

United Nations Development Programme

Country: Turkey

Project Document

Project Title: Capacity building for Climate Change management in Turkey:

Developing the capacity of Turkey to participate efficiently in the international climate change negotiations and to join the flexible mechanisms of Kyoto through better experiencing the voluntary carbon markets.

UNDAF Outcome(s): Outcome 1: By 2010, strengthen individual and institutional capacity for both democratic and environmental governance at local and central levels.

Outcome 1.1. Increased individual collective and institutional capacity for participation at all levels of decision making.

Outcome 1.2. Mechanisms for the implementation and monitoring of international norms and standards on human rights strengthened.

Outcome 1.3. Strengthened management and protection of ecosystems for sustainable development.

Expected CP Outcome(s):

(Those linked to the project and extracted from the CP)

UNDP will support the National Climate Change Commission by strengthening national and local capacities to formulate and implement strategies to address climate-related risks.

Expected Output(s):

(Those that will result from the project)

Output 1.1 Clear understanding of the desired status of Turkey under the UNFCCC/KP developed; Output 1.2. Capability of the Turkish national authorities to participate in the international climate change policy dialogue enhanced; Output 2.1. Proposals for national rules and procedures for approval of VCM projects developed and submitted to MoEF, SPO, MoF and relevant stakeholders for consideration; Output 2.2: Capacities of the relevant stakeholders to develop and implement VCM projects according to defined rules and transparent and efficient procedures, improved; Output 2.3: Clearing house for voluntary carbon projects established; Output 2.4: Potential for implementing VCPs in Turkey estimated, energy and forestry and solid waste baselines and three PINs for concrete projects developed for review by MoEF; Output 2.5: Proposal for future activities to enhance Turkey's climate change capacity.

Executing Entity:

Ministry of Environment and Forestry

Implementing Agencies:

UNDP Turkey

Brief Description

The overall objective of the project is threefold:

1. To facilitate effective engagement of Turkey in international climate change policy dialogue, focusing on post-Kyoto after 2012.
2. To support the Government of Turkey in establishing necessary structures to benefit from emission trading mechanisms through Voluntary Carbon Market.
3. To further develop human capacities of the relevant stakeholders for efficient participation in the international negotiations and carbon markets.

The project will increase the national governmental capacity to participate and negotiate in the UNFCCC process, in particular the development of position of the country under the post 2012 climate change regime, and Turkey as a whole to participate efficiently in the Voluntary Carbon Markets (VCMs). The goal of the project is to support these objectives by expanding the knowledge base on specific climate change issues of the relevant stakeholders, developing proposals for alternatives for changing the status of the country under the UNFCCC and the Kyoto Protocol, and proposals for VCM's structures. As a result of this project, the capacity of the country will be strengthened to maximise its participation within international climate negotiations and carbon markets.

Programme Period:

Key Result Area (Strategic Plan) Climate Change

Atlas Award ID:

Start date: 15 Dec. 2008

End Date 31 March 2010

PAC Meeting Date 7 November 2008

Management Arrangements NEX

Total resources required **USD 400,000**
GMS (3%) USD 8,738

Total allocated resources:
• SPO USD 300,000
• UNDP TRAC USD 50,000

In-kind contribution:
• TUSIAD USD 40,000
• MoEF USD 10,000

Agreed by Ministry of Foreign Affairs (MFA) (Government):

[Signature] H. Avni AKSOY *Ankara*
Head of Department
Multilateral Economic Affairs
15 Dec 2008
TRIKAYA

Agreed by Ministry of Environment and Forestry (MoEF), (Executing Entity):

[Signature] M. Sanlıy *Müsteşar*

Agreed by (UNDP):

[Signature] Mahmud A Ayub

Agreed by TUSIAD:

[Signature] Dr. Haluk Tükel

[Signature]

I. Situation analysis

Background

Climate change is gaining importance in the environmental and development agendas of all countries at all levels. The findings of the Fourth Assessment Report (FAR) of the Intergovernmental Panel on Climate Change (IPCC) underline – as its predecessors – the need for immediate action to reduce the amount of anthropogenic greenhouse gases (GHG) emitted to the atmosphere in order to avoid a dangerous human interference with the climate system. The FAR also recognizes that no single technology or mitigation option has the potential to achieve this goal by itself; instead, a portfolio of alternatives – offering enough flexibility to accommodate different national circumstances and interests – will be required. Moreover, global participation will be paramount to effectively address climate change, which implies creating incentives and designing new roads for developing countries (and possibly non-Kyoto Parties) to facilitate their participation in the international mitigation effort post-2012.

According to UNDP Human Development Report 2007/2008 “Fighting Climate Change: Human Solidarity in a Divided World”, climate change is to become one of the defining forces shaping prospects for human development during the 21st Century. Climate change is a global human development challenge. It threatens sustainability of ecosystems and brings about serious economic and social challenges for billions of people and whole nations around the globe. Turkey is not an exception. The country is highly vulnerable to climate change. Turkey is already facing an observed warming trend in temperatures and a decreasing trend in precipitation.

Recognizing that the traditional donor support would be insufficient to address global Climate Change challenge, the Kyoto Protocol broke new ground with the introduction of innovative, new financial market mechanisms to leverage private financing for controlling and coping with climate change. Turkey has not ratified the Kyoto Protocol yet and thus cannot benefit from participation in the Kyoto Protocol Flexible mechanisms. Nevertheless, the country has significant GHG emissions reductions potential and could participate efficiently on the flexible mechanisms, especially in VCM. In addition, it is important not to lose the momentum and to formulate country’s position in post-Kyoto negotiations.

As a candidate country for full EU membership, Turkey is striving to be in line with the EU climate change policy. Climate change is of the highest priority in the environmental agenda of the European Union.

The climate change policies and measures that have resulted from the EU strategies and programmes are covered in the EU legislation by numerous Directives in almost all sectors of the economy.

Status and future of Turkey under the UNFCCC and the Kyoto Protocol:

Turkey defines her situation as a *sui generis case* vis-à-vis the current climate regime. When the United Nations Convention on Climate Change (UNFCCC) was adopted in 1992, Turkey as a member of the OECD, was included among the countries of the Convention’s Annexes I and II. At COP 7 in Marrakech, 2001 the name of Turkey was deleted from the Annex II of the Convention (Decision 26 / CP.7). With this Turkey remained Annex I Party of the UNFCCC, in a position that is different than that of other Annex-I countries¹. Turkey acceded as the 189th Party to the UNFCCC on 24 May 2004 and has the following main commitments:

- Submission of regular reports; national communication and GHG inventories
- Implementation of policies and measures in climate change mitigation, adaptation, systematic research, education, training and public awareness

- Turkey has already started national procedures for being party to the KP in early 2008, with a view to preparing herself to the new agreement that will replace the Kyoto Protocol after 2012. It could be expected that they will be finalized before the COP14/MOP4 in Poznan, Poland.

Turkey was not a Party to the UNFCCC, when the Kyoto Protocol was adopted. Therefore, Turkey's name was not included in the Annex-B of the Protocol, which lists the individual targets for Annex I Parties. When Turkey becomes a Party to the Kyoto Protocol, Turkey will not take any quantified emission limitation or reduction commitment within the first commitment period of the Protocol. Turkey's accession to KP does not entail direct addition of her name to Annex-B. This is not possible from technical and legal points of view.

However, even if Turkey becomes party to the KP very soon, it still cannot participate in the mechanisms CDM/JI/IET, as only non Annex I Parties can host CDM and only Annex B Parties can do JI and International Emission Trading (IET). Participation in the Voluntary Carbon Markets (VCMs) seems to be the only one realistic possibility for Turkey in the period 2008-2012, whereas there are many uncertainties in post 2012.

Turkey expects that her special circumstances differentiating her from other Annex-I countries will be taken into consideration in the shaping of the post-2012 regime. Turkey wishes to see certain flexibilities for her in the new agreement.

Turkey already has experience with projects developed as Voluntary offset projects in accordance with the Gold Standard. It was the first country to host Gold standard verified emission reduction project. Up to now 30 PDDs have been developed. The expected greenhouse gas reductions resulting from the implementation of these 30 projects are approximately 5 million tons. The Verified Emission Reductions from these projects will be traded on the voluntary carbon market. The number and volume of the voluntary carbon projects make Turkey one of the first and most successful countries in the emerging voluntary market. The projects are mainly in the area of renewable energy – wind power generation and small hydro power.

The information about the VCPs in Turkey however, is not collected in a systematic way as there is not a requirement for this and the government is not controlling the process.

The VCMs are not regulated internationally, but they are getting more and more regulated under the pressure of the buyer to receive credible VERs. Recently the VCPs are developed in accordance with standards, which are bringing the project implementation closer to CDM requirements. Development of National procedures is not a requirement but they assure project compatibility with the national policy and SD priorities, give the government an opportunity to create enabling environment for projects, increase credibility to the projects, all the projects will use internationally recognized standards, which could lead to increase of the price of the VERs. It is a decision whether to regulate voluntary market and to what extend. When national procedures for approval of VCPs are to be applied a National Body for Approval of VCP (NBAVCP) should be established.

