United Nations Development Programme

Project Document for projects
financed by the various GEF Trust Funds

<table>
<tr><td colspan="3">Project title: Development of the First Biennial Transparency Report and the combined Fourth National Communication and Second Biennial Transparency Report of Serbia under the UNFCCC</td></tr>
<tr><td>Country:
Serbia</td><td>Implementing Partner (GEF Executing Entity):
Ministry of Environmental Protection</td><td>Execution Modality:
National Implementation Modality (NIM)</td></tr>
<tr><td colspan="3">Contributing Outcome (UNDAF/CPD, RPD, GPD):
NATIONAL PRIORITY OR GOAL: Enhanced climate actions, building resilience to climate change impacts, natural and man-made disasters and improved capacity for disaster risk reduction and management; Serbia provides safe, affordable and clean energy to its citizens (National Priorities for International Assistance).

COOPERATION FRAMEWORK (OR EQUIVALENT) OUTCOME INVOLVING UNDP #3: Serbia adopts and implements climate change and environmentally friendly strategies that increase community resilience, decrease carbon footprint and boost the benefits of national investments.

RELATED STRATEGIC PLAN OUTCOME: Strengthen resilience to shocks and crises.</td></tr>
<tr><td colspan="2">UNDP Social and Environmental Screening Category:
Low</td><td>UNDP Gender Marker: GEN 2</td></tr>
<tr><td colspan="2">Quantum Award ID: 1121018</td><td>Quantum Project ID: 01000617</td></tr>
<tr><td colspan="2">UNDP PIMS ID number: 6719</td><td>GEF Project ID number: 11069</td></tr>
<tr><td colspan="3">LPAC meeting date: 4 May 2023</td></tr>
<tr><td colspan="3">Last possible date to submit to GEF: N/A (this is an Enabling Activity project)</td></tr>
<tr><td colspan="3">Latest possible CEO endorsement date: N/A (this is an Enabling Activity project)</td></tr>
<tr><td colspan="3">Project duration in months: 48</td></tr>
<tr><td colspan="2">Planned start date: 1 October 2023</td><td>Planned completion date: 30 September 2027</td></tr>
<tr><td colspan="2">Expected date of Mid-Term Review: N/A</td><td>Expected date of Terminal evaluation: N/A</td></tr>
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Expected Operational Closure Date: 30 June 2028	**Expected Financial Closure Date:** 31 December 2028

Brief project description:

The project will strengthen technical and institutional capacity of the Republic of Serbia to mainstream climate change concerns into sectoral and national development priorities by strengthening and giving continuity to the institutional and technical capacity development that has been initiated and sustained by the National Communications and Biennial Update Reports processes to date.

The project will enable the Republic of Serbia to prepare and submit its First Biennial Transparency Report (BTR1) as a standalone report and Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2) as a combined report, to meet its reporting obligations under the UNFCCC and the Paris Agreement in line with the Modalities, Procedures and Guidelines (MPGs) for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (Decision 18/CMA.1[1]) and the guidance on operationalizing the MPGs as per Decision 5/CMA.3. Furthermore, the project will also enable Serbia to prepare and submit its Adaptation Communication to the UNFCCC as a component of NC4/BTR2 in line with Article 7 of the PA and Decision 9/CMA.1.

FINANCING PLAN	
GEF Trust Fund grant	USD 1,233,000
(1) Total Budget administered by UNDP	**USD 1,233,000**
(2) Total confirmed co-financing to this project not administered by UNDP	**USD 0**
(3) Grand-Total Project Financing (1)+(2)	**USD 1,233,000**

SIGNATURES:

Signature:	**Agreed by Implementing Partner[2]**	**Date/Month/Year:**
Irena Vujovic Minister Ministry of Environmental Protection, Serbia		07/11/2023
Signature: Yakup Beris Resident Representative in UNDP Serbia	**Agreed by UNDP**	**Date/Month/Year:** 07/11/2023

[1] CMA: The Conference of the Parties, the supreme body of the Convention, shall serve as the meeting of the Parties to the Paris Agreement. All States that are Parties to the Paris Agreement are represented at the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA), while States that are not Parties participate as observers. The CMA oversees the implementation of the Paris Agreement and takes decisions to promote its effective implementation (source: UNFCCC, https://unfccc.int/process/bodies/supreme-bodies/conference-of-the-parties-serving-as-the-meeting-of-the-parties-to-the-paris-agreement-cma).

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LIST OF ACRONYMS AND ABBREVIATIONS

AD	Activity Data
AFOLU	Agriculture, Forestry, and Other Land Use
BTR	Biennial Transparency Report
BUR	Biennial Update Report on Climate Change
CBIT	Capacity-building Initiative for Transparency
CSUD	Climate Smart Urban Development
COP	Conference of the Parties
EF	Emission factors
EU	European Union
GEF	Global Environment Facility
GEFSEC	Global Environment Facility Secretariat
GHGs	Greenhouse Gases
ICA	International Consultation and Analysis
IPCC	Intergovernmental Panel on Climate Change
IPPU	Industrial Production & Other Product Use
LCDS	Low Carbon Development Strategy
M&E	Monitoring and Evaluation
MEP	Ministry of Environmental Protection
MRV	Measurement, Reporting, and Verification
NAP	National Adaptation Plan
NbS	Nature-based Solutions
NC	National Communication on Climate Change
NDC	Nationally Determined Contributions on Climate Change
NECP	National Energy and Climate Plan
NGO	Non-Governmental Organization
NIM	National Implementation Modality
NIR	National Inventory Report
PIF	Project Identification Form
PMU	Project Management Unit
POPP	Programme and Operations Policies and Procedures
QA/QC	Quality Assurance, Quality Control
SESP	Social and Environmental Screening Procedure
SEPA	Serbian Environmental Protection Agency
SDGs	Sustainable Development Goals
SCTM	The Standing Conference of Towns and Municipalities
TE	Terminal Evaluation
TER	Technical Expert Review of the BTRs
TNA	Technology Needs Assessment
TTE	Team of Technical Experts, appointed by UNFCCC, that conducts a technical analysis of the BURs
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change

II. DEVELOPMENT CHALLENGE

The Republic of Serbia is a signatory to the United Nations Framework Convention on Climate Change (UNFCCC) since 2001 and the Paris Agreement as of August 24, 2017. As a Party to the UNFCCC, the Republic of Serbia has the obligation to implement decisions of the Conference of the Parties (COP) regarding the implementation of policies and measures to adapt to, and mitigate climate change, thereby contributing to the attainment of the objective of the Convention. The Ministry of Environmental Protection (MEP), as UNFCCC Focal Point in the Republic of Serbia, has been coordinating the process of drafting and preparing National Communications (NCs), and Biennial Update Reports (BURs), as well as implementation of climate change adaptation and mitigation actions. Serbian Environmental Protection Agency (SEPA) is accountable for development and update of the Greenhouse Gases (GHG) inventory system.

By October 2022, the Serbian Government has submitted two National Communications (NC1 in 2010 and NC2 in 2017) and one Biennial Update Report on Climate Change (BUR1 in 2016). Serbia's NC3 and BUR2 have been compiled and pending submission. They should be submitted by September 2023, following the Governmental adoption procedure. Resources for the first Biennial Transparency Report (BTR1) and the combined Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2) will be disbursed to the executing partner after the UNFCCC submission process of the NC3 and BUR2 is confirmed.

All these reports have been prepared with the financial and technical support from the Global Environment Facility (GEF) and the United Nations Development Programme (UNDP), accordingly. Sustained by the Capacity-building Initiative for Transparency (CBIT) project and based on the feedback from the UNFCCC (International Consultation and Analysis - ICA process), they have resulted in:

a) development of a comprehensive national climate change policy framework;
b) improvement of the country's institutional capacities to deal with climate change-related issues;
c) strengthening the individual capacity of climate research experts, academia and non-governmental organizations in Serbia and
d) steady progress on Measurement, Reporting and Verification (MRV), and improving the transparency system and processes.

The Serbian Government has submitted its updated Nationally Determined Contributions on Climate Change (NDC) in 2022, articulating following GHG emissions reduction targets by 2030:

- GHG emission reduction by 13.2% compared to 2010 level or
- 33,3% compared to 1990.

Moreover, the BURs/NCs processes have fed into the development of the Serbia's Law on Climate Change, the Low-Carbon Development Strategy (LCDS) with Action Plan and the Integrated National Energy and Climate Plan (NECP), while the National Adaptation Plan (NAP), including Adaptation Communication is being drafted with anticipated submission to UNFCCC by end of 2023. The potentials and opportunities for reducing GHG emissions by 2030 and 2050 have been identified in the LCDS, while the measures to achieve them are described in the Action Plan (both documents are completed and are awaiting adoption). The NECP covers the period by 2030, with a vision to achieve climate neutrality by 2050. The Law on Climate Change establishes the framework for the MRV system, as well as governance structure for data collection and reporting the level of implementation of mitigation & adaptation activities to changed climate conditions.

The latest ICA cycle for Serbia's BUR1 in 2017 noted that transparency of reporting can be improved in all BUR areas and identified ten capacity-building needs related to:

- the development of the GHG inventory and the inventory report;
- the fulfilment of obligations under the Convention;
- reporting on the progress of implementation of mitigation actions, including the coverage, steps taken or envisaged to achieve the action, results achieved and progress indicators of mitigation actions.
- reporting on finance, technology capacity-building needs and support received;

- reporting constraints and gaps, as well as
- the establishment of a systematic and continuous approach to raise public awareness on climate change.

The CBIT project has mostly addressed the first four areas of capacity-building needs identified above: (1) enhanced the national transparency framework, (2) strengthened institutional capacities at national and local levels in the areas of GHG inventory, mitigation and adaptation, (3) supported the development of the MRV system as a tool for monitoring and regular updating of Serbia's Nationally Determined Contribution (NDC) document, (4) supported the adoption of Serbia's Climate Change Law and the adoption of the Modalities, Procedures and Guidelines (MPGs) (development of by-laws, improvement of institutional arrangements for effective implementation of Serbia's Climate Change Law etc.).

Gender mainstreaming in the national reporting process was addressed in previous BUR2-NC3 and CBIT projects in the following ways:

- Creation of a gender-sensitive MRV platform, as well as specific guidelines and tools for developing gender-sensitive climate change policies and measures based on the data and information generated by the MRV platform. Mapping of gender-sensitive data in the field of Climate Change has begun in 2021;
- Supporting the nomination of a National Focal Point (NFP) for Gender and Climate Change to the UNFCCC, as well as the establishment of a gender network within the MEP to better coordinate various gender-related environmental protection activities;
- Supporting the development of a framework for integration of the gender aspects of climate change in Serbia, focusing on the following seven areas: (1) participation in decision making and policy design; (2) access to resources; (3) economy and employment; (4) consumption, lifestyles, and living conditions; (5) education; (6) health and health protection; (7) climate change knowledge, attitudes, and behavior;
- Sharing the Serbian experiences regarding gender mainstreaming in CC on several occasions with the gender-focused network in the Western Balkans and Lebanon, as well as bilateral consultations with Kazakhstan.

Furthermore, the following processes are currently underway as part of the ongoing project "Advancing medium and long-term adaptation planning in the Republic of Serbia," (GCF-NAP project) which is being implemented in cooperation with the Ministry of Agriculture, Forestry, and Water Management:

- Gender responsive methodologies, procedures, screening tools, and guidelines are being developed to assist sectorial technical planners and end users in incorporating gender-sensitive adaptation into national and sectorial plans and budgets;
- Creation of guidelines and communication products to promote greater understanding and knowledge in the field of gender mainstreaming in climate change, with a focus on climate change adaptation;
- Gender mainstreaming in the National Climate Change Adaptation Plan (NAP).

The Terminal Evaluation (TE) Report of Serbia's CBIT project evaluated the project with a satisfactory level of performance. The national Measurement, Reporting and Verification Information Technology (MRV-IT) tool is the main product of the project, but its migration to a MEP server was ongoing at the time of the evaluation, and is still strongly affected by the instalment of new hardware and limited human capacities. The TE also highlighted several needs, such as: development of a methodology for the identification of the level of the capacity built and conducting the evaluation; and the need of additional actions to ensure the absorption capacity and resilience against loss of knowledge and institutional memory in the key national institutions. Moreover, the TE report noted that feeding the indicators of the MRV tool would need proper thematic knowledge to design the data collection and evaluation methodology. Also, proper technical and thematic knowledge and expertise would be needed (in follow-up projects) as technical support (such as through Lead Technical Advisor) in rigorous monitoring of and supporting the project activities, Quality Assurance & Quality Control (QA/QC) of deliverables, as well as coordination of knowledge and communication flows, among the engaged experts.

Finally, the TE report noted that benefits of the CBIT project's support can be reinforced by improving knowledge management, maintaining and enhancing linkages and exchanges with other relevant platforms and information systems, harmonizing and contributing to other relevant international reporting requirements, as well as devising new projects based on the experience and knowledge gathered through this project. Regarding gender-related issues, the

TE report recommends the development of training modules for mainstreaming the gender aspects of climate change in the seven thematic areas specified above. The utilization of the CBIT gender-sensitive monitoring framework for the development of gender responsive methodologies and guidelines for improving national climate change adaptation planning under the GCF-NAP project should be taken as a good starting point.

By ratifying the Paris Agreement, it has become clear that effective monitoring and evaluation of climate change adaptation measures will be required for the implementation of the adaptation component of the NDCs. The need for a transparency framework that supports Measurement, Reporting, And Verification (MRV) of climate change data and information in the Republic of Serbia reflects policy priorities and obligation at several levels:

- At the country level, climate change data and information can strengthen sectoral policies and inform government investments at national and local levels.
- At the regional level, MRV requirements are a pre-condition for accession to the European Union (EU), which is a national policy priority. Furthermore, Serbia has been a contracting party of the European Energy Community since 2006, which has issued reporting requirements on GHG emissions for its members in the form of the Monitoring Mechanism Regulation (MMR).
- At the global level, these needs result from its commitments as a party to the UNFCCC and a signatory of the Paris Agreement (particularly Article 13: "Transparency Framework for Action and Support"), but they also reflect the commitments the country has made in other UN agreements, such as the Sendai Framework for Disaster Risk Reduction and monitoring progress towards targets under the Sustainable Development Goal on Climate Change (SDG 13).

As an EU candidate country, Serbia endorsed the Green Agenda for the Western Balkans (Sofia Declaration) in November 2020, thus committed to a number of actions such as: introducing carbon pricing instruments and market-based renewables support schemes; phasing out coal subsidies; working towards the target of making the continent carbon-neutral by 2050 together with the EU through mainstreaming a strict climate policy and reforming energy and transport sectors. The European Commission 2022 Report for Serbia notes limited progress in the area of environment and climate change and highlights the following immediate needs: enhancing administrative, technical and financial capacity of central and local authorities, in particular in the Serbian Environmental Protection Agency and environmental inspectorates, further improving inter-institutional coordination, further raising staff levels, continuing to raise environmental investments as well as further improving strategic investment planning and management including transparency of procedures. A coordinated, institutional structure is required to deliver the size and quality of the investments that Serbia needs, as well as integrating climate action into other sectors.

Reporting to the UNFCCC has been conducted on a project-by-project basis. While reporting efforts continue to improve, they are hindered by this ad-hoc approach and frequent changes in governance structures in the country, which makes it difficult to nurture and develop capacity for transparency initiatives, in a sustainable manner. Based on the good results of the CBIT project implemented in Serbia and the climate change MRV system created, the country can undertake periodic reporting on climate change in a progressive manner compared to the previous period. However, without the GEF support, it would not be able to undertake transparency activities to the full extent of its potential since there are still capacity and stakeholder engagement gaps that need to be improved in order to fully enact new transparency tools prepared through the CBIT project. The country still needs external expert support in order to provide full scale contributions to global understanding and trends in the area of climate change and actions to address it.

The project for the development of Serbia's BTR1 and NC4/BTR2 will build upon the previous NCs/BURs work as well as on the MRV system and institutional structures established within the CBIT project. It will further facilitate its operationalization, collection of data and information of relevance to climate change mitigation and adaptation, tracking of NDC implementation, and support needed and received, while providing a strong gender focus in all relevant report sections. In the area of climate change adaptation, the project will build upon the vulnerability assessments and the climate change adaptation measures as defined by the GCF-NAP project for Serbia. It will also contribute to the implementation and further revisions of the NDC document, following the UNDP work done through the "UNDP Climate Promise Initiative" that resulted in the enhanced NDC of Serbia. It shall also advance climate ambition for the next NDC cycle, by ensuring a close cooperation between the policy makers and the science sector.

III. STRATEGY

In order to improve climate change reporting and address the challenges that Serbia will face as results of climate change, there is a need to mainstream climate change concepts into national and sectoral development plans. The World Bank Regular Economic Report for the Western Balkans "Steering Through Crises" (Spring 2022) indicates that the response to the COVID-19 pandemic has slightly shifted the focus of the policy makers away from the climate change agenda (which has resulted in delays of finalization and adoption of Serbia's NC3 and BUR2) and has left lasting scars (such as higher public debt). Potential growth remains constrained by the need for structural reforms. Even before the Russian invasion of Ukraine, higher energy prices and the challenges of the green transition were putting the Western Balkans, including Serbia, under stress. The war is now sending shockwaves through higher energy and food prices, which are putting the recovery at risk, and that will have significant impact on the GHG mitigation scenarios and the climate adaptation and resilience of the country. Careful policy support will be needed to navigate Serbia through the next set of challenges and proactively building up resilience to climate and disaster risks, while addressing gaps/needs identified in the previous chapter of this project document.

In the absence of this project, the country is not likely to meet its reporting obligations in time, i.e. it would be most likely missing critical and important milestones necessary for the country to meet national climate change and sustainable development goals. The proposed project supports shifting the governmental focus back on climate change agenda, by supporting institutions to meet the reporting obligations towards UNFCCC and equipping them with data, tools and capacities to revive their strong commitment for low-carbon transition. Through this proposed Enabling Activity project, Serbia intends to prepare its First Biennial Transparency Report (BTR1) as a standalone report and Fourth National Communication and Second Biennial Transparency Report as a combined report under the UNFCCC (NC4/BTR2) by leveraging the existing institutional and analytical capacities built under the National Communication Projects over the last two decades and the Capacity Building Initiative on Transparency project, all being supported by GEF. Therefore, the BTR1–NC4/BTR2 proposal focuses on further development of domestic MRV platform, as well as activities that support data identification/collection, improvement of transparency and strengthening coordination and capacities of Governmental entities at all levels, fully complementing the CBIT project results. Moreover, the proposed activities will support Serbia in paving the way towards the green transition requirements.

The proposed BTR1-NC4/BTR2 project is: consistent with all recent climate change policy documents of Serbia (stipulated in Chapter II); will significantly improve climate change reporting and transparency in Serbia; will address numerous capacity building needs (elaborated in Chapter II) and recommendations from the CBIT TE report related to the MRV system (in-depth sectorial elaboration of the MRV system for energy, agriculture, forestry, health etc, MRV framework for adaptation measures, training to MEP and other relevant ministries on the use of the improved data that will be available through MRV platform in policy design and decision making in various areas) and will introduce additional trainings (peer to peer or mentorship training, training modules for Carbon Budget Tagging, climate change trainings for media).

Serbia's BTR1-NC4/BTR2 project will further address the capacity-building needs related to public awareness by developing a detailed Communication Plan; the reporting constraints and gaps by introducing a self-assessment and stocktaking exercise to capture specific needs and preparing a Training Plan that will address these needs/gaps during project implementation. Moreover, the project activities will further strengthen the National Transparency Framework and improve coordination at all governance levels, support the operationalization of the MRV tool and the MPGs, while addressing the BTR reporting-related capacity-building support needs identified, including those related to flexibility provisions.

Serbia's BTR1 and NC4/BTR2 project provides the opportunity to produce evidence on interlinkages between climate change, gender equality and other socio-economic factors, advocate for participation of women in decision making processes, improve knowledge and strengthen national/local capacities to understand and assess intersection of climate change and specific needs of women and men, and mainstream gender equality principles along with mainstreaming climate change concepts in the development framework. All the beforementioned will contribute to the

development of gender-responsive climate change policies, and in turn to improvement of gender equality in the country.

The cost effectiveness of this project is the capitalization on institutional networks and working relations built during the NC, BUR, NDC and CBIT processes. All components of the project will ensure that lessons learned from relevant projects and other countries inform the implementation of this project. In this sense, the institutional arrangements will ensure that lessons are considered across ministries and sectors, with all relevant stakeholders providing inputs to and learning from the project. Synergies will be built with the ongoing development projects stipulated in chapter IV.

Earlier GEF and UNDP financial and technical support has built national capacities in Serbia for climate change policy development and UNFCCC reporting. The time has come to shift the implementation modality towards full NIM. This project is the first Enabling Activity project in Serbia implemented with NIM modality, with the Ministry of Environmental Protection acting as Executing Entity. The UNDP's Harmonized Approach to Cash Transfer assessment conducted for the Ministry of Environmental Protection (MEP) in April 2021 indicates low risk for implementation capacities. Also, the programmatic and procurement assessments of the UNDP's Partner Capacity Assessment Tool, conducted in September 2022, indicates low risk of the MPP for design/achievements of the desired project outcomes and indicates capability of MEP to comply with UNDP's programming principles, standards and quality requirements, including Social and Environmental Screening Procedure (SESP).

IV. RESULTS AND PARTNERSHIPS

This project is prepared in line with the GEF-8 Climate Change (CC Set-aside) Focal Area Strategy and Associated Programming/Pillar II: Foster enabling conditions to mainstream mitigation concerns into sustainable development strategies/Objective 2.2 Support relevant Convention obligations and enabling activities; and following goals and objectives:

Project Development Objective:
"The project will strengthen technical and institutional capacity to assist the Republic of Serbia to mainstream climate change concerns into sectoral and national development priorities by strengthening and giving continuity to the institutional and technical capacity development that has been initiated and sustained by the National Communications and Biennial Update Reports processes to date."

Project Immediate Objective:
"The project will enable the Republic of Serbia to prepare and submit its First Biennial Transparency Report (BTR1) as standalone report and Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2) as combined report, to meet its reporting obligations under the UNFCCC and the Paris Agreement in line with the Modalities, procedures and guidelines (MPGs) for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (Decision 18/CMA.1) and the guidance on operationalizing the MPGs as per Decision 5/CMA.3".

A. EXPECTED RESULTS*:*

COMPONENT 1: DEVELOPMENT OF SERBIA'S FIRST BIENNIAL TRANSPARENCY REPORT (BTR1)

1.1. Serbia's BTR1 developed as a stand-alone report

1.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases updated to 2022, for the sectors of Energy, IPPU, AFOLU and Waste using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories.

Serbia's NC3 estimated its GHG inventories for the period of 1990 – 2018, prepared using 2006 IPCC Guidelines for the Development of National Inventories and the 2019 Refinement for the sectors of Energy, Industrial Production & Other Product Use (IPPU), Agriculture, Forest & Land Use Change (AFOLU) and Waste. Emissions for NOx, CO, SO2, NMVOC were not estimated. Tier 1 Methodologies and emission factors have mostly been used, with few exceptions: low calorie domestic lignite from surface mines, use of products that are a substitute for ODS and Manure management. Under the NC, a Quality Assurance and Quality Control (QA/QC) Plan has been developed.

The main gaps and capacity building needs identified are:
Enhancing the national capacities (institutions and experts) for reporting on GHG inventories is needed in the following areas:

- Activity data collection;
- Estimating and reporting CO_2 emissions from fuel combustion using both the sectoral and the reference approaches;
- Application of higher methodological tiers in the following GHG inventory categories of livestock (including the need to establish detailed survey for the category), transport, energy and industrial production and other product use;
- Implementation of the obligation stipulated in the Law on climate change;
- Improvement of national procedures and arrangements and strengthening cooperation for continuous data collection and archiving for the preparation of the national GHG inventory;
- Preparation of a separate inventory report;
- Implementation of quality control and assurance plan;
- Development of GHG inventory improvement plan;

- Improvement of national emission factors and other required parameters;
- Improvement of the consistency and accuracy of time series;
- Inclusion of indirect emissions in the GHG inventory;
- Preparation of a complete top-down system reference approach for GHG emission estimates for complete time periods;
- Reduce the uncertainty of emission estimates and provide better national data and emission factors for categories 5A - Landfilling of solid waste and 3A - enteric fermentation.

