Role
1.	Ministry of Environment and Physical Planning (MoEPP)	<ul style="list-style-type: none"> <li>• Key governmental body responsible for coordinating the implementation of the UNFCCC and the Kyoto Protocol</li> <li>• Key governmental body responsible for development of climate change policies and strengthening the institutional cooperation in the area of climate change</li> <li>• Key governmental body responsible for reporting the progress in the area of climate change to the EU</li> <li>• Designated National Authority for the Kyoto Protocol implementation.</li> </ul>
2.	Ministry of Economy	<ul style="list-style-type: none"> <li>• Key governmental body responsible for development of energy related policies</li> <li>• Key governmental body responsible for reporting towards the Energy Community</li> </ul>

	Stakeholder	Role
3.	Ministry of Transport and Communication	<ul style="list-style-type: none"> <li>• Key governmental body responsible for development of transport related policies</li> <li>• Key governmental body responsible for mainstreaming climate change into transport related planning processes</li> </ul>
4.	Ministry of Finance	<ul style="list-style-type: none"> <li>• Key governmental body responsible for creation of fiscal policy, public finance management and improvement of the budgetary process.</li> </ul>
5.	Ministry of Agriculture, Forestry and Water Economy	<ul style="list-style-type: none"> <li>• Key governmental body responsible for development of policies related to agriculture, forestry and water economy</li> <li>• Key governmental body responsible for mainstreaming climate change into agriculture, forestry and water economy related planning processes</li> </ul>
6.	National Climate Change Committee (NCCC)	<ul style="list-style-type: none"> <li>• Established by the Government, it consists of representatives of all relevant stakeholders: governmental bodies, academia, private sector and civil society</li> <li>• The NCCC is a participatory platform aimed at providing high-level support and guidance for overall climate change policies in the country.</li> </ul>

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## VI. MONITORING FRAMEWORK AND EVALUATION

The project monitoring and evaluation will be carried out in accordance with corresponding UNDP policies and procedures.

### **Project start:**

A Project Inception Workshop will be held within the first 2 months of project start with those with assigned roles in the project organization structure, UNDP country office and other national stakeholders.

The Inception Workshop shall address a number of key issues including:

- a) Assist all partners to fully understand and take ownership of the project. Detail the roles, support services and complementary responsibilities of UNDP CO and vis à vis the project team. Discuss the roles, functions, and responsibilities within the project's decision-making structures, including reporting and communication lines, and conflict resolution mechanisms.
- b) Based on the project results framework, finalize the first annual work plan. Review and agree on the indicators, targets and their means of verification, and recheck assumptions and risks.
- c) Provide a detailed overview of reporting, monitoring and evaluation (M&E) requirements. The Monitoring and Evaluation work plan and budget shall be agreed and scheduled.
- d) Discuss financial reporting procedures and obligations, and arrangements for annual audit.
- e) Plan and schedule Project Board meetings. Roles and responsibilities of all project organisation structures shall be clarified and meetings planned. The first Project Board meeting shall be held within the first 12 months following the inception workshop.

An Inception Workshop report shall be prepared and shared with participants to formalize various agreements and plans decided during the meeting.

### **Quarterly:**

- The Project Manager shall report about the progress made in the quarterly reports in UNDP ATLAS Platform.
- Based on the initial risk analysis submitted, the risk log shall be regularly updated in ATLAS.

### **Annually**

Annual Report: The Project Manager in collaboration with the project team will prepare an Annual Project Review which will be submitted to the Project Board and the Ministry of Environment and Physical Planning as the key national beneficiary.

This Report shall be jointly reviewed during the fourth quarter of the year at the Project Board meeting, with the purpose of analysing the progress, results achieved. In addition, the Project Board will review and endorsed the Annual Work Plan for the next year.

### **Bi-annual progress:**

- Status Survey Questionnaires to indicate progress and identify bottlences as well as technical support needs will be carried out twice a year.

### **Periodic Monitoring:**

Periodic monitoring of implementation progress will be undertaken by the UNDP-CO through quarterly meetings with the project team and national partner, or more frequently as deemed necessary. This will allow parties to take stock and to troubleshoot any problems pertaining to the project in a timely fashion to ensure smooth implementation of project activities.

**End of Project:**

During the last three months, the project team will prepare the Project Terminal Report (Annex VII). This comprehensive report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's results.

**Audit clause:**

Audit on project will follow UNDP Financial Regulations and Rules and applicable Audit policies.

No evaluation of the project is foreseen.

**Learning and knowledge sharing:**

Results from the project will be disseminated within and beyond the project intervention zone through existing information sharing networks and forums.

The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to project implementation though lessons learned. The project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects.

Finally, there will be a two-way flow of information between this project and other projects of a similar focus.

**Communications and visibility:**

The project will fully comply with UNDP's Branding Guidelines (<http://intra.undp.org/coa/branding.shtm>) and with the GEF's Communication and Visibility Guidelines ([http://www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08\\_Branding\\_the\\_GEF%20final\\_0.pdf](http://www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08_Branding_the_GEF%20final_0.pdf))