Status of Turkey towards the EU accession

Turkey has been a European Union (then the European Economic Community) associate member since 1963. Turkey is also a founding member of the Council of Europe since 1949, a founding member of the OECD since 1961, a founding member of the Organization for Security and Co-operation in Europe since 1973 and an associate member of the Western European Union since 1992. Turkey signed a Customs Union agreement with the EU in 1995 and was officially recognized as a candidate for full membership in 1999. Negotiations were started in 2005.

As a key element of the accession process, negotiations are held with each country to determine their ability to apply EU legislation. An underlying principle of the negotiations is

that countries have to fully transpose and implement the EU legislation by the time of accession. This means that in order to accede to the EU, Turkey must first successfully complete negotiations with the European Commission on each of the 35 chapters of the EU *acquis*.

Unfortunately the chapter on Environment is still not compatible with the *acquis*. The Ministry of Environment and Forestry of Turkey has developed an EU Integrated Environmental Approximation Strategy (2007 – 2023). It contains the information pertaining to the technical and institutional infrastructure, and the environmental improvements that are required to be performed as well as the mandatory arrangements which are necessary to establish complete harmonization for compliance with EU Environmental *Acquis* Communautaire and the effective implementation of the legislation.

In the context of EU climate change legislation, Turkey shares the concerns of the new EU Member States for whom economic growth is a priority. Turkey considers that her special circumstances and national capacity differentiating her from other Annex-I countries will be the determining factors in deciding the scope of her contribution to the global fight against climate change, and this standpoint will be the basis of her general strategy in her accession negotiations with the EU as well as in the negotiations for the post -2012 climate regime.

Institutional Framework in regard to climate change

The Ministry of Environment and Forestry (MoEF) is the National Focal Point on climate change and is the coordinating governmental body for all issues related to climate change in Turkey. At the same time, MoEF is the focal point for the European Environmental Agency and is going to establish a link to the European Environmental Information and Observation Network through the National EIONET system for fulfillment of reporting requirements.

Within the MoEF, there are departments related to the sectoral emissions control and environmental impact assessment. Harmonizing the existing environmental legislation with the EU *acquis* lies within the responsibilities of MoEF. The Ministry of Environment and Forestry and its associated branches are primarily responsible for forestry activities across the country.

The inter-ministerial National Coordination Board on Climate Change, initially established in 2001, was revised by the No: 25377 Circular of the Prime Ministry in 2004. The Board has responsibilities for the overall climate change policies. Hence, all the members of the Boards are the beneficiaries of the project. Below is given a list of some stakeholders in relation to climate change policy in Turkey, which are relevant participants in the project:

Public institutions:

MoEF – Ministry of Environment and Forestry (Leading role in the project and responsible for the overall coordination and implementation of the project)

MFA – Ministry of Foreign Affairs (Provides guidance to the project on the international climate change process)

SPO - State Planning Organization (Provides guidance for the policy development in terms of climate change process)

MENR – Ministry of Energy and Natural Resources – (Provides technical assistance and advice within its area of responsibilities)

MoIT – Ministry of Industry and Trade – (Provides technical assistance and advice)

MoARA – Ministry of Agriculture and Rural Affairs - (Provides technical assistance and advice within its area of responsibilities)

MoF – Ministry of Finance - (Provides technical assistance and advice within its area of responsibilities)

UT - Undersecretariat of Treasury – (Provides technical assistance and advice within its area of responsibilities)

TURKSTAT – Turkish Statistical Institute (Provides technical assistance and advice within its area of responsibilities)

UFT, CMB, UT

Other relevant public institutions

The involvement in the project of the governmental organizations above should be done through the National Coordination Board on Climate change.

Representatives from Private Sectors:

To Be Determined during the project implementation

NGOs:

TEMA - Turkish Foundation for Combating Erosion and Desertification

TUSIAD - Association of Turkish Industry and Businessman

TOBB - Chambers of Industry and Commerce

UN Agencies:

UNDP

UNEP

FAO

UNFCCC

UNIDO

II. Strategy

In 2007, the Initial National Communication (INC) of Turkey to UNFCCC, supported by UNDP, was finalized. The INC can serve as a basis for design of future projects. Recently, the preparation of the Second National Communication was endorsed by the MoEF and the project proposal will be submitted through UNDP Turkey to GEFSEC for funding.

There are ongoing capacity building activities supported by Millennium Development Goals Fund – “MDG F 1680 Enhancing the Capacity of Turkey to Adapt to Climate Change” project focusing on the improvement of the negotiation skills of the Government of Turkey to participate in the international climate change negotiations. The project also aims to develop capacity for managing climate change risks to rural and coastal development in Turkey. This will be achieved by mainstreaming climate change adaptation into the national development framework, building capacity in national and regional institutions, piloting community-based adaptation projects in the Seyhan River Basin, and integrating climate change adaptation into all UN agencies in Turkey.

In 2005, in Turkey started the LIFE funded project “Promoting Climate Change policies in Turkey” with a beneficiary the Regional Environmental Center Country Office Turkey (REC Turkey). The project is implemented in the period 2006-2008. Turkish Ministry of Environment and Forestry General Directorate of Environmental Management and the Greek consulting company Exergia act as project partners. Italian Ministry of Environment and Territory provide co-funding for the project.

The results of these and other planned/ongoing projects could be used while implementing the proposed project.

III. Results and Resources Framework

The overall objective of the project is to support Turkey's effective engagement in the international climate change policy dialogue and to support the Government of Turkey in establishing necessary structure to benefit from emission trading through flexible mechanism of Kyoto, including VCM. The objective will be achieved through two outcomes. Outcome 1 focuses on effective engagement of Turkey in the international climate change policy dialogue facilitated and Outcome 2 focuses on necessary VCM structures in Turkey developed.

Outcome 1 – Effective engagement of Turkey in the international climate change policy dialogue facilitated

Output 1.1 Clear understanding of the desired status of Turkey under the UNFCCC/KP developed.

Activity 1.1.1. Review the status of Turkey under the UNFCCC and the Kyoto Protocol (KP) in a post-2012 framework:

Content of the Review should cover, but should not be limited to:

- Description of the current status of Turkey under the UNFCCC and KP.
- Review of the current negotiation processes under the UNFCCC and KP.
- Preparation of a proposal about possible alternatives for Turkey's status under the UNFCCC/KP including:
 - advantages and disadvantages of each alternative;
 - possibilities to participate in the Kyoto Mechanisms;
 - implications for relevant stakeholders;
 - alignment with EU post 2012 policy;
 - identification of possible financial support for climate change activities in Turkey under the UNFCCC/KP and EU funds (e.g. adaptation, capacity building, reporting);
 - provision of guidelines for the negotiations.
- Proposed recommendations for Turkey's position.
- Update of these recommendations based on the outcomes of the COP 14/MOP4 (December 2008).

Activity 1.1.2. Ensure that Turkish delegates to the climate change COP/MOP's can effectively promote coherence between national and international policies. Support participation and capacity of government representatives in international climate change negotiations.

Activity 1.1.3. Support participation and capacity of government representatives in international climate change negotiations.

Activity 1.1.4. Organize a National Climate Change Conference:

The aim of the Conference is to increase the awareness of various stakeholders and improve their role in Climate Change debate, and also to demonstrate that a participatory process with the involvement of relevant stakeholders can produce effective Climate Change policies and ensure common consensus on the status of Turkey under the UNFCCC and KP.

The agenda for the National conference should be drafted by the IE1 together with the NE1 in coordination with the MoEF and UNDP.

When organizing the Conference the IE1 will finalise the agenda taking into account previous activities of UNDP and other donors in this direction.

The target groups for the National Conference will be a broad range of governmental officials, representatives particularly of the institutions involved in decision making, policy formulation, and negotiations, members of the National Board on CC, relevant representatives of the industry, NGOs, banks and other financial institutions, etc. Equal participation of men and women will be promoted.

Output 1.2. Capability of the Turkish national authorities to participate in the international climate change policy dialogue enhanced

Activity 1.2.1. Establish working groups (WGs), which are harmonized with the National Coordination Board of Climate Change, to reach the most plausible national agreement on the status of Turkey under the UNFCCC/KP and its participation in the international negotiations:

The purpose of the establishment of WGs is the national stakeholders to reach a consensus on the position of Turkey under the UNFCCC/KP international process on the basis of the prepared by the experts "Review of the status of Turkey under the UNFCCC and the Kyoto Protocol in a post 2012 framework" and the results from the National Conference, The international expert 1, together with the national expert 1 and in coordination with the MoEF will select the working group members (amongst the governmental institutions, relevant industry sectors and NGOs), their thematic areas, elaborate the goals and will develop the working mechanisms on the basis of which the WGs will operate. There should be about 5 WGs, which will conduct up to 5 meetings. A concluding meeting of all working groups should be held in order to compare and compile the outcomes reached by each of them and to propose an agreed position on Turkey's status.

The national expert 1 will organize and moderate the meetings of the WGs and will draft the meeting reports to be compiled at the end for the use of the international expert 1.

The WGs will also serve as a negotiation platform between the relevant sectors and the Government, in order to ensure the integration of the views of those sectors into the position paper.