Under this project output, the following activities will be undertaken:

- National circumstances and institutional arrangements in relation to the continued estimation, compilation and timely reporting of national inventory reports described;
- Activity data (AD) collected, quality controlled, formatted for use in IPCC software for sectors of (a) Energy (b) Industrial Production and Other Product Use (c) Agriculture, Forest and Land Use Change (AFOLU), and (d) Waste, and all emission factors (EFs) reviewed/generated as appropriate;
- Emissions estimated according to the IPCC 2006 Guidelines, its 2013b supplement and 2019 refinements, using the 2006 IPCC software complemented with the EMEP/EEA Guidework and trended for the period of 1990-2022 for the IPCC sectors listed above and steps of the compilations including AD and EFs documented and archived;
- Higher Tier introduced to the extent possible depending on the available data at least for the sectors of livestock (using surveys), AFOLU (use satellite imaging) and uncertainty estimation (use Monte Carlo method);
- Implementation of the Quality Assurance and Quality Control Plan (developed within the BUR2 project) supported;
- Improvement Plan for subsequent inventories developed, taking into account the findings of the international review of the BUR2;
- Methodologies developed to incorporate the gender perspective in GHG Inventory and introduced in the GHG inventory;
- Institutional arrangements strengthened to resolve the lack of disaggregated information in various sectors in order to improve inter-sectoral cooperation, thus harmonizing the institutional coherence at all levels;
- GHG inventory review ensured through international consultants/companies to improve its quality (preferably using support from GSP/CBIT or other regional initiatives);
- GHG inventory trainings provided for the national GHG inventory team on various aspects of the process of creating and improving the GHG inventory;
- National Inventory Report (NIR) developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1;
- Mechanisms for continued collection of GHG relevant data strengthened, including institutional, legal and procedural arrangements, for the continued assessment, compilation and timely reporting of national inventory reports and mechanisms with gender considerations in place to produce GHG inventories.
- Transfer of knowledge ensured and national capacities built for sustainable development of GHG inventories, in order to prevent loss of knowledge and institutional memory (such as training of trainers, study visits in the region);
- Raising public awareness on the sources of GHG emissions in Serbia and the potential consequences for various target groups.

1.1.2. Information necessary to track progress made in implementing and achieving the NDC up to 2022 provided, including estimates of emissions avoided.

The MRV platform developed within the CBIT project will be used to track Serbia's NDC implementation progress. The Law on Climate Change has been adopted, but the development of relevant bylaws is needed to speed up its enforcement. The CBIT Terminal Evaluation (TE) recommended additional actions to ensure the absorption capacity and resilience against loss of knowledge and institutional memory in the key national institutions (more information in Section II of this Project Document). Also, the project will build upon the products of UNDP Climate Promise initiative in Serbia, including assessments of option for just transition, further integration of gender considerations into climate policies at sectorial level, elaboration of short-lived climate pollutants contribution to climate change mitigation and integration of Nature-based Solutions (NbS) into climate adaptation planning.

The main gaps and capacity building needs identified are:

- MRV platform still not fully operational;
- Understanding the emission models and projections in relevant institutions is low;
- Capacity-building of national institutions for implementation of the MRV system for tracking NDCs and mainstreaming gender in the NDC is needed;
- NDC targets needs to be revised in order to take into consideration raising energy and food prices while enhancing ambition;
- Young people have been barely engaged in the NDC development and implementation process;
- Enhancing the understanding of the importance of the NC and BTR processes and increasing the involvement of all relevant stakeholders in the preparation of the documents are needed;
- Capturing lessons learned, good practices and knowledge management products and enhancing their targeted dissemination are needed;
- Lack of data for greater gender integration into the NDC.

Under this project output, the following activities will be undertaken:

- National circumstances and institutional arrangements for NDC development and implementation described;
- Project Training Plan developed, building upon the CBIT activities, capacity building/training needs identified in previous NC/BUR or in other complementary projects (GCF funded National Adaptation Plan project (NAP), GEF funded Climate Smart Urban Development Challenge (CSUD) etc.) and policies and the self-assessment and stocktaking exercise conducted under Output 1.1.5. Such plan will address specific needs, in particular those related to institutional strengthening process, by designing capacity-building activities for project working groups and other stakeholders as well;
- Institutional arrangements strengthened for monitoring and implementation of climate policies and legislation;
- Training and capacity building activities implemented in line with the Training Plan for the existing working groups established under the previous NCs/BURs/CBIT on mitigation assessment, implementation of the MRV system for tracking NDCs and mainstreaming gender in the NDC;
- Projections of GHG emission and removals to the 2040 time-horizon generated including without measures, with measures and with additional measures projections, in order to enhance ambition towards decarbonization and green transition, taking into consideration the energy crises, raising fuel/food prices and relevant socio-economic aspects;
- Rapid assessment of contributions of the private sector initiatives in achieving the national climate targets commenced, particularly related to renewables (solar and hydro);
- Youth engagement in the NDC development process supported by strengthening youth-led climate coalitions in the country and convening consultations or undertaking surveys with youth constituencies, to inform the NDC and secure buy-in;
- Description of the NDC and information on NDC mitigation policies and measures up to 2022 provided, as well as their effects as per the MPGs of decision 18/CMA.1;
- Development of at least two bylaws supported, to enhance implementation of the Law on Climate Change;
- Information necessary to track progress made in implementing and achieving the NDC provided (M&E schemes and SMART indicators developed and adopted to facilitate clarity, transparency and reporting of the NDC) and used to upscale the national MRV platform;
- Mitigation co-benefits resulting from adaptation actions and economic diversification plans, related to implementing and achieving the NDC described;
- Innovative tool “micronarratives” used to support the collection of non-traditional data and analysis of the relationship between gender and climate change and the integration of gender perspectives in the BTR1, NC4/BTR2 and the updated NDC with the engagement of the UNFCCC Gender Focal Points and Coordination Body for Gender Equality and to promote leadership roles for women in climate action;
- Project Knowledge Management Strategy developed, capturing lessons learned, good practices and knowledge management products and its implementation initiated;
- Support provided for Serbia’s global stocktake reporting and feeding the Global stocktake information portal, in accordance with Article 14 of the Paris Agreement and Decision 19/CMA.1.

1.1.3. Information related to climate change impacts and adaptation up to 2022 provided.

Climate change scenarios by the end of the century have been developed for the Republic of Serbia within the NC3. Impact analysis and a framework of adaptation measures were developed for the sectors of Hydrology and Water resources; Forestry and Forest Management; Agriculture; Biodiversity; Public Health and the health system, and priority adaptation measures which contribute to the reduction of GHG emissions are presented for the sectors of Hydrology and Water Resources; Forestry and Forest Management and Agriculture. The importance of adaptation is presented through its impact on the Gross Domestic Product (GDP) in the Study on Socio-Economic Aspects of Climate Change for the Republic of Serbia.

The main gaps and capacity building needs identified are:

- Lack of data/tools/methodologies for the adaptation analyses, especially in the AFOLU sectors;
- No nexus approach for adaptation used;
- Existing M&E framework needs to be improved;
- Low level of gender-disaggregated data;
- Facilitating the adaptation measures planning on the local level is needed;
- Insufficient coordination of institutions and lack of human capacities with appropriate knowledge;
- There is a need for enhancing the national capacity to establish a systematic and continuous approach to raise public awareness on climate change.

Under this project output, the following activities will be undertaken:

- National circumstances, institutional arrangements and legal frameworks relevant to Serbia's adaptation actions described building on the results of the National Adaptation Plan (NAP) process;
- Climate Variability and Climate Change in Serbia analyzed by year 2022;
- Connection between the Climate Atlas and Risk Registry further enhanced (update with maps developed within the NCs/BURs/CBIT and other complementary projects and/or use these tools (Climate Atlas and Risk Registry) to feed the development of the Serbia's NC4/BTR2;
- Current climate change scenarios for Serbia (developed in NC3) updated with additional indices (tropical nights, climate extremes etc.) and results used to revisit the impact assessment of climate change in NC3 and NAP in sectors: Energy, Agriculture, Water, Biodiversity, Forest and Forest Management, Public Health and Infrastructure;
- Nexus approach introduced for the impact assessments in the Water-Food-Energy sectors;
- Further improvement of the M&E schemes and SMART indicators to facilitate clarity, transparency and reporting of the adaptation policies and actions;
- Revision of the methodology for local adaptation planning including MRV framework supported to capture local adaptation measures building on the results of the NAP process;
- Information on adaptation strategies, priorities, policies, plans and actions and the progress of their implementation up to 2022 is compiled, including challenges, gaps, and lessons learned.
- Cooperation with national institutions responsible for other relevant international reporting requirements enhanced (such as SDGs, Sendai Framework for Disaster Risk Reduction, as well as at EU energy and climate reporting under Energy Community);
- Governance set-up analyzed in order to identify and propose most suitable UNFCCC loss and damage contact point, with a view to enhancing the implementation of approaches to address loss and damage associated with the adverse impacts of climate change at the national level in Serbia (see decision 4/CP.22, paragraph 4(d));
- Strong coordination with other donors/projects/international organizations that have supported to enhance transparency facilitated to ensure complementarity of project results, as well as to incorporate various good practices in BTR1-NC4/BTR2 project implementation (such as WHO CaRBonH tool for health and climate change);
- Different views and experiences of man and women (captured within the micronarratives exercise from Output 1.1.2) analyzed and used to assess gender responsive adaptation measures;
- Climate Change Communication plan developed to enhance public awareness and equip citizens and policy makers with knowledge (as greatest resource) to increase their resilience to climate change.

1.1.4. Information on financial, technology development and transfer and capacity-building support needed and received up to 2022 provided.

No information in these areas reported in NC3, and very low level in BUR2. No existing mechanism in the country has been established to systematically collect data on support needed and received.

The main gaps and capacity building needs identified are:

- Technology Need Assessment (TNA) and technology transfers have not been conducted;
- There are no systematically collected information on climate finance, research and capacity building activities;
- Financial support needed and received not reported;
- Mechanisms to assess climate finance non-existent;
- UNFCCC Technology Transfer Clear mechanism not utilized in Serbia;
- There is a need for the development of a methodology for identification and evaluation of the level of the capacity built;
- There is a need for establishing a system for monitoring and reporting on research and capacity building activities in sectors relevant to climate change;
- There is a need for enhancing the national capacity to establish a systematic and continuous approach to report on finance, technology and capacity-building needs and support received, in accordance with the relevant provisions of the UNFCCC reporting guidelines on BTRs.

Under this project output, the following activities will be undertaken:

- Detailed description provided on financial support needed and received under Article 9, support needed and received for technology development and transfer under Article 10, capacity-building support needed and received under Article 11 of the Paris Agreement, support needed and received for the implementation of Article 13 of the Paris Agreement and transparency-related activities, including for transparency-related capacity-building, building upon the recommendations and activities of the CBIT project;
- Technology Needs Assessment (TNA) development supported, including related institutional capacity-building;
- Identification of the most suitable institution to be nominated as focal point to the UNFCCC Technology Transfer Clear mechanism in order to advance this agenda on national level.
- Integrating monitoring and reporting on research and capacity building activities in sectors relevant to climate change into the MRV system, as well as tracking the level of capacity built, as appropriate.

1.1.5. Areas of improvement and other relevant information, including gender inclusion described.

Under the previous climate change enabling activity projects, Serbia captured several improvements in previous NCs and BURs related to the information on GHG inventories, mitigation/adaptation actions and their effects. Support to the nomination of a National Focal Point (NFP) for Gender and Climate Change to the UNFCCC has been provided within the CBIT project, as well as the establishment of a gender network within the MEP to better coordinate various gender-related environmental protection activities. Also, support in the development of a framework for integration of the gender aspects of climate change in Serbia has been provided, focusing on the following areas: participation in decision making and policy design; access to resources; economy and employment; consumption, lifestyles, and living conditions; education; health and health protection; climate change knowledge, attitudes, and behavior.

The main gaps and capacity building needs identified are:

- Establish a sustainable mechanism to identify and report improvements in a transparent way;
- Enhance the national capacity to identify and report constraints and gaps;
- Discuss, revise and validate the proposed gender framework with sectoral experts in all areas stipulated above.

Under this project output, the following activities will be undertaken:

- A self-assessment and stocktaking exercise for the preparation of subsequent BTRs completed and used to feed the development of the BTR2, aiming to support key stakeholders in identifying their strengths, weaknesses and

areas for improvement needed in climate change transparency and reporting (related to procedures, skills, goals, capacities and needs), which will be further addressed and matched with the BTR development needs;
- Areas of improvement identified and reported in a transparent process with stakeholders at all levels;
- Reporting-related capacity-building support needs reported, including those related to flexibility provisions;
- Support provided in strengthening the National Transparency Framework established within the CBIT project and coordination at all governance levels improved.
- The proposed gender integration framework validated and its application supported by preparing sector-specific recommendations.

1.1.6. BTR1 compiled, adopted in a transparent and participatory process and submitted to UNFCCC by December 2024.

Following the completion of the activities stipulated above, the First Biennial Transparency Report on Climate Change will be compiled according to the guidelines, requirements and formats set by the MPGs. In this respect, the final format will follow the outline for Biennial Transparency Report and apply common reporting tables and tabular formats presented in 5/CMA.3. The compilation and approval process of the BTR1 will be conducted in close consultation with all relevant national stakeholders. Once finalized, the document will be edited and submitted to the UNFCCC Secretariat for posting and dissemination. The BTR1 is expected to be finalized and submitted to the UNFCCC by December 2024.

COMPONENT 2: DEVELOPMENT OF SERBIA'S FOURTH NATIONAL COMMUNICATION AND SECOND BIENNIAL TRANSPARENCY REPORT (NC4/BTR2)

2.1. Serbia's NC4/BTR2 developed as combined report.

2.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases updated to 2024 for the sectors of Energy, IPPU, AFOLU and Waste, using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories.

Under the BTR1, the national inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases will be updated to 2022 in line with MPG requirements and an Improvement Plan for subsequent inventories will be developed.

Under this project output, the following activities will be undertaken:
- National circumstances and institutional arrangements in relation to the continued estimation, compilation and timely reporting of national inventory reports described;
- Implementation of the Quality Assurance and Quality Control Plan (developed within the BUR2 project) supported;
- Activity data (AD) collected, quality controlled, formatted for use in IPCC software for the sectors of (a) Energy (b) Industrial Production and Other Product Use (c) Agriculture, Forest and Land Use Change (AFOLU), and (d) Waste, and all emission factors (EFs) reviewed/generated as appropriate;
- Emissions of direct and indirect GHG estimated according to the IPCC 2006 Guidelines, its 2013b supplement and 2019 refinements, using the 2006 IPCC software complemented with the EMEP/EEA Guidework and trended for the period 1990-2024 for the IPCC sectors listed in 2.1.1.3 and steps of the compilations including AD and EFs documented and archived;
- Recalculation and fine-tuning of GHG inventory whole time series performed;
- Higher Tier introduced to the extent possible depending of the available data (for transport subsector, among others);
- Implementation of the Improvement Plan for subsequent inventories (developed within BTR1) supported, including findings/recommendations identified by the TER team as part of the BTR1 technical review process;
- Gender perspective of the GHG Inventory (implemented using the methodology developed within BTR1) assessed;
- National Inventory Report (NIR) developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1;
- Mechanisms for a continued collection of GHG relevant data strengthened, including institutional, legal and procedural arrangements, for the continued assessment, compilation and timely reporting of national inventory reports and mechanisms with gender considerations in place to produce GHG inventories.

2.1.2. Information necessary to track progress made in implementing and achieving the NDC up to 2024 provided.

Under the BTR1, information on the progress made in implementing and achieving the NDC up to 2024 will be provided and the mitigation scenarios will be revised taking into consideration the energy crises, raising fuel/food prices, circular economy considerations and relevant socio-economic aspects.

Under this project output, the following activities will be undertaken:

- National circumstances and institutional arrangements for NDC development and implementation described;
- Political will and national ownership and engagement for the NDC built through policy dialogues with the key national stakeholders (key ministries, local governments, CSOs, youth constituencies, academia, private sector);
- Awareness of policymakers increased and mainstreaming climate change Policies and Measures (from the NDC and key Climate Change Strategic documents) in the sectoral policies and plans supported;
- Description of the NDC and information on NDC mitigation policies and measures up to 2024 provided, as well as their effects as per the MPGs of decision 18/CMA.1,
- NDC contributions to implementation of the Sustainable Development Goals in Serbia assessed and quantified (using SCAN tool as good practice identified by several non-Annex I countries);
- Monitoring and Evaluation of the NDC supported, using SMART indicators adopted in BTR1 to facilitate clarity, transparency and reporting of the NDC;
- Information on mitigation co-benefits resulting from adaptation actions and economic diversification plans, related to implementing and achieving the NDC updated;
- Projections of GHG emission and removals to the 2040 time-horizon updated including without measures, with measures and with additional measures projections;
- Recommendations for gender mainstreaming in NC4/BTR2 introduced, as per the findings of the BTR1 and CBIT project, complemented with mentorship for Governmental institutions on national and local level, as applicable;
- The implementation of the Training Plan (developed within the BTR1) supported, including the delivery of training and capacity building activities on gender and climate change, with focus on the gender sensitive data and indicators.
- Most appropriate domestic sustainable financial mechanisms and institutional setup identified for mitigating climate change and adapting to it, including recommendations for improvement.

2.1.3. Information related to climate change impacts and adaptation up to 2024 provided and Adaptation Communication as component of the NC4/BTR2 prepared.

Under the BTR1, Climate Variability and Climate Change in Serbia will be analyzed by year 2022 and the climate change scenarios for Serbia will be updated with additional indices. The results will be used to revisit the impact assessment of climate change in NC3 and to introduce for first time nexus approach (Food-Energy-Water). Different views and experiences of men and women will be analyzed and used to assess gender responsive adaptation measures.

Under this project output, the following activities will be undertaken:

- National circumstances, institutional arrangements and legal frameworks related to adaptation actions described building on the results of the NAP process and in accordance with Decision 9/CMA.1 and 18/CMA.1;
- Climate Variability and Climate Change in Serbia analyzed by Year 2024;
- Data from the micronarratives (gender survey) used to address gender considerations within sectors covered in NC3, to the extent possible (Energy, Agriculture, Water, Biodiversity, Forest and Forest Management, Public Health and Infrastructure);
- Information on mainstreaming and progress on implementation of adaptation updated, with emphasis on the vulnerable groups;
- Information on adaptation strategies, priorities, policies, plans and actions and the progress of their implementation up to 2024 is compiled, including challenges, gaps, lessons learned building on the NAP process and in accordance with Decision 9/CMA.1 and 18/CMA.1;

- Support provided to mainstream adaptation relevant findings and recommendation (as per the Serbia's NAP, that should be adopted in 2023) in relevant sectoral policies on various governance levels, accompanied by adequate capacity building activities (such as research on tree species resistant to climate change in Serbia);
- Development of protocol on identifying and monitoring the main climate indicators of public health supported;
- Development of a unique methodology for the assessment of losses and damages from natural disasters;
- Overlapping/complementarity between SENDAI, SDGs and UNFCCC/Paris Agreement requirements on DRR reporting identified, especially on loss and damage, as well as entry points to address loss and damage associated with climate change impacts in the country, particularly at the municipal level;
- Capacity building on local level supported, using transfer of knowledge between local governments on climate change adaptation (initiated within the CSUD and CBIT projects), peer to peer or mentorship training for municipalities facilitated on preparation and monitoring of Local Adaptation Plans (based on methodology for Local Adaptation Plan developed under the CBIT).

2.1.4. Information on financial, technology development and transfer and capacity-building support needed and received up to 2024 provided.

Under the BTR1, information on support needed and received under Articles 9, 10, 11 and 13 of the Paris Agreement up to 2022 will be provided, and TNA will be developed. Recommendations for introducing climate finance monitoring in the MRV system shall be also provided.

Under this project output, the following activities will be undertaken:

- Detailed description provided on financial support needed and received under Article 9, support needed and received for technology development and transfer under Article 10, capacity-building support needed and received under Article 11 of the Paris Agreement, and support needed and received for the implementation of Article 13 of the Paris Agreement and transparency related activities, including for transparency-related capacity-building, building upon the recommendations and activities of the CBIT project;
- Most suitable data collection/compiling methodologies relevant for this chapter proposed, in order to ensure sustainable process of compilation in future BTRs/NCs;
- Development of training modules for Carbon Budget Tagging facilitated;
- Implementation of the TNA (developed within BTR1) facilitated.

2.1.5. Areas of improvement and other relevant information, including gender described.

Under the BTR1, a self-assessment and stocktaking exercise for preparation of BTRs will be developed and used for the NC4/BTR2. Areas of improvement will be identified and reported in a transparent process, as well as reporting-related capacity-building support needs identified, including those related to flexibility provisions.

Under this project output, the following activities will be undertaken:

- Support provided to implement the recommendations of the self-assessment and stocktaking exercise for preparation of subsequent BTRs (developed within BTR1);
- Areas of improvement identified by Serbia itself as well as those identified by the TER team as part of the BTR1 technical review process reported and accompanied with clear strategy on how Serbia is addressing or intends to address areas of improvement, as appropriate;
- Reporting-related capacity-building support needs updated, including those related to flexibility provisions;
- Further strengthening of the National Transparency Framework established within the CBIT project facilitated and coordination on all governance levels improved;
- The perspectives of gender equality in climate actions captured and reported.

2.1.6. Information on research, systemic observation, education, training, public awareness and gender provided, in accordance with applicable guidelines in 17/CP.8 and 6/CP.25

Under the previous climate change enabling activity projects, Serbia has not described progress on research and systematic observations in the country. Activities conducted so far in the field of education and awareness-raising of climate change have been quite modest, although several climate change public awareness activities have been implemented in the country, such as round tables, conferences, expert panels and climate action week activities, with great focus on transparency and exchange of information.

The main gaps and capacity building needs identified are:

- Lack of environmental education strategies, which will integrate environmental elements, including climate change, into the curricula of schools and universities, especially technical, biotechnical, economic, legal and natural sciences faculties;
- Lack of a systematized approach for enhancing public awareness (no climate change communication strategy/plan);
- Lack of methodology/tool to capture progress of public awareness/communication activities;
- Generally, there is a limited awareness towards climate change issues and the need for adaptive measures among the public and interested parties;
- There is also a need for greater involvement of civil society and enhanced advocacy.

Under this project output, the following activities will be undertaken:

- Project Knowledge Management Strategy implemented, capturing among other, lessons learned and recommendations for next BTRs;
- Project Climate Change Communication plan fully implemented to support climate resilience;
- Project Training Plan fully implemented, following up on TTE recommendations for BUR3 and TER recommendation for BTR1, using training of trainer's mode to the extent possible (in partnership with local universities or research institutes), in order to ensure that capacity-building activities will be sustained over time;
- Project Gender and Climate Change Action Plan fully implemented;
- Establishment of a system for monitoring and reporting on research and capacity building activities supported;
- Information on climate systematic observations in the country prepared;
- Cooperation with Universities advanced (from the previous NC/BUR activities) for integrating climate change consideration in their curriculum;
- The cross-sectoral cooperation initiated within the CBIT project enhanced;
- Awareness and capacities of the Ministry of Finance and local governments strengthened on the need to define, monitor and report on climate financing; as well as to provide funding for actions and reporting;
- Partnerships with the umbrella institutions like SCTM (for LSGs), or Chamber of commerce and the National Alliance for Local Economic Development (for private sector) maintained and enhanced enabling mutual exchanges and support, as well as for effective outreach through established networks and contacts.
- Understanding of the importance of the national communication and BTR processes improved and engagement of all relevant stakeholders in the preparation of the NC4/BTR2 increased through conducting sensitization and advocacy campaigns in cooperation with other initiatives (e.g. UNDP Climate Promise and NAP).

2.1.7. NC4/BTR2 compiled, adopted in a transparent and participatory process and submitted to UNFCCC by December 2026

Under this project output, the following activities will be undertaken:

Following the completion of the activities stipulated above, the combined Fourth National Communication and Second Biennial Transparency Report of Serbia on Climate Change will be compiled according to the guidelines, requirements and formats set by the MPGs. In this respect, the final format will follow the outline for Biennial Transparency Report and apply common reporting tables and tabular formats presented in 5/CMA.3. Supplemental chapters on research and systemic observation and on education, training and public awareness will be compiled in accordance with applicable guidelines in 17/CP.8. Furthermore, to compile with Article 7 of the PA, Serbia will submit its Adaptation Communication as a component of the NC4/BTR2 outlining its priorities, implementation and support needs, plans and actions with regards to adaptation, thus provisions of Decision 9/CMA.1 will also be applied during the compilation and finalization

of this report. The compilation and approval process of the NC4/BTR2 will be conducted in close consultation with all relevant national stakeholders. Once finalized, the document will be edited and submitted to the UNFCCC Secretariat for posting and dissemination. The NC4/BTR2 is expected to be finalized and submitted to the UNFCCC by December 2026.

