



**Support for the Preparation of the Turkey's Seventh National Communication and
Third Biennial Report to UNFCCC Project
Minutes of the Project Steering Committee Meeting
2019
Date:21.11.2019**

Meeting Minutes		
Date: 21.11.2019	Time: : 11:00	Venue: Grand Ankara Hotel
Project No	00101982	
Meeting type	Steering Committee Meeting	
Meeting Code	PSCM 01/2019	
Meeting call	Mahmut Osmanbaşoğlu Climate Change and Environment Portfolio – Projects Coordinator	
Objective	Achievements, Assessment of 2018 and 2019-2021 plans as well as evaluation of annual budget.	
Report prepared by	Burak Erten Şahin Berrak Karşlıoğlu	

Agenda

Subject	Presenter	Duration
1) Information sharing for 2018-2019 project activities	Mahmut Osmanbaşoğlu	20
2) Discussion and approval of 2019-2021 work plan and budget	Committee Members	20
3) Other	Committee Members	20
	TOTAL	60

Discussions and Decisions

- 1.The project's 2019-2021 annual workplan has been approved by Steering Committee Board as in Annex-2
 - 2.The project's 2019-2021 project budget has been approved by Steering Committee Board as in Annex-3
 - 4.4th Biennial Report will be prepared and submitted to UNFCCC under 7NC3BR Project.
 - 5.8th National Communication and 5th Biennial Report Project preparation phase has been initiated regarding participatory approach.
 6. Revision on AWP is approved by Steering Committee.
- Deleted activities by Steering Committee

- Output 3.5. "Roadmap for and implementing the Intended Nationally Determined Contribution (INDC) target submitted to the UNFCCC prepared"
- Output 5.2.1. A web data base including researches, publications and studies on climate change carried out by national universities is developed and established
- Output 5.2.2. The developed web data base is disseminated among relevant stakeholders and the general public



Additional Activities approved by Steering Committee

- Output 3.6. National Climate Change Action Plan (NCCAP) is reviewed and preparation phase of Turkey's Long-Term Strategy is prepared.” is added as additional activity.
- Output 6.1.3. 4th BR is compiled, edited, translated, approved and submitted
- In 2020, NC/BR Training Workshop will be conducted under Outcome 2.


Annexes

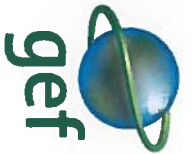
Annex-1: Participant List

Annex-2: Approved 2019-2021 Activity Plan

Annex-3: Approved 2019-2021 Budget


Tuba SEYYAH
Şube Müdürü V.


Mahmut İsmailoğlu
CW Projects Coord.



Annex-1: Participants List

İMZA LİSTESİ

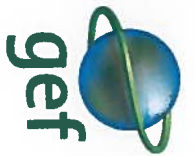
Subject:		COP25 İlimm Müzakerelerine Hazırlık Toplantısı				
Date & Time		21 Kasım 2019				
Venue		Grand Ankara Hotel				
Ad	Soyad	Kurum	Unvan	Telefon	E-Posta	İmza
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11	Fatih	DOKTORIS	TEKNOLOJİ	'	'	
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14	Selma	SELMA	Uzman	'	'	
15	Mehmet	TEKN	Mühüratı	586 3894	mehmet@tekn.gov.tr	



İMZA LİSTESİ

Subject: COP25 İklim Müzakerelerine Hazırlık Toplantısı
Date & Time: 21 Kasım 2019
Venue: Grand Ankara Hotel

Ad	Soyad	Kurum	Unvan	Telefon	E-Posta	İmza
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28	Yusuf	ADGM / RA	Ad. Uzman	2033300	yusuf@adgm.gov.tr	
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Annex-3: Approved 2019 Budget

PIMS No:	6060
Award ID:	00098765
Award Title:	Turkey's 7th National Comm. & 3rd Biennial Report
Project ID:	00101982
Project Title:	Support for the Preparation of Turkey's Seventh National Communication (7th NC) and Third Biennial Report (3rd BR) to United Nations Framework Convention on Climate Change (UNFCCC)
Executing Agency:	UNDP
Country:	Turkey
ProDoc Signature	
Date:	05/09/2017
Project Duration:	48 Months