The WGs should be established shortly after the National conference, and their work will continue until the end of the project. Equal participation of men and women in the WGs will be promoted.

Outcome 2. Necessary VCM structures in Turkey developed

Outcome 2 will be entirely focused on proposals for the establishment of the VCM structures in Turkey.

Output 2.1. Proposals for national rules and procedures for approval of VCM projects developed and submitted for consideration to MoEF, SPO, MoF and other relevant stakeholders

Activity 2.1.1. Assess the current situation:

- Survey of current VCMs projects in Turkey.
- Survey of current VCMs successful experiences globally.

Activity 2.1.2. Draft a proposal for approval chain of VCPs:

- Proposal for approval procedures for VCPs;
- Proposal for criteria for assessment of VCPs;

- Proposal for the standards' evaluation (respectively document formats) and verifiers to be used;
- Standardized Project evaluation method developed (facilitated computer program);
- Procedures for licensing of project developer firms developed;
- Draft legislation for approval of the procedures;
- Proposal for the institutional structure;

Activity 2.1.3. National VCM registry system to be developed.

Activity 2.1.4. Develop an advisory paper on the legal status of Voluntary Emission Reductions (VERs) in all aspects.

Output 2.2: Capacities of the relevant stakeholders to develop and implement VCM projects according to defined rules and transparent and efficient procedures, improved.

Activity 2.2.1. Develop communication materials:

Communication materials such as brochures, media events, internet information, printed materials, booklets, will be developed to increase the efficiency and effectiveness of the project implementation. The material will target inter alia private sector partners with the view to strengthen dialogue on climate change with them.

Activity 2.2.2. Organize a number of awareness raising activities for efficient participation in the VCM for various target groups through workshops, training sessions, promotional materials and sharing of lessons learned:

In particular, these will include, but not be limited to, the kick off meeting of the project; development of public awareness materials to be distributed during national and international events; info sheet including the different aspects of climate change and related sectoral, environmental, political and economic issues; informative materials on the voluntary carbon market, other KP mechanisms and Turkey's options for participation; as well as training materials of VCP.

As the awareness raising activities diverse and cover the entire project period, the PM will develop the details about their organization and will decide on the participation of international and/or national experts in each particular activity.

Output 2.3: Clearing house for voluntary carbon projects (VCM) established

Activity 2.3.1. Establish Clearing house for VCPs, incl. thematic forums created for stakeholders to exchange views and experience on VCPs:

One of the most effective tool for enhancing participation in VCMs is a web based interactive clearing house, providing relevant information and targeting all stakeholders and interested parties in implementation of VCPs.

Such a specialized website could be hosted, maintained and regularly updated by the MoEF. It should provide general information about the UN Framework Convention on Climate Change (UNFCCC) and the Kyoto Protocol (KP), and information on different carbon trading mechanisms. Section on news and events, related links and a glossary could be included as well. The clearing house provides information on the necessary forms, list and status of ongoing and planned Voluntary Carbon projects (format to be proposed), and emission reductions.

The webpage should be interactive and should contain thematic forums for stakeholders to exchange views and experience on VCPs.

The website should be well structured and not complicated in order to trace the desired information easily. It should have an attractive design with soft colors, readable fonts in terms of style, size and colors.

The website must be developed in English and in Turkish.

Output 2.4: Potential for implementing Voluntary Carbon Projects (VCPs) in Turkey estimated, energy and forestry and solid waste baselines and three Project Idea Notes (PINs) for concrete projects developed for review by MoEF.

Activity 2.4.1. Perform a study for estimation of the potential for VCPs in Turkey:

The purpose of such a study is to identify the best opportunities for VCPs in Turkey, examining the most promising sectors, such as utilization of renewable energy sources, district heating sector, biomass, etc. If possible during this activity a possible pipeline of concrete projects should be structured.

Activity 2.4.2. Develop standard baselines (for energy, forestry and solid waste projects):

The existence of standardized national baselines for some project types facilitates the project development and reduces the costs involved. For Turkey most beneficial is considered the development of baselines for energy and forestry projects.

Activity 2.4.3. Develop at least three Project Idea Notes (PINs) reviewed by MoEF:

This activity provides for the development of at least three PINs for concrete voluntary projects in Turkey. The PINs will serve as examples for the development of good practice.

Output 2.5: Proposal for future activities to enhance Turkey's climate change capacity

Activity 2.5.1. Develop potential follow up actions undertaken by MoEF:

A range of potential follow up actions should be proposed on the basis of the further needs of Turkey in the area of climate change policy development and implementation. These could include necessary steps for implementation, impact assessment of the EU ETS and other possible mitigation mechanisms, such as Voluntary agreements, sectoral approaches and carbon taxes.

Results and Resource Framework Table

Outcome 1: Effective engagement of Turkey in the international climate change policy dialogue facilitated		
Outcome indicators: <ul style="list-style-type: none"> • Number of national stakeholders engaged • Number of proposals on the status of Turkey identified • Number of participants in the National Conference • Working groups established • Number of meetings of the working groups 		
Key Result Area: Climate change policy		
Partnership Strategy: This outcome will involve partnering between MoEF and national stakeholders, in particular MoEF and cooperation with UNFCCC and Turkish NGOs.		
Project title and ID (ATLAS Award ID): Capacity building for Climate Change management in Turkey - Developing the capacity of Turkey to participate efficiently in the international climate change negotiations and voluntary carbon markets		
	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES
Output 1.1: Clear understanding of the desired status of Turkey under the UNFCCC/KP developed	1.1.1. Review the status of Turkey under the UNFCCC and the KP in a post 2012 framework Activity 1.1.2. Ensure that Turkish delegates to the climate change COP/MOP's can promote coherence between national and international policies. Support participation and capacity of government representatives in international climate change negotiations. 1.1.3. Assess Turkey's situation in adaptation to climate change from the perspective of EU accession and EU policies. 1.1.4. Organize a National Climate Change Conference.	MoEF UNFCCC Governmental officials Representatives of the industry
	Output 1.2: Capability of the Turkish national authorities to participate in the international climate change policy dialogue enhanced	1.2.1. Establish working groups (WGs), which are harmonized with the National Coordination Board of Climate Change, to reach the most plausible national agreement on the status of Turkey under the UNFCCC/KP and its participation in the international negotiations.

Outcome 2: Necessary VCM structures in Turkey developed		
Outcome indicators:		
<ul style="list-style-type: none"> Proposal for national rules and procedures (including NBA VCP establishment) for VCM projects prepared Advisory paper on the legal status of VERs, possible taxation and levies developed Number of experts trained Number of promotional materials developed and distributed Number of PINs developed according to the VCM rules and procedures Clearing house developed Potential for VCPs estimated 		
Key Result Area: Voluntary Carbon Market		
Partnership Strategy: This outcome will involve partnering between MoEF and Governmental officials and industry representatives.		
Project title and ID (ATLAS Award ID): Capacity building for Climate Change management in Turkey		
Developing the capacity of Turkey to participate efficiently in the international climate change negotiations and voluntary carbon markets		
INTENDED OUTPUTS	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES
		INPUTS
Output 2.1: Proposals for national rules and procedures for approval of VCM projects developed and submitted for consideration to MoEF, SPO, MoF and other relevant stakeholders.	<p>2.1.1. Assess the current situation.</p> <p>2.1.2. Draft a proposal for approval chain of VCPs.</p> <p>2.1.3. National VCM registry system to be developed.</p> <p>2.1.4. Develop an advisory paper on the legal status of Voluntary Emission Reductions. (VERs) in all aspects.</p>	MoEF
Output 2.2: Capacities of the relevant stakeholders to develop and implement VCM projects according to defined rules and transparent and efficient procedures, improved.	<p>2.2.1. Develop communication materials.</p> <p>2.2.2. Organize a number of awareness raising activities for efficient participation in the VCM for various target groups through workshops, training sessions, promotional materials, sharing of lessons learned.</p>	MoEF Governmental officials Representatives of the industry TUSIAD
Output 2.3: Clearing house for voluntary carbon projects established	2.3.1. Establish Clearing house for VCPs, incl. thematic forums created for stakeholders to exchange views and experience on VCPs	MoEF
Output 2.4: Estimated potential for VCPs estimated, energy, forestry and solid waste baselines and three PINs for concrete projects developed	<p>2.4.1. Perform a study for estimation of the potential for VCPs in Turkey</p> <p>2.4.2. Develop three standard baselines (for energy, forestry and solid waste projects)</p> <p>2.4.3. Develop at least three PINs reviewed by MoEF</p>	MoEF Governmental officials Representatives of the industry
Output 2.5: Proposal for future activities to enhance Turkey's climate change capacity	2.5.1. Develop potential follow up actions	MoEF Governmental officials