COMPONENT 3: MONITORING AND EVALUATION

3.1. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated

3.1.1. Inception workshop organized, and Inception Report compiled

3.1.2. Project annual financial and progress reports and Annual Status Surveys prepared

3.1.3. End of Project report including lessons learnt compiled

Monitoring and Evaluation activities will be executed in line with the M&E plan described under Chapter VI – Monitoring and Evaluation (M&E) Plan.

B. KNOWLEDGE MANAGEMENT

The project will put specific focus on improving Climate Change Knowledge Management in Serbia. A Climate Change Knowledge Management (KM) Strategy shall be developed, proposing ways to enhance, capture and share the project results and knowledge products more broadly and effectively, to develop new opportunities and enhance transparency of knowledge products on the national climate change platform www.klimatskepromene.rs, regionally and on UNDP, GEF and UNFCCC platforms. The KM Strategy shall be implemented within the project duration, in order to put in place sustainable practices for capturing and sharing knowledge products, as well as to make them easily accessible and consumable by policy makers, practitioners, academia, private sector and other key organizations. There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

C. PARTNERSHIPS

The cost-effectiveness of the BTR1-NC4/BTR2 project is the capitalization on institutional networks and working relations built during the NC, BUR, NDC and CBIT processes. All components of the project will ensure that lessons learned from relevant projects and other countries inform the implementation of this project. In this sense, the institutional arrangements will ensure that lessons are considered across ministries and sectors, with all relevant stakeholders providing inputs to and learning from the project. The Project will identify synergies with other on-going projects, to increase cost-effectiveness and enhance consistencies with various national development priorities and programmes undertaken at national and local levels, such as the National Environment and Climate Plan, which supports the integration of energy and climate policies in line with the EU requirements.

This project shall be implemented in strong coordination with following projects to enhance transparency and complementarity of project results:

Table 1. Complementary Projects

Project Name	Baseline Information
Advancing medium and long-term adaptation planning in the Republic of Serbia (NAP), 2018-2023 (UNDP implemented)	**Overall objective:** To improve Serbia's legal framework for addressing climate change vulnerabilities and strengthen institutional capacities for integrating climate change adaptation (CCA) measures into decision making and investment planning. The BTR1-NC4/BTR2 project will benefit from the NAP strategic adaptation guidance, enhanced data collection and improve monitoring through the adaptation module in the MRV platform.

Reducing Community Carbon Footprint by a Circular Economy Approach in 2021-2025 (UNDP implemented)	**Overall objective:** Reducing community carbon footprint by applying "circular economy approach" with the direct greenhouse gas emission reduction target of 95 ktons of CO_2eq and an indirect target of 1 638 ktons of CO_2eq. The project seeks to stimulate at least five (5) circular economy pilot/demonstration projects and business ideas with the total investment value of at least USD 14,150,000 (including both GEF and project co-financing). Furthermore, by a participatory approach the project seeks to engage the community, private and public sectors as well as research institutions. The BTR1-NC4/BTR2 project can support the circular economy project by developing methodologies related to calculation of CO_2 reduction and benefit from the pilot project results by using them to improve accuracy of the GHG inventory for waste sector (introduce higher Tier). The BTR1-NC4/BTR2 project can benefit from the stakeholder engagement of the circular economy project and further scale it up.
Enhancing the Energy Management System to Scale up Energy Efficiency Investments in Public Buildings in Serbia, 2021-2026 (UNDP implemented)	**Overall objective:** To reduce greenhouse gas emissions by improving the energy efficiency and promoting the use of renewable energy sources in public buildings with a particular focus on state-owned buildings. It will further support the development of an enabling policy framework and build local capacity for energy audits and energy management, facilitate the adoption of Energy Management Information Systems (EMIS) and energy management in at least 80 new state owned buildings with the total floor area of about 1 million m^2 and support the energy efficiency retrofits of at least 28 Government buildings resulting in direct GHG reduction impact of over 145,000 tons of CO_2-eq over a default lifetime of 25 years of the investment. This project will provide data to feed BTR1-NC4/BTR2 mitigation scenarios and actions.
Climate Promise Initiative "Support to collectively respond to the climate emergency and establish resilient development pathways for sustaining human security and green transformation". **Sub-title (national): Innovative and Just Green Transition as Tool for Securing Systemic Energy Security and Reducing Energy Poverty, 2023-2024 (UNDP)**	The project aims to ensure energy security and support Government`s efforts against the energy poverty from the current energy crisis which is threatening the human security of the most vulnerable. In parallel, the project will support Serbia to achieve Nationally Determined Contribution (NDC) targets by identification and supporting implementation of technologies and innovative business models that reduce import dependency, diversify electricity generation mix and reduce energy intensity of the economy. Such approach will also contribute to just green transformation and decarbonization of the economy, showcase its impact, support the Government in enabling affordable and clean energy for vulnerable population as well as to monitor and reduce energy poverty (including reduced risks of energy poverty). The project will use UNDP's Innovation Challenge as a tool to trigger, select and accelerate innovative initiatives, especially, among Micro, Small & Medium Enterprises (MSMEs). Through these activities, the project will also support the Government of Serbia to address key energy-related decisions on COVID-19 recovery and to align NDC targets with adaptation and recovery plans. This project will provide data to feed BTR1-NC4/BTR2 mitigation scenarios and actions, as well as it will support NDC tracking and revision

	process. Also, it will provide additional information on technology and capacity building needs and the support needed.

D. RISKS

There are seven risks identified under four categories: (1) organizational (lack of management experience of the MEP), (2) strategic (Political authorities may not prioritize the obligations defined under the UNFCCC and the Paris Agreement due to other pressing concerns), (3) operational (low commitment and ownership by the relevant institutions complemented with unavailability or willingness to share data) and (4) regulatory (lack of horizontal coordination). All identified risk are described and addressed in Annex 5.

The MEP will invest significant efforts to improve horizontal coordination on climate change in the country. Only one risk has been evaluated as substantial, i.e. "Government institutions, public and private companies may be unwilling to provide data or unable to provide/process data due to insufficient technical and human capacity", which may result in that the BTR1 and NC4/BTR2 would not to be fully consistent with relevant national strategic priorities. Therefore, during the project implementation, the project team shall provide necessary technical assistance in mainstreaming climate change policies in other international and/or sectoral policies, support data collection and processing, complemented with international/regional expertise when needed. Moreover, the Knowledge Management Strategy and the Climate Change Communication Plan will envisage the implementation of sensitization and advocacy campaigns in cooperation with other initiatives (e.g. UNDP Climate Promise and NAP) to raise awareness of the importance of the climate change reporting process and to facilitate data provision and increased commitments from key institutions.

The SESP has been conducted for this project with low risk rating (please see Annex 4).

E. STAKEHOLDER ENGAGEMENT AND SOUTH-SOUTH COOPERATION

Stakeholder involvement and consultation processes are critical to the success of the project. An effective engagement of key stakeholders has been done during project preparation and is envisaged during implementation, to enhance the ownership of the NC and BTR processes and makes these reports more responsive to national needs. The project proposal intends to strengthen stakeholders' participation using a transparent and open dialogue. The stakeholders of the project are expected to come from a wide range of backgrounds, including line ministries and agencies, local authorities and NGOs, mass-media, academia and research institutions, private sector and international organizations.

This project proposal has been developed in consultation with relevant experts, government staff, policymakers and NGOs who participated in the previous NC/BUR exercises. Their views and needs were integrated into the design of this new enabling activity project.

In addition, to bring the voice of Serbia to global and regional fora, the project will explore opportunities for meaningful participation in specific events to engage with the global development discourse on climate change and climate resilience. The project will furthermore provide opportunities for regional cooperation with countries that are implementing initiatives on decarbonisation and green development in geopolitical, social and environmental contexts relevant to the proposed project in Serbia. A detailed stakeholder engagement plan is presented in Annex 7.

F. GENDER EQUALITY AND WOMEN'S EMPOWERMENT

Gender-related project activities will build upon the previous efforts of Serbia to mainstream gender into climate change policy documents (including NCs and BURs), within various projects and regional initiatives such as the Global Support Programme. The project's deliverables will be gender-sensitive and the project intervention logic will include gender-specific measures in the activities, such as working to maximize women's participation in capacity-building activities and project management structure and their decision-making power. In line with the Results Architecture for GEF-8, the project will report on direct project beneficiaries disaggregated by gender, as a co-benefit of the GEF investment. Gender analysis and Gender Action Plan (please see Annex 8) will follow the structure of five priority areas of UNFCCC Gender Action:

- Capacity building, knowledge sharing and communications

- Gender balance, participation and women's leadership
- Coherence
- Gender responsive implementation and means of implementation
- Monitoring and reporting.

An initial stocktaking and gender analysis across all areas – and inclusion of stakeholders who understand gender issues in relation to their sectors – will be conducted to assess and understand where deeper analysis and action is required. The areas where data and information on gender and climate change is not available will be identified with priorities and steps to fill the existing gaps. The update of the national circumstances under each component will disaggregate relevant data by sex with the objective to better understand how the social and economic differences between men and women affects the capability of dealing with mitigating and adapting to climate change. Seeing that women are being acknowledged as agents of change who make important contributions to climate change adaptation and mitigation, a gender perspective will be incorporated in the climate change impacts and adaptation and NDC progress assessment and the analysis of mitigation actions.

For all analysis included in the project, gender-disaggregated data from national statistical agency and internationally-approved sources for the following topics: education level, employment by economy sectors and other sectors identified as GHG emitters, gender pay gap (general and by sectors), leadership, economic empowerment, and health among others will be included to summarize the status of women and men nationally and by sector. The Project will provide capacity-building in relation to NC/BTR purpose and content, gender issues in environment and their role in the NC/BTR processes, if necessary. The project will encourage the active participation of women and men in decision-making processes. Gender balance will be considered in project management structures and capacity building actions (trainings, workshops). The project will mobilize women political groups as advocates and create a strong network of gender and climate change practitioners at national and local level in order to set in place sustainable gender and climate change processes after the project's completion.

A significant barrier in achieving gender responsive climate reporting is the sex disaggregated data (identified in all climate change relevant policy documents in the country, e.g. Energy Sector Development Strategy, Climate Change Law, Strategy for Agriculture and Rural Development). Therefore, the project will introduce an innovative tool named 'Micro Narratives Perception Study', to complement top-down interventions and collect data on the experiences of ordinary people who have dealt with the effects of climate change first-hand. This study will result in the collection of vast pool of non-traditional data that will be analyzed to better understand the relationship between climate change and gender. The results will be used to bring this issue to the attention of all the relevant stakeholders and to build gender-responsive BTR1 and NC4/BTR2. The results and recommendation will also be captured as an important knowledge product and widely shared with decision makers to increase their knowledge on gender and climate change in order to modify existing climate change relevant support to vulnerable groups or create new gender responsive socio-economic benefits or services. Moreover, the same exercise was/will be used in other Balkan countries, thus enabling the analysis of the results at regional level and potentially to prepare regional gender and climate action plan or regional gender and climate change project proposal.

G. INNOVATIVENESS, SUSTAINABILITY AND POTENTIAL FOR SCALING UP

This project introduces several innovation features/tools: 1) Using micronarratives as most applicable innovation tool to provide vast pool of non-traditional gender-related data in order to enable the enhanced NDC to become gender responsive; 2) Use remote sensing to improve the accuracy of GHG inventory for the AFOLU sector and to address sink reduction issue the country faces; and 3) it will pilot an innovative tool to identify and quantify NDC-SDG linkages.

The preparation process of the previous National Communications and Biennial Update Reports to the Conference of the Parties of the UNFCCC, has contributed to the institutional strengthening of the Ministry of Environmental Protection as a competent lead institution for the application of the Convention as well as of other relevant institutions at national level. This project will additionally improve the sustainability for preparation/revision of future NCs/BTRs/NDCs/NAPs and will facilitate the reporting requirements to the UNFCCC. Active participation by all stakeholders in the monitoring and assessment of mitigation and adaptation policies and measures will be facilitated to ensure ownership and sustainability.

This project is designed to be sustainable in two ways:

(1) The project focuses on strengthening and utilizing the capacity of existing institutions rather than creating new structures; and
(2) The project shifts from a project-based reporting to a continuous process model.

The potential to scale up of certain outcomes of the project is high, as good practices shall be systematically captured and shared with other countries. There is also a significant potential to scale up training materials, toolkits, and software applications created by the project in other countries in the region.

V. PROJECT RESULTS FRAMEWORK

Table 2. Project Results Framework

This project will contribute to the following Sustainable Development Goal (s): SDG 13 – Climate Action: Take urgent action to combat climate change and its impacts				
This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): CPD Outcome 3. Strengthen resilience to shocks and crises				
	Objective and Outcome Indicators (no more than a total of 20 indicators)	**Baseline**	**Mid-term Target**	**End of Project Target**
Project Objective:	The project will enable the Republic of Serbia to prepare and submit its First Biennial Transparency Report (BTR1) as standalone report and Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2) as combined report, to meet its reporting obligations under the UNFCCC and the Paris Agreement in line with the Modalities, procedures and guidelines (MPGs) for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (Decision 18/CMA.1) and the guidance on operationalizing the MPGs as per Decision 5/CMA.3			
	Mandatory Indicator 1: # of direct project beneficiaries disaggregated by gender (individual people)	10	150	300 (at least 50% women)
	Indicator 2: # government agencies accessing and providing data and information in the national MRV system on a regular basis	0	2	10
Project component 1	**Development of the Serbia's First Biennial Transparency Report (BTR1)**			
Project Outcome 1.1. **Serbia's BTR1 developed as a stand-alone report**	**Indicator 3:** Serbia's First Biennial Transparency report submitted to UNFCCC as a standalone report, including gender related data	NC1, NC2 and BUR1 submitted to UNFCCC. Source: UNFCCC website NC3 and BUR2 are under adoption	Serbia's BTR1 submitted to UNFCCC as standalone document by Dec 2024	N/A
	Indicator 4: # of trainings organized on specific BTR aspects	0	5 Source: Project's Training Plan	10 Source: Project's Training Plan
Outputs to achieve Outcome 1.1.	1.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases updated to 2022, for the sectors of Energy, IPPU, AFOLU and Waste using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories 1.1.2. Information necessary to track progress made in implementing and achieving the NDC up to 2022 provided, including estimates of emissions avoided 1.1.3. Information related to climate change impacts and adaptation up to 2022 provided 1.1.4. Information on financial, technology development and transfer and capacity-building support needed and received up to 2022 provided 1.1.5. Areas of improvement and other relevant information, including gender inclusion described 1.1.6. BTR1 compiled, adopted in a transparent and participatory process and submitted to UNFCCC by December 2024			
Project component 2	**Development of the Serbia's Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2)**			
Outcome 2.1.	**Indicator 5:** National Inventory Report (NIR) developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1	0 Source: UNFCCC website	NIR (1990-2022) submitted to UNFCCC as separate document by Dec 2024	NIR (1990-2024) submitted to UNFCCC as separate document by Dec 2026

Serbia's NC4/BTR2 developed as combined report	**Indicator 6:** Serbia's Fourth National Communication and Second Biennial Transparency report submitted to UNFCCC as a combined report, including gender related data	NC1, NC2 and BUR1 submitted to UNFCCC. Source: UNFCCC website NC3 and BUR2 are under adoption	N/A	Serbia's NC4/BTR2 submitted to UNFCCC as combined report by Dec 2026
	Indicator 7: # of knowledge products produced, based on Knowledge Management (KM) Strategy	0	2	4
Outputs to achieve Outcome 2.1.	2.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases updated to 2024 for the sectors of Energy, IPPU, AFOLU and Waste, using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories 2.1.2. Information necessary to track progress made in implementing and achieving the NDC up to 2024 provided 2.1.3. Information related to climate change impacts and adaptation up to 2024 provided and Adaptation Communication as component of the NC4/BTR2 prepared 2.1.4. Information on financial, technology development and transfer and capacity-building support needed and received up to 2024 provided 2.1.5. Areas of improvement and other relevant information, including gender described 2.1.6. Information on research, systemic observation, education, training, public awareness and gender provided, in accordance with applicable guidelines in 17/CP.8 and 6/CP.25 2.1.7. NC4/BTR2 compiled, adopted in a transparent and participatory process and submitted to UNFCCC by December 2026			
Project component 3	**Monitoring and Evaluation**			
Outcome 3.1. **Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated**	**Indicator 8:** # of monitoring reports compiled	0	3 (1 Inception Workshop Report, 2 Annual Status Surveys)	6 (1 Inception Workshop Report, 4 Annual Status Surveys, 1 End of Project Report)
Outputs to achieve Outcome 3.1.	3.1.1. Inception workshop organized, and Inception Report compiled 3.1.2. Project annual financial and progress reports and Annual Status Surveys prepared 3.1.3. End of Project report including lessons learnt compiled			

VI. MONITORING AND EVALUATION (M&E) PLAN

Project-level monitoring and evaluation will be undertaken in compliance with UNDP requirements as outlined in the UNDP POPP (including guidance on GEF project revisions) and UNDP Evaluation Policy **The UNDP Country Office is responsible for ensuring full compliance with all UNDP project M&E requirements including project monitoring, UNDP quality assurance requirements, quarterly risk management, and evaluation requirements.**

Additional mandatory GEF-specific M&E requirements will be undertaken in accordance with the GEF Monitoring Policy and the GEF Evaluation Policy and other relevant GEF policies[1]. The M&E plan and budget included below will guide the GEF-specific M&E activities to be undertaken by this project.

In addition to these mandatory UNDP and GEF M&E requirements, other M&E activities deemed necessary to support project-level adaptive management will be agreed – including during the Project Inception Workshop - and will be detailed in the Inception Report.

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

Inception Workshop and Report: A project inception workshop will be held within 2 months from the First disbursement date, with the aim to:

a. Familiarize key stakeholders with the detailed project strategy and discuss any changes that may have taken place in the overall context since the project idea was initially conceptualized that may influence its strategy and implementation.
b. Discuss the roles and responsibilities of the project team, including reporting lines, stakeholder engagement strategies and conflict resolution mechanisms.
c. Review the results framework and monitoring plan.
d. Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget; identify national/regional institutes to be involved in project-level M&E; discuss the role of the GEF OFP and other stakeholders in project-level M&E.
e. Update and review responsibilities for monitoring project strategies, including the risk log; SESP report, Social and Environmental Management Framework (where relevant) and other safeguard requirements; project grievance mechanisms; gender strategy; knowledge management strategy, and other relevant management strategies.
f. Review financial reporting procedures and budget monitoring and other mandatory requirements and agree on the arrangements for the annual audit.
g. Plan and schedule Project Board meetings and finalize the first-year annual work plan. Finalize the TOR of the Project Board.
h. Formally launch the Project.

The Project Manager will prepare the Inception Report no later than one month after the inception workshop. The Inception Report will be prepared in one of the official UN languages, duly signed by designated persons, cleared by the UNDP Country Office and the UNDP-NCE Regional Technical Adviser, and will be approved by the Project Board.

Annual progress: Status Survey Questionnaires to indicate progress and identify bottlenecks as well as technical support needs will be carried out once a year, in line with GEF and UNFCCC reporting requirements for NCs and BTRs. Within the third year of implementation, a mid-term workshop shall be held in order to assess the project implementation effectiveness with key stakeholders, in order to enable real co-management of project implementation (see Table 4 below).

[1] See https://www.thegef.org/projects-operations/policies-guidelines

Final/End of Project Workshop: Six months before the project ends, the project team will organize the end of project workshop to present the final results and the way forward (to agree on priorities, follow up projects and their implementation modality). During the last three months, the project team will prepare the End of Project Report. This comprehensive report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's results. The End of Project Report shall be discussed with the Project Board during an end-of-project review meeting to discuss lessons learned and opportunities for scaling up.

Agreement on intellectual property rights and use of logo on the project's deliverables and disclosure of information: To accord proper acknowledgement to the GEF for providing grant funding, the GEF logo will appear together with the UNDP logo on all promotional materials, other written materials like publications developed by the project, and project hardware. Any citation on publications regarding projects funded by the GEF will also accord proper acknowledgement to the GEF. Information will be disclosed in accordance with relevant policies notably the UNDP Disclosure Policy[2] and the GEF policy on public involvement[3].

[2] See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/
[3] See https://www.thegef.org/gef/policies_guidelines

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

Table 3. Monitoring Plan

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[4]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
Project objective The project will enable the Republic of Serbia to prepare and submit its First Biennial Transparency Report (BTR1) as standalone report and Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2) as combined report, to meet its reporting obligations under the UNFCCC and the Paris Agreement in line with the Modalities, procedures and	***Indicator 1:*** # of direct project beneficiaries disaggregated by gender (individual people)	Mid-term 150 End of Project 300 (at least 50% women)	Number of people from the partner institutions, as well as participants of the planned project workshops and trainings. The target is defined by envisaging 10 persons per governmental institution (at least 30 institutions).	Participant lists from the events, trainings, conferences or technical meetings disaggregated by gender; Representatives of the Project Board disaggregated by gender; The MRV platform users disaggregated by gender.	Annually	Project Manager	Signed lists of participants of the events, trainings, conferences or technical meetings; Nominated representatives of the Project Board; Nominated persons to use the MRV platform.	No risk identified. Assumption: NIM implementation modality shall ensure governmental ownership and active participation in the events. Participation of stakeholders will be facilitated by multiple means such project working groups, capacity-building activities, trainings and workshops as envisaged by the Stakeholder Engagement Plan.
	Indicator 2: # government agencies accessing and providing data and information	Mid-term 5 End of Project 10	Number of institutions using the MRV platform on regular basis.	MRV platform	Annually	Project Manager	MRV platform log file	No risk identified. Assumption: NIM implementation modality shall ensure governmental

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

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[4]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
guidelines (MPGs) for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (Decision 18/CMA.1) and the guidance on operationalizing the MPGs as per Decision 5/CMA.3	in the national MRV system on a regular basis		The target is defined as per the number of users of the MRV system.					ownership and effective data sharing and using. The project will strengthen the capacities of key institutions on the application of the MRV system.
Project Outcome 1.1. Serbia's BTR1 developed as a stand-alone report	***Indicator 3:*** Serbia's First Biennial Transparency report submitted to UNFCCC as a standalone report, including gender-related data	Mid-term 1 End of Project N/A	This indicator will measure if Serbia successfully completes the First BTR and meet its obligations under the UNFCCC. The target is the submission of the Serbia's First BTR by Dec 2024.	UNFCCC web site Annual Status Survey	Annually	Project Manager	UNFCCC web site	Risk: Lack of management experience of the Implementing Partner to ensure full participatory and gender-sensitive implementation of all project activities. Assumption: Responsible Parties with sufficient technical expertise will be engaged to implement a significant portion of the project.
	Indicator 4: # Trainings organized on	Mid-term 5	This indicator will measure the number of trainings provided to the	Annual Status Survey	Annually	Project Manager	Project Trainings Plan Signed lists of participants	No risk identified. Assumption: Training Plan shall

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[4]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
	specific BTR aspects.	End of Project 10	stakeholders , as per the Training Plan. The targets are defined based on the previous CBIT experience related to capacity building activities and trainings.				Training Reports	be developed based on actual stakeholders needs, thus ensuring their effective participation.
Project Outcome 2.1. Serbia's NC4/BTR2 developed as combined report	***Indicator 5:*** National Inventory Report (NIR) developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1	Mid-term 1 End of Project 2	This indicator will measure if Serbia submits NIR as standalone report to meet its obligations under the UNFCCC. The mid-term target is NIR developed within the BTR1 (for the period 1990-2022), the end of project target is one more NIR developed within NC4/BTR2 (for the period 1990-2024).	UNFCCC web site Annual Status Survey	Annually	Project Manager	UNFCCC web site	No risk identified. Assumption: The Responsible Party assigned in the project has sufficient capacity and expertise for the development of the GHG inventory and the NIRs.
	Indicator 6: Serbia's Fourth National Communication	End of Project 1	This indicator will measure if Serbia successfully completed the	UNFCCC web site Annual Status Survey	Annually	Project Manager	UNFCCC web site	Risk: Lack of management experience of the Implementing

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[4]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
	and Second Biennial Transparency report submitted to UNFCCC as a combined report, including gender related data		Fourth NC/Second BTR and met its obligations under the UNFCCC. The target is the submission of the Serbia's Fourth NC and Second BTR as a combined report, by Dec 2026.					Partner to ensure full, participatory and gender-sensitive implementation of all project activities. Assumption: Responsible Parties with sufficient technical expertise will be engaged to implement significant portion of the project.
	Indicator 7: # of knowledge products produced, based on KM Strategy	Mid-term 2 End of Project 4	This indicator will measure the number of available knowledge products that will contribute to an improved awareness and understanding of the new transparency requirements, including, but not limited to improved data in the GHG inventory, information on new climate change mitigation and adaptation measures etc.	Annual Status Survey	Annually	Project Manager	Knowledge Products are shared with the wider public through the national climate change platform: www.klimatskepromene.rs and promoted through project events and workshops.	No risk identified. Assumption: Development of the KM Strategy shall be initiated in the first year of project implementation.