**M& E workplan and budget**

Type of M&E activity	Responsible Parties	Budget US\$ <i>Excluding project team staff time</i>	Time frame
Inception Workshop and Report	<ul style="list-style-type: none"> <li>▪ Project Manager</li> <li>▪ UNDP CO</li> </ul>	Indicative cost: 10,000	Within first two months of project start up
Measurement of Means of Verification for Project Progress on <i>output and implementation</i>	<ul style="list-style-type: none"> <li>▪ Oversight by Project Manager</li> <li>▪ Project team</li> </ul>	To be determined as part of the Annual Work Plan's preparation.	Annually
Periodic status/ progress reports	<ul style="list-style-type: none"> <li>▪ Project manager and team</li> </ul>	None	Quarterly
Project Terminal Report	<ul style="list-style-type: none"> <li>▪ Project manager and team</li> <li>▪ UNDP CO</li> </ul>	0	At least three months before the end of the project
Audit	<ul style="list-style-type: none"> <li>▪ UNDP CO</li> <li>▪ Project manager and team</li> </ul>	Indicative cost: 3,000	Annually or other frequency as per UNDP Audit policies
Visits to field sites	<ul style="list-style-type: none"> <li>▪ UNDP CO</li> <li>▪ Government representatives</li> </ul>	Paid from IA fees and operational budget	Yearly and as needed

Type of M&E activity	Responsible Parties	Budget US\$ <i>Excluding project team staff time</i>	Time frame
<b>TOTAL indicative COST</b> Excluding project team staff time and UNDP staff and travel expenses		US\$ 13,000 (+/- 5% of total budget)	

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## VII. LEGAL CONTEXT

This project document shall be the legal instrument as referred in Article 1 of the Standard Basic Assistance Agreement (SBAA) between the Government of FYR Macedonia and the United Nations Development Programme, signed by the parties on 30 October 1995. The host country-implementing agency shall, for the purpose of the SBAA, refer to the government-cooperating agency described in that agreement.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

The implementing partner shall:

- a) 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;
- b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

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 required hereunder shall be deemed a breach of this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document 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/Docs/sc/committees/1267/1267ListEng.htm> . This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.



## VIII. ANNEXES

### Annex I - Quality Management for Project Activity Results

<b>OUTPUT 1: Revision and update of the national circumstances and institutional arrangements relevant to the preparation of the biennial update reports, especially in terms of implementation of the recommendation from the FBUR</b>		
<b>Activity Result 1 (Atlas Activity ID)</b>	<i>National circumstances</i>	Start Date: 15.06.2016 End Date: 30.03.2017
<b>Purpose</b>	<i>National circumstances and institutional arrangements relevant to the preparation of the biennial update reports updated</i>	
<b>Description</b>	<ul style="list-style-type: none"> <li>• <i>Collect new information relevant for the National Circumstances section of the Biennial Update Report</i></li> <li>• <i>Gathering, revision, update and analysis of statistical data.</i></li> <li>• <i>Collection, revision, update and analysis of policy, legal and institutional aspects.</i></li> <li>• <i>Collection and update info on the level of implementation of the recommendation from the FBUR.</i></li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
Endorsement of the Second Biennial Update Report on Climate Change by relevant national authorities	Comparison with available statistical data, updated national strategies and action plans	31.04.2017
<b>OUTPUT 2: Development of new inventories for 2013-2014 in 2006 software and improving the quality of the whole series 1990-2014</b>		
<b>Activity Result 2 (Atlas Activity ID)</b>	<i>GHG Inventory</i>	Start Date: 01.07.2016 End Date: 31.08.2017
<b>Purpose</b>	<i>Development of new inventories for 2013-2014 in 2006 software and improving the quality of the whole series 1990-2014.</i>	
<b>Description</b>	<ul style="list-style-type: none"> <li>• <i>Development of the GHG Inventory for 2013-2014 according to 2006 IPCC guidelines.</i></li> <li>• <i>Recalculation of the Inventory for 2012 using official data for this year from the State Statistical Office.</i></li> <li>• <i>Revision of nationally adopted emission factors</i></li> <li>• <i>Upgrade of the Emission Monitoring from Industry sector (EMI) software</i></li> <li>• <i>Delivering of comprehensive training programmes.</i></li> <li>• <i>Development and promotion of innovative tools for collection of data from other sectors than industry, particularly data needed for LULUCF</i></li> <li>• <i>Development of regulations for data collection and management</i></li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
GHG inventory for 2013-2014 and updated inventories for the period 1990 - 2012 endorsed National emission factors for the key sources accepted Data collection and management system as per the requirement of the IPCC 2006 guidelines established	External review by Global Support Programme Review by external national experts and company to strengthen the existing Quality Assurance/Quality Control national system Key source analysis Estimation of uncertainties	31.08.2017