IV. Work Plan (see detailed budget in Annex)

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME 2008/2009				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q4	Q1	Q2	Q3		Funding Source	Budget Description	Amount (USD)
Output 1.1: Clear understanding of the desired status of Turkey under the UNFCCC/KP developed	Activity 1.1.1.1. Review the status of Turkey under the UNFCCC and the KP in a post 2012 framework	X ²				International expert	UNDP (In Cash)	Contractual services (Review of the status)	Cash: 88,775
	Activity 1.1.1.2. Ensure that Turkish delegates to the climate change COP/MOP's can effectively promote coherence between national and international policies. Support participation and capacity of government representatives in international climate change negotiations.		X			International and national experts	TUSIAD (In Kind)	Conference recordings and outputs, printing materials, translations	TUSIAD in kind: 25,000
	Activity 1.1.3. Support participation and capacity of government representatives in international climate change negotiations.		X			International and national experts			MoEF: in kind: 5,000
	Activity 1.1.4. Organize a National Climate Change Conference		X			International and national experts			

	Activity 2.2.2. Organize a number of awareness raising activities for efficient participation in the VCM for various target groups through workshops, training sessions, promotional materials, sharing of lessons learned.					Contribution from the private sector upon request		
Output 2.3: Clearing house for voluntary carbon projects established	Activity 2.3.1. Establish Clearing house for VCPs, incl. thematic forums created for stakeholders to exchange views and experience on VCPs.	X			National expert MoEF		Internet application	
Output 2.4: Potential for implementing VCPs in Turkey estimated, energy and forestry and solid waste baselines and three PINs for concrete projects developed for review by MoEF.	Activity 2.4.1. Perform a study for estimation of the potential for VCPs in Turkey.	X			International and national experts Governmental officials Representatives of the industry	UNDP	Contractual services	
	Activity 2.4.2. Develop standard baselines (for energy, forestry and solid waste projects).		X					
	Activity 2.4.3. Develop at least three Project Idea Notes (PINs) reviewed by MoEF..			X				
Output 2.5: Proposal for future activities to enhance Turkey's climate change capacity	Activity 2.5.1. Develop potential follow up actions undertaken by MoEF.	X			International and national experts Governmental officials	UNDP	Contractual services	
Overall management of the project	1. Establishment of a Steering Committee for the project	X						1,080

	2. Meetings of the Steering Committee	X	X	X	X	X					5,000
	3. Translation of the prepared documents in local language		X	X	X	X					85,500
	4. Project Manager and Assistant	X	X	X	X	X					8,738
	GMS 3%										8,738
	Grand total (USD)										350,000
	Total In - Kind Contribution										50,000
	Grand total with in kind contribution										400,000

V. Management Arrangements

The overall management of the project will be performed by the Project Manager (PM) supervised by a Project Steering Committee (PSC) and supported by Project Management team (PMT) and Project partners (PP). The Project Manager's responsibilities will cover the supervision of all operational matters related to project implementation on a daily basis, including taking the relevant management decisions, and guidance of the work of the assistant, national and international experts (described in details in Annex "Terms of Reference for Project staff"). Gender balance participation will be promoted in the PSC and PMT, and PP.

PMT consists of Project Manager (PM) and Project Assistant (PA), international and national experts (detailed responsibilities and duties of each of them is provided in Annex).

The Project partners are the national authorities responsible for the implementation of the climate change policy in Turkey, listed in Annex.

The Project Manager will take part in the establishment of the Project Steering Committee to guide the project implementation. The PSC will review project progress every three months, or whenever necessary, and give guidance at key milestones. Apart from the Project Manager, the PSC will include representatives of the UNDP, the Project partner (incl. UNFCCC National Focal Point) and any other important stakeholders.

The Project Manager will agree on the exact composition of the PSC together with the Project Partners and UNDP. The PM supported by the PA will ensure the efficiency of the PSC meetings, through preparing agendas, minutes of meetings, and providing logistics. Draft minutes of meetings of the PSC will be made available to all its members within five working days after the meeting. The composition of the PSC may be changed during the execution of the project in agreement with the Project partners and UNDP. Each Steering Committee meeting will take place in the premises of the MoEF and/or UNDP in Ankara, Turkey.

The Project Manager and the assistant shall be present (in accordance with the duration of the project components) at the steering committee meetings.

The PM together with the MoEF will decide on the necessity of translation of particular documents developed during the project implementation in local or English languages.

Strategic decisions affecting the implementation of the project will be taken by MoEF and UNDP in consultation with the Project partners. Whenever necessary the PSC will be involved in the decision process.

Each of the Project partners shall: appoint a senior member of its staff as a contact person for the project; assure that appropriate experts will be available to work along with the project's experts; and facilitate travel related issues for the experts, such as obtaining visas. The Project partners should also provide all possible assistance to solve unforeseen problems that the Project manager may face in accomplishing the project activities. Staff of the Project partners shall not be paid by the project funds.

The Ministry of Environment and Forestry (MOEF), together with the existing working groups of the Coordinating Board on Climate Change (CBCC), will be the leading executing agency for the technical components of the programme. The State Planning Organization (SPO), which is the purveyor of the national strategies to achieve MDGs in Turkey, will be support MoEF in the policy related components. Other relevant ministries, such as the Ministry of Foreign Affairs (MFA) and the Ministry of Energy and Natural Resources (MENR) will ensure the technical support to project implementation.

UNDP Turkey will act as the implementing agency of the project, and will support the executing agencies in the overall coordination of the outputs and management of administrative, financial and procurement issues related to project implementation. UNDP Turkey also ensures the close collaboration with NGOs, TUSIAD and related private sector partners.

TUSIAD will provide technical support for private sector participation and financial support (in – kind) for the project implementation.

VI. Monitoring Framework and Evaluation

Monitoring responsibilities

Project monitoring and evaluation will be conducted in accordance with established UNDP procedures. Project review meetings will be developed in detailed schedule by the project manager, in consultation with stakeholder representatives and project partners and incorporated in the Project Inception Report.

Project schedule will include:

- Tentative time frames for Project Steering Committee meetings, and
- Project related Monitoring and Evaluation activities.

Day to day monitoring of implementation progress will be the responsibility of the Project Manager, based on the project's Periodic 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.

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.

Reporting

The Project Manager in conjunction with the MoEF and UNDP team will be responsible for the preparation and submission of the following reports that form part of the monitoring process.

Final Report

A Project Final Report will be prepared immediately following the Final Workshop. It will include a detailed results achieved during the twelve month implementation of the project, with special emphasis on the indicators identified in the logical framework.

When finalized the report will be circulated to project counterparts who will be given a period of 15 days, in which to respond with comments or queries. Prior to this circulation of the Inception Report, the MoEF and UNDP Country Office will review the document.

Monthly meetings will be hold between MoEF and PMU.

Monthly reports will be prepared and submitted by PMU to MoEF for review and approval.

Quarterly Progress Reports

Short reports outlining main updates in project progress will be provided quarterly to MoEF

and UNDP Country Office by the project team. Short executive summaries on the completed activities will be prepared in Turkish.

Technical Reports

Technical Reports are detailed documents covering specific areas of analysis or scientific specializations within the overall project. As part of the Inception Report, the project team will prepare a draft Reports List, detailing the technical reports that are expected to be prepared on key areas of activity during the course of the Project, and tentative due dates. Where necessary this Reports List will be revised and updated, and included in subsequent periodic reports. Technical Reports should be comprehensive, specialized analyses of clearly defined areas of research within the framework of the project. These technical reports will represent, as appropriate, the project's substantive contribution to specific areas, and will be used in efforts to disseminate relevant information and best practices at local, national and international levels.

VII. Legal Context

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement (SBAA) between the Government of Turkey and UNDP, signed on 21 October 1965.

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

The executing agency shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) assume all risks and liabilities related to the executing agency's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The executing agency agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via

<http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

VIII. ANNEX

Risk Assessment

Expected Results (Outcomes & outputs)	Indicators (with baselines & indicative timeframe)	Means of verification	Collection methods (with indicative time frame & frequency)	Responsible Agency	Risks & assumptions
Outcome 1 – Effective engagement of Turkey in the international climate change policy dialogue facilitated					
Output 1 – Effective engagement of Turkey in the international climate change policy dialogue facilitated	Indicators: Number of references to climate change or climate change risks in policies, development plans and programmes with a special focus on gender analysis. Baseline: No existence of such references Timeframe: 2008-2010	Policies, development plans and programmes.	Collected for regular project management reporting system. Timeframe/Frequency: 2008-2010/midterm evaluation.	MOEF	The political climate remains stable. The macro-economic situation remains stable.
Output 1.1 Clear understanding of the desired status of Turkey under the UNFCCC/KP developed	Indicators: Number of references to climate change sectoral status Baseline: FNC to UNFCCC Timeframe: 2009	Number of working groups reports	Collected for regular project management reporting system. Timeframe/Frequency: 2009/midterm evaluation.	MOEF	The government adherence to UNFCCC/KP priority remains committed.
Output 1.2. Capability of the Turkish national authorities to participate in the international climate change policy dialogue enhanced	Indicators: Number of assessment status report for KP negotiation Baseline: FNC to UNFCCC. Timeframe: 2009	Outcomes of discussion groups and sectoral analysis	Collected for regular project management reporting system. Timeframe/Frequency: 2009/midterm evaluation.	MOEF	All sectors participate in the working groups and provide feedback reports/information.
Outcome 2. Necessary VCM structures in Turkey developed					