Results Monitoring	Indicators	Targets	Description of indicators and targets	Data source/Collection Methods[4]	Frequency	Responsible for data collection	Means of verification	Risks/Assumptions
			The targets are identified as per the expected KM products.					
Project Outcome 3.1. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated	***Indicator 8:*** # of monitoring reports compiled	Mid-term 3 End of Project 6	This indicator will assess whether key monitoring reports are prepared as envisaged by the project. The target is identified as per the number of expected monitoring reports: one Inception Workshop Report, four Annual Status Surveys and one End of Project Report.	Confirmation of the availability of the envisaged reports. Interview with the Project Manager.	Annually	Project Manager	Monitoring Reports submitted to UNDP CO and NCE Regional Team and shared with Project Board members.	No risk identified. Assumption: Project oversight will make sure that project management team performs regular monitoring and reporting of project activities, as well as that lessons learned are compiled and disseminated

Table 3. Monitoring and Evaluation Plan and Budget

Monitoring and Evaluation Plan and Budget:		
GEF M&E requirements	**Indicative costs (US$)**	**Time frame**
Inception Workshop	5,000	Within 2 months from the date First Disbursement
Inception Report	None	Within 30 days after Inception Workshop
Monitoring of indicators in project results framework **including workshop with key stakeholders**	None 5,000	Annually Third Year of implementation
Supervision missions[5]	None	Annually
End of project workshop	5,000	Final Year of implementation
End of project report	None	3 months before project completion date
TOTAL indicative COST	**15,000**	

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

VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

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

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

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

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

The Ministry of Environmental Protection will support the project through the use of equipment and premises for the Project Management Unit (PMU). The Public Relations Officer within the MEP will provide support in all activities aimed at promoting and communicating the project results to the key stakeholders and general public. Preparation processes of BTR1 and NC4/BTR2 will be closely coordinated by the UNFCCC National Focal Point.

Responsible Parties: Two **Responsible Parties** have been identified for this project:

1. **The Institute for Meteorology - Faculty of Physics**, University of Belgrade for assessing climate change vulnerability and identifying/reporting adaptation policies and measures;
2. **The Faculty of Technology and Metallurgy** - University of Belgrade to support the improvement of GHG inventories, as well as QA/QC and identifying/reporting mitigation policies and measures.

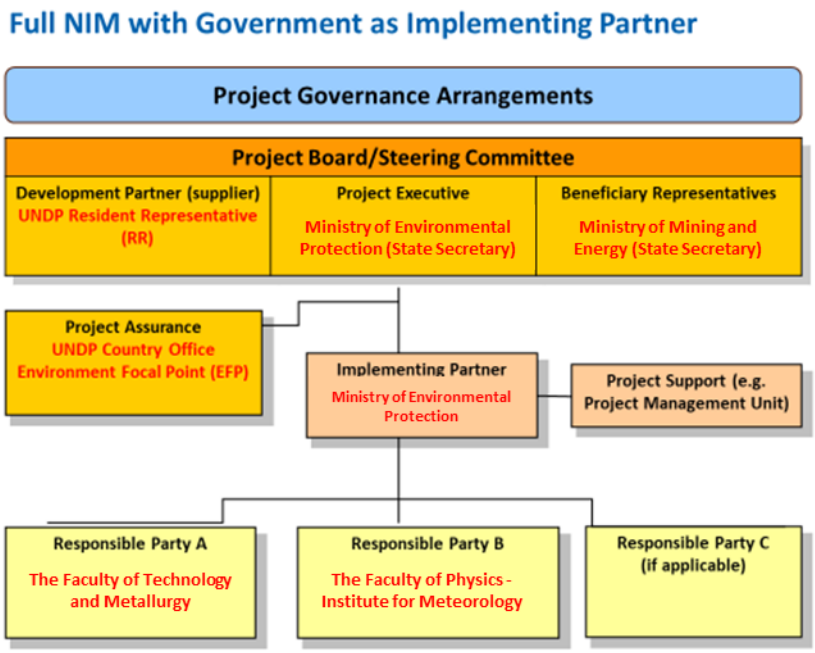
It is expected that the Implementing Partner will request UNDP to transfer cash directly to the Responsible Parties through the direct payment cash transfer modality. With direct payments, as stated in UNDP procedures, the Implementing Partner assumes responsibility for the contracting process, performs recruitment or procurement, and signs the contract according to its own rules and regulations. The request for direct payment must be made through the approved FACE form, requesting UNDP to make payment directly to the vendor on behalf of the Implementing Partner. Complete vendor banking details approved by the Partner's authorized signatory should be attached to the FACE form.

Project stakeholders and target groups: The participation and contribution of stakeholders and key target groups are critical for the success of the project. The project applies multiple strategies and mechanisms to ensure stakeholder engagement. First and foremost is the Project Steering Committee, or the Project Board (as discussed further below), involving the Ministry of Environmental Protection, the Ministry of Mining and Energy and UNDP. The project will provide transparent decision-making, facilitate participatory planning processes and support the capacity development of stakeholders and partners. Formal and informal partnerships will be developed and established with gender balance, and gender mainstreaming approaches in mind. The project will highlight at various points the mechanisms and channels of communication that stakeholders may employ if they have any grievances related to the social and environmental impacts of the project. For example, this point will be indicated during the

project inception workshop, mid-term workshop and through the project capacity building and awareness activities. A detailed Stakeholder Engagement Plan is described in Annex 7.

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

Section 2: Project governance structure



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

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

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

In this case, UNDP is only performing an implementation oversight role in the project vis-à-vis our role in the project board and in the project assurance function and therefore a full separation of project implementation oversight and execution duties has been assured.

Direct payment services will be performed by the respective staff of the CO's Finance Unit under the supervision of the Head of Finance Unit and HACT focal point, who reports to the UNDP CO Deputy Resident Representative.

Section 4: Roles and Responsiblities of the Project Organization Strucutre:

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

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

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

Requirements to serve on the Project Board:

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

Responsibilities of the Project Board:

- ✓ Consensus decision making:
    - The project board provides overall guidance and direction to the project, ensuring it remains within any specified constraints, and providing overall oversight of the project implementation.

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

✓ Oversee project execution:
- Agree on project manager's tolerances as required, within the parameters outlined in the project document, and provide direction and advice for exceptional situations when the project manager's tolerances are exceeded.
- Appraise annual work plans prepared by the Implementing Partner for the Project; review combined delivery reports prior to certification by the implementing partner.
- Address any high-level project issues as raised by the project manager and project assurance;
- Advise on major and minor amendments to the project within the parameters set by UNDP and the donor and refer such proposed major and minor amendments to the UNDP BPPS Nature, Climate and Energy Executive Coordinator (and the GEF, as required by GEF policies);
- Provide high-level direction and recommendations to the project management unit to ensure that the agreed deliverables are produced satisfactorily and according to plans.
- Track and monitor co-financed activities and realisation of co-financing amounts of this project.
- Approve the Inception Report.
- Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.

✓ Risk Management:
- Provide guidance on evolving or materialized project risks and agree on possible mitigation and management actions to address specific risks.
- Review and update the project risk register and associated management plans based on the information prepared by the Implementing Partner. This includes risks related that can be directly managed by this project, as well as contextual risks that may affect project delivery or continued UNDP compliance and reputation but are outside of the control of the project. For example, social and environmental risks associated with co-financed activities or activities taking place in the project's area of influence that have implications for the project.
- Address project-level grievances.

✓ Coordination:
- Ensure coordination between various donor and government-funded projects and programmes.
- Ensure coordination with various government agencies and their participation in project activities.

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

1. **Project Executive:** This is an individual who represents ownership of the project and chairs (or co-chairs) the Project Board. The Executive usually is the senior national counterpart for nationally implemented projects (typically from the same entity as the Implementing Partner), and it must be UNDP for projects that are direct implementation (DIM). In exceptional cases, two individuals from different entities can co-share this role and/or co-chair the Project Board. If the project executive co-chairs the project board with representatives of another category, it typically does so with a development partner representative. The Project Executive is: Sandra Dokic, State Secretary at the Ministry of Environmental Protection.
2. **Beneficiary Representative(s):** Individuals or groups representing the interests of those groups of stakeholders who will ultimately benefit from the project. Their primary function within the board is to ensure the realization of project results from the perspective of project beneficiaries. Often representatives from civil society, industry associations, or other government entities benefiting from the project can fulfil

this role. There can be multiple beneficiary representatives in a Project Board. The Beneficiary representative is: Zoran Lakicevic, State Secretary at the Ministry of Mining and Energy.

3. **Development Partner(s):** Individuals or groups representing the interests of the parties concerned that provide funding, strategic guidance and/or technical expertise to the project. The Development Partner(s) is: Yakup Beris, UNDP Resident Representative.

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

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

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

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

The primary PMU representative attending board meetings is: Ms. Sandra Lazic, Head of the Department for Climate Change.

An Inter-Institutional Technical Working Group (WG) for the preparation of the BTR1 and NC4/BTR2 shall be established, including representatives of a wide range of relevant parties (governmental institutions, business sector, CSOs), and shall be closely engaged and consulted in every step of project implementation, ensuring a transparent process where all voices are heard. Serbia's BTR1 and NC4/BTR2 project shall build upon the results and achievement of the previous WGs (established within previous EA projects and the CBIT project). Following the CBIT project results, the new WG will build upon the knowledge and capacity of stakeholders that are significantly strengthened with the CBIT project. Thanks to CBIT, institutions have been actively engaged in the establishment of the MRV tool and NDC revision. Based on such achievements, the project will continue to enhance knowledge on BTR relevant requirements and shall support data collection related to mitigation and adaptation aspects of climate reporting.

VIII. FINANCIAL PLANNING AND MANAGEMENT

The total cost of the project is **USD 1,233,000**. This is financed through a GEF grant of USD 1,233,000 administered by UNDP. The Ministry of Environmental Protection will implement the project using the National Implementation Modality (NIM). UNDP, as the GEF Implementing Agency, is responsible for the oversight of the GEF resources and the cash co-financing transferred to UNDP bank account only.

Confirmed Co-financing: N.A. as co-financing is not required for Enabling Activity projects as per GEF Guidelines on Project and Program Cycle Policy.

Co-financing source	Co-financing type	Co-financing amount
N/A	N/A	USD 0,00

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

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

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

UNDP is not in a position to increase the total budget above the amount approved by the donor, therefore any over-expenditure would have to be absorbed from non-GEF resources by the Implementing Partner (GEF Executing Entity)

Project extensions: The UNDP-BPPS-NCE team Executive Coordinator must approve all requests for extension of the Project Completion Date and for other milestone extensions with hard deadlines. All extensions impose additional time and cost burdens at all levels and the GEF project budget cannot be increased beyond its originally approved amount. A single extension may be granted on an exceptional basis and subject to the conditions and maximum durations set out in the UNDP POPP. The project management costs during the extension period must remain within the originally approved amount, and any increase in PMC costs shall be covered by non-GEF resources; the additional UNDP oversight costs during the extension period must be covered by non-GEF resources, in accordance with UNDP's policy as set out in UNDP POPP.

For any extension request, UNDP CO and IP will consult and jointly present a clear plan indicating how and from which specific sources the additional oversight costs that will be incurred by UNDP will be covered during the extended period. The BPPS-NCE Executive Coordinator will consult the Regional Bureaux (RBX) and may reject the extension request if no (external co-financing by the IP or internal UNDP CO resources) can be identified.

All extension requests, along with all supporting documentation, shall be submitted by the IP to the UNDP CO in line with the requirements and within the deadlines set out in the UNDP SOPs and policies in UNDP POPP.

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

Transfer or disposal of assets: In consultation with the Implementing Partner and other parties of the project, UNDP is responsible for deciding on the transfer or other disposal of assets. Transfer or disposal of assets is recommended to be reviewed and endorsed by the project board following UNDP rules and regulations. Assets may be transferred to the government for project activities managed by a national institution at any time during the life of a project, however **must be done before the operational closure date**. In all cases of transfer, a transfer document must be prepared and kept on file[6]. The transfer should be done before Project Management Unit complete their assignments.

Completion Date: The project completion date is the date of Project Document Signature plus project duration. This date can only be extended through a formal extension request. Prior to completion date, all UNDP-financed inputs must be provided and related activities for the Project completed. No activities, except for the end-of-project review Project Board Meeting should take place after the Completion Date.

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

- **Operational Closure**: **Operational closure must happen within 9 months from project completion date.** Prior to operational closure, the end-of-project review Project Board meeting must have been completed. The Implementing Partner through a Project Board decision will notify the UNDP Country Office when operational closure has been completed. Before Operational Closure, the project must have completed the transfer or disposal of any equipment that is still the property of UNDP.
- **Financial Closure: Financial closure must happen within 6 months of operational closure or after the date of cancellation.** The project will be financially closed when the following conditions have been met: a) the project is operationally completed or has been cancelled; b) the Implementing Partner has reported all financial transactions to UNDP; c) UNDP has closed the accounts for the project; d) UNDP and the Implementing Partner have certified a final Combined Delivery Report (which serves as final budget revision).
  Between operational and financial closure, the implementing partner will identify and settle all financial obligations and prepare a final expenditure report. The UNDP Country Office will send the final signed closure documents including confirmation of final cumulative expenditure and unspent balance to BPPS/NCE for confirmation before the project will be financially closed in Quantum by the UNDP Country Office.

Cancellation and Suspension: All projects considering going through cancellation or suspension must follow UNDP and GEF requirements. Guidance can be found in the UNDP POPP (SOPs for management actions of Vertical Fund projects escalated to the Executive Coordinator and Guidance for GEF project revisions).

[6] See https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PPM_Project%20Management_Closing.docx&action=default.

Refund to GEF: Should a refund of unspent funds to the GEF be necessary, this will be managed directly by the BPPS/NCE team Directorate in New York. No action is required by the UNDP Country Office on the actual refund from UNDP project to the GEF. Unspent project balance is not permitted to be transferred to any other projects.

IX. TOTAL BUDGET AND WORK PLAN

Table 4. Total Budget and Work Plan

Total Budget and Work Plan			
Quantum Business Unit	UNDP-SRB		
Quantum Project ID:	01000617	Quantum Project Title:	PIMS 6719 GEF EA Development of the First Biennial Transparency Report and the combined Fourth National Communication and Second Biennial Transparency Report of Serbia under the UNFCCC
Quantum Award ID:	1121018	Quantum Award Title:	PIMS 6719 GEF EA SRB_GEF_ASL_01000617
UNDP-GEF PIMS No.	6719		
Implementing Partner	Ministry of Environmental Protection		

Quantum Outcome (GEF Component)	**Quantum Output (GEF Outcome)**	**Quantum Activity (GEF Output)**	**Quantum Responsible Party (UNDP, IP, or Responsible Party)**	**Quantum Fund ID**	**Quantum Donor ID**	**Quantum Budgetary Account Code**	**Quantum Budget Account Description**	**Amount Year 2023 (USD)**	**Amount Year 2024 (USD)**	**Amount Year 2025 (USD)**	**Amount Year 2026 (USD)**	**Amount Year 2027 (USD)**	**Total (USD)**	**See Budget Note:**
Component 1 Development of the Serbia's First Biennial Transparency Report (BTR1)	***Outcome 1.1 Serbia's BTR1 developed as a stand-alone report***	***Output 1.1.1 Serbia's BTR1 developed as a stand-alone report***	***Faculty of Technology and Metallurgy (FTM) [016434 SRB-Faculty of TechnologyMetal]***	***62000***	***010003***	71200	International Consultants	10 000,00	64 950,00				74 950,00	**1**
						71300	Local Consultants	10 000,00	40 800,00	20 000,00			70 800,00	**2**
						71800	Contractual Services-Impl. Partner	4 800,00	9 600,00	4 800,00			19 200,00	**3**
						71600	Travel	2 000,00	2 000,00	2 000,00			6 000,00	**4**
						72100	Contractual services - Companies	15 000,00	53 000,00	6 505,00			74 505,00	**5**
						72400	Communication& Audio-visual Equip.	16 500,00	3 000,00	3 000,00			22 500,00	**6**
						72500	Supplies	1 000,00	1 000,00	1 000,00			3 000,00	**7**
						74200	Audio Visual & Print prod costs		15 000,00	15 000,00			30 000,00	**8**
						75700	Training Workshop and Conference	5 000,00	45 000,00	10 000,00			60 000,00	**9**
			Total FTM					**64 300,00**	**234 350,00**	**62 305,00**	**0,00**	**0,00**	**360 955,00**	

			Faculty of Physics - Institute for Meteorology (FP) [016435 SRB-Institute for Meteorology]	***62000***	***010003***	71200	International Consultants		15 000,00				15 000,00	**10**
						71300	Local Consultants		15 000,00	1 000,00			16 000,00	**11**
						71800	Contractual Services-Impl. Partner	4 800,00	9 600,00				14 400,00	**12**
						71600	Travel		2 000,00	2 000,00			4 000,00	**13**
						72100	Contractual services - Companies	5 000,00	26 000,00	5 000,00			36 000,00	**14**
						72400	Communication& Audio-visual Equip.	11 000,00	1 000,00	1 000,00			13 000,00	**15**
						75700	Training Workshop and Conference		2 000,00	1 600,00			3 600,00	**16**
			Total FP					**20 800,00**	**70 600,00**	**10 600,00**	**0,00**	**0,00**	**102 000,00**	
			Ministry of Environmental Protection (MEP) [013568 SRB-Ministry of Environment]	***62000***	***010003***	71300	Local Consultants		15 000,00	2 000,00			17 000,00	**17**
						71800	Contractual Services-Impl. Partner	5 400,00	5 400,00	5 400,00			16 200,00	**18**
						71600	Travel	4 400,00	4 400,00				8 800,00	**19**
						72100	Contractual services - Companies		7 000,00				7 000,00	**20**
						72400	Communication& Audio-visual Equip.	20 000,00					20 000,00	**21**
						74200	Audio Visual & Print prod costs		3 000,00				3 000,00	**22**
						75700	Training Workshop and Conference		3 000,00				3 000,00	**23**
			Total MEP					**29 800,00**	**37 800,00**	**7 400,00**	**0,00**	**0,00**	**75 000,00**	
		Total Output 1.1.1						**114 900,00**	**342 750,00**	**80 305,00**	**0,00**	**0,00**	**537 955,00**	
	Total Outcome 1.1							**114 900,00**	**342 750,00**	**80 305,00**	**0,00**	**0,00**	**537 955,00**	
Total Component 1								**114 900,00**	**342 750,00**	**80 305,00**	**0,00**	**0,00**	**537 955,00**	
Component 2 Development	***Outcome 2.1***	***Output 2.1.1***	***Faculty of Technology and***	***62000***	***010003***	71200	International Consultants		25 000,00	25 000,00	10 000,00		60 000,00	**24**

of the Serbia's Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2)	***Serbia's NC4/BTR2 developed as combined report***	***Serbia's NC4/BTR2 developed as combined report***	***Metallurgy (FTM) [016434 SRB-Faculty of TechnologyMetal]***			71300	Local Consultants		12 000,00	20 000,00	15 000,00		47 000,00	**25**
						71800	Contractual Services-Impl. Partner			4 800,00	9 600,00	4 800,00	19 200,00	**26**
						71600	Travel				2 000,00	1 000,00	3 000,00	**27**
						72100	Contractual services - Companies		25 000,00	30 000,00	30 000,00		85 000,00	**28**
						72500	Supplies		1 000,00	1 000,00	1 755,00		3 755,00	**29**
						74200	Audio Visual & Print prod costs		15 000,00	20 000,00	15 000,00	20 000,00	70 000,00	**30**
						75700	Training Workshop and Conference		10 000,00	30 000,00	20 000,00		60 000,00	**31**
			Total FTM					**0,00**	**88 000,00**	**130 800,00**	**103 355,00**	**25 800,00**	**347 955,00**	
			Faculty of Physics - Institute for Meteorology (FP) [016435 SRB-Institute for Meteorology]	***62000***	***010003***	71300	Local Consultants			34 000,00	32 800,00		66 800,00	**32**
						71800	Contractual Services-Impl. Partner			9 600,00	9 600,00		19 200,00	**33**
						71600	Travel			2 000,00	2 000,00		4 000,00	**34**
						72100	Contractual services - Companies			17 000,00	25 000,00		42 000,00	**35**
						72400	Communication& Audio-visual Equip.			3 000,00	2 000,00		5 000,00	**36**
						72500	Supplies			1 000,00	1 000,00		2 000,00	**37**
						74200	Audio Visual & Print prod costs			5 000,00	6 000,00		11 000,00	**38**
						75700	Training Workshop and Conference			5 000,00	5 000,00		10 000,00	**39**
			Total FP					**0,00**	**0,00**	**76 600,00**	**83 400,00**	**0,00**	**160 000,00**	
			Ministry of Environmental Protection (MEP) [013568 SRB-Ministry of Environment]	***62000***	***010003***	71300	Local Consultants			4 000,00	7 000,00	3 000,00	14 000,00	**40**
						71800	Contractual Services-Impl. Partner			5 400,00	5 400,00		10 800,00	**41**
						71600	Travel			5 000,00	5 000,00		10 000,00	**42**

						72100	Contractual services - Companies			7 000,00	7 000,00		14 000,00	**43**
						74200	Audio Visual & Print prod costs				4 000,00	4 000,00	8 000,00	**44**
						75700	Training Workshop and Conference				1 600,00	1 600,00	3 200,00	**45**
			Total MEP					**0,00**	**0,00**	**21 400,00**	**30 000,00**	**8 600,00**	**60 000,00**	
		Total Output 2.1.1						**0,00**	**88 000,00**	**228 800,00**	**216 755,00**	**34 400,00**	**567 955,00**	
	Total Outcome 2.1							**0,00**	**88 000,00**	**228 800,00**	**216 755,00**	**34 400,00**	**567 955,00**	
Total Component 2								**0,00**	**88 000,00**	**228 800,00**	**216 755,00**	**34 400,00**	**567 955,00**	
Monitoring and Evaluation (M&E)	***M&E***	***M&E***	***Ministry of Environmental Protection (MEP) [013568 SRB-Ministry of Environment]***	***62000***	***010003***	71300	Local Consultants	3 000,00		2 000,00		2 000,00	7 000,00	**46**
						75700	Training Workshop and Conference	2 000,00		3 000,00		3 000,00	8 000,00	**47**
			Total MEP					**5 000,00**	**0,00**	**5 000,00**	**0,00**	**5 000,00**	**15 000,00**	
Total M&E								**5 000,00**	**0,00**	**5 000,00**	**0,00**	**5 000,00**	**15 000,00**	
Project Management Cost (PMC)	***PMC***	***PMC***	***Ministry of Environmental Protection (MEP) [013568 SRB-Ministry of Environment]***	***62000***	***010003***	71800	Contractual Services-Impl. Partner	11 400,00	23 900,00	23 900,00	23 900,00	11 400,00	94 500,00	**48**
						71600	Travel		1 500,00		1 500,00		3 000,00	**49**
						72400	Communication& Audio-visual Equip.	590,00	500,00	500,00	500,00	500,00	2 590,00	**50**
			Total MEP					**11 990,00**	**25 900,00**	**24 400,00**	**25 900,00**	**11 900,00**	**100 090,00**	
			UNDP [001981 UNDP]	***62000***	***010003***	74100	Professional Services		3 000,00	3 000,00	3 000,00	3 000,00	12 000,00	**51**
			Total UNDP					**0,00**	**3 000,00**	**3 000,00**	**3 000,00**	**3 000,00**	**12 000,00**	
Total PMC								**11 990,00**	**28 900,00**	**27 400,00**	**28 900,00**	**14 900,00**	**112 090,00**	
Total Project Grant								**131 890,00**	**459 650,00**	**341 505,00**	**245 655,00**	**54 300,00**	**1 233 000,00**	

