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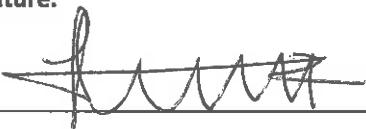
Project title: Thailand's Second Biennial Update Report (SBUR) to the UNFCCC	
Country: Thailand	Implementing Partner: <i>Office of Natural Resources and Environmental Policy and Planning (ONEP), Ministry of Natural Resources and Environment</i>
Management Arrangements: National Implementation Modality (NIM) with Letter of Agreement (LOA)	
UNDAF/Country Programme Outcome: CP OUTCOME (2017-2021): <i>Sustainable Development Pathway</i>	
UNDP Strategic Plan Output: Output 1.4. Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented	
UNDP Social and Environmental Screening Category: Low Risk	UNDP Gender Marker: GEN1
Atlas Project ID/Award ID number: 00099029	Atlas Output ID/Project ID number: 00102266
UNDP-GEF PIMS ID number: 5864	GEF ID number: 9541
Planned start date: February 2017	Planned end date: May 2018
LPAC date: 30 December 2016	
<p>Brief project description: Thailand's Second Biennial Update (Thai SBUR) to the UNFCCC Project involves the preparation of the SBUR for submission to UNFCCC, in accordance with its commitment as a party to the Convention as per Decision 2/CP.17 taken at COP 17. The SBUR will be the second biennial update report prepared for Thailand. It will be prepared as its own report and will not be a summary of parts of Thailand's Third National Communication (TNC). Thailand's TNC will be finalized by end of 2017 for submission to UNFCCC. SBUR will built upon the work carried out and progress made in the last years by the Royal Government of Thailand (RGoT) and other stakeholders, including building upon and updating work carried out under for instance the previous National Communications and Biennial Update Report namely: the Initial National Communication (INC) (2000), the Second National Communication (SNC) (2011), First Biennial Update Report (FBUR) (submitted end 2015) and Third National Communication (TNC) (submission planned for end of 2017). The main components of the SBUR are: a) updated information on national circumstances and institution arrangements; b) updated national GHG inventory by sources and removal by sinks; c) updated measures to mitigate climate change and their effects; d) updated information on constraints and gaps and related financial, technical and capacity needs, and support needed and received; e) updated information on domestic Measurement Reporting and Verification (MRV). The project will be implemented over a 16 month-period commencing in February 2017 until May 2018. The</p>	

implementation of activities will be coordinated by the Office of Natural Resources and Environmental Policy and Planning (ONEP) of the Ministry of Natural Resources and Environment (MoNRE).

FINANCING PLAN

GEF Trust Fund	USD 352,000
UNDP TRAC resources	USD 0
Cash co-financing to be administered by UNDP	USD 0
(1) Total Budget administered by UNDP	USD 352,000
PARALLEL CO-FINANCING (all other co-financing that is not cash co-financing administered by UNDP)	
UNDP	USD 0
Government	USD 100,000
(2) Total co-financing	USD 100,000
(3) Grand-Total Project Financing (1)+(2)	USD 452,000

SIGNATURES

Signature: 	Agreed by Implementing Partner	Date/Month/Year: 23 February 2017
Signature: 	Agreed by UNDP	Date/Month/Year: 26/02/2017

Contents

I.	List of acronyms and Abbreviations.....	4
II.	List of annexes.....	6
III.	Situation analysis	7
IV.	Strategy	10
V.	Project Results Framework:	18
VI.	Total Budget.....	21
VII.	Management Arrangements.....	25
VIII.	Monitoring and Evaluation Framework.....	28
IX.	Legal Context	34
X.	Annexes.....	35

I. LIST OF ACRONYMS AND ABBREVIATIONS

AD	Activity Data
APF	Adaptation Policy Framework
ALU	Agriculture and Land Use
APR/PIR	Annual Project Report/Project Implementation Report
ATLAS QPR	ATLAS Quarterly Progress Report
BCR-CC	Building Coastal Resilience to Reduce Climate Change Impact
BUR	Biennial Update Report
CCAII	Climate Change and Adaptation Initiatives
CDM	Clean Development Mechanism
CH ₄	Methane
CO	Carbon Monoxide
CO ₂	Carbon Dioxide
COP	Conference of the Parties
CPAP	Country Programme Action Plan
CPD	Country Programme Document
DNP	Department of National Parks, Wildlife and Plants Conservation
EAI	Enabling Activities II
FBUR	First Biennial Update Report
GDP	Gross Domestic Product
GEF	Global Environment Facility
GHGs	Greenhouse Gases
GPG	Good Practice Guidance
GWP	Global Warming Potential
INC	Initial National Communication
INDC	Intended Nationally Determined Contributions
IPCC	Inter-governmental Panel on Climate Change
IUCN	International Union for Conservation of Nature
KP	Kyoto Protocol
LULUCF	Land Use, Land Use Change and Forestry
M&E	Monitoring and Evaluation
MoAC	Ministry of Agriculture and Cooperatives
MoE	Ministry of Energy
Mol	Ministry of Industry
MoNRE	Ministry of Natural Resources and Environment
MoT	Ministry of Transport
MRV	Measurement, Reporting and Verification
NA	Not Applicable
N ₂ O	Nitrous Oxide

NAMA	Nationally Appropriate Mitigation Action
NAPA	National Adaptation Plan of Action
NDC	Nationally Determined Contributions
NFP	National Focal Point
NGOs	Non-governmental Organizations
NMVOCs	Non-methane Volatile Organic Compounds
NO _x	Nitrogen Oxide
NWP	Nairobi Work Program
ONEP	Office of Natural Resources and Environmental Policy and Planning under MoNRE
PCD	Pollution Control Department under MoNRE
PSC	Project Steering Committee
REDD	Reducing Emission from Deforestation and Forest Degradation
RFD	Royal Forestry Department
RGoT	Royal Government of Thailand
QA/QC	Quality Assurance/Quality Control
SBAA	Standard Basic Assistance Agreement
SBUR	Second Biennial Update Report
SNC	Second National Communication
SO _x	Sulphur Oxide
TGO	Thailand Greenhouse Gas Management Organisation (TGO)
TICA	Thailand International Development Cooperation Agency
TNC	Third National Communication
TNC+	TNC and BUR
TRF	Thailand Research Fund
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change
V&A	Vulnerability and Adaptation
WMO	World Meteorological Organization

II. LIST OF ANNEXES

- A. Multi-year Work plan
- B. Terms of Reference for Project manager and other positions
- C. UNDP Social and Environmental and Social Screening Template (SESP)
- D. UNDP Project Quality Assurance Report
- E. UNDP Risk Log
- F. Note regarding HACT micro assessment
- G. STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT FOR THE PROVISION OF SUPPORT SERVICES
- H. End of Project report

III. SITUATION ANALYSIS

1. The current population of the Kingdom of Thailand is about 67.22 million people, which is an approximate 6% increase from the population in 2010¹. More than a third of Thailand's population lives in cities. Over the past several decades, Thailand has experienced rapid economic growth. As a consequence of the economic growth, increase in population and urbanisation, GHG emissions have risen and are expected to grow. Thailand's First Biennial Update Report (FBUR) indicates that in 2001 Thailand emitted 305.52 MtCO₂e/yr, with effective reduction of 70.94 MtCO₂e due to carbon sinks' absorption effects, resulting in a net balance of 234.58 MtCO₂e/yr.
2. Recognizing the serious threat posed by climate change, and in order to safeguard the livelihoods of the population dependent on agriculture and in support of the global efforts to address climate change, Thailand ratified the UN Framework Convention on Climate Change (UNFCCC) in 1994 and the Kyoto Protocol (KP) in 2002. Thailand has undertaken and is undertaking many activities and initiatives to deal with the climate change challenges. These efforts are led by the National Committee on Climate Change Policy (NCCC) established in 2006, which is chaired by the Prime Minister. The Office of Natural Resource and Environmental Policy and Planning (ONEP) has been assigned as the National Focal Point (NFP) for the UNFCCC and KP. Important policies and plans to promote Low Carbon Developments and Green Growth in Thailand include the "11th National Economic and Social Development Plan" (2012-2016) of The National Economic and Social Development Board (NESDB) and the 'Thailand Climate Change Master Plan' (2015-2050).
3. The 12th National Economic and Social Development Plan (2017-2021), which will take effect on 1 October 2016, highlights the following priorities in the area of promoting green and inclusive growth:
 - Conserve natural resources and find a balance between conservation and utilization;
 - Move Thailand forward via green socio-economic development;
 - Increase capacity building to improve responds to natural disasters and climate change;
 - Increase efficiency and improve governance of natural resources and environmental management;
 - Manage balance of water demand and supply.
4. MoNRE has finalized the National Master Plan for Climate Change (2015-2050) which was approved by the Cabinet on July 14, 2015. The vision set out in the plan is to achieve national immunity against climate change and achieve national growth with low carbon emission and sustainable development. To achieve this, three key strategies have been specified: a) Adaptation, b) GHG Emission Mitigation and Enhancement of Low Carbon Emission, c) Capacity Building for Climate Change Management. Under a, the government aims to build immunity against climate change for national development and integrate climate change adaptation and mitigation in every sector and at every level. Under b, the government aims to reduce GHG emission rate and develop sustainable low carbon emission mechanisms. Under c, the government aims to increase the capacities and understanding at all levels to improve preparedness for climate change and to develop a database, knowledge base and technology to support climate change adaptation and low carbon growth.
5. Thailand officially announced its GHG emission reduction targets and NAMAs at COP 20 (9 December 2014 and as approved by the Cabinet on 25 November 2014): *"Thailand will, on a voluntary basis, reduce its GHG emissions in the range of 7%-20% below the business as usual (BAU) in 2020, with subject to the level of international supports provided in the form of technology, finance, and capacity building for NAMAs preparation and implementation. The*

¹ <http://data.worldbank.org/country/thailand> accessed on 09-09-2015.

above-mentioned NAMAs will include counter-measures, as following: 1) Renewable energy, 2) Energy efficiency improvement in industries, buildings and transportation; 3) Bio-fuels in transportation, 4) Environmentally sustainable transport systems.”²

6. Part of the obligations under UNFCCC is the submission of National Communications. The national communication is a vital medium for the exchange of information on Parties' responses to climate change and the UNFCCC process. Thailand submitted its Initial National Communication (INC) in November 2000, the Second National Communication (SNC) was submitted in March 2011 while Thailand aims to submit its Third National Communication (TNC) at the end of 2017. Thailand has submitted its First Biennial Update Report (FBUR) by end of 2015.
7. On the international level at UNFCCC the negotiations are progressing. Many different complex topics are being discussed, which are often related to each other. To prepare Thai stakeholders in different line agencies for the negotiations and the issues under consideration, several projects have been and are being implemented, in addition to the projects mentioned above. ONEP is coordinating all these activities. Examples of project currently being implemented include: 1) Strengthening Thailand's Capacity to link Climate Policy and Public Finance, 2) Market Readiness project, 3) Thailand's Low Emission Capacity Building (LECB) Project, 4) MRV System Development and 5) Updating GHG Inventory Data Collection to comply with 2006 IPCC Guidelines.
8. Thailand communicated its Intended Nationally Determined Contribution on 1 October 2015 to UNFCCC. Thailand intends to reduce its greenhouse gas emissions by 20 percent from the projected business-as-usual (BAU) level by 2030. The BAU level (from reference year 2005 in the absence of major climate change policies) by 2030 is estimated at 555 MtCO₂. The level of contribution could increase up to 25 percent, subject to adequate and enhanced access to technology development and transfer, financial resources and capacity building support through a balanced and ambitious global agreement under the United Nations Framework Convention on Climate Change (UNFCCC).