Outcome 2. Necessary VCM structures in Turkey developed	<p>Indicators: A draft a proposal for approval chain of VCPs; National VCM registry system to be developed.</p> <p>Baseline: No existence of such references.</p> <p>Timeframe: 2009</p>	Assessment survey and reports.	Collected for regular project management reporting system. Timeframe/Frequency: 2009/midterm evaluation.	MOEF	Wide range of stakeholders participation and contribution to the discussions.
Output 2.1. Proposals for national rules and procedures for approval of VCM projects developed and submitted to MoEF, SPO, MoF and relevant stakeholders for consideration.	<p>Indicators: One specific national rule drafted and proposed for approval.</p> <p>Baseline: No existence of such references.</p> <p>Timeframe: 2009</p>	Working group's reports and draft proposals.	Minutes of meetings and reports. Timeframe/Frequency: 2009/midterm evaluation.	MOEF	The stakeholders priority remains committed.
Output 2.2: Capacities of the relevant stakeholders to develop and implement VCM projects according to defined rules and transparent and efficient procedures, improved.	<p>Indicators: One training material developed and four capacity building activities delivered with a special focus on women participations.</p> <p>Baseline: No existence of such references.</p> <p>Timeframe: 2009</p>	Number of education material prepared; number of trainings completed; number of participants.	Collected for regular project management reporting system. Timeframe/Frequency: 2008/midterm evaluation.	MOEF	Adoption of the proposed training materials and high level participation in the trainings.
Output 2.3: Clearing house for voluntary carbon projects established	<p>Indicators: One web page established and activated.</p> <p>Baseline: No existence of such references.</p> <p>Timeframe: 2009</p>	Number of visit/benefit from the web site.	Reference reporting Timeframe/Frequency: 2009/midterm evaluation.	MOEF	Not enough awareness on the existence of the webpage.

<p>Output 2.4: Potential for implementing VCPs in Turkey estimated, energy and forestry and solid waste baselines and three PINs for concrete projects developed for review by MoEF.</p>	<p>Indicators: Three proposals developed. Baseline: No existence of such references. Timeframe: 2009</p>	<p>Three project drafted.</p>	<p>Proposals developed. Timeframe/Frequency: 2009/midterm evaluation.</p>	<p>MOEF</p>	<p>Not enough information to develop the project documents.</p>
<p>Output 2.5: Proposal for future activities to enhance Turkey's climate change capacity</p>	<p>Indicators: Number of references to follow up steps and national strategies. Baseline: No existence of such references. Timeframe: 2009</p>	<p>Meetings minutes and reports.</p>	<p>Collected for regular project management reporting system. Timeframe/Frequency: 2008/midterm evaluation.</p>	<p>MOEF</p>	<p>Low level of participation in the discussions.</p>

BUDGET					
OUTCOMES/OUTPUTS/ACTIVITIES	Title	Description	# of days/months	Fee (USD)/day	Total (USD)
Set Up Project Management Unit (PMU) and Project Office	Equipment/Office Space etc.	2 computers, 1 printer, rent, etc.			20,191
Project Manager	salaries		18	4,000	72,000
Project Assistant	salaries		18	750	13,500
Kick Off Meeting	meeting	1 meeting*50 participant*60USD/Participant	1	8,000	8,000
Steering committee meetings costs	meetings	6 meetings*6 Participants*30USD/Participant	6	250	1,500
Translation of documents	# pages	500 pages, 10 USD/page	700	10	7,000
Transportation	DSA/Tickets etc.		50	300	15,000
Outcome 1 – Effective engagement of Turkey in the international climate change policy dialogue facilitated					
Output 1.1: Clear understanding of the desired status of Turkey under the UNFCCC/KP developed					
Activity 1.1.1: Review the status of Turkey under the UNFCCC and the KP in a post 2012 framework					
Activity 1.1.2: Ensure that Turkish delegates to the climate change COP/MOP's can effectively promote coherence between national and international policies. Support participation and capacity of government representatives in international climate change negotiations.	IC1		15	700	10,500
Activity 1.1.3: Support participation and capacity of government representatives in international climate change negotiations.	NC 1		15	500	7,500
Activity 1.1.4: Organize a National Climate Change Conference	Travel		50	100	5,000
	Meetings		1	5,000	5,000
Output 1.2: Capability of the Turkish national authorities to participate in the international climate change policy dialogue enhanced					
Activity 1.2.1: Establish working groups (WGs), which are harmonized with the National Coordination Board of Climate Change, to reach the most plausible national agreement on the status of Turkey under the UNFCCC/KP and its participation in the International negotiations.	Meetings	5 meetings * 15 participants/group*5 groups	5	50USD /Participant	7,500
	Moderator/Reporting		4	1,000	4,000
	Simultaneous Translation		4	1,000	4,000
	Compilation meetings	5 meetings * 20 participants/group*5 groups	5	50USD /Participant	10,000
	Conference recordings / outputs and translations		2	5,000	10,000
Outcome 2: Necessary VCM structures in Turkey developed					
Output 2.1: Proposals for national rules and procedures for approval of VCM projects developed and submitted to MoEF, SPD, MoF and relevant stakeholders for consideration.					
Activity 2.1.1: Assess the current situation.	IC#1		25	700	17,500
Activity 2.1.2: Draft a proposal for approval chain of VCPs.	NC#1		26	700	18,200
Activity 2.1.3: National VCM registry system to be developed.	IC#2		8	700	5,600
Activity 2.1.4: Develop an advisory paper on the legal status of Voluntary Emission Reductions (VERs) in all aspects.	Meetings		1	5,000	5,000
	Training Materials		1	10,000	10,000
Output 2.2: Capacities of the relevant stakeholders to develop and implement VCM projects according to defined rules and transparent and efficient procedures, improved.					
Activity 2.2.1: Develop communication materials.	NC#3		15	500	7,500
	IC#2		3	700	2,100
Activity 2.2.2: Organize a number of awareness raising activities for efficient participation in the VCM for various target groups through workshops, training sessions, promotional materials, sharing of lessons learned.	Trainings	5 trainings*30 participants*50USD/participant			7500
	printed materials = what the national bodies + procedures + VCM; prepare other promotional material on the overall objective and outcomes + results of the project; press releases for the media for the Kick Off meeting;		1	14,271	14,271
Output 2.3: Clearing house for voluntary carbon projects established					
Activity 2.3.1: Establish Clearing house for VCPs, incl. thematic forums created for stakeholders to exchange views and experience on VCPs.	Clearing House/training		1	8,000	8,000
Output 2.4: Potential for implementing VCPs in Turkey estimated, energy and forestry and solid waste baselines and three PINs for concrete projects developed for review by MoEF.					
Activity 2.4.1: Perform a study for estimation of the potential for VCPs in Turkey.	IC#3		20	700	14,000
Activity 2.4.2: Develop standard baselines (for energy, forestry and solid waste projects).	NC#2		15	500	7,500
Activity 2.4.3: Develop at least three Project Idea Notes (PINs) reviewed by MoEF.	IC#3		14	700	9,800
Output 2.5: Proposal for future activities to enhance Turkey's climate change capacity					
Activity 2.5.1: Develop potential follow up actions undertaken by MoEF	NC#2		8	500	4,000
	IC#2		8	700	5,600
	NC#1		8	500	4,000
3% GMS					8,738
Sub Total					350,000
TUSIAD In Kind Contribution					40,000
MoEF In Kind Contribution					10,000

Implementation Strategy

The project will be carried out during eighteen months following the signature of the contract. The Inception Report will include the agreed timetable for project activities and outputs.

Inception Phase: The UNDP shall start with an Inception Phase. The purpose of this phase is to fine-tune and further detail the implementation plan with the realities of the situation and developments in Turkey, and of the beneficiary and the stakeholders.

(Months 1-2)

- ✓ Project office fully established
- ✓ Recruitment and contracting of key project staffs
- ✓ Preparation of the Work Plan and Procurement Plans
- ✓ Elaboration of a detailed set of project performance indicators
- ✓ Inception Workshop

Implementation Phase:

(Months 2-15)

- ✓ Recruitment of international and local experts.
- ✓ During the preparatory phase the envisaged workshops and meetings sessions will be conducted.
- ✓ Communication Strategy for the efficient implementation of the project will be developed and the project structure, participants' roles and responsibilities will be clarified.
- ✓ Steering committee for the project will be established. The necessary promotional materials will also be developed and printed.
- ✓ Clear understanding of the desired status of Turkey under the UNFCCC/KP developed.
- ✓ Capability of the Turkish national authorities to participate in the international climate change policy dialogue enhanced
- ✓ Proposals for national rules and procedures for approval of VCM projects developed.
- ✓ A National Conference on Turkey's participation in post-Kyoto, after 2012, process will be organized.
- ✓ Capacities of the relevant stakeholders to develop and implement VCM projects according to defined rules and transparent and efficient procedures, improved.
- ✓ Clearing house for voluntary carbon projects established.
- ✓ Potential for implementing VCPs in Turkey estimated, energy and forestry and solid waste baselines and three PINs for concrete projects developed for review by MoEF.
- ✓ Proposal for future activities to enhance Turkey's climate change capacity.
- ✓ The finalization stage will conclude the capacity development activities performed during the project implementation.
- ✓ This will imply training on the developed VCPs' procedures, sharing of lessons learned, and acknowledgement of the common position regarding the involvement of Turkey in the international climate change policy dialogue.
- ✓ During this stage at least three PINs for VCPs will be developed and the relevant documents prepared during the project will be translated in Turkish.