Budget Note No.	Project Output (Budget Note Description)
1	**International consultants (total 74,950 USD)** to provide Activity data related to livestock, i.e. develop livestock survey and analyze results (500USD*30days = 15,000USD); improving accuracy of the GHG inventory for the AFOLU sector using remote sensing (500USD*30days = 15,000USD); improve GHG uncertainty (500USD*20days = 10,000USD); develop Training plan (650USD*23days = 14,950USD); develop Knowledge Management Strategy (800USD*25days = 20,000USD)
2	**Short term local consultants** will be engaged: for the development/compilation of BTR1 Chapters: Lead Technical Advisor, gender officer, institutional expert, innovation expert and sectoral consultants for the mitigation sections, TNA progress etc. **(appx. 354 working days*200 USD = 70,800USD)**
3	Contribution of the FTM Technical team to the implementation of activities under Output 1.1.1, 1.1.2, 1.1.4 and 1.1.5 by 48 weeks with 400 USD per week **(48 weeks*400USD = 19,200 USD)**
4	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences **(total 6,000 USD** for three years).
5	Companies will be engaged to work on development of the GHG inventory, MRV system operationalization and Communication plan **(total 74,505 USD**)
6	Various IT equipment (such as laptops, printers, PCs etc.), other IT tools and software to support the preparation of GHG Inventory and other BTR chapters; and Communications related expenses, including acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. (**total 22,500 USD** in a period of three years).
7	Supply costs related to the organization of technical workshops and the implementation of the Training Plan (e.g. flipcharts, pencils, pads) (**total 3,000 USD** for 3 years).
8	Publication/submission of the BTR1, design/usage of various communication materials or tools (such as videos, infographics, on-line surveys, PowerBi etc.), and translation costs (**total 30,000 USD**).
9	Workshops, Implementation of the Training Plan, Mentorship Programme **(total 60,000 USD)**
10	**International consultants** to support the micronarratives exercise **(30days*500USD=15,000USD)**
11	**Short term local consultants** will be engaged to support BTR1 development including transparency, monitoring and evaluation of adaptation actions, local adaptation planning, development of policy briefs etc. (approx.. **80 working days*200 USD = 16,000USD** for a period of two years).
12	Contribution of the FP Technical team to the implementation of activities under Output 1.1.3, 1.1.4 and 1.1.5 by 36 weeks with 400 USD per week **(36 weeks*400USD = 14,400 USD)**
13	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences **(total 4,000 USD for two years)**.
14	Companies will be engaged to work on development on various studies (nexus analyses for impact assessments, micronarratives) **(Total 36,000 USD)**
15	Various IT equipment (such as laptops, printers, PCs etc.), other IT tools and software to support the preparation of the BTR chapters; and Communications related expenses including acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. **(total 13,000 USD in a period of three years)**.
16	Trainings, Workshops to collect information and data needed for Serbia's BTR1 development **(total 3,600 USD)**
17	**Short term local consultants** will be engaged to support identification of areas of improvement, enhancing reporting-related capacity-building support needs, including flexibility provisions, translation **(approx.. 85 working days*200 USD= 17,000 USD** for a period of two years).
18	Contribution of the MEP technical team to the preparation of the BTR1 by 40,5 weeks with 400 USD per week (**40,5 weeks*400USD = 16,200 USD)**
19	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences (**total 8,800 USD** for two years).
20	Company will be engaged to provide support in strengthening the National Transparency Framework established within the CBIT project **(total 7,000 USD**)
21	Various IT equipment (such as laptops, printers, PCs etc.), other IT tools and software to support the preparation of the BTR chapters **in total value of 20,000 USD**.
22	Design/usage of various communication materials and tools (videos, infographics etc.) and translation **(total 3,000 USD**).
23	Trainings, Workshops to validate and disseminate the BTR1 **(total 3,000 USD)**
24	**International consultants (total 60,000 USD)** to: calculate detailed transport activity data using COPERT software (**500USD*20days = 10,000USD**); Gender Expert **(300USD*30days = 9,000USD**); enhance QA/QC **(500USD*20days = 10,000USD**); connect NDC with SDGs (**600USD*30days = 18,000USD**); develop methodologies for the assessment and monitoring of support needed and received for NDC implementation (**650USD*20days = 13,000USD**)
25	**Short term local consultants** will be engaged to support implementation of the Quality Assurance and Quality Control Plan, compile NC4/BTR2, including Lead Technical Advisor and gender officer **(appx. 235 working days*200 USD = 47,000 USD for a period of three years).**

26	Contribution of the FTM Technical team to the implementation of activities under Output 2.1.1, 2.1.2, 2.1.4, 2.1.5, 2.1.6 and 2.1.7 by 48 weeks with 400 USD per week **(48 weeks*400USD = 19,200 USD)**
27	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences (**total 3,000 USD** for two years).
28	Companies will be engaged to work on improvement of the GHG inventory and MRV system operationalization **(total 85,000 USD**).
29	Supply costs related to the organization of technical workshops and the implementation of the Training Plan (e.g. flipcharts, pencils, pads) (**total 3,755 USD** for three years).
30	Publication/submission of the NC4/BTR2, design/usage of various communication materials or tools (such as videos, infographics, on-line surveys, PowerBi etc.) to collect data, translation costs, implementation of the Communication Plan **(total 70,000 USD**).
31	Workshops, Implementation of the Training Plan in the areas of GHG inventory, NDC, transparency and mitigation, Mentorship Programme **(total 60,000 USD)**
32	**Short term local consultants** will be engaged to support NC4/BTR2 development including vulnerability and adaptation analyses in various sectors, using nexus approaches to the extent possible etc. (approx. **334 working days*200 USD = 66,800 USD** for a period of two years).
33	Contribution of the FP Technical team to the implementation of activities under Output 2.1.3, 2.1.4 and 2.1.5 by 48 weeks with 400 USD per week **(48 weeks*400USD = 19,200 USD)**
34	Travel expenses for related trainings, presentations and exchange of knowledge and experiences **(total 4,000 USD).**
35	Companies will be engaged to support implementation of the Knowledge Management Plan in the area of vulnerability and adaptation, implementation of the Gender and Climate Change Action Plan, and enhancing BTR/NC relevant capacity building at local level **(total 42,000 USD).**
36	Communications related expenses: acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. **(total 5,000 USD** in a period of two years).
37	Supply costs related to the organization of technical workshops and the implementation of the Training Plan (e.g. flipcharts, pencils, pads) (**total 2,000 USD** for two years).
38	Design/usage of various communication materials or tools (such as videos, infographics, on-line surveys, PowerBi etc.) to collect data, translation costs, implementation of the Communication Strategy **(total 11,000 USD**).
39	Workshops, Implementation of the Training Plan in the areas of vulnerability and adaptation **(total 10,000 USD)**
40	**Short term local consultant(s)** will be engaged to support: climate finance monitoring and reporting and institutional expert (appx. **70 working days*200 USD = 14,000 USD** for a period of three years).
41	Contribution of the MEP technical team to the preparation of the NC4/BTR2 by 27 weeks with 400 USD per week **(27 weeks*400USD = 10,800 USD)**
42	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences **(total 10,000 USD** for two years).
43	Company will be engaged to provide support in Implementation of the Knowledge Management Plan in all areas except vulnerability and adaptation **(total 14,000 USD**) .
44	Design/usage of various communication materials and tools (videos, infographics etc.) , translation (**total 8,000 USD**).
45	Trainings, Workshops to validate and disseminate the NC4/BTR2 **(total 3,200 USD)**
46	**Local consultants** to support organization of the inception workshop, mid-term stakeholders consultation workshop, end-of-project workshop, translation services **(35 working days*200 USD = total 7,000 USD)**
47	Inception workshop, mid-term stakeholders consultation workshop, end-of-project workshop **(total 8,000 USD)**
48	GEF contribution of Project Manager by 140 weeks with 450 USD per week **(sub-total 63.000 USD);** and Project Assistant by 140 weeks with 225 USD per week **(sub-total 31.500 USD). Total 94,500 USD over 4 years.**
49	Project management related travel (**total 3,000 USD for two years**).
50	Communications related expenses: acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. (**total 2,590 USD** in a period of 4 years).
51	Audit services **(total 12,000 USD)**

X. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of the Republic of Serbia and UNDP, signed on March 24, 1988. All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

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

XI. RISK MANAGEMENT

1. Consistent with the Article III of the SBAA *[or the Supplemental Provisions to the Project Document]*, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP's property in the Implementing Partner's custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:

a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;

b) assume all risks and liabilities related to the Implementing Partner's security, and the full implementation of the security plan.

2. 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 the Implementing Partner's obligations under this Project Document.

3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no 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 United Nations Security Council Consolidated Sanctions List, and that no UNDP funds received pursuant to the Project Document are used for money laundering activities. The United Nations Security Council Consolidated Sanctions List can be accessed via https://www.un.org/securitycouncil/content/un-sc-consolidated-list.

4. The Implementing Partner acknowledges and agrees that UNDP will not tolerate sexual harassment and sexual exploitation and abuse of anyone by the Implementing Partner, and each of its responsible parties, their respective sub-recipients and other entities involved in Project implementation, either as contractors or subcontractors and their personnel, and any individuals performing services for them under the Project Document.

(a) In the implementation of the activities under this Project Document, the Implementing Partner, and each of its sub-parties referred to above, shall comply with the standards of conduct set forth in the Secretary General's Bulletin ST/SGB/2003/13 of 9 October 2003, concerning "Special measures for protection from sexual exploitation and sexual abuse" ("SEA").

(b) Moreover, and without limitation to the application of other regulations, rules, policies and procedures bearing upon the performance of the activities under this Project Document, in the implementation of activities, the Implementing Partner, and each of its sub-parties referred to above, shall not engage in any form of sexual harassment ("SH"). SH is defined as any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment. SH may occur in the workplace or in connection with work. While typically involving a pattern of conduct, SH may take the form of a single incident. In assessing the reasonableness of expectations or perceptions, the perspective of the person who is the target of the conduct shall be considered.

5. a) In the performance of the activities under this Project Document, the Implementing Partner shall (with respect to its own activities), and shall require from its sub-parties referred to in paragraph 4 (with respect to their activities) that they, have minimum standards and procedures in place, or a plan to develop and/or improve such standards and procedures in order to be able to take effective preventive and investigative action. These should include: policies on sexual harassment and sexual exploitation and abuse; policies on whistleblowing/protection against retaliation; and complaints, disciplinary and investigative mechanisms. In line with this, the Implementing Partner will and will require that such sub-parties will take all appropriate measures to:

    i. Prevent its employees, agents or any other persons engaged to perform any services under this Project Document, from engaging in SH or SEA;

ii. Offer employees and associated personnel training on prevention and response to SH and SEA, where the Implementing Partner and its sub-parties referred to in paragraph 4 have not put in place its own training regarding the prevention of SH and SEA, the Implementing Partner and its sub-parties may use the training material available at UNDP;
iii. Report and monitor allegations of SH and SEA of which the Implementing Partner and its sub-parties referred to in paragraph 4 have been informed or have otherwise become aware, and status thereof;
iv. Refer victims/survivors of SH and SEA to safe and confidential victim assistance; and
v. Promptly and confidentially, record and investigate any allegations credible enough to warrant an investigation of SH or SEA. The Implementing Partner shall advise UNDP of any such allegations received and investigations being conducted by itself or any of its sub-parties referred to in paragraph 4 with respect to their activities under the Project Document, and shall keep UNDP informed during the investigation by it or any of such sub-parties, to the extent that such notification (i) does not jeopardize the conduct of the investigation, including but not limited to the safety or security of persons, and/or (ii) is not in contravention of any laws applicable to it. Following the investigation, the Implementing Partner shall advise UNDP of any actions taken by it or any of the other entities further to the investigation.

b) The Implementing Partner shall establish that it has complied with the foregoing, to the satisfaction of UNDP, when requested by UNDP or any party acting on its behalf to provide such confirmation. Failure of the Implementing Partner, and each of its sub-parties referred to in paragraph 4, to comply of the foregoing, as determined by UNDP, shall be considered grounds for suspension or termination of the Project.

6. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (http://www.undp.org/ses) and related Accountability Mechanism (http://www.undp.org/secu-srm).
7. The Implementing Partner shall: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
8. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
9. The Implementing Partner will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, responsible parties, subcontractors and sub-recipients in implementing the project or using UNDP funds.

10. In the implementation of the activities under this Project Document, UNDP places reasonable reliance upon the Implementing Partner for it to apply its laws, regulations and processes, and applicable international laws regarding anti money laundering and countering the financing of terrorism, to ensure consistency with the principles of then in force the UNDP Anti-Money Laundering and Countering the Financing of Terrorism Policy.

11. The Implementing Partner will ensure that its financial management, anti-corruption, anti-fraud and anti-money laundering and countering the financing of terrorism policies are in place and enforced for all funding received from or through UNDP.

12. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to the Implementing Partner: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. The Implementing Partner agrees to

the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.

13. In the event that an investigation is required, UNDP has the obligation to conduct investigations relating to any aspect of UNDP projects and programmes in accordance with UNDP's regulations, rules, policies and procedures. The Implementing Partner shall provide its full cooperation, including making available personnel, relevant documentation, and granting access to the Implementing Partner's (and its consultants', responsible parties', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with the Implementing Partner to find a solution.

14. The signatories to this Project Document will promptly inform one another in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where the Implementing Partner becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, the Implementing Partner will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). The Implementing Partner shall provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

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

Where such funds have not been refunded to UNDP, the Implementing Partner agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to the Implementing Partner for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud, corruption or other financial irregularity, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

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

16. Each contract issued by the Implementing Partner in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from the Implementing Partner shall cooperate with any and all investigations and post-payment audits.

17. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.

18. The Implementing Partner shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to each responsible party, subcontractor and sub-recipient and that all the

clauses under this section entitled “Risk Management Standard Clauses” are included, mutatis mutandis, in all sub-contracts or sub-agreements entered into further to this Project Document.

XII. MANDATORY ANNEXES

1. GEF Budget Template
2. Project Map and geospatial coordinates of the project area
3. Multi-year Workplan
4. UNDP Social and Environmental Screening Procedure (SESP)
5. UNDP Risk Register
6. Overview of Project Staff and technical consultancies/subcontracts
7. Stakeholder Engagement Plan
8. Gender Analysis and Gender Action Plan
9. Procurement Plan
10. GEF Core Indicators
11. GEF-8 taxonomy
12. Partners Capacity Assessment Tool and HACT assessment
13. UNDP Project Quality Assurance Report
14. End of Project Report (Template)

Annex 1: GEF Budget Template

Expenditure Category	Detailed Description	Component (USDeq.)					Total (USDeq.)	Responsible Entity
		Component 1	*Component 2*	*Sub-Total*	*M&E*	*PMC*		(Executing Entity receiving funds from the GEF Agency)[1]
		Sub-component 1.1	*Sub-component 2.1*					
Equipment	Communications related expenses, including acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. (total 7,500 USD in a period of three years).	7,500.00		7,500.00			7,500.00	FTM
Equipment	Various IT equipment (such as laptops, printers, PCs etc.), other IT tools and software to support the preparation of GHG Inventory and other BTR chapters in total value of 15,000 USD	15,000.00		15,000.00			15,000.00	FTM
Equipment	Communications related expenses including acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. (total 3,000 USD in a period of three years).	3,000.00		3,000.00			3,000.00	FP
Equipment	Various IT equipment (such as laptops, printers, PCs etc.), other IT tools and software to support the preparation of the BTR chapters in total value of 10,000 USD.	10,000.00		10,000.00			10,000.00	FP
Equipment	Various IT equipment (such as laptops, printers, PCs etc.), other IT tools and software to support the preparation of the BTR chapters in total value of 20,000 USD.	20,000.00		20,000.00			20,000.00	MEP
Equipment	Communications related expenses: acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. (total 5,000 USD in a period of two years).		5,000.00	5,000.00			5,000.00	FP
Equipment	Communications related expenses: acquisition of audio-visual equipment, telephone charges, e-mail subscription, postage etc. (total 2,590 USD in a period of 4 years).					2,590.00	2,590.00	MEP
Contractual Services – Individual	Contribution of the FTM Technical team to the implementation of activities under Output 1.1.1, 1.1.2, 1.1.4 and 1.1.5 by 48 weeks with 400 USD per week (48 weeks*400USD = 19,200 USD)	19,200.00		19,200.00			19,200.00	FTM

Contractual Services – Individual	Contribution of the FP Technical team to the implementation of activities under Output 1.1.3, 1.1.4 and 1.1.5 by 36 weeks with 400 USD per week (36 weeks*400USD = 14,400 USD)	14,400.00		14,400.00			14,400.00	FP
Contractual Services – Individual	Contribution of the MEP technical team to the preparation of the BTR1 by 40,5 weeks with 400 USD per week (40,5 weeks*400USD = 16,200 USD)	16,200.00		16,200.00			16,200.00	MEP
Contractual Services – Individual	Contribution of the FTM Technical team to the implementation of activities under Output 2.1.1, 2.1.2, 2.1.4, 2.1.5, 2.1.6 and 2.1.7 by 48 weeks with 400 USD per week (48 weeks*400USD = 19,200 USD)		19,200.00	19,200.00			19,200.00	FTM
Contractual Services – Individual	Contribution of the FP Technical team to the implementation of activities under Output 2.1.3, 2.1.4 and 2.1.5 by 48 weeks with 400 USD per week (48 weeks*400USD = 19,200 USD)		19,200.00	19,200.00			19,200.00	FP
Contractual Services – Individual	Contribution of the MEP technical team to the preparation of the NC4/BTR2 by 27 weeks with 400 USD per week (27 weeks*400USD = 10,800 USD)		10,800.00	10,800.00			10,800.00	MEP
Contractual Services – Individual	GEF contribution of Project Manager by 140 weeks with 450 USD per week (sub-total 63.000 USD); and Project Assistant by 140 weeks with 225 USD per week (sub-total 31.500 USD). Total 94,500 USD over 4 years.			-		94,500.00	94,500.00	MEP
Contractual Services – Company	Companies will be engaged to work on development of the GHG inventory, MRV system operationalization and Communication plan (total 74,505 USD)	74,505.00		74,505.00			74,505.00	FTM
Contractual Services – Company	Companies will be engaged to work on development on various studies (nexus analyses for impact assessments, micronarratives) (Total 36,000 USD)	36,000.00		36,000.00			36,000.00	FP
Contractual Services – Company	Company will be engaged to provide support in strengthening the National Transparency Framework established within the CBIT project (total 7,000 USD)	7,000.00		7,000.00			7,000.00	MEP
Contractual Services – Company	Companies will be engaged to work on improvement of the GHG inventory and MRV system operationalization (total 85,000 USD).		85,000.00	85,000.00			85,000.00	FTM

Contractual Services – Company	Companies will be engaged to support implementation of the Knowledge Management Plan in the area of vulnerability and adaptation, implementation of the Gender and Climate Change Action Plan, and enhancing BTR/NC relevant capacity building at local level (total 42,000 USD).		42,000.00	42,000.00			42,000.00	FP
Contractual Services – Company	Company will be engaged to provide support in Implementation of the Knowledge Management Plan in all areas except vulnerability and adaptation (total 14,000 USD) .		14,000.00	14,000.00			14,000.00	MEP
International Consultants	International consultants (total 74,950 USD) to provide Activity data related to livestock, i.e. develop livestock survey and analyze results (500USD*30days = 15,000USD); improving accuracy of the GHG inventory for the AFOLU sector using remote sensing (500USD*30days = 15,000USD); improve GHG uncertainty (500USD*20days = 10,000USD); develop Training plan (650USD*23days = 14,950USD); develop Knowledge Management Strategy (800USD*25days = 20,000USD)	74,950.00		74,950.00			74,950.00	FTM
International Consultants	International consultants to support the micronarratives exercise (30days*500USD=15,000USD)	15,000.00		15,000.00			15,000.00	FP
International Consultants	International consultants (total 60,000 USD) to: calculate detailed transport activity data using COPERT software (500USD*20days = 10,000USD); Gender Expert (300USD*30days = 9,000USD); enhance QA/QC (500USD*20days = 10,000USD); connect NDC with SDGs (600USD*30days = 18,000USD); develop methodologies for the assessment and monitoring of support needed and received for NDC implementation (650USD*20days = 13,000USD)		60,000.00	60,000.00			60,000.00	FTM
Local Consultants	Short term local consultants will be engaged: for the development/compilation of BTR1 Chapters: Lead Technical Advisor, gender officer, institutional expert, innovation expert and sectoral consultants for the mitigation sections, TNA progress etc. (appx. 354 working days*200 USD = 70,800USD)	70,800.00		70,800.00			70,800.00	FTM

Local Consultants	Short term local consultants will be engaged to support BTR1 development including transparency, monitoring and evaluation of adaptation actions, local adaptation planning, development of policy briefs etc. (approx. 80 working days*200 USD = 16,000USD for a period of two years).	16,000.00		16,000.00			16,000.00	FP
Local Consultants	Short term local consultants will be engaged to support identification of areas of improvement, enhancing reporting-related capacity-building support needs, including flexibility provisions, translation (approx. 85 working days*200 USD= 17,000 USD for a period of two years).	17,000.00		17,000.00			17,000.00	MEP
Local Consultants	Short term local consultants will be engaged to support implementation of the Quality Assurance and Quality Control Plan, compile NC4/BTR2, including Lead Technical Advisor and gender officer (appx. 235 working days*200 USD = 47,000 USD for a period of three years).		47,000.00	47,000.00			47,000.00	FTM
Local Consultants	Short term local consultants will be engaged to support NC4/BTR2 development including vulnerability and adaptation analyses in various sectors, using nexus approaches to the extent possible etc. (approx. 334 working days*200 USD = 66,800 USD for a period of two years).		66,800.00	66,800.00			66,800.00	FP
Local Consultants	Short term local consultant(s) will be engaged to support: climate finance monitoring and reporting and institutional expert (appx. 70 working days*200 USD = 14,000 USD for a period of three years).		14,000.00	14,000.00			14,000.00	MEP
Local Consultants	Local consultants to support organization of the inception workshop, mid-term stakeholders consultation workshop, end-of-project workshop, translation services (35 working days*200 USD = total 7,000 USD)			-	7,000.00		7,000.00	MEP
Trainings, Workshops, Meetings	Workshops, Implementation of the Training Plan, Mentorship Programme (total 60,000 USD)	60,000.00		60,000.00			60,000.00	FTM
Trainings, Workshops, Meetings	Trainings, Workshops to collect information and data needed for Serbia's BTR1 development (total 3,600 USD)	3,600.00		3,600.00			3,600.00	FP
Trainings, Workshops, Meetings	Trainings, Workshops to validate and disseminate the BTR1 (total 3,000 USD)	3,000.00		3,000.00			3,000.00	MEP

Trainings, Workshops, Meetings	Workshops, Implementation of the Training Plan in the areas of GHG inventory, NDC, transparency and mitigation, Mentorship Programme (total 60,000 USD)		60,000.00	60,000.00			60,000.00	FTM
Trainings, Workshops, Meetings	Workshops, Implementation of the Training Plan in the areas of vulnerability and adaptation (total 10,000 USD)		10,000.00	10,000.00			10,000.00	FP
Trainings, Workshops, Meetings	Trainings, Workshops to validate and disseminate the NC4/BTR2 (total 3,200 USD)		3,200.00	3,200.00			3,200.00	MEP
Trainings, Workshops, Meetings	Inception workshop, mid-term stakeholders consultation workshop, end-of-project workshop (total 8,000 USD)			-	8,000.00		8,000.00	MEP
Travel	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences (total 6,000 USD for three years).	6,000.00		6,000.00			6,000.00	FTM
Travel	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences (total 4,000 USD for two years).	4,000.00		4,000.00			4,000.00	FP
Travel	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences (total 8,800 USD for two years).	8,800.00		8,800.00			8,800.00	MEP
Travel	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences (total 3,000 USD for two years).		3,000.00	3,000.00			3,000.00	FTM
Travel	Travel expenses for related trainings, presentations and exchange of knowledge and experiences (total 4,000 USD).		4,000.00	4,000.00			4,000.00	FP
Travel	Travel expenses for related trainings, workshops, presentations and exchange of knowledge and experiences (total 10,000 USD for two years).		10,000.00	10,000.00			10,000.00	MEP
Travel	Project management related travel (total 3,000 USD for two years).			-		3,000.00	3,000.00	MEP
Office Supplies	Supply costs related to the organization of technical workshops and the implementation of the Training Plan (e.g. flipcharts, pencils, pads) (total 3,000 USD for 3 years).	3,000.00		3,000.00			3,000.00	FTM
Office Supplies	Supply costs related to the organization of technical workshops and the implementation of the Training Plan (e.g. flipcharts, pencils, pads) (total 3,755 USD for three years).		3,755.00	3,755.00			3,755.00	FTM