² http://unfccc.int/files/meetings/cop_15/copenhagen_accord/application/pdf/thailandcphaccord_app2.pdf

Short summary FBUR

Thailand has moved up to the upper-middle income country status in 2010 and aims to reach high-income country status towards the end of the second half of the next decade. Key enabling factors to do so while also reducing GHG emissions are: increased productivity of energy; expanded contribution of renewable and clean energy; clean transport; improved efficiency of water utilization; increased forest coverage; better management of solid waste and wastewater and green urbanization. Recent historical record shows that Thailand has been moving towards a low carbon growth economy. Average annual growth rates of cleaner energy (such as natural gas) and renewable energy (such as biomass) are much higher than traditional coal and petroleum.

In 2011, the total GHG emissions amounted to 305.52 MtCO₂eq. The Energy Sector is the main contributor to the overall GHG emissions in the country with 222.94 MtCO₂eq, followed by 52.92 MtCO₂eq from the Agriculture Sector. Importantly, the LULUCF Sector has played a critical role in GHG removals, which has led to a different trend in GHG emissions. LULUCF sector vitally contributed to a net removal of GHG by 70.94 MtCO₂eq, signifying the importance of forest conservation, plantation, and better management of land resources. Therefore, the net GHG emissions in 2011 reduced to 234.58 MtCO₂eq.

Thailand is on its way to achieve the short-term target of the National Climate Change Master Plan by 2016. The Nationally Appropriate Mitigation Actions (NAMA) Roadmap targets GHG emission reduction in the range of 7-20% below the BAU scenario, particularly in the energy and transportation sectors by 2020. By September 2015, 4% reduction in GHG emissions (14.34 MtCO₂eq) from the Business as Usual Scenario (BAU) was achieved.

To monitor the implementation progress of the NAMA Roadmap, Thailand has developed a domestic Measurement, Reporting, and Verification (MRV) system for the sectors as included in the NAMA Roadmap. However, some key barriers in the energy sector remain. They include: limitation of grid connection due to inadequate capacity of transmission lines, lack of support by financial institutions for energy efficiency and renewable energy investments, lack of domestic technological and technical resources and negative public perception particularly against waste-to-energy and biomass power plants.

For climate change mitigation, the following 5 technology options in the energy sector have been prioritized: Smart Grid, Waste-to-Energy, Advanced Biofuels, High Efficiency Boilers, and Carbon Capture and Storage.

For climate change adaptation, the following technologies were identified as high priority: (i) a national data center; (ii) a national data collection, transfer, and management process; and (iii) Integrated modeling i.e. Weather Research and Forecasting (WRF) and Advanced Research WRF (ARW).

IV. STRATEGY

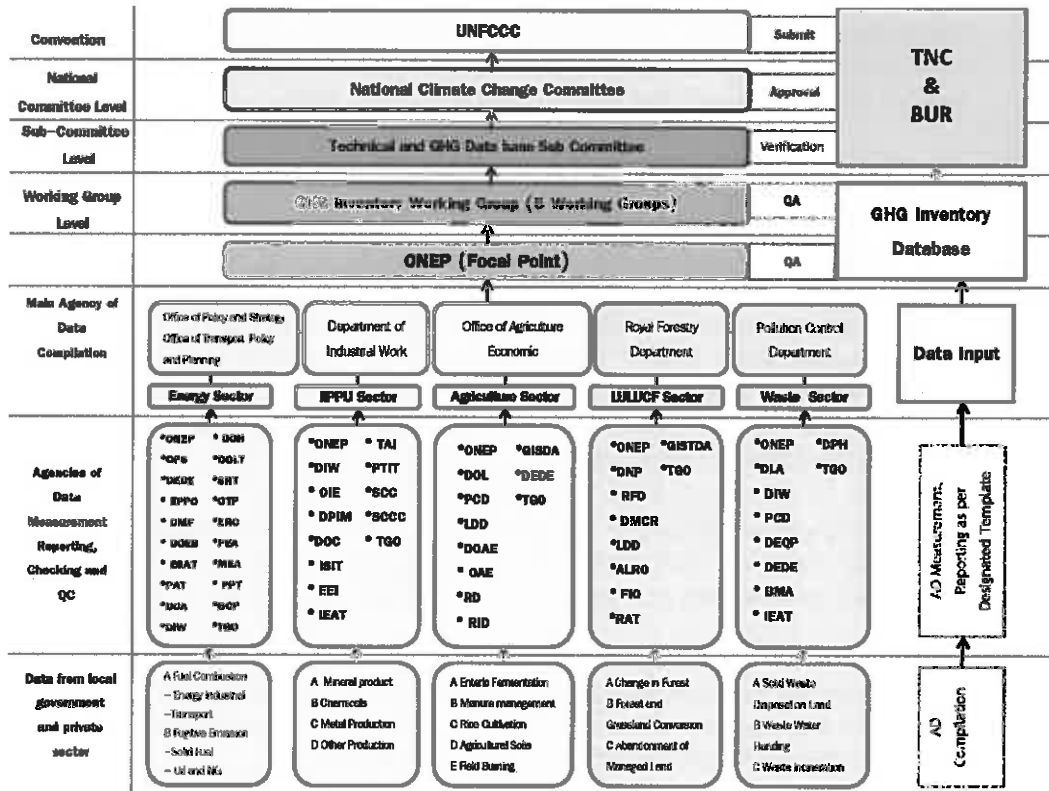
9. As a Non-Annex I country, Thailand is committed to fulfilling its obligations under the UNFCCC. With the TNC under preparation and FBUR submitted, the SBUR will build upon and strengthen the existing institutional arrangements formed under TNC and FBUR in terms of setting up an institutional arrangement, GHG inventory and mitigation analysis and their effects and also further strengthening and capacity building of the working groups set up under TNC and FBUR. With so many similarity between NCs and BUR components, consisting of: setting up a sustainable institutional arrangements, GHG inventory, and mitigation analysis, the reports are seen as complimenting each other and thus will be implemented using the same, existing structures, in order to avoid duplication of efforts, and to ensure efficient utilization and harmonization of financial and human resources. The BURs and NCs will be coordinated under the same project management arrangements and will utilize the already existing working groups formed under previous NCs and FBUR. This will strengthen the existing structures and institutionalize the process in order to ensure that Thailand meets its reporting requirements on a timely manner. The SBUR will be prepared as its own report and will not be a summary of parts of Thailand's Third National Communication (TNC).
10. The ultimate project output will be Thailand's SBUR submitted to the UNFCCC Secretariat by 2017. The project will involve updating national circumstances and institutional arrangements, GHG inventory by sources and removal by sinks, mitigation analysis and their effects and information on domestic MRV. Working groups were established under FBUR and TNC, but they did not always work as envisaged, this was due to, among others: lack of understanding on the issues amongst stakeholders, staff turn-over, lack of commitment from stakeholders as they did not see the importance of the reporting and they view it as something outside their mandate. These aspects will be improved during SBUR.
11. The SBUR will provide an update on the following topics, as determined by COP 17:
 - a) Information on national circumstances and institutional arrangements relevant to the preparation of the national communications on a continuous basis;
 - b) The national inventory of anthropogenic emissions by sources and removal by sinks of all greenhouse gases (GHGs) not controlled by the Montreal Protocol, including a national inventory report;
 - c) Information on mitigation actions and their effects, including associated methodologies and assumptions;
 - d) Constraints and gaps, and related financial, technical and capacity needs, including a description of support needed and received;
 - e) Information on the level of support received to enable the preparation and submission of biennial update reports;
 - f) Information on domestic measurement reporting and verification;
 - g) Any other information that the non-Annex I Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its biennial update report.
12. The institutional arrangements adopted during the preparation of the FBUR and presently for the ongoing TNC as depicted in figure 1 below will be strengthened. Activity data (AD) collected by the various institutions and ministries include, amongst others: Ministry of Energy, Ministry of Transport, Ministry of Natural Resources and Environment, Ministry of Agriculture and Cooperatives and Ministry of Industry. These constitute the main source of AD for estimating emissions and are supplemented with data from the private sector through direct contacts.
13. SBUR will further put emphasis in institutionalizing the reporting process, through raising awareness amongst key stakeholders, consultations will be held with heads of key stakeholder institutions to re-emphasize the importance of the reporting, in order to get their buy-in into the process. Capacity building and trainings will be carried out on the IPCC reporting guidelines and software in order to capacitate the working group members and possible serve as

incentive. SBUR will provide the platform to further strengthen the existing institutional arrangements and enhance capacity of the 5 working groups established under previous NCs and FBUR projects. Under SBUR and TNC more emphasis will be on integrating the work of the various working groups and increasing coherence. The SBUR will use IPPC 1996 guidelines, however during SBUR preparations more data required for using IPPC 2006 guidelines in the future will be gathered, including preparing a database system for the inventory. The work on the database system (a 3-year project funded by the government) includes determining a structure for the data compiling system and preparing a guideline for government agencies on how to collect activity data and how to report this data to ONEP.