Original budget from Prodoc

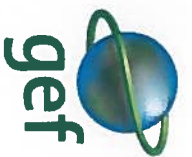
GEF Outcome/Atlas Activity	Atlas Budgetary Account Code	ATLAS Budget Description	Total (USD)	Disbursement till the end of 2018	B Proposed Budget (USD) as of 13.11.2019	E Proposed Budget Revision (USD) 2020	H Proposed Budget Revision (USD) 2021	Total (USD) expenditure by end of project
OUTCOME 1: National GHG inventory	71200	International Consultant	18,000.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00
	71300	Local Consultant	25,000.00 USD	13,600.00 USD	0.00 USD	12,000.00 USD	0.00 USD	25,600.00
	71400	Contractual Services - Individuals	58,000.00 USD	20,935.96 USD	14,041.16 USD	9,750.00 USD	8,060.21 USD	52,787.33
	71500	UNV	31,000.00 USD	2,852.26 USD	4,750.00 USD	3,000.00 USD	3,000.00 USD	13,602.26
	71600	Travel	5,000.00 USD	51.65 USD	0.00 USD	0.00 USD	0.00 USD	51.65
	72100	Contractual Services - Companies	5,000.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00
	72500	Supplies	0.00 USD	23.88 USD	0.00 USD	0.00 USD	0.00 USD	23.88
	74200	Audiovisual & Printing Production Costs	4,500.00 USD	439.96 USD	0.00 USD	0.00 USD	0.00 USD	439.96
	74500	Miscellaneous Expenses	500.00 USD	129.34 USD	23.24 USD	0.00 USD	0.00 USD	152.58

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	75700	Workshops	8,000.00 USD	1,996.16 USD	0.00 USD	7,500.00 USD	0.00 USD	0.00 USD	9,496.16
	76100	Realized Gain and Loss	0.00	-0.13 USD	0.00 USD	0.00 USD	0.00 USD	-0.13	
		TOTAL OUTCOME 1	155,000.00	40,029.08	18,814.40	32,250.00	11,060.21	102,153.69	
OUTCOME 2: National circumstances and institutional arrangements & Finance, technology transfer and capacity building needs, constraints and gaps & Research and systematic observation & Education, training and public awareness	71200	International Consultant	20,000.00	0.00 USD	0.00 USD	13,000.00 USD	0.00 USD	0.00 USD	13,000.00
	71300	Local Consultant	40,000.00	24,055.01 USD	12,551.88 USD	25,000.00 USD	0.00 USD	0.00 USD	61,606.89
	71400	Contractual Services - Individuals	56,000.00	13,708.50 USD	8,200.00 USD	12,096.35 USD	7,000.00 USD	0.00 USD	41,004.85
	71500	UNV	6,200.00	3,239.26 USD	3,000.00 USD	5,000.00 USD	0.00 USD	0.00 USD	11,239.26
	71600	Travel	5,000.00	2,063.90 USD	255.00 USD	1,000.00 USD	0.00 USD	0.00 USD	3,318.90
	72100	Contractual Services - Companies	10,000.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00
	74200	Audiovisual & Printing Production Costs	6,000.00	0.00 USD	8,779.66 USD	4,500.00 USD	0.00 USD	0.00 USD	13,279.66
	74500	Miscellaneous Expenses	1,350.00	67.95 USD	156.46 USD	0.00 USD	0.00 USD	0.00 USD	224.41
	75700	Workshops	15,000.00	3,650.03 USD	0.00 USD	10,000.00 USD	2,500.00 USD	0.00 USD	16,150.03
	76100	Realized Gain and Loss	0.00	-182.98 USD	0.00 USD	0.00 USD	0.00 USD	0.00 USD	-182.98
		TOTAL OUTCOME 2	159,550.00	46,601.67	32,943.00	70,596.35	9,500.00	159,641.02	0.00
	71200	International Consultant	18,000.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00	0.00
	71300	Local Consultant	30,000.00	0.00 USD	0.00 USD	38,640.00 USD	10,000.00 USD	0.00	48,640.00
	71400	Contractual Services - Individuals	23,500.00	5,284.14 USD	5,500.00 USD	5,512.03 USD	3,000.00 USD	0.00	19,296.17
	71500	UNV	6,200.00	3,239.26 USD	2,500.00 USD	0.00 USD	0.00 USD	0.00	5,739.26
	71600	Travel	10,000.00	26,405.93 USD	17,999.50 USD	4,000.00 USD	2,888.98 USD	0.00	51,294.41
OUTCOME 3: Mitigation actions, policies and measures	72100	Contractual Services - Companies	10,000.00	0.00 USD	1,000.00 USD	0.00 USD	0.00 USD	0.00 USD	1,000.00
	73400	Rental & Main of other equipment	0.00	0.00 USD	39.79 USD	0.00 USD	0.00 USD	0.00 USD	39.79
	74200	Audiovisual & Printing Production Costs	6,000.00	0.00 USD	0.00 USD	0.00 USD	750.00 USD	0.00 USD	750.00
	74500	Miscellaneous Expenses	1,300.00	0.00 USD	25.76 USD	165.00 USD	165.00 USD	0.00 USD	355.76
	75700	Workshops	15,000.00	44,390.31 USD	9,499.50 USD	7,000.00 USD	165.00 USD	0.00 USD	60,889.81
	76100	Realized Gain and Loss	0.00	0.01 USD	0.50 USD	0.00 USD	0.00 USD	0.00 USD	0.51