Office Supplies	Supply costs related to the organization of technical workshops and the implementation of the Training Plan (e.g. flipcharts, pencils, pads) (total 2,000 USD for two years).		2,000.00	2,000.00			2,000.00	FP
Other Operating Costs	Publication/submission of the BTR1, design/usage of various communication materials or tools (such as videos, infographics, on-line surveys, PowerBi etc.), and translation costs (total 30,000 USD).	30,000.00		30,000.00			30,000.00	FTM
Other Operating Costs	Design/usage of various communication materials and tools (videos, infographics etc.) and translation (total 3,000 USD).	3,000.00		3,000.00			3,000.00	MEP
Other Operating Costs	Publication/submission of the NC4/BTR2, design/usage of various communication materials or tools (such as videos, infographics, on-line surveys, PowerBi etc.) to collect data, translation costs, implementation of the Communication Plan (total 70,000 USD).		70,000.00	70,000.00			70,000.00	FTM
Other Operating Costs	Design/usage of various communication materials or tools (such as videos, infographics, on-line surveys, PowerBi etc.) to collect data, translation costs, implementation of the Communication Strategy (total 11,000 USD).		11,000.00	11,000.00			11,000.00	FP
Other Operating Costs	Design/usage of various communication materials and tools (videos, infographics etc.) , translation (total 8,000 USD).		8,000.00	8,000.00			8,000.00	MEP
Other Operating Costs	Audit services (total 12,000 USD)			-		12,000.00	12,000.00	UNDP
Grand Total		**537,955.00**	**567,955.00**	**1,105,910.00**	**15,000.00**	**112,090.00**	**1,233,000.00**	

Annex 2: Project map and Geospatial Coordinates of project sites



Annex 3: Multi Year Work Plan

Table 5. Multi Year Work Plan

Component	Outcomes	Outputs	2023				2024				2025				2026				2027			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1. Development of Serbia's First Biennial Transparency Report (BTR1)	1.1. Serbia's BTR1 developed as a stand-alone report	1.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases updated to 2022, for the sectors of Energy, IPPU, AFOLU and Waste using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories				**X**	**X**	**X**															
		1.1.2. Information necessary to track progress made in implementing and achieving the NDC up to 2022 provided,				**X**	**X**	**X**														

Component	Outcomes	Outputs	2023				2024				2025				2026				2027			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		including estimates of emissions avoided																				
		1.1.3. Information related to climate change impacts and adaptation up to 2022 provided				**X**	**X**	**X**	**X**													
		1.1.4. Information on financial, technology development and transfer and capacity-building support needed and received up to 2022 provided					**X**	**X**	**X**													
		1.1.5. Areas of improvement and other relevant information, including gender inclusion described					**X**	**X**														

Component	Outcomes	Outputs	2023				2024				2025				2026				2027			
			Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
		1.1.6. BTR1 compiled, adopted in a transparent and participatory process and submitted to UNFCCC by December 2024							**X**	**X**												
2. Development of Serbia's Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2)	2.1. Serbia's NC4/BTR2 developed as combined report	2.1.1. National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases updated to 2024 for the sectors of Energy, IPPU, AFOLU and Waste, using 2019 Refinement to the 2006 IPCC Guidelines for National Greenhouse Gas Inventories								**X**	**X**	**X**	**X**	**X**	**X**							

Component	Outcomes	Outputs	2023				2024				2025				2026				2027			
			Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
		2.1.2. Information necessary to track progress made in implementing and achieving the NDC up to 2024 provided									X	X	X	X	X							
		2.1.3. Information related to climate change impacts and adaptation up to 2024 provided and Adaptation Communication as component of the NC4/BTR2 prepared									X	X	X	X	X	X	X	X				
		2.1.4. Information on financial, technology development and transfer and capacity-building support needed and received up to											X	X	X	X	X	X				

Component	Outcomes	Outputs	2023				2024				2025				2026				2027			
			Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
		2024 provided																				
		2.1.5. Areas of improvement and other relevant information, including gender described													**X**	**X**	**X**	**X**				
		2.1.6. Information on research, systemic observation, education, training, public awareness and gender provided, in accordance with applicable guidelines in 17/CP.8 and 6/CP.25													**X**	**X**	**X**	**X**				
		2.1.7. NC4/BTR2 compiled, adopted in a transparent and participatory process and submitted to															**X**	**X**				

Component	Outcomes	Outputs	2023				2024				2025				2026				2027			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		UNFCCC by December 2026																				
3. Monitoring and Evaluation (M&E)	3.1. Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated	3.1.1. Inception workshop organized, and Inception Report compiled				**X**																
		3.1.2. Project annual financial and progress reports and Annual Status Surveys prepared				X	**X**		**X**	**X**	**X**		**X**	**X**	**X**		**X**	**X**	**X**			
		3.1.3. End of Project report including lessons learnt compiled																		**X**		

Annex 4: UNDP Social and Environmental Screening Procedure (SESP)

Social and Environmental Screening Template (2021 SESP Template, Version 1)

Project Information

Project Information	
1. Project Title	Development of the First Biennial Transparency Report (BTR1) and the combined Fourth National Communication and Second Biennial Transparency Report (NC4/BTR2) of Serbia to UNFCCC
2. Project Number (i.e. Atlas project ID, PIMS+)	00136379 (Award No.) / 00127314 (Output No.) / PIMS+ ID: 6719
3. Location (Global/Region/Country)	Republic of Serbia
4. Project stage (Design or Implementation)	Design
5. Date	19 September 2022

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

QUESTION 1: How Does the Project Integrate the Programming Principles in Order to Strengthen Social and Environmental Sustainability?
Briefly describe in the space below how the project mainstreams the human rights-based approach
Serbia has actively adhered to the principles of mainstreaming human rights in its national legislation and government policies. The country has ratified and participated in several international human rights conventions and protocols. Additionally, Serbia has adopted national strategies towards gender equality and against discrimination. The main objective of this project to prepare and submit Serbia's First Biennial Transparency Report (1BTR) and the combined Fourth National Communication and Second Biennial Transparency Report (4NC/2BTR) to the UN Framework Convention on Climate Change (UNFCCC) and establish biennial reporting cycle under the UNFCCC to identify policy frameworks for the effective integration of mitigation and adaptation measures into Serbia's national strategies. Throughout the project implementation, specific emphasis will be placed on gender-related aspects, as well as on equal human rights to safety, healthcare, and education. The proposed project will mainstream a clearly defined human-rights based approach through its design and activities. Project activities will support the implementation of transparent monitoring, information, and knowledge management as well as broad community engagement and participation through a highly participatory approach, which is indispensable for implementation of climate action, while fostering opportunities for public participation in decision-making and development of people's living environment. In this way, the project will support the right to information and will aim to reflect the views of various stakeholders, including minorities, marginalized and vulnerable groups in the project design and operation. The project activity plan is expected to contribute to the further improvement of quality of life and the advancement of equal human rights to a safe and clean environment, while also promoting climate action.

Briefly describe in the space below how the project is likely to improve gender equality and women's empowerment
The normative, policy and institutional framework for gender equality have been developed in Serbia, but still there are efforts needed to enhance women's equal participation in the economy, social life and decision-making processes. Women in Serbia have lower access to natural resources due to low land ownership. Gender mainstreaming is gradually introduced in public policy making, as well as gender responsive budgeting, but there is still a need to extend and introduce gender mainstreaming in all policies and programs related to climate change and environmental protection. The gender dimension in the 1BTR and 4NC/2BTR project will be meaningfully involved, not only considering women as beneficiaries but also in the decision-making process of climate change-related activities. Moreover, understanding how the different social roles and economic status of men and women affect, and are affected differently by climate change will be considered during the assessment of adaptation and mitigation actions. In this sense, the update of the national circumstances under each chapter of the 1BTR and 4NC/2BTR will consider the gender dimension to better understand how the different roles of men and women in Serbia may affect the country's ability to deal with mitigating of and adapting to climate change. The project will further support the improvement of gender equality in the country by taking a gender responsive approach to promote gender equality and women's empowerment in the design and execution of all project outputs. The project will strengthen institutional capacities and create enabling policy environment, taking care that stakeholders and policy making processes are gender sensitive, and along with other capacities, institutions will increase capacities for gender mainstreaming in policies, programs and budgets. Dissemination activities will ensure that best practices for promoting women's engagement in climate change action are visible and will motivate other women to consider engaging in similar actions.
Briefly describe in the space below how the project mainstreams sustainability and resilience
Mainstreaming sustainable low carbon development and resilience is at the core of the project strategy. The main objective of this project to prepare Serbia's 1BTR and 4NC/2BTR to the UNFCCC and establish biannual reporting cycle under the UNFCCC to identify policy frameworks for the effective integration of mitigation and adaptation measures into Serbia's national strategies. Identified climate mitigation and adaptation measures are aimed to reduce vulnerabilities and strengthens the resilience of communities such as to shocks, emergency situations, conflict, anticipated impacts of climate change and disaster risks. All government institutions dealing with the environment will use and need to use the information that will be generated with the 1BTR and the 4NC/2BTR. In addition, all project components comprise a set of capacity development activities that will serve to reinforce the resilience and institutional and environmental sustainability of project outcomes. This includes training programmes and public awareness campaigns targeted to technical staff, decision-makers, and key conservation and environmental development practitioners. Environmental sustainability will thus be mainstreamed in the project through all its activities, and the environmental management capacities of country partners will be strengthened.
Briefly describe in the space below how the project strengthens accountability to stakeholders
Fostering participatory approach is one of the key principles of the project's strategy. The implementation of climate action is only possible with the participation of all relevant institutions, wider stakeholders, particularly marginalized and excluded groups. The project, implemented by donors and with strong support from the Serbian Government, will actively involve all relevant public, private and state-level stakeholders and organize public events, consultations, workshops with their participation and engagement. These consultations will provide an opportunity for the stakeholders to raise their concerns. Also, the project design foresees the establishment of working groups, to be used as the instrument for consultation and meaningful participation ensuring access to relevant information to primary stakeholders coming from the public, private and civil sector.

Part B. Identifying and Managing Social and Environmental Risks

QUESTION 2: What are the Potential Social and Environmental Risks? *Note: Complete SESP Attachment 1 before responding to Question 2.*	**QUESTION 3: What is the level of significance of the potential social and environmental risks?** *Note: Respond to Questions 4 and 5 below before proceeding to Question 6.*			**QUESTION 6: Describe the assessment and management measures for each risk rated Moderate, Substantial or High.**
Risk Description ***(broken down by event, cause, impact)***	***Impact and Likelihood (1-5)***	***Significance*** ***(Low, Moderate Substantial, High)***	***Comments (optional)***	***Description of assessment and management measures for risks rated as Moderate, Substantial or High***
Risk 1: The government agencies may fail to fully realize their obligations and responsibilities to respect, promote and mainstream human rights in relation to the proposed project and exclude potentially affected marginalized groups from fully participating in the project assessments. **Checklist Question P.2** **Checklist question P13**	I = 2 L=2	**Low**	Development of national reports will be done in a participatory manner to ensure commitment and ownership of all relevant institutions and stakeholders. The project will identify marginalized groups that may be particularly affected by the impacts of climate change and will make sure that those marginalized groups are fully involved in the project related assessments. Also, the project will ensure expert support during implementation of project activities to complement lack of Governmental capacities, including the engagement of Human rights experts. The project will establish a	**As risk is low, no further assessment and/or management measures are needed.**

			permanent project Working Group comprised of relevant Government counterparts and other stakeholders, including experts and representatives of academia, but also representatives of identified marginalized groups, as appropriate. In this way, the gap in the capacity of competent Government institutions will be overbridged but also assist government agencies to realize their obligations and responsibilities to respect, promote and mainstream human rights in relation to the proposed project. The project will involve relevant experts, CSOs and other stakeholders that can facilitate the provision of accurate data and information and evaluate the impacts and risks of inadequate implementation and non-implementation of climate change policies, as well as possible social and environmental risks, including their impacts on marginalized groups. Developed reports, studies and data will be publicly available through extensive consultative process as an obligatory	

			instrument that guarantee to all persons the right to free, active, meaningful, and informed participation in public affairs as a precondition or catalyst for the realization and enjoyment of human rights.	
Risk 2: Lack of gender disaggregated data and information may affect gender sensitivity of BTR1 and NC4/BTR2 **Checklist Question P.9**	I = 2 L = 2	**Low**	In the project inception phase, the project team will prepare gender action plan with a gender consultant which will particularly focus on the additional assistance in sourcing gender disaggregated data and information per sectors, where possible. Also, the project team will additionally engage a gender consultant who will specifically work on the integration of gender considerations into the assessment of climate mitigation and adaptation measures and make the reports gender sensitive.	**As risk is low, no further assessment and/or management measures are needed.**
Risk 3: Generation of inaccurate or incorrect information related to current vulnerabilities, impacts of climate change and disasters related to climate change that could be used by the country's authorities for specific activities (infrastructure, urban settlements, production agriculture, detection and early warning of extreme hydrometeorological events, for	I = 2 L =2	**Low**	The project will put special emphasis enhancing capacities on collection and preparation of the quality climate data, GHG emissions per sector to achieve adequate climate projections, climate change vulnerability assessments and related climate adaptation measures, as well as climate mitigation	**As risk is low, no further assessment and/or management measures are needed.**

example) and generating a negative result. Lack and low quality of data on GHG emissions per sector can result in non-adequate climate mitigation scenario and impact relevance of mitigation measures. **Checklist Question 2.3** **(Standard 2)**			scenarios and relevant mitigation measures. This will be critically and appropriately scrutinized and examined to ensure that the recommended procedures and measures are applicable. To ensure accurate results and reports, the project will ensure involvement of technical experts from related areas as well as institutions, academia and stakeholders in all relevant processes.	
Risk 4. The project team and/or project partners and stakeholders unintentionally contribute to the further spread Covid. **Checklist Question 3.4 (Standard 3)**	I = 3 L = 1	Low	The project will employ videoconferencing equipment/tools for virtual meetings and workshops, revise workplan, apply social distancing and provide personal protective equipment (PPE) to prevent exposure among project staff, stakeholders and participants as and when necessary. Upfront to the commencement of the project, a risk assessment of the potential impact of the Covid-19 pandemic will be performed and measures to mitigate its effect on the project will be identified and implemented. The impact of the Covid-19 on the project progress will be closely	**As risk is low, no further assessment and/or management measures are needed.**

			monitored and the adaptive management will be used to minimize, and address impacts it may have on the availability of technical expertise, capacity and changes in timelines. Project will focus on strengthening capacity and experience for remote work and online interactions as well as limited remote data and information access.			
	QUESTION 4: What is the overall project risk categorization? *Note: Project categorization is determined by the highest level of significance of identified risks across all potential risk areas (as rated in Question 3).*					
	Low Risk		x	This project bears low risk for human rights, gender equality - women's empowerment, and climate change - disaster risks.		
	Moderate Risk		☐			
	Substantial Risk		☐			
	High Risk		☐			
	QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are triggered? (check all that apply)					
	Question only required for Moderate, Substantial and High Risk projects.					
	Is assessment required? (check if "yes")		☐			***Status? (completed, planned)***

	if yes, indicate overall type and status		☐	Targeted assessment(s)	
			☐	ESIA (Environmental and Social Impact Assessment)	
			☐	SESA (Strategic Environmental and Social Assessment)	
	Are management plans required? (check if "yes)	☐			
	If yes, indicate overall type		☐	Targeted management plans (e.g. Indigenous Peoples Plan, Resettlement Action Plan, others)	
			☐	ESMP (Environmental and Social Management Plan)	
			☐	ESMF (Environmental and Social Management Framework)	
	Based on identified <u>risks</u>, which Principles/Project-level Standards triggered?		**Comments (not required)**		
	Overarching Principle: Leave No One Behind	---			
	Human Rights	☐			
	Gender Equality and Women's Empowerment	☐			
	Accountability	☐			
	1. Biodiversity Conservation and Sustainable Natural Resource Management	☐			
	2. Climate Change and Disaster Risks	☐			
	3. Community Health, Safety and Security	☐			

	4. Cultural Heritage	☐	
	5. Displacement and Resettlement	☐	
	6. Indigenous Peoples	☐	
	7. Labour and Working Conditions	☐	
	8. Pollution Prevention and Resource Efficiency	☐	

Final Sign Off

Final Screening at the design-stage is not complete until the following signatures are included.

Signature	***Date***	***Description***
QA Assessor	November 2023	Ljiljana Veljkovic, UNDP Project Officer
QA Approver	November 2023	Fabrizio Andreuzzi, Deputy Resident Representative (DRR)
PAC Chair		UNDP chair of the PAC. In some cases PAC Chair may also be the QA Approver.

SESP Attachment 1. Social and Environmental Risk Screening Checklist

Checklist Potential Social and Environmental Risks		
INSTRUCTIONS: The risk screening checklist will assist in answering Questions 2-6 of the Screening Template. Answers to the checklist questions help to (1) identify potential risks, (2) determine the overall risk categorization of the project, and (3) determine required level of assessment and management measures. Refer to the SES toolkit for further guidance on addressing screening questions.		
Overarching Principle: Leave No One Behind		**Answer (Yes/No)**
Human Rights		
P.1	Have local communities or individuals raised human rights concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
P.2	Is there a risk that duty-bearers (e.g. government agencies) do not have the capacity to meet their obligations in the project?	Yes
P.3	Is there a risk that rights-holders (e.g. project-affected persons) do not have the capacity to claim their rights?	No
Would the project potentially involve or lead to:		---
P.4	adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
P.5	inequitable or discriminatory impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups, including persons with disabilities? [7]	No
P.6	restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	No
P.7	exacerbation of conflicts among and/or the risk of violence to project-affected communities and individuals?	No
Gender Equality and Women's Empowerment		
P.8	Have women's groups/leaders raised gender equality concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
Would the project potentially involve or lead to:		---
P.9	adverse impacts on gender equality and/or the situation of women and girls?	Yes
P.10	reproducing discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	No
P.11	limitations on women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services?	No

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

	For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being	
P.12	exacerbation of risks of gender-based violence? *For example, through the influx of workers to a community, changes in community and household power dynamics, increased exposure to unsafe public places and/or transport, etc*.	No
Sustainability and Resilience: Screening questions regarding risks associated with sustainability and resilience are encompassed by the Standard-specific questions below		
Accountability		
Would the project potentially involve or lead to:		---
P.13	exclusion of any potentially affected stakeholders, in particular marginalized groups and excluded individuals (including persons with disabilities), from fully participating in decisions that may affect them?	Yes
P.14	grievances or objections from potentially affected stakeholders?	No
P.15	risks of retaliation or reprisals against stakeholders who express concerns or grievances, or who seek to participate in or to obtain information on the project?	No
Project-Level Standards		
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management		
Would the project potentially involve or lead to:		---
1.1	adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? *For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes*	No
1.2	activities within or adjacent to critical habitats and/or environmentally sensitive areas, including (but not limited to) legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	No
1.3	changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4	risks to endangered species (e.g. reduction, encroachment on habitat)?	No
1.5	exacerbation of illegal wildlife trade?	No
1.6	introduction of invasive alien species?	No
1.7	adverse impacts on soils?	No
1.8	harvesting of natural forests, plantation development, or reforestation?	No
1. 9	significant agricultural production?	No
1. 10	animal husbandry or harvesting of fish populations or other aquatic species?	No

1.11	significant extraction, diversion or containment of surface or ground water? *For example, construction of dams, reservoirs, river basin developments, groundwater extraction*	No
1.12	handling or utilization of genetically modified organisms/living modified organisms?[8]	No
1.13	utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)[9]	No
1.14	adverse transboundary or global environmental concerns?	No
Standard 2: Climate Change and Disaster Risks		
Would the potentially involve or lead to:		---
2.1	areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	No
2.2	outputs and outcomes sensitive or vulnerable to potential impacts of climate change? *For example, through increased precipitation, drought, temperature, salinity, extreme events*	No
2.3	direct or indirect increases in vulnerability to climate change impacts or disasters now or in the future (also known as maladaptive practices)? *For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding*	Yes
2.4	increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	No
Standard 3: Community Health, Safety and Security		
Would the potentially involve or lead to:		---
3.1	construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	No
3.2	air pollution, noise, vibration, traffic, injuries, physical hazards, poor surface water quality due to runoff, erosion, sanitation?	No
3.3	harm or losses due to failure of structural elements of the project (e.g. collapse of buildings or infrastructure)?	No
3.4	risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	Yes
3.5	transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.6	adverse impacts on ecosystems and ecosystem services relevant to communities' health (e.g. food, surface water purification, natural buffers from flooding)?	No
3.7	influx of project workers to project areas?	No
3.8	engagement of security personnel to protect facilities and property, or to support project activities?	No

[8] See the Convention on Biological Diversity and its Cartagena Protocol on Biosafety.
[9] See the Convention on Biological Diversity and its Nagoya Protocol on access and benefit sharing from use of genetic resources.

Standard 4: Cultural Heritage		
Would the project potentially involve or lead to:		---
4.1	activities adjacent to or within a Cultural Heritage site?	No
4.2	significant excavations, demolitions, movement of earth, flooding or other environmental changes?	No
4.3	adverse impacts to sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.4	alterations to landscapes and natural features with cultural significance?	No
4.5	utilization of tangible and/or intangible forms (e.g. practices, traditional knowledge) of Cultural Heritage for commercial or other purposes?	No
Standard 5: Displacement and Resettlement		
Would the project potentially involve or lead to:		---
5.1	temporary or permanent and full or partial physical displacement (including people without legally recognizable claims to land)?	No
5.2	economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
5.3	risk of forced evictions?[10]	No
5.4	impacts on or changes to land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No
Standard 6: Indigenous Peoples		
Would the project potentially involve or lead to:		---
6.1	areas where indigenous peoples are present (including project area of influence)?	No
6.2	activities located on lands and territories claimed by indigenous peoples?	No
6.3	impacts (positive or negative) to the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? *If the answer to screening question 6.3 is "yes", then the potential risk impacts are considered significant and the project would be categorized as either Substantial Risk or High Risk*	No
6.4	the absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No

[10] Forced eviction is defined here as the permanent or temporary removal against their will of individuals, families or communities from the homes and/or land which they occupy, without the provision of, and access to, appropriate forms of legal or other protection. Forced evictions constitute gross violations of a range of internationally recognized human rights.