14. As proposed in FBUR, the domestic MRV system for the energy sector follows in general the following process:
 - Measurement of activity data is carried out as per specific GHG emission reduction methodologies by the installations (e.g. power plants);
 - The activity data is reported by the installations to corresponding authority (e.g. Energy Regulatory Commission, Department of Energy Business and EGAT);
 - Verification of the data is undertaken by the authorized agencies such as the Department of Alternative Energy Development and Efficiency (DEDE).The MRV system is being established with budget from the government and will be set up in parallel to the database system for in the inventory.
15. Stakeholders will be involved in the preparation of SBUR, via a stakeholder consultation meeting to review the draft SBUR and via focus group meetings during the preparations. Stakeholder involved includes various government agencies, academia, private sector and CSO.
16. Gender issues will be considered during the preparations of the SBUR, both in terms of gender balance in the composition of working groups as well as in terms of the contents of the SBUR. Where possible gender-disaggregated data will be collected.
17. In the last decade many projects have been implemented by Thai agencies to enhance national capacities, identify mitigation actions and reduce the emissions of GHG. In particular under the enabling activities of GEF, Thailand has enhanced national capacities on development of GHG inventory, mitigation options and exposure to vulnerability and adaptation options. The accumulated capacities are hardly keeping pace with increasing threats and the growing issues and problems of climate change process. It is important for Thailand to advance further its national capacities to cope with the existing and emerging issues and to communicate with UNFCCC parties in addressing climate change.
18. During the period between the first and the second NC, Thailand also carried out the project called "EA II". EA II aimed at enabling Thailand to maintain the national capacity in preparation of national communication. The project implemented a preliminary assessment of Technology Needs Assessment (TNA) in key areas (inventory, mitigation, V&A and research and systematic observation) and public awareness on climate change.
19. Following the decision of the Conference of the Parties to the UNFCCC, Thailand also participated in the pilot phase of the Technical Needs Assessment Project co-ordinated by the UNEP. The project aims at identifying climate friendly technology needs of Thailand to enhance national capacity in meeting the objectives of the Convention in addressing climate change.
20. Thailand is planning to finalize and submit its Second Biennial Update Report to the UNFCCC by December 2017.
21. The Office of Natural Resource and Environmental Policy and Planning (ONEP) has been assigned as the National Focal Point (NFP) for the UNFCCC and KP and is leading the

preparations of national communications and biennial update reports, supported by various line agencies and other stakeholders, see figure 1 below.

Figure 1. Institutional Arrangements for SBUR and TNC preparation in Thailand



List of Agencies:

ALRO	Agricultural Land Reform Office	IEAT	Industrial Estate Authority of Thailand
BCP	Bangchak Petroleum PCL	ISIT	Iron and Steel Institute of Thailand
BMA	Bangkok Metropolitan Administration	LDD	Land Development Department
DCA	Department of Civil Aviation	MEA	Metropolitan Electricity Authority
DEDE	Department of Alternative Energy Development and Efficiency	OAE	Office of Agricultural Economics
DEQP	Department of Environmental Quality Promotion	OIE	Office of industrial Economics
DIW	Department of Industrial Works	ONEP	Office of Natural Resources and Environmental Policy and Planning
DLA	Department of Local Administration	OPS	Office of the Permanent Secretary
DLD	Department of Livestock Development	OTP	Office of Transport and Traffic Policy and Planning
DMCR	Department of Marine and Coastal Resources	PAT	Port Authority of Thailand
DMF	Department of Mineral Fuels	PCD	Pollution Control Department
DNP	Department of National Parks, Wildlife and Plant Conservation	PEA	Provincial Electricity Authority
DOAE	Department of Agricultural Extension	PTIT	Petroleum Institute of Thailand
DOC	Department of Customs	PTT	PTT Public Company Limited
DOEB	Department of Energy Business	RAT	Rubber Authority of Thailand
DOH	Department of Harbor	RD	Rice Department
DOLT	Department of Land Transport	RFD	Royal Forest Department
DPIM	Department of Primary Industries and Mines	RID	Royal Irrigation Department
DPH	Department of Public Health	SCC	Siam Cement Company
EEI	Electrical and Electronics Institute	SCCC	Siam City Cement Company
EGAT	Electricity Generating Authority of Thailand	SRT	State Railway Authority of Thailand
EPPO	Energy Policy and Planning Office	TAI	Thailand Automobile Institute
ERC	Energy Regulatory Commission	TGO	Thailand Greenhouse Gas Management Organization
FIO	Forest Industrial Organization	UNFCCC	United Nations Framework Convention for Climate Change
GISTDA	Geo-informatics and Space Technology Development Agency		

Project objective: outcomes and outputs/activities:

Project Goal:

22. To fulfil the decisions of COP 16 & 17, which require developing countries to submit biennial update reports (BURs) containing updates of national greenhouse gas inventories, including a national inventory report and information on mitigation actions, needs and support received.

Project objective:

23. To assist Thailand 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).

24. In the below table it is indicated under which outcomes and outputs the mandatory elements of the SBUR are addressed.

Scope and Mandatory Content of Biennial Update Reports from Non-Annex I Parties	Outcomes and outputs of logframe in which the content will be prepared
(a) Information on national circumstances and institutional arrangements relevant to the preparation of the national communications on a continuous basis;	Outcome 1, output 1.1.1 - 1.1.3
(b) The national inventory of anthropogenic emissions by sources and removal by sinks of all greenhouse gases (GHGs) not controlled by the Montreal Protocol, including a national inventory report;	Outcome 2
(c) Information on mitigation actions and their effects, including associated methodologies and assumptions;	Outcome 3
(d) Constraints and gaps, and related financial, technical and capacity needs, including a description of support needed and received;	Outcome 1, output 1.2.1
(e) Information on the level of support received to enable the preparation and submission of biennial update reports;	Outcome 1, output 1.3.1
(f) Information on domestic measurement reporting and verification;	Outcome 4
(g) Any other information that the non-Annex I Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its biennial update report.	Outcome 1, output 1.4.1 (Output 1.5.1 involves publishing and submission of SBUR)

Outcome 1.1: Information on national circumstances and Institutional arrangements

Output 1.1.1: Description of Thailand's national development objectives, priorities and circumstances, and the specific needs and concerns arising from the adverse effects of climate change

Output 1.1.2: Strengthened existing institutional arrangement relevant to the successful implementation of the biennial update reports and NCs on a continuous basis

Output 1.1.3: Chapters on 'Information on national circumstances and institutional arrangements relevant to the preparation of the national communications on a continuous basis' prepared

Indicative activities:

- a) Develop TORs for consultants and institutions to support the SBUR process, for all outcomes and outputs, and contract them (if needed);
- b) Review the current existing institutional arrangements under the TNC and FBUR and modify the existing structures and or identify additional key stakeholders needed, if any, in order to ensure for the successful preparation and submission of SBUR;

- c) Conduct further consultations with key stakeholder to get their buy-in and support into the BURs and NCs processes, if required;
- d) Organize and conduct targeted capacity building trainings for the working groups (if needed);
- e) Explore options of formalising the institutional arrangements established, through MoUs, if required.
- f) Complete the chapters related to 'Description of Thailand's national development objectives, priorities and circumstances, and the specific needs and concerns arising from the adverse effects of climate change' and 'Information on national circumstances and institutional arrangements relevant to the preparation of the national communications on a continuous basis'.

Outcome 1.2: constraints and gaps, and related financial, technical and capacity needs including description of support needed and received, and

Outcome 1.3: level of support received for SBUR preparation

Output 1.2.1: Chapters on 'Constraints and gaps, and related financial, technical and capacity needs, including a description of support needed and received' prepared

Output 1.3.1: Chapters on 'Information on the level of support received to enable the preparation and submission of biennial update reports' prepared

Indicative activities:

- a) Review the constraints and gaps, and related financial, technical and capacity needs;
- b) Organise and hold consultations with key institutions, to identify constraints and gaps, and related financial, technical and capacity needs, in accordance with the identified mitigation actions and others and identify potential solutions to the identified constraints and gaps, and related financial, technical and capacity needs. It also includes a roadshow with relevant agencies to promote NAMA Roadmap. The analysis will include any support received, for instance on NAMAs, NDC and MRV, and including finance, technology transfer and capacity building;
- c) Complete the chapters on 'Constraints and gaps, and related financial, technical and capacity needs, including a description of support needed and received' and 'Information on the level of support received to enable the preparation and submission of biennial update reports'

Outcome 1.4: any other information considered relevant

Output 1.4.1: Chapters containing 'Any other information that the non-Annex I Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its biennial update report' prepared.

Indicative activities:

- a) Complete the chapters containing info on 'Any other information that the non-Annex I Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its biennial update report'.

Outcome 1.5: compilation and submission of SBUR to UNFCCC

Output 1.5.1.: SBUR published and submitted according to the guidelines contained in Annex III of Dec.2/CP. 17 for non-Annex I parties

Indicative activities:

- a) Consolidation of inputs from all outputs leading to a draft SBUR;
- b) Internal and external technical reviews of the draft SBUR;
- c) Validation and Endorsement of the report final SBUR by NCCC;
- d) Submission of the report to the UNFCCC in 2017.

Outcome 2: National GHG inventory on emissions by sources and removal by sinks prepared for the year 2013

Output 2.1: Strengthen the establishment of 5 National GHG Inventory Working Groups, which will cover the IPCC sectors of Energy, Industrial Processes and Product Use (IPPU), Agriculture, Land use, land use change and forestry (LULUCF) and Waste

Output 2.2: Definition of the institutional arrangements, training and capacity building of the 5 Working Groups

Output 2.3: Strengthening of GHG inventory database system

Output 2.4: Collection of activity data for the energy, IPPU, LULUCF, and waste sectors collected, quality controlled for the year 2013

Output 2.5: Review and update country specific emission factors for key source categories, including for other sources, when required and as feasible

Indicative activities:

- a) Review the composition of the existing 5 national GHG inventory working groups established under the TNC and FBUR and identify additional stakeholders, if any, to the existing national GHG inventory working groups so that it covers all the 5 IPCC sectors;
- b) Review the current team leaders or lead institutions, based on the experience from previous NC and BUR and propose new ones, if necessary;
- c) Mobilize the key stakeholders in emitting sectors to support the national GHG inventory process;
- d) Organise sector specific trainings for the 5 national Working Groups on IPCC guidelines, methodologies, IPCC Good Practice Guidelines (GPG) and related software packages;
- e) Collect AD from energy, industrial processes, Agriculture, LULUCF and waste for the year 2013, as per IPCC 1996 guidelines;
- f) Review and update country specific emission factors for key source categories, including for other sources, when required and as feasible;
- g) Analyzing and preparing activity data using IPPC 2006 guidelines (as far as feasible) and analyzing gaps in data for reporting using IPPC 2006 guidelines and preparing recommendations;
- h) Calculate uncertainties and setting up QA/QC plans;
- i) Data entry into the IPCC software, to generate emissions;
- j) Document and archive all the steps of the GHG Inventory process;
- k) Identify and document AD gaps, technical, technological and financial gaps to be included in the improvement plan.

Output 2.6: GHG inventory report prepared for 2013 year, using the IPCC 1996 Guidelines and software

Indicative activities:

- a) Draft the National GHG Inventory report;
- b) Circulate the GHG inventory report for national reviewers and in-depth expert reviewers for quality assurance;
- c) Consolidate the inputs;
- d) National technical working sessions organized to present and validate the findings of the inventory report;
- e) Finalization of the National GHG inventory Report for the year 2013 using IPCC 1996 guidelines and software.