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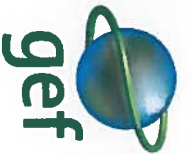


		TOTAL OUTCOME 3	120,000.00	79,319.65	36,565.05	55,317.03	16,803.98	188,005.71
	71200	International Consultant	14,000.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00
	71300	Local Consultant	18,000.00	7,659.38 USD	7,674.30 USD	20,000.00 USD	0.00 USD	35,333.68
	71400	Contractual Services - Individuals	6,800.00	5,075.87 USD	1,000.00 USD	2,436.12 USD	1,000.00 USD	9,511.99
	71500	UNV	0.00	950.75 USD	1,300.00 USD	0.00 USD	0.00 USD	2,250.75
	71600	Travel	5,000.00	2,044.24 USD	1,713.20 USD	3,000.00 USD	0.00 USD	6,757.44
	72100	Contractual Services - Companies	11,200.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00
	74200	Audiovisual & Printing Production Costs	4,000.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00
	74500	Miscellaneous Expenses	1,000.00	0.00 USD	40.00 USD	250.00 USD	0.00 USD	290.00
	75700	Workshops	10,000.00	2,824.68 USD	0.00 USD	16,973.00 USD	1,000.00 USD	20,797.68
	76100	Realized Gain and Loss	0.00	-234.81 USD	0.00 USD	0.00 USD	0.00 USD	-234.81
		TOTAL OUTCOME 4	70,000.00	18,320.11	11,727.50	42,659.12	2,000.00	74,706.73
	71200	International Consultant	14,000.00	0.00 USD	0.00 USD	40,000.00 USD	0.00 USD	40,000.00
	71300	Local Consultant	26,000.00	45.47 USD	3,960.00 USD	32,902.17 USD	0.00 USD	36,907.64
	71400	Contractual Services - Individuals	38,700.00	8,659.37 USD	7,000.00 USD	15,000.00 USD	10,000.00 USD	40,659.37
	71500	UNV	12,500.00	5,227.85 USD	2,200.00 USD	2,752.73 USD	1,450.00 USD	11,630.58
	71600	Travel	10,000.00	508.79 USD	0.00 USD	4,000.00 USD	2,000.00 USD	6,508.79
	72100	Contractual Services - Companies	62,300.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00
	72400	Communic & Audio Visual Equip	0.00	8,870.92 USD	0.00 USD	0.00 USD	0.00 USD	8,870.92
	72800	Information Technology Equipment	20,000.00	1,327.88 USD	0.00 USD	0.00 USD	0.00 USD	1,327.88
	74200	Audiovisual & Printing Production Costs	5,000.00	0.00 USD	0.00 USD	6,000.00 USD	0.00 USD	6,000.00
	74500	Miscellaneous Expenses	1,500.00	0.00 USD	0.00 USD	400.00 USD	300.00 USD	700.00
	75700	Workshops	10,000.00	0.00 USD	0.00 USD	14,500.00 USD	6,000.00 USD	20,500.00
		TOTAL OUTCOME 5	200,000.00	24,640.28	13,160.00	115,554.90	19,750.00	173,105.18
	71200	International Consultant	0.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	0.00