6.5	the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6	forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? *Consider, and where appropriate ensure, consistency with the answers under Standard 5 above.*	No
6.7	adverse impacts on the development priorities of indigenous peoples as defined by them?	No
6.8	risks to the physical and cultural survival of indigenous peoples?	No
6.9	impacts on the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? *Consider, and where appropriate ensure, consistency with the answers under Standard 4 above.*	No
Standard 7: Labour and Working Conditions		
Would the project potentially involve or lead to: (note: applies to project and contractor workers)		---
7.1	working conditions that do not meet national labour laws and international commitments?	No
7.2	working conditions that may deny freedom of association and collective bargaining?	No
7.3	use of child labour?	No
7.4	use of forced labour?	No
7.5	discriminatory working conditions and/or lack of equal opportunity?	No
7.6	occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life-cycle?	No
Standard 8: Pollution Prevention and Resource Efficiency		
Would the project potentially involve or lead to:		---
8.1	the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
8.2	the generation of waste (both hazardous and non-hazardous)?	No
8.3	the manufacture, trade, release, and/or use of hazardous materials and/or chemicals?	No
8.4	the use of chemicals or materials subject to international bans or phase-outs? *For example, DDT, PCBs and other chemicals listed in international conventions such as the Montreal Protocol, Minamata Convention, Basel Convention, Rotterdam Convention, Stockholm Convention*	No
8.5	the application of pesticides that may have a negative effect on the environment or human health?	No
8.6	significant consumption of raw materials, energy, and/or water?	No

Annex 5: UNDP Risk Register

Table 6. UNDP Risk Register

#	Description	Risk Category	Impact & Probability	Risk Treatment / Management Measures	Risk Owner
1	Lack of management experience of the Implementing Partner to ensure full, participatory and gender-sensitive implementation of all project activities.	Organizational	In case this risk occurs, the project implementation will be slowed down. L = 3 I = 3 Risk level = Moderate	Inclusion of third parties (responsible parties) to assist the Ministry in the implementation of the project. Necessary capacity assessments on the MEP and the proposed responsible parties have been conducted during the project design phase, indicating low risk of such setup.	Project Board and UNDP by their oversight functions and responsibilities
2	Political authorities may not prioritize the obligations defined under the UNFCCC and the Paris Agreement due to other pressing concerns.	Strategic	In case this risk occurs, Serbia might not be able to submit BTR1 and NC4/BTR2 to the UNFCCC Secretariat on time. L = 3 I = 2 Risk level = Low	UNFCCC focal point, MEP and the project team shall provide additional information on the importance of climate change and its link with GHG levels and also on the importance of mitigation activities and their cause-effect link with adaptation measures. Obligations defined under the Paris agreement and EU accession requirements will support the strengthening of Serbia's wider enhanced transparency framework to be highly-ranked on the political agenda.	MEP and the Project Board
3	Low level of coordination among institutions and stakeholders in the process of development of the BTR1-NC4/BTR2, due to potential low commitment and ownership by the relevant institutions.	Operational	BTR1 and NC4/BTR2 might not be fully consistent with relevant national strategic priorities. L = 3 I = 2 Risk level = Low	Activities related to the strengthening of institutional arrangements and a Stakeholders Engagement plan elaborated in the project document. The project will establish an Inter-Institutional Technical Working Group (WG) for the preparation of the BTR1 and NC4/BTR2, including representatives of a wide range of relevant parties (governmental institutions, business sector, CSOs[11]) that will be closely engaged and consulted in every step of project implementation, ensuring effective coordination and a transparent process where all voices are heard.	MEP and Project Manager
4	Government institutions, public and private companies may be unwilling to provide data or unable to provide/process data due to insufficient technical and human capacity.	Operational	The quality of assessments will be lower than planned and/or not viable. L = 3 I = 4 Risk level = Substantial	Representatives of all relevant institutions/companies will be involved in the process from the very beginning. MEP will sign MoUs or other forms of official cooperation in order to provide data to the project. The project team shall provide necessary technical assistance in data gathering and	MEP and Project Manager

[11] Engagement of the Civil Society Organizations shall be conducted as per the "Guideline for the inclusion of civil society organizations in the working group for the drafting of a draft public policy proposal", adopted in November 2021

				processing, complemented with international/regional expertise when needed. Strengthening technical capacities and knowledge of the relevant institutions and their experts will be conducted during the project tenure via various trainings, information and lessons learnt exchange. Moreover, the knowledge management strategy will guarantee that the acquired knowledge will remain in the institutions.	
5	Lack of data in general.	Operational	Recommendations from the BUR and BTR technical review process will not be fully addressed and the BTR1 and NC4/BTR2 shall not be developed in a transparent manner. L = 3 I = 2 Risk level = Low	The project team will put additional efforts to collect data with innovative measures or support putting in place sustainable procedures for data collection, where needed.	MEP and Project Manager
6	Lack of horizontal coordination across ministries and agencies.	Regulatory	This risk could hinder data collection and analysis. L = 2 I = 4 Risk level = Moderate	The MEP will invest significant efforts to improve horizontal coordination on climate change in the country. The project will support development of necessary legislation for mandatory data reporting from sectoral ministries and other relevant bodies. The project will strengthen the capacity of key ministries and agencies to ensure that they are able to provide the necessary data in a given format and time frame.	MEP and Project Board
7	Lengthy BTR1-NC4/BTR2 adoption and submission process due to political instability or government changes.	Operational	Reports prepared as planned but submitted to UNFCCC following the deadline (31 December 2024 for BTR1 and 31 December 2026 for NC4/BTR"). L = 3 I = 2 Risk level = Low	Addressing risks 2, 4 and 6, including raising awareness of Serbia's obligations towards international treaties and communities and importance of mitigation/adaptation measures, signing MoUs with national institutions on data provisions and improving horizontal coordination are considered as mitigation measures for this risk as well.	MEP and Project Board
8	The government agencies may fail to fully realize their obligations and responsibilities to respect, promote and mainstream human rights in relation to the proposed project and exclude potentially affected marginalized groups from fully participating in the project assessments.	Social and Environmental	The BTR1 and NC4/BTR2 would not reflect the views of those marginalized groups and stakeholders that are mostly affected by climate change. I = 2 L=2 Risk level = Low	Development of national reports will be done in a participatory manner to ensure commitment and ownership of all relevant institutions and stakeholders. The project will identify marginalized groups that may be particularly affected by the impacts of climate change and will make sure that those marginalized groups are fully involved in the project related assessments. Also, the project will ensure expert support during implementation of project activities to complement lack of Governmental capacities, including the engagement of Human rights experts. The	MEP and Project Board

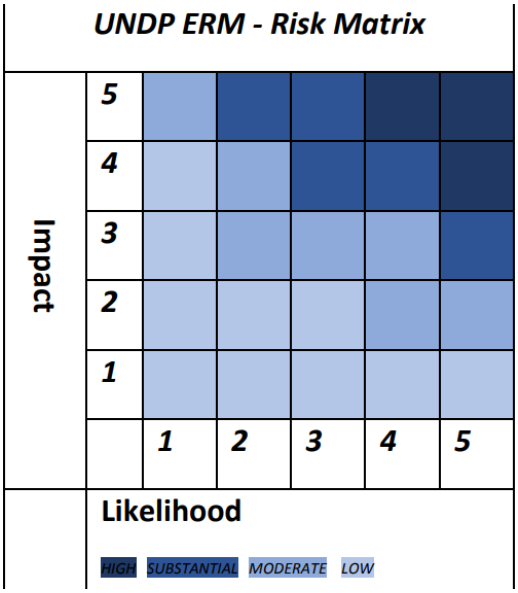
				project will establish a permanent project Working Group comprised of relevant Government counterparts and other stakeholders, including experts and representatives of academia, but also representatives of identified marginalized groups, as appropriate. In this way, the gap in the capacity of competent Government institutions will be overbridged but also assist government agencies to realize their obligations and responsibilities to respect, promote and mainstream human rights in relation to the proposed project. The project will involve relevant experts, CSOs and other stakeholders that can facilitate the provision of accurate data and information and evaluate the impacts and risks of inadequate implementation and non-implementation of climate change policies, as well as possible social and environmental risks, including their impacts on marginalized groups. Developed reports, studies and data will be publicly available through extensive consultative process as an obligatory instrument that guarantee to all persons the right to free, active, meaningful, and informed participation in public affairs as a precondition or catalyst for the realization and enjoyment of human rights.	
9	Lack of gender disaggregated data and information	Social and Environmental	This risk may affect the gender sensitivity of the BTR1 and NC4/BTR2. I = 2 L=2 Risk level = Low	In the project inception phase, the project team will prepare gender action plan with a gender consultant which will particularly focus on the additional assistance in sourcing gender disaggregated data and information per sectors, where possible. Also, the project team will additionally engage a gender consultant who will specifically work on the integration of gender considerations into the assessment of climate mitigation and adaptation measures and make the reports gender sensitive.	MEP and Project Manager
10	Generation of inaccurate or incorrect information related to current vulnerabilities, impacts of climate change and disasters related to climate change that could be used by the country's authorities for specific activities (infrastructure, urban settlements, production agriculture, detection and early warning of extreme hydrometeorological events, for example) and generating	Social and Environmental	The quality of assessments will be lower than planned and/or not viable. I = 2 L=2 Risk level = Low	The project will put special emphasis enhancing capacities on collection and preparation of the quality climate data, GHG emissions per sector to achieve adequate climate projections, climate change vulnerability assessments and related climate adaptation measures, as well as climate mitigation scenarios and relevant mitigation measures. This will be critically and appropriately scrutinized and examined to ensure that the recommended procedures and measures are applicable. To ensure accurate results and reports, the project will ensure involvement of technical	MEP and Project Manager

	a negative result. Lack and low quality of data on GHG emissions per sector can result in non-adequate climate mitigation scenario and impact relevance of mitigation measures.			experts from related areas as well as institutions, academia and stakeholders in all relevant processes.	
11	The project team and/or project partners and stakeholders unintentionally contribute to the further spread Covid.	Social and Environmental	Negative impacts on human health and delays in project implementation. I = 3 L = 1 Risk level = Low	The project will employ videoconferencing equipment/tools for virtual meetings and workshops, revise workplan, apply social distancing and provide personal protective equipment (PPE) to prevent exposure among project staff, stakeholders and participants as and when necessary. Upfront to the commencement of the project, a risk assessment of the potential impact of the Covid-19 pandemic will be performed and measures to mitigate its effect on the project will be identified and implemented. The impact of the Covid-19 on the project progress will be closely monitored and the adaptive management will be used to minimize, and address impacts it may have on the availability of technical expertise, capacity and changes in timelines. Project will focus on strengthening capacity and experience for remote work and online interactions as well as limited remote data and information access.	MEP and Project Manager

L = **likelihood** based on 1-5 scale (1 = Not likely; 5 = Expected)

I = **impact** based on 1-5 scale (1 = Negligible 5 = Extreme)

Based on Likelihood and Impact, the Risk Matrix below is used to identify the Risk Level (high, Substantial, Moderate or Low)



Annex 6: Overview of Project Staff and Technical Consultancies

Table 7. Overview of Project Staff and Technical Consultancies

Consultant	Time Input	Tasks, Inputs and Outputs
For Project Management		
Local / National contracting		
Project Manager/Coordinator *Rate: $450/week*	*140 weeks / over 4 years*	*The Project Manager (PM), together with the Lead Technical Advisor will be responsible for the overall management of the project, including the mobilization of all project inputs, supervision over project staff, consultants and sub-contractors.* *Duties and Responsibilities* • *Manage the overall conduct of the project.* • *Plan the activities of the project and monitor progress against the approved workplan.* • *Execute activities by managing personnel, goods and services and training, including drafting terms of reference and work specifications, and overseeing all contractors' work.* • *Monitor events as determined in the project monitoring plan, and update the plan as required.* • *Provide support for completion of assessments required by UNDP, spot checks and audits.* • *Manage requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form.* • *Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports.* • *Monitor progress, watch for plan deviations and make course corrections when needed within project board-agreed tolerances to achieve results.* • *Ensure that changes are controlled, and problems addressed.* • *Perform regular progress reporting to the project board as agreed with the board, including measures to address challenges and opportunities.* • *Prepare and submit financial reports to UNDP on a quarterly basis.* • *Manage and monitor the project risks – including social and environmental risks - initially identified and submit new risks to the Project Board for consideration and decision on possible actions if required; update the status of these risks by maintaining the project risks log.* • *Capture lessons learned during project implementation.* • *Prepare revisions to the multi-year workplan, as needed, as well as annual and quarterly plans if required.* • *Prepare the inception report no later than one month after the inception workshop.* • *Ensure that the indicators included in the project results framework are monitored annually.* • *Assess major and minor amendments to the project within the parameters set by UNDP-GEF.* • *Monitor implementation plans including the gender action plan, stakeholder engagement plan, and any environmental and social management plans.* • *Monitor and track progress against the GEF Core indicators.* • *Prepare the End of Project report and complete NC/BTR Annual Status Surveys.* • *Add technical tasks as necessary.*
Project Assistant *Rate: $225/week*	*140 weeks / over 4 years*	*Duties and Responsibilities* *Under the guidance and supervision of the Project Manager, the Project Assistant will carry out the following tasks:* • *Assist the Project Manager in day-to-day management and oversight of project activities.* • *Assist M&E activities and knowledge resources management.* • *Assist in the preparation of progress reports.* • *Ensure all project documentation (progress reports, consulting and other technical reports, minutes of meetings, etc.) are properly maintained in hard and electronic copies in an efficient and readily accessible filing system.* • *Provide PMU-related administrative and logistical assistance.*
For Technical Assistance		
Across both Outcome 1: Serbia's BTR1 developed as stand-alone report and Outcome 2: Serbia's NC4/BTR2 developed as combined report		
Local / National contracting		

Consultant	Time Input	Tasks, Inputs and Outputs
Lead Technical Advisor *Rate: $200/day*	*160 days / over 4 years*	• *Provide critical advisory support at certain decision-making points by drafting specific advisory notes (e.g. co-benefits of the proposed actions in various mitigation scenarios, impact analyses of different policy instruments for GHG emission reduction and similar, transfer of technology etc.);* • *Oversee the impact assessment of sectoral policies and measures on GHG emissions in Serbia;* • *Provide overall technical backstopping support (e.g. review technical documentation produced by the Responsible Parties, consultants, companies and, provide comments/recommendations for improvement of their quality);* • *Review the compiled BTR1 and NC4/BTR2 and provide comments for improvement;* • *Provide advice for strengthening the inter-institutional coordination on climate change thus giving sustainability to the preparation process of NCs and BTRs;* • *Provide expert opinion and advice to the MEP in regard to specific questionnaires and/or requests for input related to GHG inventory and climate change mitigation issues;* • *Provide guidance on outreach and communications.*
Project Gender Officer *Rate: $200/day*	*100 days / over 4 years*	• *Mainstream gender in the Serbia's BTR1 and NC4/BTR2 and provide advisory support for implementation of the national gender and climate change action plan;* • *Monitor progress in implementation of the project Gender Action Plan ensuring that targets are fully met, and the reporting requirements are fulfilled;* • *Oversee/develop/coordinate implementation of all gender-related work;* • *Review the Gender Action Plan annually, and update and revise corresponding management plans as necessary;* • *Work with the UNDP M&E officer and Safeguards Officer to ensure reporting and monitoring fully address the gender issues of the project.*
Institutional expert *Rate: $200/day*	*100 days / over 4 years*	• *Conduct capacity assessment at the systemic and institutional/organizational level to identify critical skills gaps for tracking NDC implementation and based on the findings, develop mid-term capacity building plan;* • *Propose step by step guidance to strengthen institutional and technical capacity for NDC transparency at the systemic and institutional/organizational level;* • *Support development of the MEP functional analysis relevant to climate change capacities.*
Faculty of Technology and Metallurgy (FTM) *technical team* *(3 persons)* *Rate: $400/week*	*96 weeks over 4 years*	• *Support the project manager in implementation of the activities under outputs 1.1.1, 1.1.2, 1.1.4, 1.1.5, 2.1.1, 2.1.2, 2.1.4, 2.1.5, 2.1.6 and 2.1.7 by ensuring that the mentioned outputs are implemented in accordance with the work plan and achieved in schedule to meet the targets set in the project results framework;* • *In co-operation with the project manager, manage and monitor the project risks and capturing lessons learned during project implementation;* • *Support the project manager in stakeholder engagement and co-ordination, including full co-ordination with activities implemented by the FTM as the project Responsible Party;* • *Regularly report to the project manager on the progress with outputs assigned to the FTM as a Responsible Party, including provision of the required inputs to the Annual Status Survey for outputs under FTM's responsibility.*
Faculty of Physics (FP) *Technical team* *(3 persons)* *Rate: $400/week*	*84 weeks over 4 years*	• *Support the project manager in implementation of the activities under outputs 1.1.3, 1.1.4, 1.1.5, 2.1.3, 2.1.4, 2.1.5 and 2.1.6 by ensuring that the mentioned outputs are implemented in accordance with the work plan and achieved in schedule to meet the targets set in the project results framework;* • *In co-operation with the project manager, manage and monitor the project risks and capturing lessons learned during project implementation;* • *Support the project manager in stakeholder engagement and co-ordination, including full co-ordination with activities implemented by the FP as the project Responsible Party;* • *Regularly report to the project manager on the progress with outputs assigned to the FP as a Responsible Party, including provision of the required inputs to the Annual Status Survey for outputs under FP's responsibility.*
Ministry of Environmental Protection (MEP) *Technical Team* *Rate: $400/week*	*67.5 weeks over 4 years*	• *Project planning, coordination, management, monitoring, evaluation and reporting. This includes providing all required information and data necessary for timely, comprehensive and evidence-based project reporting, including results and financial data, as necessary. The Implementing Partner will strive to ensure project-level M&E is undertaken by national institutes and is aligned with national systems so that the data used and generated by the project supports national systems;* • *Overseeing the management of project risks as included in this project document and new risks that may emerge during project implementation;* • *Procurement of goods and services, including human resources;*

Consultant	Time Input	Tasks, Inputs and Outputs
		• *Financial management, including overseeing financial expenditures against project budgets;* • *Approving and signing the multiyear workplan;* • *Approving and signing the combined delivery report at the end of the year; and,* • *Signing the financial report or the funding authorization and certificate of expenditures.*
Outcome 1: Serbia's BTR1 developed as stand-alone report		
Local / National contracting		
M&E consultant *Rate: $200/day*	*50 days / over 2 years*	• *Support improvement of the M&E schemes and SMART indicators to facilitate clarity, transparency and reporting of the adaptation policies and actions and used to upscale the national MRV platform.*
Mitigation expert *Rate: $200/day*	*60 days / over 1 year*	• *Support revision of the mitigation scenarios;* • *Contribute to the development of projections to the 2040 time-horizon, in order to enhance ambition towards decarbonization and green transition, taking into consideration the energy crises, raising fuel/food prices and relevant socio-economic aspects;* • *Provide technical advice to the modelling team;* • *Provide technical advice/guidance to MEP to enhance national climate relevant policies in the area of mitigation .*
TNA consultant *Rate: $200/day*	*60 days / over 1 year*	• *Assess TNA progress implementation;* • *Suggest methodology and indicators to monitor TNA progress;* • *Propose measures to improve efficiency of TNA implementation, including recommendations to improve cooperation with the academia sector and with the Innovation Fund.*
Compiler *Rate: $200/day*	*39 days / over 1 year*	• *Review sectoral analyses, information and reports prepared by different national / international consultants and institutions;* • *Compile all sectoral analyses, information and data into a single document "Serbia's First Biennial Transparency Report on Climate Change" following the UNFCCC Guidelines and the signed project document.*
Transparency consultant *Rate: $200/day*	*50 days / over 2 years*	• *Support operationalization of the MRV platform;* • *Support enhancing transparency and clarity of Serbia's BTR1 and NC4/BTR2;* • *Support development of methodology for identification of areas of improvement;* • *Provide technical advice and support to address reporting-related capacity-building needs (identified in the CBIT project).*
Innovation expert *Rate: $200/day*	*30 days / over 2 years*	• *Support the international expert for the micronarratives exercise;* • *Support collection of data with innovative tools or support putting in place sustainable procedures for data collection, where needed.*
Local Adaptation consultant *Rate: $200/day*	*50 days / over 2 years*	• *Revise of the methodology for local adaptation planning including MRV framework to capture local adaptation measures.*
International / Regional and global contracting		
Remote sensing expert *Rate: $500/day*	*30 days / over 1 year*	• *Analyse satellite images to provide data for the AFOLU sector in Serbia*
Micronarratives expert *Rate: $500/day*	*30 days / over 1 year*	• *Configure the micro-narratives perception survey in the SenseMaking tool* • *Support data collector training process;* • *Monitoring of data collection and quality assurance* • *Data cleaning, preparation, and primary analysis;* • *Drafting of a report "Gender and Climate change micro perception survey" comprising one-page summary of key findings and emergent patterns.*
Livestock expert *Rate: $500/day*	*30 days / over 1 year*	• *Design a livestock survey and assess collected data in order to fill data gaps in the GHG inventory and use the data to design mitigation and adaptation actions*
GHG inventory expert *Rate: $500/day*	*20 days/over 1 year*	• *Improve GHG uncertainty using MonteCarlo method.*
Capacity building expert *Rate: $650/day*	*23 days / over 1 year*	• *Develop Training Plan for the project and support its implementation.*

Consultant	Time Input	Tasks, Inputs and Outputs
Knowledge management expert *Rate: $800/day*	*25 days / over 1 year*	• *Develop Knowledge Management Plan for the project and support its implementation.*
Outcome 2: Serbia's NC4/BTR2 developed as combined report		
Local / National contracting		
Vulnerability and adaptation expert *Rate: $200/day*	*54 days / over 3 years*	• *Use Nexus approach for Water-Food-Energy sectors to analyze their vulnerability to climate changes expected in Serbia and propose adaptation measures.*
Vulnerability and adaptation experts *(six experts)* *Rate: $200/day each*	*6 * 40 days each/ over 3 years*	• *Revisit and update the impact assessment of climate change in NC3 and NAP in sectors: Energy, Agriculture, Water, Biodiversity, Forest and Forest Management, Public Health and Infrastructure taking into considerations additional indices (tropical nights, climate extremes etc.) developed within the Serbia's NC4.*
Climate finance expert *Rate: $200/day*	*20 days / over 2 years*	• *Support provided for implementation of the recommendations related to climate finance monitoring and reporting (stipulated in Component 1 of this project proposal).*
DRR expert *Rate: $200/day*	*40 days / over 2 years*	• *Identify overlapping/complementarity between SENDAI, SDGs and UNFCC/Paris Agreement requirements on DRR reporting, especially on loss and damage;* • *Identify entry points to address loss and damage associated with climate change impacts in the country, particularly at the municipal level;* • *Assess vulnerability to the adverse effects of climate change for Disaster Risk Reduction including assessment of losses and damages (economic and non-economic) to the extent possible;* • *Support DRR data collection and reporting in areas relevant to DRR, SDGs and climate change vulnerability, impacts and adaptation on the local level (pilot municipality or region, to be selected in coordination with national counterparts).*
QA/QC expert *Rate: $200/day*	*60 days / over 2 years*	• *Support implementation of the Quality Assurance and Quality Control Plan.*
Compiler *Rate: $200/day*	*45 days / over 1 year*	• *Review sectoral analyses, information and reports prepared by different national / international consultants and institutions;* • *Compile all sectoral analyses, information and data into a single document "Serbia's Fourth National Communication and Second Biennial Transparency Report on Climate Change" following the UNFCCC Guidelines and the signed project document.*
International / Regional and global contracting		
COPERT expert *Rate: $500/day*	*20 days / over 1 year*	• *Improve GHG inventory by using COPERT software to introduce Higher Tier for transport subsector.*
Gender expert *Rate: $300/day*	*30 days / over 2 year*	• *Provide recommendations for gender mainstreaming in NC4/BTR2, as per the findings of the CBIT project, complemented with mentorship for Governmental institutions on national and local level, as applicable;* • *Design training and capacity building activities on gender and climate change, with focus on the gender sensitive data and indicators.*
GHG inventory expert *Rate: $500/day*	*20 days / over 1 year*	• *Review and update of the Quality Assurance and Quality Control Plan for the GHG inventory and support its implementation.*
Sustainable development expert *Rate: $600/day*	*30 days / over 1 year*	• *Assess and quantify the NDC contributions to implementation of the Sustainable Development Goals in Serbia.*
Capacity building expert *Rate: $650/day*	*20 days / over 1 year*	• *Develop methodologies for the assessment and monitoring of support needed and received for NDC implementation.*
M&E		
Local / National contracting		
Transparency expert *Rate: $200/ day*	*35 days / over 4 years*	• *Support organization of the inception workshop, mid-term stakeholders consultation workshop, end-of-project workshop, and prepare follow up reports.*

Annex 7: Stakeholder Engagement Plan

The stakeholders engagement allows a transparent co-management of the project, where all key stakeholders are involved, and in particular, in relation to the monitoring and assessment of the mitigation and adaptation actions within the framework of pursuing the wider objectives of sustainable development. For this purpose, the project team will use various tools, including design thinking, behavioral science, and foresight, thus creating a collaborative space where different stakeholders will join forces to analyse policies and actions that will contribute to the mitigation of GHG emission, and will enhance the resilience and adaptive capacities to climate change at national and local levels. Efforts will be made to take into consideration the needs of excluded and marginalized groups, which are more affected by climate change and have less resources to adapt.