Outcome 3: Mitigation actions and their effects investigated

Output 3.1: Strengthen the technical capacity of the working groups

Output 3.2: Data collection and analysis of relevant information regarding the mitigation actions for Energy, Industry, Agriculture, LULUCF and Waste sectors

Output 3.3: Mitigation potential analysis for 5 sectors, (including name, sector, coverage, goals, objectives, methodologies)

Output 3.4: Support Thailand in development of its Nationally Appropriate Mitigation Action (NAMA) and (intended) Nationally Determined Contributions ((i)NDC)

Indicative activities:

- a) Review the composition of the existing 5 working groups established under TNC & FBUR and identify additional stakeholders, if any, to the existing working groups;
- b) Mobilize the stakeholders to support and participate in the working groups;
- c) Organize sector specific trainings and technical working session on mitigation analysis with the working groups;
- d) Collect data on the mitigation actions;
- e) Provide a detailed description of the mitigation actions, including the name, sector, coverage, goals, objectives, methodologies, inputs and outputs;
- f) Identify mitigation actions that have potential to be a NAMA and (i)NDC project;
- g) Provide trainings on NAMAs and (i)NDC to the working groups and other stakeholders;
- h) Support Thailand in the process of developing its Nationally Appropriate Mitigation Action (NAMA) and (intended) Nationally Determined Contributions ((i)NDC).

Output 3.5: Chapters on: 'Information on mitigation actions and their effects, including associated methodologies and assumptions' prepared

Indicative activities:

- a) Draft the National Mitigation section of the SBUR;
- b) Circulation of the report for national reviewers and in-depth expert reviewers for quality assurance;
- c) Organize National technical working sessions to present and validate the findings of the mitigation analysis;
- d) Finalize the chapters on 'information on mitigation actions and their effects, including associated methodologies and assumptions'.

Outcome 4: Information on domestic Measurement Reporting and Verification (MRV) included

Output 4.1: Awareness raising and identification of the different options and possibilities for the domestic MRV according to national circumstances and capacity and taking into account the different nature of the mitigation actions, as identified in FBUR

Output 4.2: Chapters on 'Information on domestic measurement reporting and verification' prepared

Indicative activities:

- a) Awareness raising activities to be conducted on the proposed domestic MRV system;
- b) Capacity building and consultations with national institutions to get the buy-in and commitment into the proposed domestic MRV;
- c) Prepare the draft MRV chapter of SBUR, outlining clearly the institutions and their roles and responsibilities in the MRV system;
- d) Chapter on 'Information on domestic measurement reporting and verification' finalized.

Outcome 5. Monitoring and Evaluation (M&E) of project outcomes and outputs conducted

Output 5.1: Organize & hold a Project Inception workshop

Output 5.2: Produce & submit Quarterly project reports

Output 5.3: End of the project report, including lessons learned

Output 5.4: Project audit

All M&E activities will be aligned with the M&E activities under the TNC project.

Indicative activities:

- a) Organize and hold a project inception workshop, within 1 months from Project start;
- b) Produce and circulate the project inception workshop report;
- c) Produce and submit quarterly progress reports;
- d) Prepare and submit to UNDP and ONEP annual reports;
- e) Organise quarterly progress meeting to report on progress and receive guidance;
- f) Perform periodic M&E;
- g) Prepare and submit the End of project report;
- h) Organize for project audits combined with TNC project.

Sustainability and Replicability

25. SBUR has a strong component on institutional arrangements, which looks at institutionalizing the various aspects of the BUR process in various relevant stakeholders. With the reporting to be done every 2 years it is imperative that the various components of the BUR like GHG inventory are institutionalized in the respective sectors in order to ensure sustainability in the long-term and to ensure that Thailand submits a good and timely BUR. SBUR will utilize already existing working groups and also utilize the already existing TNC PMU and other already existing structures. GHG Inventory and mitigation analysis will require a multi-stakeholder approach as it covers many sectors. Therefore this project will be implemented with various stakeholders with ONEP playing the coordinating role.
26. The Steering Committee for Climate Change established 5 Working Groups as follows:
 - GHG Inventory and Mitigation Working Group for Energy Sector;
 - GHG Inventory and Mitigation Working Group for Industrial Process and Product Use Sector;
 - GHG Inventory and Mitigation Working Group for Agriculture Sector;
 - GHG Inventory and Mitigation Working Group for Forestry and Land Use Sector;
 - GHG Inventory and Mitigation Working Group for Waste Sector;See also figure 1 for a list of involved stakeholders in each Working Group.
27. The tasks of the Working Groups can be summarized as follows:
 - Prepare activity data for the concerned sectors;
 - Review and comment on data readiness;
 - Review and comment on GHG emission factors for GHG emissions and removals for concerned sector;
 - Review and verify the GHG calculation results;
 - Prepare GHG inventory in concerned sectors for submission to NCCC;
 - Review and comment on GHG mitigation measures in concerned sector;
 - Review approaches for the MRV system, GHG inventory and mitigation measures.

V. PROJECT RESULTS FRAMEWORK:

<p>This project will contribute to the following Sustainable Development Goal (s): <i>Primary Outcome: Mainstreaming Environment and Energy</i> <i>Secondary Outcome: Catalysing Climate Finance</i></p>	
<p>This project will contribute to the following country outcome included in the UNDAF/Country Programme Document: Outcome 1. Sustainable Development Pathway</p>	
<p>This project will be linked to the following output of the UNDP Strategic Plan:</p>	
<p>Output 1.4: Scaled up action on climate change adaptation and mitigation cross sectors which is funded and implemented.</p>	

	Objective and Outcome Indicators (no more than a total of 15 -16 indicators)	Baseline ³	End of Project Target	Source of Verification	Assumptions ⁴
<p>Project Objective: To assist Thailand 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>Indicator 1: Preparation and submission of SBUR</p>	<p>INC & SNC & FBUR have been submitted in 2000, 2011 and 2015 respectively, TNC under implementation</p>	<p>SBUR endorsed and submitted to the UNFCCC by end of 2017</p>	<p>SBUR documents uploaded on the UNFCCC website</p>	<p>The implementation of this project depends mainly on various stakeholders' involvement. The project therefore assumes that all the key stakeholders will be willing and actively participant in this project</p>
<p>Component⁵ 1: Institutional arrangements and national circumstances, Other info, including submission of SBUR</p>	<p>Indicator 2: Functional inter-agency national working groups</p>	<p>National working groups established under TNC & FBUR though not fully functioning as envisaged, national circumstances under INC, SNC, TNC and FBUR</p>	<p>Full institutionalization of BUR in various stakeholders</p>	<p>Functional working groups</p>	<p>There are risks with some institutions who may not be willing or able to institutionalize the BUR process as they may not view it as core of their mandate, lack of staff in key stakeholder to carry on the BUR process, staff turn-over, and lack of commitment from nominated staff.</p>
<p>Outcomes: 1.1: Information on national circumstances and institutional arrangements, 1.2. Constraints and gaps, and related financial, technical and capacity needs including</p>	<p>Indicator 3: Preparation and submission of SBUR</p>	<p>FBUR submitted in 2015</p>	<p>SBUR prepared and submitted to the UNFCCC by end of 2017</p>	<p>SBUR document uploaded on the UNFCCC website M&E reports prepared (inception report, quarterly reports, audit</p>	<p>The time period is short given the project's dependency on the</p>

³ Baseline, mid-term and end of project target levels must be expressed in the same neutral unit of analysis as the corresponding indicator. Baseline is the current/original status or condition and need to be quantified. The baseline must be established before the project document is submitted to the GEF for final approval. The baseline values will be used to measure the success of the project through Implementation monitoring and evaluation.

⁴ Risks must be outlined in the Feasibility section of this project document.

⁵ Outcomes are short to medium term results that the project makes a contribution towards, and that are designed to help achieve the longer term objective. Achievement of outcomes will be influenced both by project outputs and additional factors that may be outside the direct control of the project.

	Objective and Outcome Indicators (no more than a total of 15 -16 indicators)	Baseline ³	End of Project Target	Source of Verification	Assumptions ⁴
<p>description of support needed and received,</p> <p>1.3. Level of support received for SBUR preparation and</p> <p>1.4. Any other information considered relevant, and</p> <p>1.5. Compilation and submission of SBUR to UNFCCC</p>	<p>Indicator 4: National circumstances chapter</p>	<p>National circumstances chapter for SBUR not prepared</p>	<p>Chapters on National circumstances, constraints and gaps, level of support received and any other information in SBUR completed</p>	<p>report aligned with TNC)</p> <p>National Circumstances chapter in place</p>	<p>willingness of stakeholders to participate, it might be out of the hands of the coordinating unit to ensure the timely delivery of the SBUR.</p>
<p>Component 2: National inventory</p> <p>Outcome 2. National GHG inventory on emissions by sources and removal by sinks prepared for the year 2013</p>	<p>Indicator 5: Establishment of the national GHG working groups</p> <p>Indicator 6: Database with activity data from all sectors</p>	<p>GHG teams established (not yet fully functional)</p> <p>Data being collected on ad hoc basis when NCs are compiled</p>	<p>Working groups strengthened and fully functional</p> <p>GHG inventory data for key sources collected, covering energy, IPPU, AFOLU, and waste sectors for 2013 year prepared, using the IPCC 1996 Guidelines and software</p> <p>GHG inventory teams trained and fully functional</p> <p>Data measurement and analysis is institutionalized</p>	<p>Project documentation</p> <p>Project documentation</p>	<p>The successful implementation of this outcome depends on the collaboration and availability of data from other organizations, therefore it is assumed that other stakeholders will be willing and able to share data on their emissions with the project team, and are willing to avail some of their technical staff to serve on the working groups.</p> <p>Availability of UNFCCC CGE for NC to provide technical and specialized training when needed at national level and provide technical reviews on the draft GHG inventory on time.</p> <p>Staff turn-over</p> <p>Technical and specialized capacity availability</p>
<p>Indicator 7: Data entry into software, software database</p> <p>Indicator 8: Complete inventory chapter for the SBUR</p>	<p>Indicator 7: Data entry into software, software database</p> <p>Indicator 8: Complete inventory chapter for the SBUR</p>	<p>Data being collected on ad hoc basis when NCs are compiled</p> <p>Inventory chapter for SBUR not prepared</p>	<p>GHG inventory data for key sources collected</p> <p>GHG inventory teams trained and fully functional</p> <p>Data measurement and analysis is institutionalized</p> <p>Complete inventory chapter is prepared for the SBUR</p>	<p>Project documentation, data in software</p> <p>Project documentation, National inventory in place</p>	
<p>Component 3: Mitigation actions and their effects</p>	<p>Indicator 9: Establishment of the working groups</p>	<p>Working groups already established (not yet fully functional)</p>	<p>Working groups strengthened and fully functional</p>	<p>Working groups in place and functional</p>	<p>Technical and specialized capacity availability.</p>