Exit Strategy and Lessons Learned:

(Months 15 - 18)

- ✓ Evaluation of Lessons Learned from the Outcomes 1 and 2.
- ✓ Organization of a donors meeting and a high level conference aiming better acknowledge the project outcomes, notably by high level decision makers, representatives of main stakeholder groups and the donor community

During the implementation of the project cooperation with other international organizations, such as UNFCCC and EC will be established in order to assure project's implementation in accordance with the international and EU requirements. Special focus will be placed on the increased capacity of Turkey to participate in the post-2012 negotiations and carbon markets. This will involve another set of training sessions, meetings, and preparation of necessary materials.

While implementing project activities special attention will be placed on the involvement of the private sector and its capacity development, knowledge about post Kyoto regime, EU climate change policy and developments in carbon markets as well as accommodating the inputs from different industry sectors in the outcomes of the project.

Terms of References

Project Manager (PM)

The Project Manager (PM) will be available for the whole contract period and should have a solid background in climate change, national communications preparations to UNFCCC, Kyoto process and carbon market mechanisms. The PM will provide full support for project implementation, and expertise in the field of environmental management, policy formulation, and coordinating/facilitating working groups, stakeholder relations including central and local governmental and non-governmental institutions and communities as well as private sector and maintaining integrity of the outputs. The Project Manager should have similar project experience (i.e. climate change; national communications preparation; Kyoto process; voluntary carbon mechanisms and status of Turkey; integrated environmental management etc.) in Turkey and abroad. Proven negotiation skills at ministerial and local level are required.

Duties and responsibilities

- Overall co-ordination, management and supervision of project implementation.
- Develop a detailed work plan for the project at inception phase.
- Control expenditures and ensure an adequate management of the resources provided for the project.
- Prepare periodic progress reports on the project as per UNDP and GEF requirements.
- Organize and facilitate national workshops/trainings.
- Liaise with government and other stakeholders.
- Assist with project identification and screening and assist in workshop and technical training delivery.
- Align project activities with UNDP country programming priorities and identify specific capacity development needs.
- Organize and act as secretary to National Steering Committee meetings.
- Identify local experts and service providers.
- Manage the hiring process for national and international experts.
- Manage and monitor delivery of outputs by national and international experts and institutions to work for the project in line with Terms of Reference.
- Coordinate between the international and national experts, ensuring the national staff receives all necessary training, templates, methodologies.
- Ensure that the necessary monitoring mechanisms are built in the daily and periodic activities during the project implementation.
- Collect project lessons learned.

Qualifications and experience

- Advanced university degree (master or Ph. D.) in one of the following: environmental studies (economics, legislation, policy), economics, business administration or equivalent.
- At least 5-7 years of relevant work experience.
- Extensive knowledge on UNFCCC and the Kyoto Protocol.
- Experience of project manager, preferably for UNDP and/or GEF.
- Experience of cooperation with government, non-government and research institutions in the area directly relevant to sustainable environmental management.
- Outstanding time-management, organizational and inter-personal skills.
- Excellent negotiations skills.
- Fluency in written and spoken English and Turkish languages.
- Excellent drafting and reporting skills.
- Excellent computer literacy.

Location³: Turkey, Ankara
Type of contract: Service Contract
Reporting Language: English
Contract Starting Date: To be determined
Contract Ending Date: To be determined
Expected duration of Assignment: To be determined
Reports and Deliverables: To be determined
Payments: The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

³ The duty station is subject to change depending on the assignment's requirements.

Project Assistant (PA)

The Project Assistant provides assistance to the Project Manager in the implementation of day-to-day project activities. He/she is responsible for all administrative (contractual, organizational and logistical) and all accounting (disbursements, record-keeping, cash management) matters under the project.

Duties and responsibilities

- Provide general administrative support to ensure the smooth implementation of the project.
- Project logistical support to the Project Manager and project experts in conducting different project activities (conference, trainings, workshops, stakeholder consultations, etc.).
- During the visits of international experts, bear the responsibility for their visa support, transportation, hotel accommodation, etc.
- Organise control of budget expenditures by preparing payment documents, and compiling financial reports.
- Keep files with project documents, expert reports.
- Keep regular contact with project experts to inform them about the project details and changes.
- Draft correspondence and documents; finalise correspondence of administrative nature; edit reports and other documents for correctness of form and content.
- Perform secretarial functions (telephone inquiries, fax, post, e-mails and co-ordinate appointments).
- Reports to the Project Manager and works under his/her direct supervision;
- Perform any other administrative/financial duties as requested by the Project Manager.

Qualifications and experience

- University degree.
- Fluency in written and spoken English and Turkish languages.
- Outstanding time-management, organizational and inter-personal skills.
- At least 2-year experience in office administration, preferably within UNDP projects.
- Excellent computer literacy.

Location ⁴ :	Turkey, Ankara
Type of contract:	Service Contract
Reporting Language:	English
Contract Starting Date:	To be determined
Contract Ending Date:	To be determined
Expected duration of Assignment:	To be determined
Reports and Deliverables:	To be determined
Payments:	The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

⁴ The duty station is subject to change depending on the assignment's requirements.

#1 International Expert (IE1) is responsible for day-to-day management, co-ordination and supervision of the implementation of the Outcomes of the group 1 of the project. Specifically, his/her responsibilities are but not limited to the following:

Duties and Responsibilities:

- Supervises and ensures the timely and effective implementation of the project activities in accordance with the working plan;
- Prepares a detailed work plan for the project's activity 1 (in consultation with the PSC and UNDP);
- Coordinates, oversees and executes the preparation of outputs of the project, including the development of the review of Turkey's status under the KP and its update in accordance with the COP 14/MOP 4 decisions, preparation and conduction of the national conference, supports the establishment of the national working groups, reviews and compiles the reports from the meetings and conference;
- Defines the role and the responsibilities of the stakeholders, including of the PSC;
- Arranges and controls the scheduled consultations/meetings/workshops and ensure their success, including moderation of the PSC meetings;
- Ensures preparation of the progress reports of the activities performed;
- Coordinates and supports the work of the national expert;
- Ensures the coordination of project inputs and outputs between the Ministry of Environment and Forestry and UNDP;
- Ensures the coordination with other relevant stakeholders;
- Maintains close contacts with UNDP, indicating foreseeable changes in work-plan and proposing realistic amendments and budget revisions as needed;
- Facilitates cooperation with other ongoing capacity building projects in the relevant areas for climate change,
- Control the expenditures and otherwise ensure adequate management of the resources provided for the project;
- Finalizes the outcomes of the project together with the national expert along with the governmental experts;
- Ensures that the project outcomes are in line with the international requirements and national priorities.

Qualifications and Experience:

- Advanced university degree (master or Ph. D.) in one of the following: environmental studies (economics, legislation, policy), economics, law or equivalent;
- A minimum of 5 years of working experience in the area relevant to the project;
- Experience in international project management of multi-stakeholder driven projects in the environmental sector;
- Knowledge of the international negotiations and process under the UNFCCC and the Kyoto Protocol;
- Knowledge of EU climate change policy;

- Fluency (reading, writing and speaking) in English;
- Knowledge of Turkish language is an advantage.

Location⁵:	Turkey, Ankara
Type of contract:	Special Service Agreement
Reporting Language:	English
Contract Starting Date:	To be determined
Contract Ending Date:	To be determined
Expected duration of Assignment:	To be determined
Reports and Deliverables:	To be determined
Payments:	The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

⁵ The duty station is subject to change depending on the assignment's requirements.

#1 national expert (NE1), works in consultation with and under the guidance and supervision of the international experts. The national expert is involved in the activities for outcomes 1 and 2 and specifically, his/her responsibilities are but not limited to the following:

Duties and responsibilities:

- Ensures the timely and effective implementation of the project activities in accordance with the working plan;
- Participates in execution of the project activities under outcomes 1 and 2, including the development of the review of Turkey's status under the KP; preparation and conduction of the national conference, supports the establishment and the work of the national working groups, prepares the reports from the meetings and conference;
- Participates in: drafting a proposal for establishment of a NBAVCP including draft legislation, location, structure, and functions; drafting proposal for national procedures for approval of VCPs; developing an advisory paper on the legal status of VERs, possible taxation and levies; development of a vision and content for clearing house for VCPs; awareness raising for efficient participation in the VCM for various target groups, such as workshops, training sessions for governmental officials, preparation of promotional material, etc.;
- Supports the identification of follow up activities of the project;
- Supports the identification and the roles & responsibilities of the stakeholders;
- Arranges and moderates the scheduled consultations/meetings/workshops and ensures their success;
- Prepares the progress reports of the activities performed;
- Facilitates the coordination of project inputs and outputs between the Ministry of Environment and Forestry and UNDP;
- Facilitates the coordination with other relevant stakeholders;
- Facilitates the meetings of the PSC;
- Facilitates the organization of all meetings, workshops, training sessions, and conference under the project;
- Facilitates cooperation with other ongoing capacity building projects in the relevant areas for climate change,
- Finalizes the outcomes of the project along with the governmental experts and international expert;
- Ensures that the developed proposals are in accordance with the decisions of the COP/MOP and in line with the EU climate change policy;
- Ensures that the project outcomes are in line with the national priorities.