<b>OUTPUT 3: Revision/validation of the baseline and mitigation scenarios developed under the FBUR, along with detailed assessment of co-benefits of the mitigation scenarios and impact analyses of different policy instruments for GHG emission reduction</b>		
<b>Activity Result 3 (Atlas Activity ID)</b>	<i>Climate change mitigation analysis</i>	Start Date: 01.09.2016 End Date: 31.03.2017
<b>Purpose</b>	<i>Baseline and mitigation scenarios developed under the FBUR revised and validated, along with detailed assessment of co-benefits of the mitigation scenarios and impact analyses of different policy instruments for GHG emission reduction.</i>	
<b>Description</b>	<ul style="list-style-type: none"> <li>• <i>Revision and update of the mitigation scenarios, including also, to the extent possible, non-energy sectors like agriculture, waste and LULUCF.</i></li> <li>• <i>Carrying out analyses of co-benefits of the proposed actions in various mitigation scenarios e.g. job creation potential of mitigation actions in non-energy sectors.</i></li> <li>• <i>Carrying out sensitivity analyses concerning the base year and the peak year for all sectors.</i></li> <li>• <i>Carrying out analyses of potential barriers to mitigation implementation, related legislation, policies and programmes that facilitate the rapid implementation of mitigation technologies and practices, as well as – to the extent possible – the macro-economic impact of the mitigation options.</i></li> <li>• <i>Revision and upgrade of the monitoring and evaluation framework for assessing the advancement in the implementation of activities in the Mitigation Action Plan of the FBUR.</i></li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
Baseline and mitigation scenarios revised according to the adopted national strategic directions; National Mitigation Action Plan revised as per the guidelines of EU/UNFCCC climate change policy developments adopted by the Government;	Peer review by external experts and responsible national institutions	31.04.2017
<b>OUTPUT 4: Assessment of the technology, financial and capacity needs for mitigation and connecting recommendations with government priorities</b>		
<b>Activity Result 4 (Atlas Activity ID)</b>	<i>Technology and Capacity needs</i>	Start Date: 01.09.2016 End Date: 31.03.2017
<b>Purpose</b>	<i>Constraints and gaps related to financial, technology and capacity building needs identified, and recommendation for addressing the needs provided</i>	
<b>Description</b>	<ul style="list-style-type: none"> <li>• <i>Carrying out technology, financial and capacity needs analyses for implementation of mitigation actions on local level.</i></li> <li>• <i>Carrying out specific gender analyses for energy and non-energy sectors and providing recommendations for gender mainstreaming.</i></li> <li>• <i>Carrying out activities aimed at strengthening capacities of the key national stakeholders to access private and public climate change funding.</i></li> <li>• <i>Updating information on financial resources, technology transfer, capacity building and technical support received from bilateral and multilateral donors, IFCs, etc. for activities related to climate change.</i></li> <li>• <i>Collecting information on national resources allocated for climate change upon ratification of the UNFCCC.</i></li> <li>• <i>Carrying out analyses of the level of implementation of the recommended mitigation measures from the FBUR.</i></li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
Endorsement of the Second Biennial Update Report on Climate Change by relevant national authorities	Review by external experts and relevant national institutions, academia, private sector	31.08.2017

<b>OUTPUT 5: Support to the process of establishment of the domestic Measurement, Reporting and Verification (MRV) arrangements</b>		
<b>Activity Result 5 (Atlas Activity ID)</b>	<i>Domestic MRV framework</i>	Start Date: 15.06.2016 End Date: 31.03.2017
<b>Purpose</b>	<i>The process for establishment of the domestic Measurement, Reporting and Verification advanced</i>	
<b>Description</b>	<ul style="list-style-type: none"> <li>• <i>Carrying out In-depth analyses of national capacities (financial and human) to put into operation the MRV system proposed in the FBUR.</i></li> <li>• <i>Drafting appropriate laws and regulations that will facilitate the establishment and operationalization of the MRV system</i></li> <li>• <i>Development of an online platform to facilitate the monitoring of climate change actions in the country, and their impact in terms of reduction of GHG emissions.</i></li> <li>• <i>Drafting Terms of Reference for nation verification entities.</i></li> <li>• <i>Providing training on gender mainstreaming into climate change mitigation strategic documents for MRV focal points.</i></li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
Compliance with the UNFCCC General guidelines for domestic MRV	Peer review by external experts	31.08.2017
<b>OUTPUT 6: Publication and submission of the Second Biennial Update Report according to the guidelines contained in Annex III of Dec.2/CP. 17</b>		
<b>Activity Result 6 (Atlas Activity ID)</b>	<i>Publication and submission</i>	Start Date: 15.04.2017 End Date: 30.11.2017
<b>Purpose</b>	<i>The Second Biennial Update Report submitted in according to the guidelines contained in Annex III of Dec.2/CP. 17.</i>	
<b>Description</b>	<ul style="list-style-type: none"> <li>• <i>The Second Biennial Update Report compiled, published, adopted and submitted to UNFCCC.</i></li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
SBUR in accordance with the guidelines contained in Annex III of Dec.2/CP. 17	Endorsement of the SBUR by the National Climate Change Committee Adoption of the SBUR by the Government within their programmes Peer review by Global Support Programme	31.05.2017
<b>OUTPUT 7: Monitoring and Evaluation</b>		
<b>Activity Result 7 (Atlas Activity ID)</b>	<i>Monitoring and evaluation</i>	Start Date: 0 1.01.2017 End Date: 31.08.2017
<b>Purpose</b>	<i>The monitoring and reporting carried out on a timely manner and in accordance with the agreed plan.</i>	
<b>Description</b>	<ul style="list-style-type: none"> <li>• <i>Carrying out technical analyses of the SBUR by relevant UNFCCC teams</i></li> <li>• <i>Preparation of progress report</i></li> <li>• <i>Preparation of the Lessons Learnt Report</i></li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
An Inception Workshop report prepared and shared with participants as a key reference document Progress made monitored in the UNDP Enhanced Results Based Management Platform.	Quarterly monitoring Annual progress report End of Project report	31.08.2017

## Annex II –TOR

### Terms of References Project Manager (Full-time)

<b>Project Title &amp; Number:</b>	Macedonia's Second Biennial Update Report
<b>Post Title:</b>	Project Manager
<b>Duty Station:</b>	Skopje
<b>Duration of initial contract:</b>	12 months
<b>Duration of project:</b>	20 months
<b>Type of contract:</b>	Service Contract
<b>Contract Level:</b>	TBD

#### **BACKGROUND/ORGANIZATION CONTEXT:**

The long term objective of the project is to assist the country in deepening the mainstreaming and integration of climate change into national and sectorial development policies by ensuring continuity to the institutional and technical capacity strengthening process, partly initiated and sustained by the National Communications.

The immediate objective of the project is to assist the country in the preparation and submission of its Second Biennial Update Report to the Conference of the Parties to the UNFCCC for the fulfilment of its obligations to the Convention under Dec. 1/CP. 16 par. 60 and Dec 2/CP. 17 par. 41 and it's Annex III.