	Objective and Outcome Indicators (no more than a total of 15 -16 indicators)	Baseline ³	End of Project Target	Source of Verification	Assumptions ⁴
Outcome 3: Mitigation actions and their effects investigated	Indicator 10: Mitigation analysis in key emitting sectors Indicator 11: Mitigation actions described Indicator 12: NAMA for Thailand developed	Mitigation analysis conducted for FBUR Mitigation actions described for FBUR NAMA proposed in FBUR	Mitigation analysis in key sectors done for SBUR Mitigation potential and proposed actions for key sectors Mitigation actions described for SBUR New Sectorial NDC proposed and developed Complete mitigation chapter is prepared for the SBUR	Working groups meeting Reports Mitigation chapter drafted for SBUR Mitigation chapter drafted for SBUR Mitigation chapter drafted for SBUR	Staff turnover and unwillingness of some institutions to avail their data and technical staff. NAMA process driven by multiple stakeholders, SBUR will only be providing support, therefore successful execution not in the project's control.
Component 4: Information on domestic Measurement Reporting and Verification (MRV) included Outcome 4: Information on domestic Measurement Reporting and Verification (MRV) included	Indicator 13: MRV identified and assessed	MRV proposed under FBUR	Awareness raising and identification of the different options and possibilities for the domestic MRV according to national circumstances and capacity and taking into account the different nature of the mitigation actions, as identified in FBUR MRV system developed	MRV in place, project documentation	The project can only assess possible MRV system and raise awareness, but ensuring the operationalization of the system depends mainly on the stakeholders
Component 5: Monitoring and evaluation Outcome 5: Monitoring and Evaluation (M&E) of project outcomes and outputs conducted	Indicator 14: Monitoring and evaluation reports submitted		Monitoring and evaluation conducted All monitoring reports submitted	Inception report Quarterly reports Final evaluation report Project audit report	

VI. TOTAL BUDGET

Total Budget and Work Plan	
Atlas ⁶ Proposal or Award ID:	00099029 Atlas Primary Output Project ID: 00102266
Atlas Proposal or Award Title:	Thailand's Second Biennial Update Report (SBUR) to the UNFCCC
Atlas Business Unit	THA10
Atlas Primary Output Project Title	Thailand's Second Biennial Update Report (SBUR) to the UNFCCC
UNDP-GEF PIMS No.	5864
Implementing Partner	Office of Natural Resources and Environmental Policy and Planning (ONEP) of the Ministry of Natural Resources and Environment (MoNRE)

GEF Outcome/Atlas Activity	Responsible Party/Implementing Agent	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount Year 1 (USD)	Amount Year 2 (USD)	Total (USD)	See Budget Note:		
OUTCOME 1: Institutional arrangements and national circumstances, Other info, including submission of SBUR	ONEP	62000	GEF	71300	Local Consultants	11,000	0	11,000	1		
				71600	Travel	5,000	0	5,000	2		
				72100	Contractual services - Companies	17,000	0	17,000	6		
				74200	Audio Visual & Print Prod Costs	12,000	0	12,000	3		
				75700	Training, Workshops and Confer	5,000	0	5,000	5		
					sub-total GEF	50,000	0	50,000			
	Total Outcome 1			50,000		50,000					
OUTCOME 2: National GHG inventory on emissions by sources and removal by sinks prepared for the year 2013	ONEP	62000	GEF	71600	Travel	4,000	0	4,000	2		
				72100	Contractual services - Companies	106,000	0	106,000	6		
				75700	Training, Workshops and Confer	10,000	0	10,000	5		
					sub-total GEF	120,000	0	120,000			
					Total Outcome 2			120,000		120,000	
					Travel	4,000	0	4,000		4,000	2

⁶ See separate guidance on how to enter the TBWP into Atlas

GEF Outcome/Atlas Activity	Responsible Party/Implementing Agent	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount Year 1 (USD)	Amount Year 2 (USD)	Total (USD)	See Budget Note:
OUTCOME 3: Mitigation actions and their effects investigated				72100	Contractual services - Companies	86,000	0	86,000	6
				75700	Training, Workshops and Confer	10,000	0	10,000	5
					sub-total GEF	100,000	0	100,000	
					Total Outcome 3	100,000	0	100,000	
OUTCOME 4: Information on domestic Measurement Reporting and Verification (MRV) included	ONEP	62000	GEF	71600	Travel	4,000	0	4,000	2
				72100	Contractual services - Companies	31,000	0	31,000	6
				75700	Training, Workshops and Confer	10,000	0	10,000	5
					sub-total GEF	45,000	0	45,000	
					Total Outcome 4	45,000	0	45,000	
OUTCOME 5: Monitoring and Evaluation (M&E) of project outcomes and outputs conducted	ONEP	62000	GEF	75700	Training, Workshops and Confer	3,000	0	3,000	4
				74100	Professional Services	2,000	0	2,000	10
					sub-total GEF	5,000	0	5,000	
					Total M&E	5,000	0	5,000	
PROJECT MANAGEMENT	ONEP/UNDP	62000	GEF	71300	Local Consultants	15,000	3,800	18,800	7
				71600	Travel	600	600	1,200	2
				74598	Direct Project Cost - GOE	6,250	3,750	10,000	9
				72500	Supplies	1,500	500	2,000	8
					Sub-total GEF	23,350	8,650	32,000	
					Total Management	23,350	8,650	32,000	
					PROJECT TOTAL	343,350	8,650	352,000	

	Amount Year 1 (USD)	Amount Year 1 (USD)	Total (USD)
GEF	343,350	8,650	352,000
Government – in-kind	75,000	25,000	100,000
TOTAL	418,350	33,650	452,000

Budget Notes:

1. Local consultant to support writing and compiling of SBUR and writing of national circumstances chapter (2 months * USD 5,500 per month).
2. Travel costs related to per diems and airfares for project staff.
3. Printing of SBUR report.
4. Inception workshop (USD 5,000).
5. Capacity building trainings. Each training costs around in total USD 5,000.
6. Contractual services. Institutions with a team of experts to support the preparation of the various chapters of the SBUR, including GHG inventory report, mitigation actions and domestic MRV.
7. Project manager (USD 400 per week * 78 weeks). Cost will be borne by ONEP (35%) and GEF (65%).
8. Office supplies.
9. Direct project costs will be charged according to GEF rules on DPCs. Please see Annex G. Direct project cost – GOE, Direct project cost – staff: Direct Project Costs (DPC) are the costs of administrative services (such as those related to human resources, procurement, finance, and other functions) provided by UNDP in relation to the project. Direct project costs will be charged based on the UNDP Universal Pricelist (UPL) or the actual corresponding service cost, in line with GEF rules on DPCs. The amounts indicated here are estimations, however as part of annual project operational planning the Direct Project Costs would be defined and the amount included in the yearly budgets. The DPC accounts can only be used for operational cost per transaction; it is not a flat fee.
10. Audit cost

⁷ Summary table should include all financing of all kinds: GEF financing, cofinancing, cash, in-kind, etc...

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 coordinator 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 coordinator 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.⁸ 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.

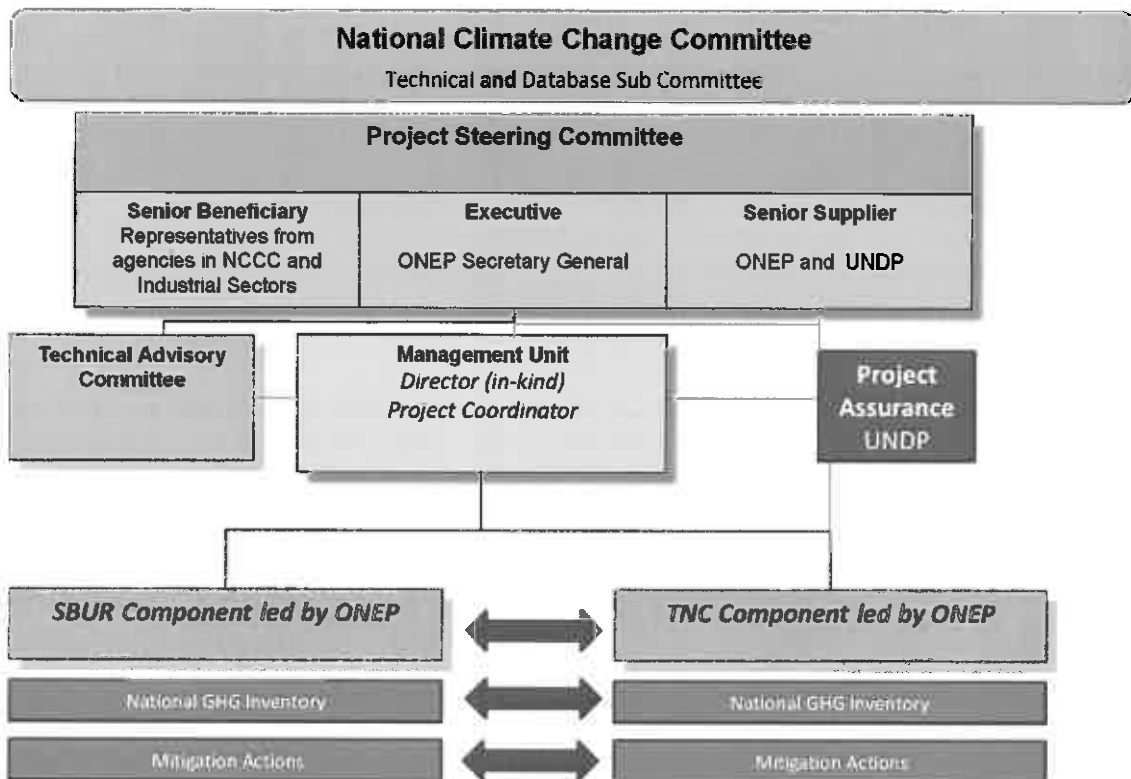
Financial completion: The project will be financially closed when the following conditions have been met: a) The project is operationally completed or has been cancelled; b) The Implementing Partner has reported all financial transactions to UNDP; c) UNDP has closed the accounts for the project; d) UNDP 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.

⁸ see <https://info.undp.org/global/popp/ppm/Pages/Closing-a-Project.aspx>

VII. MANAGEMENT ARRANGEMENTS

28. The SBUR project is designed to be implemented in parallel and in complementarity with the UNDP- supported TNC project. The SBUR report will be prepared as a report of its own and not being a summary of parts of Thailand's Third National Communication (TNC). The rationale of streamlining the management arrangement of the two projects is as follows:
- The two projects are executed under ONEP as the implementing partner;
 - The outcomes of the two projects are closely linked especially with regards to national greenhouse gas inventory and on mitigation actions;
 - The implementation timeframe and steps are in tandem;
- The UNFCCC decisions provide for this option to implement the two projects in parallel.
29. With the above rationale, the two projects will have a joint-management structure, with a joint project steering committee. The joint management structure will ensure the synergy, coherence, and consolidated impacts. Both projects will be reported to the National Climate Change Committee (NCCC) as the policy channel.
30. Office of Natural Resource and Environmental Policy and Planning, Ministry of Natural Resources and Environment, will be responsible for executing the project. To ensure the link between project implementation and policy level that facilitate the integration of climate change to national policies, three levels of institutional arrangement will be involved.
31. At policy level, through its technical subcommittee, the National Climate Change Committee, chaired by the Prime Minister, comprised of ministers of key ministries and relevant public agencies, private sector, non-government organizations and experts will provide overall policies and guidance to project implementation. The NCCC approves the final reports while the Cabinet has to endorse the SBUR before submission to UNFCCC.
32. At administrative level, the project steering committee will oversee the implementation of the project. The project steering committee, in general, will compose of the main agencies relevant to the study, representative of UNDP country office, non-governmental organization and selected experts. The project steering committee will oversee the project team in carrying out the project activities, provide guidance and recommendation and support to ensure the project activities are carried out efficiently and effectively.
33. At implementation level, a project manager with qualified expertise and experiences will be selected to coordinate and manage the project and align the TNC and SBUR projects. The project manager will work directly under the project steering committee and will be responsible for the achievement of the project. A team of national experts on the issues identified above will be selected to carry out the technical works. The team will work closely with the project coordinator.
34. The diagram below shows the linkages between the three levels and the channel to integrate climate change into national sustainable development process.