Qualifications and experience:

- Advanced university degree (master or Ph. D.) in international or national legal or environmental studies or equivalent;
- Preferably 5 years of work experience in environmental area, including climate change but a minimum of 3 years required;
- At least 2 years of experience in working with national authorities in beneficiary country;

- Knowledge of Kyoto Protocol negotiation process and international legal aspects of the Kyoto Protocol;
- Knowledge of Turkish environmental legislation and other national legislation related to climate change;
- Knowledge of EU legislation in the field of climate change;
- Practical experience in drafting environmental legislation is an advantage;
- Fluency (reading, writing and speaking) in English and Turkish.

Location⁶:	Turkey, Ankara
Type of contract:	Special Service Agreement
Reporting Language:	English
Contract Starting Date:	To be determined
Contract Ending Date:	To be determined
Expected duration of Assignment:	To be determined
Reports and Deliverables:	To be determined
Payments:	The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

⁶ The duty station is subject to change depending on the assignment's requirements.

Technical Expert - The Technical Expert (TE) should work in consultation with and under the guidance and supervision of the #2 International Expert and #1 National Expert. Specifically, his/her responsibilities are but not limited to the following:

Duties and responsibilities:

- Creates an Internet based clearinghouse in accordance with the international practice and national needs.

Qualifications and experience:

- Extensive experience with computers, electronic networks and softwares used for data, collection, good web design skills;
- Experience with world wide web and preparation of the information for presentation on web
- Familiarity with environmental issues and international sources of information on climate change related issues;
- Ability to speak, read and write in English and Turkish

Location⁷:	Turkey, Ankara
Type of contract:	Special Service Agreement
Reporting Language:	English
Contract Starting Date:	To be determined
Contract Ending Date:	To be determined
Expected duration of Assignment:	To be determined
Reports and Deliverables:	To be determined
Payments:	The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

#2 International Expert (IE2) is responsible for day-to-day management, co-ordination and supervision of the implementation of the related activities for Outcome 2 of the project. Specifically, his/her responsibilities are but not limited to the following:

Duties and Responsibilities:

- Supervises and ensures the timely and effective implementation of the project activities in accordance with the working plan;
- Prepares a detailed work plan for the project activities for outcome 2 (in consultation with the PSC and UNDP);
- Coordinates, oversees and executes the preparation of outputs of the project's activities 2.1 to 2.3, and 2.5 , including drafting a proposal for establishment of a National Body for approval of Voluntary Carbon Projects, developing an advisory paper on the legal status of

⁷ The duty station is subject to change depending on the assignment's requirements.

VERs, possible taxation and levies; development of a clearing house for VCPs; Awareness raising for efficient participation in the VCM for various target groups; determination of potential follow up actions e.g. necessary steps for implementation/impact assessment of the EU ETS and other mitigation mechanisms, such as Voluntary agreements and carbon taxes;

- Defines the role and the responsibilities of the stakeholders, including of the PSC;
- Arranges and controls the scheduled consultations/meetings/workshops/trainings and ensures their success, including moderation of the PSC meetings;
- Ensures preparation of the progress reports of the activities performed;
- Coordinates and supports the work of the national expert 1;
- Ensures the coordination of project inputs and outputs between the Ministry of Environment and Forestry and UNDP;
- Ensures the coordination with other relevant stakeholders;
- Maintains close contacts with UNDP, indicating foreseeable changes in work-plan and proposing realistic amendments and budget revisions as needed;
- Facilitates cooperation with other ongoing capacity building projects in the relevant areas for climate change,
- Controls the expenditures or otherwise ensures adequate management of the resources provided for the project;
- Finalizes the outcomes of the project together with the national expert along with the governmental experts;
- Ensures that the project outcomes are in line with the international requirements and national priorities.

Qualifications and experience:

- Advanced university degree (master or Ph. D.) in one of the following: environmental studies (economics, legislation, policy), economics, environmental technology or equivalent;
- A minimum of 5 years of working experience in the climate change area and in particular areas relevant to the national climate change policies;
- Extensive knowledge on Kyoto Protocol flexible mechanisms;
- At least 2 years of experience in working with national authorities in Annex I EIT country;
- Knowledge of the international negotiations and process under the UNFCCC and the Kyoto Protocol;
- Knowledge of EU climate change policy;
- Fluency (reading, writing and speaking) in English.

Location⁸:	Turkey, Ankara
Type of contract:	Special Service Agreement
Reporting Language:	English
Contract Starting Date:	To be determined

⁸ The duty station is subject to change depending on the assignment's requirements.

Contract Ending Date:	To be determined
Expected duration of Assignment:	To be determined
Reports and Deliverables:	To be determined
Payments:	The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

#3 International Expert (IE3) is responsible for day-to-day management, co-ordination and supervision of the implementation of some of the Outcomes of activity 2 of the project. Specifically, his/her responsibilities are but not limited to the following:

Duties and Responsibilities:

- Supervises and ensures the timely and effective implementation of the project activities in accordance with the working plan;
- Coordinates, oversees and executes the preparation of outputs of the project activities on estimation of the potential for implementing VCPs in Turkey; development of energy and forestry baselines and two PINs for concrete voluntary projects;
- Defines the role and the responsibilities of the stakeholders, including of the PSC;
- Arranges and controls the scheduled consultations/meetings/workshops and ensures their success, including moderation of the PSC meetings;
- Ensures preparation of the progress reports of the activities performed;
- Coordinates and supports the work of the national expert;
- Ensures the coordination of project inputs and outputs between the Ministry of Environment and Forestry and UNDP;
- Ensures the coordination with other relevant stakeholders;
- Maintains close contacts with UNDP, indicating foreseeable changes in work-plan and proposing realistic amendments and budget revisions as needed;
- Facilitates cooperation with other ongoing capacity building projects in the relevant to climate change areas,
- Controls the expenditures or otherwise ensures the adequate management of the resources provided for the project;
- Finalizes the outcomes of the project together with the national expert along with the governmental experts;
- Ensures that the project outcomes are in line with the international requirements and national priorities.

Qualifications and experience:

- Advanced university degree (master or Ph. D.) in one of the following: engineering, energy , environmental technology or equivalent;
- A minimum of 3 years of working experience in the area relevant to the project;

- Knowledge on Kyoto Protocol flexible mechanisms;
- Experience in preparing national baselines and baselines for CDM projects, incl. in energy and forestry sectors;
- Experience in developing PDDs for CDM or JI;
- Knowledge of EU energy and forestry policy;
- Fluency (reading, writing and speaking) in English;

Location⁹:	Turkey, Ankara
Type of contract:	Special Service Agreement
Reporting Language:	English
Contract Starting Date:	To be determined
Contract Ending Date:	To be determined
Expected duration of Assignment:	To be determined
Reports and Deliverables:	To be determined
Payments:	The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

#2 national expert (NE2) works in consultation with and under the guidance and supervision of the international expert 3. The national expert is involved in some of the activities for outcomes 2 and specifically, his/her responsibilities are but not limited to the following:

Duties and responsibilities:

- Ensures the timely and effective implementation of the project activities in accordance with the working plan;
- Participates in execution of the preparation of outputs of the project's activities on estimation of the potential for implementing VCPs in Turkey; development of energy and forestry baselines and at least two PINs for concrete voluntary projects;
- Facilitates the coordination of project inputs and outputs between the Ministry of Environment and Forestry and UNDP;
- Facilitates the coordination with other relevant stakeholders;
- Facilitates the organization of all meetings, workshops, conference under the project in his/her capacity;
- Finalizes the outcomes of the project along with the governmental experts and international expert;
- Ensures that the developed proposals are in accordance with the decisions of the COP/MOP and in line with the EU climate change policy;
- Ensures that the project outcomes are in line with the national priorities.

Qualifications and experience:

⁹ The duty station is subject to change depending on the assignment's requirements.

- Advanced university degree (master or Ph. D.) in one of the following: engineering, energy, environmental technology or equivalent;
- A minimum of 3 years of working experience in the area relevant to the project;
- Knowledge on Kyoto Protocol flexible mechanisms;
- Experience in preparing national baselines and baselines for CDM projects, incl. in energy and forestry sectors;
- Experience in developing PDDs for CDM or JI;
- Knowledge of Turkish energy and forestry policy;
- Fluency (reading, writing and speaking) in English and Turkish.