Under the direct supervision of UNDP Programme Officer, Head of Energy and Environment Unit, and the overall guidance of the Project Board, the Project Manager is responsible for the administrative, financial and the overall project management and implementation ensuring that the project is efficiently managed to fulfil its mission and objectives as set out in the relevant project documents, and in accordance with the UNDP standards and best practices. The Project Manager works in close collaboration with the UNFCCC Focal Point, National Climate Change Committee, UNDP programme and operations team, technical advisors and experts, multi-lateral and bi-lateral donors and civil society ensuring successful project implementation.

#### **DUTIES AND RESPONSIBILITIES:**

##### **Summary of Key Functions:**

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1. Ensures the Implementation of the Project Goals & delivery of different aspects of the same;
2. Day-to-day implementation and management of the project by maintaining the delivery of appropriate technical, operational, financial and administrative outputs and tracking the progress of the project by monitoring and reporting
3. Ensure Provision of policy advice services to the Government and relevant ministries, local authorities and other stakeholders, and facilitation of knowledge building;
4. Ensure creation of strategic partnership and support implementation of the resource mobilization strategy
5. Ensure Gender mainstreaming within the project

##### **Specific tasks and responsibilities:**

1. Ensures the **implementation of the Project Goals & delivery** of different aspects of the same, focusing on achieving the following results:

Coordinate, systemize, codify and integrate successful approaches, methodologies and tools developed in the relevant area, into a cohesive UNDP framework for supporting governments efforts in different aspects of climate change;

2. **Day-to-day implementation and management of the project** by maintaining the delivery of appropriate technical, operational, financial and administrative outputs and tracking the progress of the project by monitoring and reporting

- Managing and coordinating the activities of project implementation based on relevant Project Document and related proposals, including the supervision and guidance of the Project Staff, short, medium and long-term consultants, with a view to achieving project results;
- Responsible for the development of comprehensive/detailed Project work-plan including structured dynamics of all Project activities, role and responsibilities of the stakeholders and milestones;
- Monitor progress and implementation of comprehensive/detailed project work plans and key event schedules comprising planned activities, responsibilities and deadlines relating to all active participants in the project;
- Mobilize goods and services to initiative activities, including drafting TORs and work specification;
- Monitor financial resources and accounting to ensure accuracy and reliability of financial reports;
- Manage and monitor the project risks initially identified, submit new risks to the Project Board for consideration and decision on possible action if required; update the status of these risks by maintaining the Project Risk Log;
- Ensures the existence of successful quality assurance for the project's financial, procurement and administrative processes in order to make sure that they are conducted in line with prevailing UNDP rules and regulations as well as in line with the project timelines;
- Prepare the Progress Report (progress against planned activities, update on Risks issues, expenditures) and submit the report to the Project Board and Project Assurance;
- Prepare the Annual review Report, and submit the report to the Project Board and the Outcome Board;
- Perform tasks in ATLAS in line with given function;

3. Ensure **provision of policy advice services** to the Government and relevant ministries, local authorities and other stakeholders, and facilitation of knowledge building focusing on achievement of the following results:

- Identification of sources of information related to policy-driven issues. Identification and synthesis of best practices and lessons learnt into project goals;
- Support to development of policies that will address the country problems and needs in collaboration with the Government and other strategic partners.
- Share relevant and substantive and operational experiences with other colleagues and counterparts; (Develop knowledge products to be shared with the Project partners).

4. Ensure **creation of strategic partnership and support implementation of the resource mobilization strategy** focusing on achievement of the following results:

- Develops strong relationships with the implementing partners;
- Establishing effective linkages with other UNDP projects and with other initiatives in the sector with a view to developing substantive partnerships and generating synergies.
- Analysis and research of information on donors, preparation of substantive briefs on possible areas of cooperation, identification of opportunities for initiation of new projects, recommend approaches to donors in terms of resource mobilization.

5. Ensure **Gender mainstreaming within the project** focusing on achievement of the following results:

- Ensures gender is effectively mainstreamed throughout the project activities, work plans, budgets, reports, researches, analyses and, where specifically relevant, analyzed in detail;
- Ensure gender equality is mainstreamed throughout team, consultant and staff management activities;
- Ensures knowledge on gender equality is incorporated in Project Knowledge management activities and products.

**PERFORMANCE INDICATORS FOR EVALUATION OF RESULTS:**

- Project activities executed in line with UNDP corporate principles (RBM, Prince2);
- Project team(s) effectively and efficiently guided and backstopped;
- New partnership with relevant national and international institutions (incl. UN agencies, EU, bilateral donors and international organizations) promoted;
- Enabling legal and policy environment improved;

- Institutional and individual capacity to raise management cost-effectiveness in relevant institutions strengthened;
- Delivered funds in accordance to the planned Annual Work Plan (in 90 %).
- Timely and qualitative reporting in line with the Programme needs and Country Office/National partners requirements.

#### COMPETENCIES

##### Corporate Competencies:

- Integrity: Demonstrates commitment to UNDP's mission, vision and values.
- Respect of diversity: Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability; Treats all people fairly without favouritism.

##### Core Competencies:

- Client Orientation: Focuses on impact and result for the client and responds positively to feedback
- Team Work: Participates in teams effectively and shows conflict resolution skills
- Relationship Building: Builds strong relationships with clients and external actors
- Stress Management: Remains calm, in control and good humored even under pressure
- Demonstrates openness to change and ability to manage complexities

##### Functional Competencies

- Development and Operational Effectiveness: Ability to participate in strategic planning, results-based management, monitoring and reporting; Ability to contribute in formulation, implementation, monitoring and evaluation of development programmes;
- Judgment/Decision Making: identifies key issues in a complex situation and proposes course of action for overcoming of the issues.