Capacity Building / Knowledge Platforms

35. The project will be implemented according to UNDP's National Implementation Modality (NIM) as per NIM guidelines agreed by UNDP and the Government of Thailand.
36. The SBUR project will be implemented by ONEP as the government ministry tasked with the responsibility of coordinating climate change initiatives in the country. The project management unit is already established and hosted by ONEP.
37. UNDP Direct Project Services as requested by Government: The UNDP, as GEF Agency for this project, will provide project management cycle services for the project as defined by the GEF Council. In addition the Government of Thailand may request UNDP direct services for specific projects, according to its policies and convenience. The UNDP and Government of Thailand acknowledge and agree that those services are not mandatory, and will be provided only upon Government request. If requested, the services would follow the UNDP policies on the recovery of direct costs. These services (and their costs) are specified in the Letter of Agreement (refer to Annex G). As is determined by the GEF Council requirements, these service costs will be assigned as Project Management Cost, duly identified in the project budget as Direct Project Costs. Eligible Direct Project Costs should not be charged as a flat percentage. They should be calculated on the basis of estimated actual or transaction based costs and should be charged to the direct project costs

account codes: “64398- Direct Project Costs – Staff” and “74598- Direct Project Costs – General Operating Expenses (GOE)”.

38. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures.
39. Agreement on intellectual property rights and use of logo on the project’s deliverables and disclosure of information: In order to accord proper acknowledgement to the GEF for providing grant funding, the GEF logo will appear together with the UNDP logo on all promotional materials, other written materials like publications developed by the project, and project hardware. Any citation on publications regarding projects funded by the GEF will also accord proper acknowledgement to the GEF. Information will be disclosed in accordance with relevant policies notably the UNDP Disclosure Policy⁹ and the GEF policy on public involvement¹⁰.

⁹ See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/

¹⁰ See https://www.thegef.org/gef/policies_guidelines

VIII. MONITORING AND EVALUATION FRAMEWORK

40. The project results as outlined in the project results framework will be monitored annually and evaluated periodically during project implementation to ensure the project effectively achieves these results. Supported by Component/Outcome Four: Knowledge Management and M&E, the project monitoring and evaluation plan will also facilitate learning and ensure knowledge is shared and widely disseminated to support the scaling up and replication of project results.
41. Project-level monitoring and evaluation will be undertaken in compliance with UNDP requirements as outlined in the [UNDP POPP](#) and [UNDP Evaluation Policy](#). While these UNDP requirements are not outlined in this project document, the UNDP Country Office will work with the relevant project stakeholders to ensure UNDP M&E requirements are met in a timely fashion and to high quality standards. Additional mandatory GEF-specific M&E requirements (as outlined below) will be undertaken in accordance with the [GEF M&E policy](#) and other relevant GEF policies¹¹.
42. In addition to these mandatory UNDP and GEF M&E requirements, other M&E activities deemed necessary to support project-level adaptive management will be agreed during the Project Inception Workshop and will be detailed in the Inception Report. This will include the exact role of project target groups and other stakeholders in project M&E activities including the GEF Operational Focal Point and national/regional institutes assigned to undertake project monitoring. The GEF Operational Focal Point will strive to ensure consistency in the approach taken to the GEF-specific M&E requirements (notably the GEF Tracking Tools) across all GEF-financed projects in the country. This could be achieved for example by using one national institute to complete the GEF Tracking Tools for all GEF-financed projects in the country, including projects supported by other GEF Agencies.¹²

M&E Oversight and monitoring responsibilities:

43. **Project Manager:** The Project Manager is responsible for day-to-day project management and regular monitoring of project results and risks, including social and environmental risks. The Project Manager will ensure that all project staff maintain a high level of transparency, responsibility and accountability in M&E and reporting of project results. The Project Manager will inform the Project Board, the UNDP Country Office and the UNDP-GEF RTA of any delays or difficulties as they arise during implementation so that appropriate support and corrective measures can be adopted.
44. **The Project Manager** will develop annual work plans based on the multi-year work plan included in Annex A, including annual output targets to support the efficient implementation of the project. The Project Manager will ensure that the standard UNDP and GEF M&E requirements are fulfilled to the highest quality. This includes, but is not limited to, ensuring the results framework indicators are monitored annually in time for evidence-based reporting in the GEF PIR, and that the monitoring of risks and the various plans/strategies developed to support project implementation (e.g. gender strategy, KM strategy etc..) occur on a regular basis.
45. **Project Board:** The Project Board will take corrective action as needed to ensure the project achieves the desired results. The Project Board will hold project reviews to assess the performance of the project and

¹¹ See https://www.thegef.org/gef/policies_guidelines

¹² See https://www.thegef.org/gef/gef_agencies

appraise the Annual Work Plan for the following year. In the project's final year, the Project Board will hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and to highlight project results and lessons learned with relevant audiences. This final review meeting will also discuss the findings outlined in the project terminal evaluation report and the management response.

46. **Project Implementing Partner:** The Implementing Partner is responsible for providing any and all required information and data necessary for timely, comprehensive and evidence-based project reporting, including results and financial data, as necessary and appropriate. The Implementing Partner will strive to ensure project-level M&E is undertaken by national institutes, and is aligned with national systems so that the data used by and generated by the project supports national systems.
47. **UNDP Country Office:** The UNDP Country Office will support the Project Manager as needed, including through annual supervision missions. The annual supervision missions will take place according to the schedule outlined in the annual work plan. Supervision mission reports will be circulated to the project team and Project Board within one month of the mission. The UNDP Country Office will initiate and organize key GEF M&E activities including the annual GEF PIR, the independent mid-term review and the independent terminal evaluation. The UNDP Country Office will also ensure that the standard UNDP and GEF M&E requirements are fulfilled to the highest quality.
48. The UNDP Country Office is responsible for complying with all UNDP project-level M&E requirements as outlined in the UNDP POPP. This includes ensuring the UNDP Quality Assurance Assessment during implementation is undertaken annually; that annual targets at the output level are developed, and monitored and reported using UNDP corporate systems; the regular updating of the ATLAS risk log; and, the updating of the UNDP gender marker on an annual basis based on gender mainstreaming progress reported in the GEF PIR and the UNDP ROAR. Any quality concerns flagged during these M&E activities (e.g. annual GEF PIR quality assessment ratings) must be addressed by the UNDP Country Office and the Project Manager.
49. The UNDP Country Office will retain all M&E records for this project for up to seven years after project financial closure in order to support ex-post evaluations undertaken by the UNDP Independent Evaluation Office (IEO) and/or the GEF Independent Evaluation Office (IEO).
50. **UNDP-GEF Unit:** Additional M&E and implementation quality assurance and troubleshooting support will be provided by the UNDP-GEF Regional Technical Advisor and the UNDP-GEF Directorate as needed.
51. **Audit:** The project will be audited according to UNDP Financial Regulations and Rules and applicable audit policies on NIM implemented projects.¹³

Additional GEF monitoring and reporting requirements:

Project start:

52. **Inception Workshop and Report:** A project inception workshop will be held within two months after the project document has been signed by all relevant parties to, amongst others:

¹³ See guidance here: <https://info.undp.org/global/popp/frm/pages/financial-management-and-execution-modalities.aspx>

- a) Re-orient project stakeholders to the project strategy and discuss any changes in the overall context that influence project strategy and implementation;
- b) Discuss the roles and responsibilities of the project team, including reporting and communication lines and conflict resolution mechanisms;
- c) Review the results framework and finalize the indicators, means of verification and monitoring plan;
- d) Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget; identify national/regional institutes to be involved in project-level M&E; discuss the role of the GEF OFF in M&E;
- e) Update and review responsibilities for monitoring the various project plans and strategies, including the risk log; Environmental and Social Management Plan and other safeguard requirements; the gender strategy; the knowledge management strategy, and other relevant strategies;
- f) Review financial reporting procedures and mandatory requirements, and agree on the arrangements for the annual audit; and
- g) Plan and schedule Project Board meetings and finalize the first year annual work plan.

53. The Project Manager will prepare the inception report no later than one month after the inception workshop. The inception report will be cleared by the UNDP Country Office and the UNDP-GEF Regional Technical Adviser, and will be approved by the Project Board.

Bi-annual progress:

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

Periodic Monitoring:

55. A detailed schedule of project reviews meetings will be developed by the project management, in consultation with project implementation partners and stakeholder representatives and incorporated in the Project Inception Report. Such a schedule will include: (i) tentative time frames for Steering Committee Meetings, (or relevant advisory and/or coordination mechanisms) and (ii) project related Monitoring and Evaluation activities.

56. Day to day monitoring of implementation progress will be the responsibility of the Project Manager and/or Director (depending on the established project structure) based on the project's Annual Work plan and its indicators. The Project Team will inform the UNDP-CO of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be adopted in a timely and remedial fashion.

57. Periodic monitoring of implementation progress will be undertaken by the UNDP-CO through quarterly meetings with the project proponent, 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:

58. During the last three months, the project team will prepare the Project Terminal Report (Annex H.). 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.

Learning and knowledge sharing:

59. Results from the project will be disseminated within and beyond the project intervention zone through existing information sharing networks and forums.
60. 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 through lessons learned. The project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects.
61. Finally, there will be a two-way flow of information between this project and other projects of a similar focus.

Communications and visibility requirements:

62. Full compliance is required with UNDP's Branding Guidelines. These can be accessed at <http://intra.undp.org/coa/branding.shtml>, and specific guidelines on UNDP logo use can be accessed at: <http://intra.undp.org/branding/useOfLogo.html>. Amongst other things, these guidelines describe when and how the UNDP logo needs to be used, as well as how the logos of donors to UNDP projects needs to be used. For the avoidance of any doubt, when logo use is required, the UNDP logo needs to be used alongside the GEF logo. The GEF logo can be accessed at: http://www.thegef.org/gef/GEF_logo. The UNDP logo can be accessed at <http://intra.undp.org/coa/branding.shtml>.
63. Full compliance is also required with the GEF's Communication and Visibility Guidelines (the "GEF Guidelines"). The GEF Guidelines can be accessed at: http://www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08_Branding_the_GEF%20final_0.pdf. Amongst other things, the GEF Guidelines describe when and how the GEF logo needs to be used in project publications, vehicles, supplies and other project equipment. The GEF Guidelines also describe other GEF promotional requirements regarding press releases, press conferences, press visits, visits by Government officials, productions and other promotional items.
64. Where other agencies and project partners have provided support through co-financing, their branding policies and requirements should be similarly applied.