Location¹⁰:	Turkey, Ankara
Type of contract:	Special Service Agreement
Reporting Language:	English
Contract Starting Date:	To be determined
Contract Ending Date:	To be determined
Expected duration of Assignment:	To be determined
Reports and Deliverables:	To be determined
Payments:	The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

#3 national expert (NE3). The national expert is involved in the outcomes of activity 3.1 and specifically, his/her responsibilities are but not limited to the following:

Duties and responsibilities:

- Supports the project throughout its whole time length with activities aiming increased public awareness about the objectives and results of the project;
- Coordinates, oversees and executes the preparation of outputs of the project's activities 3.3, particularly development of a Communication Strategy for the efficient implementation of the project proposed, including Strategy development and Strategy implementation;
- Supports the definition and the role & responsibilities of the stakeholders;
- Facilitates the coordination of project inputs and outputs between the Ministry of Environment and Forestry and UNDP;
- Facilitates the coordination with other relevant stakeholders;
- Facilitates the organization of all meetings, workshops, conference under the project in his/her capacity;
- Ensures that the developed proposals are in accordance with the decisions of the COP/MOP and in line with the EU climate change policy;
- Ensures that the project outcomes are in line with the national priorities.

¹⁰ The duty station is subject to change depending on the assignment's requirements.

Qualifications and experience:

- Advanced university degree (master or Ph. D.) in one of the following: management, management and business administration, public relations or equivalent;
- A minimum of 3 years of working experience in the area relevant to the project;
- Knowledge on UNFCCC and Kyoto Protocol;
- Experience in preparing communication strategies and public awareness campaigns;
- Fluency (reading, writing and speaking) in English and Turkish.

Location¹¹:

Turkey, Ankara

Type of contract:

Special Service Agreement

Reporting Language:

English

Contract Starting Date:

To be determined

Contract Ending Date:

To be determined

Expected duration of Assignment:

To be determined

Reports and Deliverables:

To be determined

Payments:

The consultant shall be paid in US\$ on the basis of the completion of the deliverables, as approved by UNDP. The amount to be paid to international expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

¹¹ The duty station is subject to change depending on the assignment's requirements.

Steering Committee

A Local Project Appraisal Committee (LPAC) was held prior to the inception phase of the Project with a view to maximize the co-ordination among the all related institutions and smooth implementation of the project. During the inception phase a SC which includes, Ministry of Environment and Forestry, State Planning Organization and UNDP will be established to supervise the project implementation. In partnership with the other steering committee members, SC will provide overall guidance for the project throughout its implementation period. The principal roles of the SC will be:

- Review the project work plan and budget.
- Supervise the implementation of the components.
- Monitor the effectiveness of project implementation.
- Ensure networking among the country-wide stakeholders.
- Review and make recommendations for reports produced under the project.

TENTATIVE AGENDA FOR THE CONFERENCE

The Conference agenda might cover, but not be limited to the following:

1. Review of the international climate change policy:

- Findings of the Fourth Assessment Report of IPCC;
- Developments of the international negotiations under the UNFCCC and the KP;
- Kyoto mechanisms and voluntary markets;
- Possible architecture of the post 2012 regime;
- UNDP activities in Turkey on climate change related issues.

2. EU climate change policy:

- EU strategic climate change programs;
- EU international position on post Kyoto;
- Economic instruments to mitigate climate change, incl. EU ETS and the Kyoto mechanisms;
- Turkey's accession to the EU in regard to climate change policy;

3. Turkey and climate change

- Turkey's status under the UNFCCC/KP
- Possibilities for Turkey to participate in the post 2012 regime;
- Possibilities for Turkey to participate in the carbon markets, including Turkish experience in VCM;
- Possible funding mechanisms for climate change activities to be used by Turkey, incl. under UNFCCC and EU

4. Discussions

5. Next steps following the Conference's conclusions

6. Draft Terms of Reference for the Communication Activities and Materials

- Kick off workshop - to share the objectives and timeframe of the project with the relevant stakeholders, to make them familiar with the carbon market and international experience and to discuss the vision for structure, functions, procedures of the NBAVCP;
- Develop supporting material to be distributed during the related international conf. And events.
- Training sessions for governmental officials, who will be involved in approval of VCPs – to train them to use the proposed procedures for the approval of VCPs;
- Preparation of training materials;
- Two closing meetings in Ankara and Istanbul for sharing the lessons learned from the implementation of this group of outcomes;
- Other training sessions based on the demand of the Private Sector and upon availability of resources;
- Printed materials - about the national bodies and procedures for VCM approval; other promotional materials on the overall objective and outcomes and results of the project; press releases for the media for the Kick Off meeting;

Printed materials should be prepared for the kick off meeting, closing meetings, and training session taking into account their purpose.

More general printed materials (brochures) regarding different aspects of climate change could be developed and distributed as well. These printed materials could be oriented towards two types of users: domestic and international, therefore they should be developed in English and/or Turkish languages.

Domestic materials should be focused on attracting interested stakeholders in developing Voluntary carbon projects and increasing the awareness on VCM of the NGOs, other organisations interested in VCM, and the general public.

International printed materials should target potential VCPs' investors and buyers of emission reductions, as well as potential donors for capacity building activities.

The content of the materials should be in accordance with the interests of the targeted group. For example, the brochure for domestic stakeholders could contain information about: general information on VCM, including the experience of Turkey; benefits from participation in VCM; explanation of national structures and procedures for review and approval of Voluntary carbon projects; information about possible financing schemes for implementing Voluntary carbon projects, e.g. own capital, bank loan, resources from different Funds and Programmes, carbon revenues, etc.; and contact details of the NBAVCP and its website, where more detailed information could be found.

The experience from other countries shows that the content of the materials requires regular update and it is difficult to foresee the exact number of copies needed. Therefore it is recommended to develop the materials in a simple form in electronic version giving a possibility to be printed on a regular office printer. This approach saves time and resources.

Another possible tool for awareness rising is the use of channels of mass communication – media. This could include television and radio broadcasts, newspapers' articles, and articles targeting specific trade journals. It is advisable that press releases for the project implementation are prepared.

Other promotional materials for use of the private sector could be developed upon availability of resources (optional activity).

LIST OF ABBREVIATIONS

CDM	Clean Development Mechanism
CER	Certified Emission Reduction
COP	Conference of the Parties
DNA	Designated National Authority
EC	European Commission
EU	European Union
EU ETS	European Union Emission Trading Scheme
GEF	Global Environmental Facility
GHG	Greenhouse Gas
GMS	General Management Services
FAR	Fourth Assessment Report
IE	International Expert
IET	International Emission Trading
IPCC	Intergovernmental Panel on Climate Change
JI	Joint Implementation
KP	Kyoto Protocol
MoARA	Ministry of Agriculture and Rural Affairs
MoF	Ministry of Finance
MoFA	Ministry of Foreign Affairs
MoEF	Ministry of Environment and Forestry
MoENR	Ministry of Energy and Natural Resources
MoIT	Ministry of Industry and Trade
MOP	Meeting of the Parties
NE	National Expert
NGO	Non Governmental Organisation
PA	Project Assistant
PDD	Project Design Document
PIN	Project Idea Note
PM	Project Manager
PMT	Project Management Team
PP	Project Partner
PSC	Project Steering Committee
SBAA	Standard Basic Assistance Agreement
SPO	State Planning Organization
TE	Technical Expert

TGNA	Turkish Grand National Assembly
TURKSTAT	Turkish Statistical Institute
TUSIAD	Turkish Industrialists' and Businessmen's Association
UNEP	United Nations Environmental Programme
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change
VCM	Voluntary Carbon Market
VCP	Voluntary Carbon Project
VER	Voluntary Emission Reduction
WG	Working Group
UT	Undersecretariat of Treasury
UFT	Undersecretariat of Foreign Trade
CMB	Capital Markets Board

Special Clauses. In case of government cost-sharing through the project which is not within the CPAP, the following clauses should be included:

Payment Schedule by SPO:

2008: 150,000 USD
2009: 150,000 USD

To the following Bank Account of UNDP:

Bank Name: Bank of America
Address: 1401 Elm St., Dallas TX 75202
Account Number: 3752207404
Account Title: UNDP Representative in Turkey (USD) Account
ACH Routing Number: 111000012 [to be used only by US-based banks using ACH payment type]
Wire Routing Number: 026009593
SWIFT Code: BOFAUS3N

The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNDP of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNDP shall inform the Government with a view to determining whether any further financing could be provided by the Government. Should such further financing not be available, the assistance to be provided to the project may be reduced, suspended or terminated by UNDP.

The above schedule of payments takes into account the requirement that the payments shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of project delivery.

UNDP shall receive and administer the payment in accordance with the regulations, rules and directives of UNDP.

All financial accounts and statements shall be expressed in United States dollars.

If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNDP shall submit to the government on a timely basis a supplementary estimate showing the further financing that will be necessary. The Government shall use its best endeavors to obtain the additional funds required.

If the payments referred above are not received in accordance with the payment schedule, or if the additional financing required in accordance with paragraph []above is not forthcoming from the Government or other sources, the assistance to be provided to the project under this Agreement may be reduced, suspended or terminated by UNDP.

Any interest income attributable to the contribution shall be credited to UNDP Account and shall be utilized in accordance with established UNDP procedures.

In accordance with the decisions and directives of UNDP's Executive Board:

The contribution shall be charged:

- (a) [7%]cost recovery for the provision of general management support (GMS) by UNDP headquarters and country offices
- (b) Direct cost for implementation support services (ISS) provided by UNDP and/or an executing entity/implementing partner.

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

The contribution shall be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP.”

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