##### Technical Competencies

- Experience in implementing/managing environment and/or climate change related projects
- Experience in Managing Project work plans and budgets

##### Education:

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University Degree in Environmental Sciences, Mechanical and/or Electrical Engineering, or other relevant field. Master degree is an asset.

##### Professional experience:

- 
- At least 3 years (1 year for candidates with Master Degree) of relevant professional project management experience preferably on similar projects;
  - Previous experience in implementing climate change related projects would be an asset;
  - Evident experience in liaising and co-operating with all personnel including government officials, scientific institutions, NGOs and private sector;
  - Evident experience in performing training needs assessments, evaluations, knowledge management.
  - Previous experience in the UN system and cooperation with civil society sector is a strong asset.
  - Excellent computer literacy (MS Office; Windows XP, Internet); excellent communications, report writing and analytical skills.

##### Language Requirements

Language proficiency in both written and oral English and Macedonian is required. Knowledge of Albanian language and/or languages of other communities shall be considered an asset.

### Annex III - RISK LOG

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
1	Reluctance of the key national institutions and private companies to provide data and information needed for the inventories of GHG emissions	November 2015	Organizational	3	<p>The project team shall ensure active involvement of members of the National Climate Change Committee in the project implementation with an aim to facilitate the contribution and input from all relevant state institutions, private sector and NGOs.</p> <p>The Ministry of Environment shall facilitate the communication with the relevant national institutions in order to ensure access to data needed.</p> <p>The team shall also ensure wide stakeholders' participation and consultations in all relevant activities.</p>	Project team MoEPP NCCC	Programme Manager		
2	Insufficient technical and human capacities within the line ministries to fulfil the obligations deriving from the UN and EU Climate Change related conventions and directives.	November 2015	Operational	3	<p>The project shall provide technical tools (relevant software applications) for data collection and management to the Ministry of Environment and other relevant institutions to the extent possible within the available budget.</p> <p>In addition, particular emphasis shall be put on strengthening of technical capacities and knowledge of the participating entities through various trainings and other means for knowledge increase.</p>	MOEPP Project Team UNDP	Programme Manager		
3	Insufficient commitment of the relevant national entities to incorporate the	November 2015	Strategic	3	UNDP in cooperation with other donors implementing similar programmes, shall provide additional support to the relevant national institution to incorporate and implement recommendations from the	Project team MoEPP NCCC UNDP	Programme Manager		

	recommendations from the BURs into respective policies, strategies and plans on national and local level.				Biennial Update Reports into respective policies/strategies/plans which will be developed in the course of the project implementation.				
4.	Potential political destabilization and /or Government reshuffle, which might lead to delays in the implementation of the project activities.	April 2016	Political	I = 3 P =2	<p>UNDP shall regularly monitor the political situation in the country, and alert the Project Board on time of any potential impact, and agree on specific mitigation actions;</p> <p>Climate change is one of the priority areas in the new Country Programme Document (CPD) and UNDAF/Partnership for Sustainable Development, which were agreed and accepted by the Government, so it is expected that climate change will continue to be a priority in the next programme period.</p>	Project Board Project Manager	Programme Manager		



## Annex IV – UNDP Social and Environmental and Social Screening Template (SESP)

### Project Information

<b>Project Information</b>	
1. Project Title	<b>Macedonia's Second Biennial Update Report</b>
2. Project Number	<b>00090319</b>
3. Location (Global/Region/Country)	<b>Country</b>

### Part A. Integrating Overarching Principles to Strengthen Social and Environmental Sustainability




<b>QUESTION 1: How Does the Project Integrate the Overarching Principles in order to Strengthen Social and Environmental Sustainability?</b>
<i>Briefly describe in the space below how the Project mainstreams the human-rights based approach</i>
<i>Briefly describe in the space below how the Project is likely to improve gender equality and women's empowerment</i>
<i>Briefly describe in the space below how the Project mainstreams environmental sustainability</i>

Part B. Identifying and Managing Social and Environmental Risks

<b>QUESTION 2: What are the Potential Social and Environmental Risks?</b> <small>Note: Describe briefly potential social and environmental risks identified in Attachment 1 – Risk Screening Checklist (based on any “Yes” responses).</small> <b>Risk Description</b>	<b>QUESTION 3: What is the level of significance of the potential social and environmental risks?</b> <small>Note: Respond to Questions 4 and 5 below before proceeding to Question 6</small> <b>Impact and Probability (1-5)</b>	<b>QUESTION 6: What social and environmental assessment and management measures have been conducted and/or are required to address potential risks (for Risks with Moderate and High Significance)?</b>
	<b>Significance (Low, Moderate, High)</b> <b>Comments</b>	<b>Description of assessment and management measures as reflected in the Project design. If ESIA or SESA is required note that the assessment should consider all potential impacts and risks.</b>
Risk 1: ...	I = P =	
Risk 2: ...	I = P =	
Risk 3: ...	I = P =	
Risk 4: ...	I = P =	
[add additional rows as needed]		
<b>QUESTION 4: What is the overall Project risk categorization?</b>		
Select one (see SESP for guidance)		Comments
Low Risk <input type="checkbox"/>		
Moderate Risk <input type="checkbox"/>		
High Risk <input type="checkbox"/>		
<b>QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are relevant?</b> Check all that apply		
		Comments