M&E work plan 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"> ▪ Project Manager ▪ UNDP CO, UNDP GEF 	Indicative cost: 3,000	Within first two months of project start up
Measurement of Means of Verification of project results.	<ul style="list-style-type: none"> ▪ Project Manager will oversee the hiring of specific studies and institutions, and delegate responsibilities to relevant team members. 	To be finalized in Inception Phase and Workshop.	Start, mid and end of project (during evaluation cycle) and annually when required.
Measurement of Means of Verification for Project Progress on <i>output and implementation</i>	<ul style="list-style-type: none"> ▪ Oversight by Project Manager ▪ Project team 	To be determined as part of the Annual Work Plan's preparation.	Annually prior to ARR/PIR and to the definition of annual work plans
ARR/PIR	<ul style="list-style-type: none"> ▪ Project Manager and team ▪ UNDP CO ▪ UNDP RTA ▪ UNDP EEG 	None	Not applicable
Periodic status/ progress reports	<ul style="list-style-type: none"> ▪ Project Manager and team 	None	Quarterly
Mid-term Evaluation	<ul style="list-style-type: none"> ▪ Project Manager and team ▪ UNDP CO ▪ UNDP RCU ▪ External Consultants (i.e. evaluation team) 	None	Not applicable for EA projects
Final Evaluation	<ul style="list-style-type: none"> ▪ Project Manager and team, ▪ UNDP CO ▪ UNDP RCU ▪ External Consultants (i.e. evaluation team) 	None	Not applicable for EA projects
Project Terminal Report	<ul style="list-style-type: none"> ▪ Project Manager and team ▪ UNDP CO ▪ local consultant 	None	At least three months before the end of the project
Audit	<ul style="list-style-type: none"> ▪ UNDP CO ▪ Project Manager and team 	US\$ 2,000	To be merged with TNC project, once the project expenditures reach 70% of the project budget
Project Monitoring Visits	<ul style="list-style-type: none"> ▪ UNDP CO ▪ UNDP RCU (as appropriate) ▪ Government representatives 	For GEF supported projects, paid from IA fees and operational budget	Yearly

Type of M&E activity	Responsible Parties	Budget US\$ <i>Excluding project team staff time</i>	Time frame
TOTAL indicative COST Excluding project team staff time and UNDP staff and travel expenses		US\$ 5,000 (+/- 1.4% of total GEF budget)	

IX. LEGAL CONTEXT

65. The Royal Thai Government and the United Nations Special Funds have entered into the Agreement to govern assistance from the Special Fund to Thailand, which was signed by both parties on 04 June 1960. Pending the finalization of the Standard Basic Assistance Agreement (SBAA) between UNDP and the Government, the Agreement will govern the technical assistance provided by UNDP Thailand under the Country Programme Document (2012-2016).
66. Under the UNDP-funded programmes and projects, 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 in accordance with the aforementioned Agreement between the UN Special Fund and the Government of Thailand concerning Assistance from the Special Fund 1960.
67. 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 Programme is being carried;
 - b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.
68. 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.
69. The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Programme 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 Programme Document.

X. ANNEXES

- I. Multi-year Work plan
- J. Terms of Reference for Project manager and other positions
- K. UNDP Social and Environmental and Social Screening Template (SESP)
- L. UNDP Project Quality Assurance Report
- M. UNDP Risk Log
- N. Note regarding HACT micro assessment
- O. STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT FOR THE PROVISION OF SUPPORT SERVICES
- P. End of Project report

Annex A. Work Plan:

Outcomes/Outputs	2017				2018	
	Q1	Q2	Q3	Q4	Q1	Q1
Outcome 1: Institutional arrangements and national circumstances, other info, including submission of SBUR						
Output 1.1.1: Description of Thailand's national development objectives, priorities and circumstances, and the specific needs and concerns arising from the adverse effects of climate change						
Output 1.1.2: Strengthened existing institutional arrangement relevant to the successful implementation of the biennial update reports and NCs on a continuous basis						
Output 1.1.3: Chapters on 'Information on national circumstances and institutional arrangements relevant to the preparation of the national communications on a continuous basis' prepared						
Output 1.2.1: Chapters on 'Constraints and gaps, and related financial, technical and capacity needs, including a description of support needed and received' prepared						
Output 1.3.1: Chapters on 'Information on the level of support received to enable the preparation and submission of biennial update reports' prepared						
Output 1.4.1: Chapters containing 'Any other information that the non-Annex I Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its biennial update report' prepared						
Output 1.5.1.: SBUR published and submitted according to the guidelines contained in Annex III of Dec.2/CP. 17 for non-Annex I parties						
Outcome 2. National GHG inventory on emissions by sources and removal by sinks prepared for the year 2013						
Output 2.1: Strengthen the establishment of 5 National GHG Inventory Working Groups, which will cover the IPCC sectors of Energy, Industrial Processes and Product Use (IPPU), Agriculture, Land Use, Land Use Change and Forestry (LULUCF) and Waste						
Output 2.2: Definition of the institutional arrangements, training and capacity building of the 5 Working Groups						
Output 2.3: Strengthening of GHG inventory database system						
Output 2.4: Collection of activity data for the energy, IPPU, LULUCF, and waste sectors collected, quality controlled for the year 2013						
Output 2.5: Review and update country specific emission factors for key source categories, including for other sources, when required and as feasible						
Output 2.6: GHG inventory report prepared for 2013 year, using the IPCC 1996 Guidelines and software						
Outcome 3: Mitigation actions and their effects investigated						
Output 3.1: Strengthen the technical capacity of the working groups						
Output 3.2: Data collection and analysis of relevant information regarding the mitigation actions for Energy, Industry, Agriculture, LULUCF and Waste sectors						
Output 3.3: Mitigation potential analysis for 5 sectors, (including name, sector, coverage, goals, objectives, methodologies)						
Output 3.4: Support Thailand in development of its Nationally Appropriate Mitigation Action (NAMA) and (intended) Nationally Determined Contributions (i)NDC						
Output 3.5: Chapters on: 'Information on mitigation actions and their effects, including associated methodologies and assumptions' prepared						

Outcomes/Outputs	2017				2018
	Q1	Q2	Q3	Q4	Q1
Outcome 4: Information on domestic Measurement Reporting and Verification (MRV) Included					
Output 4.1: Awareness raising and identification of the different options and possibilities for the domestic MRV according to national circumstances and capacity and taking into account the different nature of the mitigation actions, as identified in FBUR					
Output 4.2: Chapters on 'Information on domestic measurement reporting and verification' prepared					
Outcome 5: Monitoring and Evaluation (M&E) of project outcomes and outputs conducted					
Output 5.1: Organize & hold a Project inception workshop					
Output 5.2: Produce & submit Quarterly project reports					
Output 5.3: End of the project report, including lessons learned					
Output 5.4: Project audit					

Annex B. Terms of Reference for Project Staff

A. Project Manager (PM):

Duties and Responsibilities: Under the direct supervision of the Project Board, the project Manager will be assigned a) overall management of the project, b) ensure effective communication and adequate information flow between PMU and relevant stakeholders, c) supervise project staff and consultant hired, d) prepare and submit periodic reports as required, e) plan, coordinate and manage training activities for the national teams, (f) approve the terms of reference for the local consultants and experts to be hired for the implementation of the project, (g) overall monitoring and management of financial resources allocation and accounting to ensure accurate and reliable financial reports, and (h) follow the process of international negotiations in the UNFCCC and respective decisions related to reporting of Non-Annex 1 parties.

B. Consultant:

Duties and Responsibilities: Under the direct supervision of the Project Manager, the consultant will be assigned a) prepare the National Circumstances chapter of the SBUR, b) compile the SBUR to the UNFCCC report using existing documents produced for this purpose and present the information in a consistent, transparent, comparable and flexible manner, c) provide regular update to ONEP and UNDP concerning the various stages of the report, and d) edit the SBUR report in terms of content, language, graphic design and formatting.

Annex C. UNDP Social and Environmental and Social Screening Template (SESP)

Project Information

Project Information	
1. Project Title	Thailand's Second Biennial Update Report (SBUR) to the UNFCCC
2. Project Number	5864 (UNDP-GEFM PIMS ID number)
3. Location (Global/Region/Country)	Thailand

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

QUESTION 1: How Does the Project Integrate the Overarching Principles in order to Strengthen Social and Environmental Sustainability?

Briefly describe in the space below how the Project mainstreams the human-rights based approach

Project implementing agency, partners and participating stakeholders are accountable in the observance of human rights approach during project implementation and per the applicable Rule of Laws.

Briefly describe in the space below how the Project is likely to improve gender equality and women's empowerment

There is an urgent need to involve woman and children meaningfully in the discussions around climate change, as they are highly vulnerable to climate change. They are beneficiaries but should also be involved in the decision-making process of climate change related activities. Women and men are affected differently by climate change and this has an implication on the various adaptation and mitigation measures to be initiated. Under this project special emphasis will be placed on gender related issues in the working groups. This will help to better understand the role of women, men and children in mitigating to climate change while integrating them in the process.

The guidance on gender integration through the NCs and BURs developed by the Global Support Programme through UNDP and in collaboration with UNEP and GEF will be applied.

Briefly describe in the space below how the Project mainstreams environmental sustainability

The implementing partner for the project will be Office of Natural Resources and Environmental Policy and Planning (ONEP), Ministry of Natural Resources and Environment (MoNRE). The project will be implemented under the TNC project management unit, which is already established and operational. The SBUR will be prepared as its own report and will not be a summary of parts of Thailand's Third National Communication (TNC). Based on the experience from the national communications and FBUR, one of the lessons learnt is that the most effective way to address climate change is to involve all relevant stakeholders. Therefore this project will be implemented with several key stakeholders involved. These includes, but are not limited to: Thailand Greenhouse Gas Management Organization (TGO), Ministry of Energy (MOEN), Ministry of Industry, Ministry of Transport, Ministry of Agriculture and Cooperative (MOAC), Ministry of Natural Resources and Environment, Ministry of Interior, the private sector and civil society groups.