OUTCOME 5:
Domestic measurement reporting and verification & Data base on climate change

OUTCOME 4:
Vulnerability assessment, climate change impacts and adaptation

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71300	Local Consultant	14,000.00	1,524.63 USD	2,000.00 USD	0.00 USD	0.00 USD	0.00 USD	3,524.63
71400	Contractual Services - Individuals	8,600.00	3,668.37 USD	3,000.00 USD	2,150.00 USD	2,150.00 USD	2,150.00 USD	10,968.37
71500	UNV	3,200.00	0.00 USD	0.00 USD	2,306.33 USD	2,306.33 USD	800.00 USD	3,106.33
71600	Travel	5,000.00	122.37 USD	0.00 USD	0.00 USD	0.00 USD	1,000.00 USD	1,122.37
72100	Contractual Services - Companies	2,000.00	7,400.65 USD	8.27 USD	0.00 USD	0.00 USD	0.00 USD	7,408.92
72400	Communic & Audio Visual Equip	0.00	0.00 USD	9.00 USD	0.00 USD	0.00 USD	0.00 USD	9.00
72500	Supplies	0.00	65.93 USD	13.83 USD	0.00 USD	0.00 USD		79.76
72800	Information Technology Equipmt			0.00 USD				
74100	Professional Services	3,000.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD	1,500.00 USD	1,500.00
74200	Audiovisual & Printing Production Costs	15,000.00	21,601.50 USD	12,000.00 USD	0.00 USD	0.00 USD	0.00 USD	33,601.50
74500	Miscellaneous Expenses	1,200.00	16.29 USD	0.00 USD	300.00 USD	300.00 USD	300.00 USD	616.29
75700	Workshops	18,000.00	0.00 USD	7,200.00 USD	0.00 USD	0.00 USD	7,800.00 USD	15,000.00
76100	Realized Gain and Loss	0.00	0.00 USD	0.50 USD	0.00 USD	0.00 USD	0.00 USD	0.50
	TOTAL OUTCOME 6	70,000.00	34,399.74	24,231.60	4,756.33	13,550.00	76,937.67	
71400	Contractual Services - Individuals	28,000.00	1,234.96 USD	4,536.90 USD	7,000.00 USD	9,937.46 USD		22,709.32
71500	UNV	3,200.00	1,109.05 USD	800.00 USD	5,695.01 USD	4,791.06 USD		12,395.12
71600	Travel	2,000.00	86.98 USD	0.00 USD	500.00 USD	250.00 USD		836.98
72200	Equipment & Furniture	2,000.00	0.00 USD	0.00 USD	0.00 USD	0.00 USD		0.00
72400	Communication & Audiovisual Equipment	3,000.00	1,006.57 USD	200.00 USD	0.00 USD	375.00 USD		1,581.57
72500	Supplies	0.00	0.00 USD	77.00 USD	0.00 USD	0.00 USD		77.00
72800	Information Technology Equipment	7,510.00	0.00 USD	0.00 USD	2,510.00 USD	0.00 USD		2,510.00
73300	Rental & Maint of Info Tech Eq	0.00	0.00 USD	200.00 USD	0.00 USD	0.00 USD		200.00
74596	DPC	25,000.00	4,545.00 USD	7,000.00 USD	7,455.00 USD	6,000.00 USD		25,000.00
74500	Miscellaneous Expenses	1,740.00	118.12 USD	0.00 USD	400.00 USD	270.00 USD		788.12

**PROJECT
MANAGEMENT**

**OUTCOME 6:
Preparation and
submission of the
7th NC and 3rd BR
&
Monitoring and
evaluation**

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75700	Workshops	5,000.00	520.01 USD	0.00 USD	5,250.00 USD	5,581.88 USD	11,351.89			
	PROJECT MANAGEMENT	77,450.00	8,620.69	12,813.90	28,810.01	27,205.40	77,450.00			
	TOTAL	852,000.00	251,931.22	150,255.45	349,943.74	99,869.59	852,000.00			

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