	<b>Principle 1: Human Rights</b>	<input type="checkbox"/>	N/A
	<b>Principle 2: Gender Equality and Women's Empowerment</b>	<input type="checkbox"/>	N/A
	<b>1. Biodiversity Conservation and Natural Resource Management</b>	<input type="checkbox"/>	N/A
	<b>2. Climate Change Mitigation and Adaptation</b>	<input type="checkbox"/>	N/A
	<b>3. Community Health, Safety and Working Conditions</b>	<input type="checkbox"/>	N/A
	<b>4. Cultural Heritage</b>	<input type="checkbox"/>	N/A
	<b>5. Displacement and Resettlement</b>	<input type="checkbox"/>	N/A
	<b>6. Indigenous Peoples</b>	<input type="checkbox"/>	N/A
	<b>7. Pollution Prevention and Resource Efficiency</b>	<input type="checkbox"/>	N/A

Final Sign Off

Signature	Date	Description
		UNDP staff member responsible for the Project, typically a UNDP Programme Officer. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.
	2/6/2016	UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.
	2/6/2016	UNDP chair of the PAC. In some cases PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

SESP Attachment 1. Social and Environmental Risk Screening Checklist

<b>Checklist Potential Social and Environmental Risks</b>	
<b>Principles 1: Human Rights</b>	<b>Answer (Yes/No)</b>
1. Could the Project lead to adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
2. Is there a likelihood that the Project would have inequitable or discriminatory adverse impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups? <sup>1</sup>	No
3. Could the Project potentially restrict availability, quality of and access to resources or basic services, in particular to marginalized individuals or groups?	No
4. Is there a likelihood that the Project would exclude any potentially affected stakeholders, in particular marginalized groups, from fully participating in decisions that may affect them?	No
5. Are there measures or mechanisms in place to respond to local community grievances?	Yes
6. Is there a risk that duty-bearers do not have the capacity to meet their obligations in the Project?	No
7. Is there a risk that rights-holders do not have the capacity to claim their rights?	No
8. Have local communities or individuals, given the opportunity, raised human rights concerns regarding the Project during the stakeholder engagement process?	Yes
9. Is there a risk that the Project would exacerbate conflicts among and/or the risk of violence to project-affected communities and individuals?	No
<b>Principle 2: Gender Equality and Women's Empowerment</b>	
1. Is there a likelihood that the proposed Project would have adverse impacts on gender equality and/or the situation of women and girls?	No
2. Would the Project potentially reproduce discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	No
3. Have women's groups/leaders raised gender equality concerns regarding the Project during the stakeholder engagement process and has this been included in the overall Project proposal and in the risk assessment?	No
3. Would the Project potentially limit women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? <i>For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being</i>	No
<b>Principle 3: Environmental Sustainability:</b> Screening questions regarding environmental risks are encompassed by the specific Standard-related questions below	
<b>Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management</b>	
1.1 Would the Project potentially cause adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services?	No

<sup>1</sup> Prohibited grounds of discrimination include race, ethnicity, gender, age, language, disability, sexual orientation, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender people and transsexuals.

<i>For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes</i>		
1.2	Are any Project activities proposed within or adjacent to critical habitats and/or environmentally sensitive areas, including legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	No
1.3	Does the Project involve changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4	Would Project activities pose risks to endangered species?	No
1.5	Would the Project pose a risk of introducing invasive alien species?	No
1.6	Does the Project involve harvesting of natural forests, plantation development, or reforestation?	No
1.7	Does the Project involve the production and/or harvesting of fish populations or other aquatic species?	
1.8	Does the Project involve significant extraction, diversion or containment of surface or ground water? <i>For example, construction of dams, reservoirs, river basin developments, groundwater extraction</i>	No
1.9	Does the Project involve utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)	No
1.10	Would the Project generate potential adverse transboundary or global environmental concerns?	No
1.11	Would the Project result in secondary or consequential development activities which could lead to adverse social and environmental effects, or would it generate cumulative impacts with other known existing or planned activities in the area? <i>For example, a new road through forested lands will generate direct environmental and social impacts (e.g. felling of trees, earthworks, potential relocation of inhabitants). The new road may also facilitate encroachment on lands by illegal settlers or generate unplanned commercial development along the route, potentially in sensitive areas. These are indirect, secondary, or induced impacts that need to be considered. Also, if similar developments in the same forested area are planned, then cumulative impacts of multiple activities (even if not part of the same Project) need to be considered.</i>	No
<b>Standard 2: Climate Change Mitigation and Adaptation</b>		
2.1	Will the proposed Project result in significant <sup>2</sup> greenhouse gas emissions or may exacerbate climate change?	No
2.2	Would the potential outcomes of the Project be sensitive or vulnerable to potential impacts of climate change?	No
2.3	Is the proposed Project likely to directly or indirectly increase social and environmental vulnerability to climate change now or in the future (also known as maladaptive practices)? <i>For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding</i>	No
<b>Standard 3: Community Health, Safety and Working Conditions</b>		
3.1	Would elements of Project construction, operation, or decommissioning pose potential safety risks to local communities?	No
3.2	Would the Project pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.3	Does the Project involve large-scale infrastructure development (e.g. dams, roads, buildings)?	No
3.4	Would failure of structural elements of the Project pose risks to communities? (e.g. collapse of buildings or infrastructure)	No

<sup>2</sup> In regards to CO<sub>2</sub>, 'significant emissions' corresponds generally to more than 25,000 tons per year (from both direct and indirect sources). [The Guidance Note on Climate Change Mitigation and Adaptation provides additional information on GHG emissions.]