Part B. Identifying and Managing Social and Environmental Risks

QUESTION 2: What are the Potential Social and Environmental Risks? <i>Note: Describe briefly potential social and environmental risks identified in Attachment 1 – Risk Screening Checklist (based on any “Yes” responses).</i>	QUESTION 3: What is the level of significance of the potential social and environmental risks? <i>Note: Respond to Questions 4 and 5 below before proceeding to Question 6.</i>	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)?	
<i>Risk Description</i>	<i>Impact and Probability (1-5)</i>	<i>Significance (Low, Moderate, High)</i>	<i>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.</i>
No potential social and environmental risks were identified, see checklist.	N.A.	N.A.	N.A. The project involves the preparation of a report for submission to UNFCCC.
QUESTION 4: What is the overall Project risk categorization?			
Select one (see SESP for guidance)			
Low Risk <input checked="" type="checkbox"/>			
Moderate Risk <input type="checkbox"/>			
High Risk <input type="checkbox"/>			
QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are relevant?			
Check all that apply			
<i>Principle 1: Human Rights</i>			
<input type="checkbox"/> N.A.			
<i>Principle 2: Gender Equality and Women's Empowerment</i>			
<input type="checkbox"/> N.A.			
<i>1. Biodiversity Conservation and Natural Resource Management</i>			
<input type="checkbox"/> N.A.			
<i>2. Climate Change Mitigation and Adaptation</i>			
<input type="checkbox"/> N.A.			

		3. Community Health, Safety and Working Conditions	<input type="checkbox"/>	N.A.
		4. Cultural Heritage	<input type="checkbox"/>	N.A.
		5. Displacement and Resettlement	<input type="checkbox"/>	N.A.
		6. Indigenous Peoples	<input type="checkbox"/>	N.A.
		7. Pollution Prevention and Resource Efficiency	<input type="checkbox"/>	N.A.

Final Sign Off

Signature	Date	Description
QA Assessor: Ms. Sutharin Koonphol Programme Specialist, Inclusive Green Growth and Sustainable Development Unit	<i>Sutharin Koonphol</i>	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.
QA Approver: Mr. Martin Hart-Hansen, Deputy Resident Representative	<i>Martin Hart-Hansen</i>	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.
PAC Chair: Mr. Martin Hart-Hansen, Deputy Resident Representative	<i>Martin Hart-Hansen</i>	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

Checklist Potential Social and Environmental Risks		Answer (Yes/No)
Principles 1: Human Rights		
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? ¹⁴	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?	No*
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?	No*
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
Principle 2: Gender Equality and Women's Empowerment		
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
Principle 3: Environmental Sustainability: Screening questions regarding environmental risks are encompassed by the specific Standard-related questions below		
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management		
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

¹⁴ 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?	No
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
Standard 2: Climate Change Mitigation and Adaptation		
2.1	Will the proposed Project result in significant ¹⁵ 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
Standard 3: Community Health, Safety and Working Conditions		
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

¹⁵ In regards to CO₂, '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.]

3.3	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
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
Standard 4: Cultural Heritage		
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
Standard 5: Displacement and Resettlement		
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? ¹⁶	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
Standard 6: Indigenous Peoples		
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

¹⁶ 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.

6.4	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
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
Standard 7: Pollution Prevention and Resource Efficiency		
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
* the project involves the preparation of a report for submission to UNFCCC. It does not involve work with communities.		

Annex D. UNDP Project Quality Assurance Report

SBUR LPAC\SBUR - PPM Project Design Stage QA Assessment Form-VK.docx

Annex E. UNDP Risk Log

Project Title: Thailand's Second Biennial Update Report (SBUR) to the UNFCCC

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Management Response	Owner	Submitted, updated by	Last Update	Status (compared with previous evaluation)
1	Constraints in coordination and participation among various stakeholders and coherence of reports	August 2016	Institutional	I = 3 P = 2 M	Reduction of this risk rests primarily with the Project manager and commitment of participating members in the project. A standard practice that could reduce this risk include: <ul style="list-style-type: none"> - Written communication and constant dialogue between stakeholders - Development of human interface among senior officers and key leaders of stakeholders 	Project manager	Submitted by Project Proponent		
2	Limited capacity building process for concerned line agencies to effectively engage them in the development of the national GHG Inventory system and MRV system, for continuity and sustainability of the system towards the next national communications and BURs (institutionalization)	August 2016	Institutional	I = 2 P = 2 L	The project is designed with an integral capacity building process to have a more systematic engagement with the working groups that the government has set up to undertake this national GHG inventory process. The synergy with the TNC is also designed to ensure that the capacity building elements will be reinforced. The project's implementing partner and the project management team will need to ensure that: <ul style="list-style-type: none"> - The technical consultants fully incorporate and conduct the capacity building process in their work plan according to the TORs - Training need assessments and post-assessments are systematically conducted - Coordination mechanism is clearly established (related to the mitigation measures of Risk #1) 	Project manager	Submitted by Project Proponent		

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Management Response	Owner	Submitted by updated by	Last Update	Status (compared with previous evaluation)
3	Change of administration and key management positions within the implementing partner and responsible party	August 2016	Political	I = 3 P = 1 L	<ul style="list-style-type: none"> • Ensure engagement and participation of mid-management and working-level staff to create the sense of ownership • Regularly keep the new institutional leaders informed about movement of the project • Establish a well-defined and well-resourced project management unit and project coordination mechanism to enable smooth transition and continuity of project implementation 	Project manager	Submitted by Project Proponent		
4	Continuation of the national political instability, resulting in the delays in the project implementation or commitments to UNFCC	August 2016	Institutional	I = 3 P = 2 L	<ul style="list-style-type: none"> • Develop business continuity plan among the project implementing partner, project management unit, and key line agencies to ensure the means and points of coordination during disrupted periods 	Project manager	Submitted by Project Proponent		
5	Lack of data collection and reporting capacity within national institutions	August 2016	Institutional	I = 2 P = 2 L-M	<ul style="list-style-type: none"> • A training will be organised which will bring together all stakeholders from all the sectors and details will be given on the exact activity data to be collected and how to report using the available guidelines and software 	Project manager	Submitted by Project Proponent		

Note:

N: negligible; L: low; M: medium; H: high; C: Critical

P: Probability; I: Impact (from 1=very low to 5= very high)

Submitted by Project coordinator _____

Approved by UNDP Programme Analyst _____

Annex F. Note regarding HACT micro assessment

1. The project management arrangement will be as the same set-up as for the TNC-BUR project, the modality is therefore NIM with LOA. UNDP will provide support services for the whole implementation, hence there is no need for micro assessment.

Annex 8:

STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE IMPLEMENTING PARTNER FOR THE PROVISION OF SUPPORT SERVICES

Project Title: “Thailand’s Second Biennial Update Report (SBUR) to the UNFCCC”

Project Award ID: 00099029 /Project ID: 00102266 /PIMS Number 5684

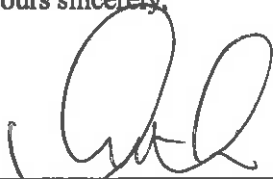
Excellency,

1. Reference is made to consultations between officials of Office of Natural Resources and Environmental Policy and Planning, under the Ministry of Natural Resources and Environment (hereinafter referred to as “Implementing Partner”) and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed project titled “Thailand’s Second Biennial Update Report (SBUR) to the UNFCCC or SBUR (UNDP Award ID 00099029). UNDP and the Implementing Partner hereby agree that the UNDP country office may provide such support services at the request of the Implementing Partner in the project document, as described below.
2. The UNDP country office may provide support services for assistance with activities as specified in the Project Document and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Implementing Partner will be strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the project.
3. The UNDP country office shall provide, at the request of the Implementing Partner, the following support services for the activities of the project:
 - (a) Identification and/or recruitment of project and programme personnel;
 - (b) Identification and facilitation of training activities;
 - (a) Procurement of goods and services;
4. The procurement of goods and services and the recruitment of project personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project, the annex to the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the Implementing Partner.
5. The relevant provisions of the Agreement between the Royal Thai Government and the United Nations Special Fund on 4 June 1960, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Implementing Partner shall retain overall responsibility for the nationally managed project. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services.
6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the Special Fund to Thailand.
7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the Attachment.
8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

9. Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between the Implementing Partner and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed project.

Yours sincerely,



Signed on behalf of UNDP

Mr. Luc Stevens

UN Resident Coordinator

UNDP Resident Representative

Date: 30/3/17



For Implementing Partner

Ms. Raweewan Bhuridej, Ph D

Secretary-General

Office of Natural Resources and Environmental Policy and Planning

Ministry of Natural Resources and Environment

Date: 23 Feb 2017

Attachment 1

DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES

1. Reference is made to consultations between Office of Natural Resources and Environmental Policy and Planning (“ONEP”) and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed project “*Thailand’s Second Biennial Update Report (SBUR) to UNFCCC*” project (Award ID: 00099029/Project ID: 00102266/PIMS Number 5864).

2. In accordance with the provisions of the letter of agreement signed onand the Project Document, the UNDP country office shall provide support services for the Programme as described below.

3. Support services to be provided by UNDP Thailand:

Support services	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
1. Recruitment of and/or remuneration to project staff	February - December 2017	Use of UNDP’s Universal Price List (Current)	Will be deducted from the project budget
2. Hiring of consultants	February – December 2017		
3. Procurement of Services Contractual services	February – December 2017		
4. Direct payment to vendors	As and when payment instruction received from MNRE		
		Total: Up to USD 10,000 from GEF grant	

1. Assistance may consist of any other form which may be agreed by the Government and UNDP
2. Description of functions and responsibilities of the parties involved
 - a. MNRE to determine the type of services to be provided by UNDP, in line with the AWP;
 - b. MNRE will be consulted by UNDP in the process of providing support services;
 - c. UNDP will conduct the provision of the services using UNDP’s procurement/recruitment/financial rules;
 - d. UNDP will update MNRE quarterly, on the cost of the provision of the services.

4. All the decisions related to the support services provided by UNDP shall be made upon agreement/approval of the Implementing Partner.

5. The Environment Unit of UNDP Thailand, together with The Operations Support Team of UNDP Asia-Pacific and Regional Centre will be responsible to provide support services as refereed under the above-mentioned support services to be provided. The reimbursement cost of support services by UNDP Thailand, in relation to activity implementation and/or deliver the outputs, which are beyond the UNDP roles of general project oversight and monitoring as well as reporting to donor, will be considered as the project direct cost. The cost of these support services will be analysed on semi-annual basis based on the actual time spent of UNDP Thailand staff and charged to SBUR project accordingly.

The support services cost provided by the Operation Support Team will be recorded to the project budget as per transactions, based on established UNDP policies.

FINAL REPORT OF THAILAND'S SECOND BIENNIAL UPDATE REPORT PROJECT

Monitoring and Evaluation plans of climate change enabling activities for the preparation of the Second Biennial Update Reports does 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 Second 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 and to Eva Huttova, eva.huttova@undp.org.

A. 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	

B. 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?

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

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

What were the major challenges faced during this phase?

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

C. 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).

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

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

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).

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

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

3. 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 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).

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

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

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).

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

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

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.

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?

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

Additional remarks

Institutional arrangements

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

Please, describe the composition of the project team.

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

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

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

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

Additional remarks

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).

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

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

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)

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

D. Next steps

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

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

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?

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

E. 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	