3.5	Would the proposed Project be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions?	No
3.6	Would the Project result in potential increased health risks (e.g. from water-borne or other vector-borne diseases or communicable infections such as HIV/AIDS)?	No
3.7	Does the Project pose potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during Project construction, operation, or decommissioning?	No
3.8	Does the Project involve support for employment or livelihoods that may fail to comply with national and international labor standards (i.e. principles and standards of ILO fundamental conventions)?	No
3.9	Does the Project engage security personnel that may pose a potential risk to health and safety of communities and/or individuals (e.g. due to a lack of adequate training or accountability)?	No
<b>Standard 4: Cultural Heritage</b>		
4.1	Will the proposed Project result in interventions that would potentially adversely impact sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: Projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.2	Does the Project propose utilizing tangible and/or intangible forms of cultural heritage for commercial or other purposes?	No
<b>Standard 5: Displacement and Resettlement</b>		
5.1	Would the Project potentially involve temporary or permanent and full or partial physical displacement?	No
5.2	Would the Project possibly result in economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
5.3	Is there a risk that the Project would lead to forced evictions? <sup>3</sup>	No
5.4	Would the proposed Project possibly affect land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No
<b>Standard 6: Indigenous Peoples</b>		
6.1	Are indigenous peoples present in the Project area (including Project area of influence)?	No
6.2	Is it likely that the Project or portions of the Project will be located on lands and territories claimed by indigenous peoples?	No
6.3	Would the proposed Project potentially affect the rights, lands and territories of indigenous peoples (regardless of whether Indigenous Peoples possess the legal titles to such areas)?	No
6.4	Has there been an absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No
6.4	Does the proposed Project involve the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.5	Is there a potential for forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources?	No
6.6	Would the Project adversely affect the development priorities of indigenous peoples as defined by them?	No

<sup>3</sup> Forced evictions include acts and/or omissions involving the coerced or involuntary displacement of individuals, groups, or communities from homes and/or lands and common property resources that were occupied or depended upon, thus eliminating the ability of an individual, group, or community to reside or work in a particular dwelling, residence, or location without the provision of, and access to, appropriate forms of legal or other protections.

6.7	Would the Project potentially affect the traditional livelihoods, physical and cultural survival of Indigenous peoples?	No
6.8	Would the Project potentially affect the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices?	No
<b>Standard 7: Pollution Prevention and Resource Efficiency</b>		
7.1	Would the Project potentially result in the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
7.2	Would the proposed Project potentially result in the generation of waste (both hazardous and non-hazardous)?	No
7.3	Will the proposed Project potentially involve the manufacture, trade, release, and/or use of hazardous chemicals and/or materials? Does the Project propose use of chemicals or materials subject to international bans or phase-outs? <i>For example, DDT, PCBs and other chemicals listed in international conventions such as the Stockholm Conventions on Persistent Organic Pollutants or the Montreal Protocol</i>	No
7.4	Will the proposed Project involve the application of pesticides that may have a negative effect on the environment or human health?	No
7.5	Does the Project include activities that require significant consumption of raw materials, energy, and/or water?	No

## **Annex VI. FINAL REPORT OF [country's name] NATIONAL COMMUNICATION'S / BIENNIAL UPDATE REPORT'S PROJECT**

Monitoring and Evaluation plans of climate change enabling activities for the preparation of National Communications on Climate Change and/or Biennial Update Reports do not require the production and publication of Terminal Evaluation Reports. Therefore, a number of intended purposes of such terminal exercises are not captured in full, including:

- The promotion of accountability and transparency, and the assessment and disclosure of the extent of the project accomplishments;
- A synthesis of lessons that can help to improve the selection, design and implementation of future GEF financed UNDP activities;
- The provision of feedback on issues that are recurrent across the portfolio, attention needed, and on improvements regarding previously identified issues; and
- The contribution to the GEF Evaluation Office databases for aggregation, analysis and reporting on effectiveness of GEF operations in achieving global environmental benefits and on the quality of monitoring and evaluation across the GEF system.

The intent of this Final Report is not to propose an abridged alternative to the Terminal Evaluation Report. Instead, its purpose is to gather some insightful details about the process of preparing the mandatory report under the UNFCCC that can be of use to both the UNDP support teams, and the current and future national project teams. Its focus is therefore on providing:

- A synthesis of lessons that can help to improve the selection, design and implementation of future GEF financed UNDP activities; and
- Feedback on issues that are recurrent across the portfolio, attention needed, and on improvements regarding previously identified issues.

National project teams in charge of the future enabling activity for the preparation of the National Communication or Biennial Update Report can therefore rely on a valuable source of information from inception to closure of the project, and UNDP support teams can further disseminate lessons across borders, fully up-taking its guiding role as implementing agency and partner within the Global Support Programme (GSP, previously known as National Communications Support Programme).

The template has been designed with the purpose of collecting relevant information, without representing a time-intensive and human resource-intensive burden to the current national project team. It is therefore divided into three core sections – project identification phase, project implementation phase and project follow-up –with for each section a limited number of open questions.

The intention is to have the team leader, project manager or equivalent figure completing the template, in close collaboration with other team members within the last two months of project implementation. It is furthermore the intention of the completion of this Final Report to trigger the discussions of the upcoming National Communication and/or Biennial Update Report, taking advantage of the momentum created by the ongoing project, the presence of the core of the current national project team, and the renewed interest of national counterparts with the perspectives of an eminent or recent submission to the UNFCCC.

The completion of this template has been made mandatory and has been budgeted for in all projects that received approval post 2013 (3 working days equivalent of project manager's time). You are kindly invited to send the completed template to Damiano Borgogno, [damiano.borgogno@undp.org](mailto:damiano.borgogno@undp.org) and to Eva Huttova, [eva.huttova@undp.org](mailto:eva.huttova@undp.org).



## Details of the project

Project's title	
PIMS number	
Overall budget including GEF grant including co-financing	
Duration of implementation	
Planned duration of project	
Implementing partner	
Team Leader's name and contact details	
Link to final report	

### A. Project identification phase

Duration of preparatory phase (expressed in months) \_\_\_\_\_

Was the project document developed by a national/international consultant? (Please, provide name if yes and expand on the satisfaction of this collaboration.)

\_\_\_\_\_

\_\_\_\_\_

Please, shortly describe the milestones of this initial preparatory phase (e.g. consultation workshops held, telephone interviews with key stakeholders, among others)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Where consultations made with one or more of the following stakeholder groups?

<input type="checkbox"/>	Ministry of Finance (or equivalent)	<input type="checkbox"/>	Women's associations
<input type="checkbox"/>	Other Ministries (not being the Ministry in charge of climate change)	<input type="checkbox"/>	Youth movements
<input type="checkbox"/>	Local Governments	<input type="checkbox"/>	Indigenous peoples' representatives
<input type="checkbox"/>	National universities	<input type="checkbox"/>	Environment or climate related NGOs
<input type="checkbox"/>	Domestic Research Centers	<input type="checkbox"/>	Other NGOs/CSOs
<input type="checkbox"/>	Media	<input type="checkbox"/>	Others (specify)

What were the main objectives for the project identified as a result of this preparatory phase?

\_\_\_\_\_

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What were the major challenges faced during this phase?

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Looking back, what issues that were identified and/or overlooked during this preparatory phase had an impact on the successive implementation phase?

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## B. Project implementation phase

### *Technical components*

#### 1. GHG inventory

**Base year of the GHG inventory:**

**Base years used in previous GHG inventories:**

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	

Final outcome	
Final output 1	
Final output 2	
Final output 3	
...	

Please, shortly discuss the expected outcomes and outputs of the GHG inventory component, and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the causes (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

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Can you describe the process(es) implemented to generate and validate outcomes and outputs?

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What pieces of advice do you have for future project teams?

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**2. Mitigation actions**

Expected outcome(s)	
Expected output 1	
Expected output 2	
Expected output 3	
...	

Final outcome(s)	
Final output 1	
Final output 2	
Final output 3	
...	

Please, shortly discuss the expected outcomes and outputs of the vulnerability and adaptation measures and mitigation measures components, and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the causes (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

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Can you describe the process(es) implemented to generate and validate outcomes and outputs?

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What pieces of advice do you have for future project teams?

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**3. Vulnerability & Adaptation for NC or MRV for BUR**

Expected outcome(s)	
Expected output 1	
Expected output 2	
Expected output 3	
...	

Final outcome(s)	
Final output 1	
Final output 2	
Final output 3	
...	

Please, shortly discuss the expected outcomes and outputs of the vulnerability and adaptation measures and mitigation measures components, and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the main reasons (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

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Can you describe the process(es) implemented to generate and validate outcomes and outputs?

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What pieces of advice do you have for future project teams?

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**4. Constraints and Gaps/Support needed**

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	
...	

Final outcome	
Final output 1	
Final output 2	
Final output 3	
...	

Please, shortly discuss the expected outcomes and outputs of the Constraints and gaps, and related financial, technical and capacity needs component, and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the main reasons (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

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Can you describe the process(es) implemented to generate and validate outcomes and outputs?

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What pieces of advice do you have for future project teams?

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*Capacities and use of capacities*

Do you believe the project has built - in a durable and cost-effective way - human and institutional capacities? Please, elaborate.

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Please, estimate the amount of work done by national consultants versus international consultants:

\_\_\_\_\_ % national consultants. \_\_\_\_\_ % international consultants and \_\_\_\_\_ % national staff.

What work was entrusted to international consultants and for what reasons?

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What would you have done differently, or do you advise the next project team to consider in this context?

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Additional remarks

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*Institutional arrangements*

Please, summarize an overview of the institutional arrangements for the project implementation.

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Please, describe the composition of the project team.

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Will the team remain in place, even after the project has fully closed?

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Were gender considerations taken into account during the project design and implementation? If so, how?

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Which were the strengths and weaknesses of the institutional arrangements used?

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What suggestions have you to make regarding the institutional arrangements for future NC/BUR work?

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Additional remarks

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*Technical support from GSP, CGE, or other bodies*

Has the project team, or members of the project team, participated in national, regional or global training events organized by a center of excellence or above mentioned body during the course of the project? If yes, please, specify the training event(s).

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What has been the contribution of this participation to the project results?

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What identified knowledge gaps holding back the proper implementation of the NC project could not be addressed by any of the above mentioned bodies?

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In addition to capacity building support, what other assistance did the project team receive during project implementation? (E.g. review of draft report, technical backstopping of international expert)

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Has UNDP provided timely and valuable support during project design and implementation? Please explain.

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**C. Next steps**

How will findings of the project be further disseminated, if at all?

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Are balance funds available under the NC/BUR project going to be used to identify the strategy of the next report?

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At full project closure, is there a person or institute to whom one can turn in case there are follow-up questions to the NC/BUR?

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Has the Government expressed interest to further work with UNDP on the next coming report? If no, please explain.

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#### D. Additional information

Date	
Name and e-mail address of person who completed this template	
Others involved in completion of this template (names of individuals and their institutions)	
In case a terminal evaluation report has been produced, please link it here.	
Other attachments	