The stakeholders, their relevant interests, and why they are included:

This project proposal has been developed in consultation with relevant experts, government staff, policymakers and CSOs, who participated in the previous NC/BUR exercises. Their views and needs were integrated into the design of this new enabling activity project.

The integration of the different sectors strengthens the institutional and technical capacity of the different stakeholders and institutions, not limited to a reduced group of experts and decision makers from the governmental institution where lies the responsibility for the fulfillment of the national obligations to the Convention.

The table below presents the main stakeholders at the national level, who will be involved in the project. The table also provides an overview of their potential roles in the project and means of engagement:

Table 8. Stakeholders Engagement Plan

STAKEHOLDER	ROLE IN THE PROJECT	MEANS OF ENGAGEMENT
GOVERNMENTAL INSTITUTIONS		
Ministry of Environmental Protection	• Projects Executing Entity; • Overall coordination and consultations with interested Parties; • Key role in communicating with all other stakeholders and public; • Advances gender and Climate Change Agenda, as the UNFCCC National Gender and Climate Change Focal Point also lies in this institution.	Project Board member Monitoring and Evaluation (M&E) activities Regional/Global initiatives Bilateral meetings MRV platform QA/QC activities Workshops Trainings
Ministry of Mining and Energy	• Lead institutions for EE and RE related policies and legislation drafting and monitoring, including the National Integrated Plan for Climate and Energy; • Plannes and implements activities to reduce GHG emissions; • Data provider for the GHG inventory and mitigation scenarios.	Project Board member Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform
National Climate Change Council (NCCC)	• Multi-stakeholder body that supports development and implementation of national climate change policies, including UNFCCC reports; • Ensures harmonization of sectoral policies and other planning documents with climate change policies; • Implements and proposes corrective measures to improve national policy and legislation.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform

STAKEHOLDER	ROLE IN THE PROJECT	MEANS OF ENGAGEMENT
Ministry of Economy	• Data provider for the GHG inventory and mitigation scenarios; • Plannes and implements activities to reduce GHG emissions.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform QA/QC activities
Ministry of Interior	• Key Governmental Body that manages disaster risks and emergencies; • Data provider for distaster risk reduction and potentially for loss and damage;	Trainings Bilateral meetings Policy dialogues MRV platform Transfer of knowledge
Ministry of Agriculture, Forestry and Water Management	• GHG inventory and mitigation lead for Agriculture, Forestry and Water Management, collaborator in Vulnerability and Adaptation (V&A) assessment; • Responsible for the three most affected sectors: water resources and hydrology, agriculture and forestry; • Institution responsible for cooperation with the Green Climate Fund; • Data provider as per their information system for farm, agricultural land, forest inventory, etc.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform Transfer of knowledge QA/QC activities
Ministry of Construction, Transport and Infrastructure	• Mainstreames climate change policies into Construction, transport nad infrastructure; • Revises existing standards as per the Climate Change Scenarios; • Implements loss and damage relevant findings.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform
Ministry of Finance	• Data providers; • Lead institution for public budget climate financing; • Enhances relevant governmental capacities for climate change (human capital and knowledge); • Responsible for the establishment of new financial support mechanisms.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform Transfer of knowledge
Ministry of Education, Science and Technological Development, also hosting the Serbian Innovation Fund	• Data providers; • Beneficiaries for the education-related project activities; • Lead institution to mainstream climate change considerations into the education process.	Workshops Trainings Transfer of knowledge Innovative solutions Surveys

STAKEHOLDER	ROLE IN THE PROJECT	MEANS OF ENGAGEMENT
		Regional initiatives MRV platform
Ministry of Public Administration and Local Self-Government and the Directorate for eGovernment	• Enhances capacities of administrative servants relevant to climate change.	Workshops e-Trainings Bilateral meetings Policy dialogues Surveys
Ministry for Labour, Employment, Veteran and Social Affairs	• Data and policy support provider for gender responsive climate policies; • Collaborator in V&A asessments, especially for the socio-economnis issues.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform
Energy Agency of the Republic of Serbia	• Data Provider for the GHG inventory and mitigation sections.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform
Serbian Environmental Protection Agency	• Prepares and improves the GHG inventory; • Monitors and reports the GHG emissions and removal by sinks; • Improves data and information archiving and relevance.	Workshops Trainings Bilateral meetings Policy dialogues Surveys Regional initiatives MRV platform Transfer of knowledge
Statistical Office of the Republic of Serbia	• Main data provider in all areas, including the Sustainable Development Goals; • Prepares and adopts uniform statistical standards.	Workshops Bilateral meetings Surveys MRV platform Transfer of knowledge MoUs
Republic Hydro-meteorological Service of Serbia	• Main data provider for Climate Scenarios and Extremens as main source for the vulnerability and adaptation policies and actions; • Provides systematic meteorological, climatological, agrometeorological and hydrological observations and monitoring,	Workshops Trainings Bilateral meetings Policy dialogues Surveys

STAKEHOLDER	ROLE IN THE PROJECT	MEANS OF ENGAGEMENT
	analysis and forecasting of conditions and changes in weather, climate and water.	Regional initiatives MRV platform
ACADEMIA		
Belgrade University – Faculty of Technology and Metallurgy	• Responsible Party to support the improvement of GHG inventories and identifying/reporting mitigation policies and measures	Trainings Expert panels Surveys Regional initiatives QA/QC activities
Belgrade University - Faculty of Physics, the Institute for Meteorology	• Responsible Party for assessing climate change vulnerability and identifying/reporting adaptation policies and measures.	Trainings Expert panels Surveys Regional initiatives
PRIVATE SECTOR		
Serbian Chamber of Commerce	• Represents private sector interest in project implementation.	Workshops Bilateral meetings Trainings Transfer of knowledge
NGOs and CSOs		
The Standing Conference of Towns and Municipalities	• Ensures vertical coordination of climate policies and actions; • Supports improvement of local self-government climate change policies; • Creates enabling environment for enhancing climate resilience and climate action on local level.	Workshops Focus Groups Trainings Regional/International Initiatives Transfer of knowledge
Coalition 27	• Ehnances public participation in the Republic of Serbia's accession negotiations with the European Union • Actively engages in project implementation and consultation process.	Workshops Focus Groups Meetings of governmental working groups/commisions Trainings Regional/International Initiatives Transfer of knowledge
National EU Convent	• Supports mainstreaming UNFCCC and European integration process in the area of climate change.	Workshops Focus Groups Meetings of governmental working groups/commisions Trainings

STAKEHOLDER	ROLE IN THE PROJECT	MEANS OF ENGAGEMENT
		Regional/International Initiatives Transfer of knowledge
Renewables and Environmental Regulatory Institute – "RERI"	• Supports just transition; • Promotes the right for good governance; • Ensures compliance with human and civil rights.	Workshops Focus Groups Meetings of governmental working groups/commisions Trainings Regional/International Initiatives Transfer of knowledge
Belgrade Open School	• Supports informal forms of education to strengthen the capacities of the civil, public and business sectors related to climate change.	Workshops Focus Groups Meetings of governmental working groups/commisions Trainings Regional/International Initiatives Transfer of knowledge
Young Researchers of Serbia	• Ensures engagement of youth and enhancing transparency in development of BTR1 and NC4/BTR2	Workshops Focus Groups Meetings of governmental working groups/commisions Trainings Regional/International Initiatives Transfer of knowledge

The steps and actions to achieve meaningful consultation and inclusive participation, including information dissemination:

During the project implementation, the participation of stakeholders stipulated in the table above will be facilitated by multiple means, starting with the project inception workshop. Capacity-building activities (e.g., training of trainers, mentorship, study visits) shall be systematically build upon the CBIT project progress by the development and implementation of a detailed Training Plan covering all areas of interest within the BTR1 and NC4/BTR2 and ensuring equal attendance of men and women. Moreover, the project will prevent loss of knowledge and institutional memory with the development of a Knowledge Management Plan and ensure effective engagement of all relevant stakeholders (e.g., key ministries, local governments, Civil Society Organizations (CSOs), youth constituencies, academia, private sector) such as through policy dialogues, focus groups, meetings and targeted public awareness activities. A Communication Plan for the project shall be developed to enhance public awareness and equip citizens and policy makers with knowledge (as greatest resource) to increase their resilience to climate change. A Gender Action Plan will ensure the development of gender responsive BTR1 and NC4/BTR2. The end-of-project report shall capture all highlights from the stakeholder engagement.

Roles and responsibilities for implementation of the Plan:

The project's Implementing Partner and the Project Management Unit (PMU) assigned by the Implementing Partner has the overall responsibility for implementing the Stakeholder Engagement Plan, with UNDP providing oversight. The project management may also assign certain tasks for implementing the plan for the Responsible Parties (subject to a written agreement).

The timing of the engagement throughout the project cycle:

Stakeholders shall be engaged throughout the project implementation period, i.e. 2023-2027.

The budget for stakeholder engagement throughout the project cycle and, where applicable, for related capacity-building to support this engagement:

There is no specific budget line named under stakeholder engagement, but there are specific budget lines for engaging local experts/companies for the development and implementation of the plans outlined above, as well as for training and public outreach workshops, updating and managing national climate change website, which all part of or contribute to local stakeholder engagement. Although the total budget for the project's technical support activities, excluding project management, will be around USD 1.2 million, it would be difficult to pinpoint exactly what portion of this amount will be allocated specifically for stakeholder engagement, as this will be the central part of all project technical assistance activities in one form or another. The PMU can keep the track of the stakeholder engagement activities and present the budget spent in the end-of-project report.

Key indicators of stakeholder engagement during project implementation, and steps that will be taken to monitor and report on progress and issues that arise:

Within the monitoring and evaluation framework of the project, there are gender-specific indicators measuring, for example, the number of people (gender disaggregated) participating in the project's training activities, in addition to other indicators tracking and monitoring project activities that contribute in some way to stakeholder engagement such as workshops, project monitoring reports, being completed on time, and published online.

No Free, Prior and Informed Consent (FPIC) by Indigenous people is required for project activities.

Annex 8: Gender Analysis and Gender Action Plan

Serbia has made considerable progress toward establishing a comprehensive legal and policy framework for gender equality. Gender equality is enshrined in the Serbian Constitution, as well as in a number of legal and normative documents. The most recent major turning point was the adoption of the new Gender Equality Law in 2021[12]. The Law stipulates the responsibilities of public bodies, employers, and other natural persons and legal entities in terms of gender equality. It also includes measures to improve gender equality in all areas, including the environment. Article 42 of the Law - Gender Equality in the Environment - specifies the responsibilities of the authorities in this field. Environmental authorities are required to provide men and women with equal opportunities in the natural resource management system, as well as the right to information about the state of the environment. In human resource management, different interests, needs and priorities of women and men are considered. Gender mainstreaming is a legal requirement that the Ministry responsible for environmental protection must implement during the planning, management, and implementation of plans, projects, and environmental protection policies. Local self-government units must also consider gender when developing, managing, and implementing plans, projects, and environmental policies. The Law also specifies the responsibilities of public authorities and institutions, including those involved in environmental protection, to take special measures in cases where there is significantly unequal gender representation in management and supervision bodies. The responsible Ministry oversees the implementation of this Law in the field of environmental protection, and environmental authorities and bodies conduct inspections (Art. 72).

Furthermore, the Serbian Government adopted the Gender Equality Strategy for the period 2021 to 2030[13], with the goal of closing the gender gap and achieving gender equality as a prerequisite for social development and improving the daily lives of women and men, girls and boys. According to the Strategy, gender considerations must be included in situations caused by a variety of extreme factors (natural disasters, floods, earthquakes, climate change, air pollution, large-scale accidents, etc.) with the understanding that they pose a particular security risk to women's human rights. During these situations, an intersectoral approach is required, as is a thorough examination of the gender impact of emergency measures, as well as the incorporation of a gender perspective into emergency regulations and planning documents.

Previous GEF-funded projects "Second Biennial Update Report and Third National Communication under the UNFCCC" (BUR2-NC3 project) and "Establishing Transparency Framework for the Republic of Serbia" (CBIT project) have supported the Serbian Government, specifically the Ministry of Environmental Protection to integrate gender aspects in climate change reporting.

Gender mainstreaming in the national reporting process was addressed in previous BUR2-NC3 and CBIT projects in the following ways:

- Creation of a gender-sensitive MRV platform, as well as specific guidelines and tools for developing gender-sensitive climate change policies and measures based on the data and information generated by the MRV platform.
- Supporting the nomination of a National Focal Point (NFP) for Gender and Climate Change to the UNFCCC, as well as the establishment of a gender network within the MEP to better coordinate various gender-related environmental protection activities.
- Supporting the development of a framework for the integration of the gender aspects of climate change in Serbia, focusing on the following areas: participation in decision making and policy design; access to resources; economy and employment; consumption, lifestyles, and living conditions; education; health and health protection; climate change knowledge, attitudes, and behavior.
- Sharing the Serbian experiences regarding gender mainstreaming in CC on several occasions with the gender-focused network in the Western Balkans and Lebanon, as well as bilateral consultations with Kazakhstan.

Furthermore, the following processes are currently underway as part of the ongoing project "Advancing medium and long-term adaptation planning in the Republic of Serbia," which is being implemented in cooperation with the Ministry of Agriculture, Forestry, and Water Management:

- Gender responsive methodologies, procedures, screening tools, and guidelines are being developed to assist sectorial technical planners and end users in incorporating gender sensitive adaptation into national and sectorial plans and budgets.

[12] https://www.paragraf.rs/propisi/zakon-o-rodnoj-ravnopravnosti.html

[13] https://www.rodnaravnopravnost.gov.rs/sr/dokumenti/strategije-i-akcioni-planovi/nacionalna-strategija-za-rodnu-ravnopravnost-za-period-2021

- Creation of guidelines and communication products to promote greater understanding and knowledge in the field of gender mainstreaming in climate change, with a focus on climate change adaptation.
- Gender mainstreaming in the National Climate Change Adaptation Plan (NAP).

National reporting processes can be a meaningful entry point for training, awareness-raising and capacity-building efforts to ensure women's equal engagement in and benefit from climate change action. Preparation of reports can also influence other, ongoing climate change planning and policymaking processes envisaged inter alia by the Gender Equality Law.

In line with the GEF SEC's policy on gender equality[14] and Guidance to advance gender equality in GEF projects and programs[15], project will prepare and finalize Gender analysis and Gender action plan[16] during its inception phase[17].

Gender analysis will follow the structure of five priority areas of UNFCCC Gender Action:

- Capacity building, knowledge sharing and communications
- Gender balance, participation and women´s leadership
- Coherence
- Gender responsive implementation and means of implementation
- Monitoring and reporting.

An initial stocktaking and gender analysis across all areas – and inclusion of stakeholders who understand gender issues in relation to their sectors – will be conducted to assess and understand where deeper analysis and action is required. The areas where data and information on gender and climate change is not available will be identified with priorities and steps to fill gaps.

The update of the national circumstances under each component will disaggregate relevant data by sex with the objective to better understand how the social and economic differences between men and women affects the capability of dealing with mitigating and adapting to climate change. Seeing that women are being acknowledged as agents of change who make important contributions to climate change adaptation and mitigation, a gender perspective will be incorporated in the climate change impacts and adaptation and NDC progress assessment and the analysis of mitigation actions.

For all analysis included in the project, gender-disaggregated data from national statistical agency and international approved sources for the following topics: education level, employment by economy sectors and other sectors identified as GHG emitters, gender pay gap (general and by sectors), leadership, economic empowerment, and health among others will be included to summarize status of women and men nationally and by sector and to report more accurately on gender dimension in UNFCCC reports.

Project activities will focus on further strengthen capacities regarding monitoring and assessing climate change related policies and measures while incorporating a gender-sensitive approach in reporting on climate change. The Project will provide capacity-building in relation to NC/BTR purpose and content, gender issues in environment and their role in the NC/BTR processes, if necessary. The project will also encourage the active participation of women and men in decision-making processes. Gender balance will be considered in project management structures and capacity building actions (trainings, workshops).

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[14] http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.53.04_Gender_Policy.pdf

[15] http://www.thegef.org/sites/default/files/council-meeting-documents/EN_GEF.C.54.Inf_.05_Guidance_Gender_0.pdf

[16] Guide to Conducting a Participatory Gender Analysis and Developing a Gender Action Plan for projects supported by UNDP with GEF financing: https://intranet.undp.org/unit/bpps/sdev/gef/_layouts/15/WopiFrame.aspx?sourcedoc=/unit/bpps/sdev/gef/Gender%20Library/UNDP%20GEF%20Guidance.%20How%20to%20conduct%20gender%20analysis%20and%20gender%20action%20plan.pdf&action=default

[17] The GEF Enabling Activities and policy/strategy work 33. Enabling Activity projects provide financing for the preparation of a plan, strategy, or national program to fulfill the commitments under the Conventions that the GEF serves, including national communication or reports to the Conventions. Similarly, many GEF-financed medium- and full-size projects include activities that focus on developing and preparing national policies or strategies and, as such, do not work directly with beneficiaries on the ground. These plans and strategies provide an essential opportunity to recognize, build capacity, and to develop actions to advance GEWE. Some possible actions to include in these national documents include the following:

▪ request that gender experts review draft plans and strategies;

▪ ensure that any background and stocktaking exercises associated with development of the plans and strategies adequately account for the different roles for women and men;

▪ ensure that women are effectively engaged as members of stakeholder groups consulted during development of the strategies and plans;

▪ consider including gender-disaggregated data collection and/or gender-specific indicators; and

▪ consider how national gender policies can be incorporated into sectoral strategies and action plans.

A significant barrier in achieving gender responsive climate reporting is the sex disaggregated data (identified in all climate change relevant policy documents in the country). Therefore, the project will introduce an innovative tool named Micro Narratives Perception Study, to complement top-down interventions and collect data on the experiences of ordinary people who have dealt with the effects of climate change first-hand. This Study will result in collection of vast pool of non-traditional data that will be analyzed to better understand the relationship between climate change and gender. The results will be used to bring this issue to the attention of all relevant stakeholders and to build gender responsive BTR1 and NC4/BTR2. The results and recommendation will also be captured as important knowledge product and widely shared with decision makers to increase their knowledge on gender and climate change in order to modify existing climate change relevant support to vulnerable groups or create new gender responsive socio-economic benefits or services. Moreover, the same exercise was/will be used in other Balkan countries, thus enabling analyze of the results on regional level and potentially prepare regional gender and climate action plan or regional gender and climate change project proposal.

Annex 9: Procurement Plan for first year of implementation

Table 9. Procurement Plan

Component	Description	Contract Type	Amount [USD]	2023	Procurement method
Component 1: Development of the Serbia's First Biennial Transparency report (BTR1)	National institutions to support the development of the GHG Inventory (prepare an Improvement Plan for subsequent inventories, taking into account the findings of the ICA; review/generate emission factors (EFs) as appropriate)	Service	15.000	x	Request for Proposal
	National institutions will be engaged to support the development on various studies in relation to climate change impacts and adaptation (nexus analyses for impact assessments, micronarratives)	Service	5.000	x	Request for Proposal
	IT equipment	Procurement	45.000	x	Request for Quotation
	Lead Technical Advisor	National Consultant	5.000	x	Individual Contracts
	Project Gender Officer	National Consultant	5.000	x	Individual Contracts
	Knowledge Management expert	International Consultant	10.000	x	Individual Contracts
Monitoring and Evaluation	Inception workshop	Service	5.000	x	Individual Contracts
Project Management	Communication& Audio-visual Equip.	Procurement	590	x	Micro-Purchasing
TOTAL			90.590		

Annex 10: GEF Core indicators

Table 10. GEF Core indicators

Project Core Indicators		**Expected at PIF**
1	**Terrestrial protected areas** created or under improved management for conservation and sustainable use (Hectares)	n/a
2	**Marine protected areas** created or under improved management for conservation and sustainable use (Hectares)	n/a
3	Area of **land restored (**Hectares)	n/a
4	Area of **landscapes under improved practices** (excluding protected areas)(Hectares)	n/a
5	Area of **marine habitat under improved practices** (excluding protected areas) (Hectares)	n/a
6	**Greenhouse Gas Emissions Mitigated** (metric tons of CO2e)	n/a
7	**Number of shared water ecosystems** (fresh or marine) under new or improved cooperative management	n/a
8	Globally over-exploited **marine fisheries** moved to more sustainable levels (metric tons)	n/a
9	**Reduction**, disposal/destruction, phase out, **elimination** and avoidance of **chemicals of global concern** and their waste in the environment and in processes, materials and products (metric tons of toxic chemicals reduced)	n/a
10	Reduction, avoidance of emissions of **POPs to air** from point and non-point sources (grams of toxic equivalent gTEQ)	n/a
11	Number of **direct beneficiaries disaggregated by gender** as co-benefit of GEF investment	300

Annex 11: GEF- 8 Taxonomy

Level 1	Level 2	Level 3	Level 4
☒ **Influencing models**			
	☐ **Transform policy and regulatory environments**		
	☐ **Strengthen institutional capacity and decision-making**		
	☐ **Convene multi-stakeholder alliances**		
	☒ **Demonstrate innovative approaches**		
	☐ **Deploy innovative financial instruments**		
☒ **Stakeholders**			
	☐ **Indigenous Peoples**		
	☐ **Private Sector**		
		☐ Capital providers	
		☐ Financial intermediaries and market facilitators	
		☐ Large corporations	
		☐ SMEs	
		☐ Individuals/Entrepreneurs	
		☐ Non-Grant Pilot	
		☐ Project Reflow	
	☒ **Beneficiaries**		
	☒ **Local Communities**		
	☒ **Civil Society**		
		☐ Community Based Organization	
		☒ Non-Governmental Organization	
		☒ Academia	
		☐ Trade Unions and Workers Unions	
	☒ **Type of Engagement**		
		☒ Information Dissemination	
		☒ Partnership	
		☒ Consultation	
		☒ Participation	
	☒ **Communications**		
		☒ Awareness Raising	
		☒ Education	
		☒ Public Campaigns	
		☐ Behavior Change	
☒ **Capacity, Knowledge and Research**			
	☒ **Enabling Activities**		
	☐ **Capacity Development**		

	☒ **Knowledge Generation and Exchange**		
	☐ **Targeted Research**		
	☐ **Learning**		
		☐ Theory of Change	
		☐ Adaptive Management	
		☐ Indicators to Measure Change	
	☐ **Innovation**		
	☒ **Knowledge and Learning**		
		☒ Knowledge Management	
		☐ Innovation	
		☐ Capacity Development	
		☐ Learning	
	☐ **Stakeholder Engagement Plan**		
☒ **Gender Equality**			
	☒ **Gender Mainstreaming**		
		☐ Beneficiaries	
		☐ Women groups	
		☒ Sex-disaggregated indicators	
		☐ Gender-sensitive indicators	
	☒ **Gender results areas**		
		☐ Access and control over natural resources	
		☒ Participation and leadership	
		☐ Access to benefits and services	
		☒ Capacity development	
		☐ Awareness raising	
		☐ Knowledge generation	
☒ **Focal Areas/Theme**			
	☐ **Integrated Programs**		
		☐ Commodity Supply Chains ([18]Good Growth Partnership)	
			☐ Sustainable Commodities Production
			☐ Deforestation-free Sourcing
			☐ Financial Screening Tools
			☐ High Conservation Value Forests
			☐ High Carbon Stocks Forests
			☐ Soybean Supply Chain
			☐ Oil Palm Supply Chain
			☐ Beef Supply Chain
			☐ Smallholder Farmers
			☐ Adaptive Management
		☐ Food Security in Sub-Sahara Africa	
			☐ Resilience (climate and shocks)

18

			☐ Sustainable Production Systems
			☐ Agroecosystems
			☐ Land and Soil Health
			☐ Diversified Farming
			☐ Integrated Land and Water Management
			☐ Smallholder Farming
			☐ Small and Medium Enterprises
			☐ Crop Genetic Diversity
			☐ Food Value Chains
			☐ Gender Dimensions
			☐ Multi-stakeholder Platforms
		☐ Food Systems, Land Use and Restoration	
			☐ Sustainable Food Systems
			☐ Landscape Restoration
			☐ Sustainable Commodity Production
			☐ Comprehensive Land Use Planning
			☐ Integrated Landscapes
			☐ Food Value Chains
			☐ Deforestation-free Sourcing
			☐ Smallholder Farmers
		☐ Sustainable Cities	
			☐ Integrated urban planning
			☐ Urban sustainability framework
			☐ Transport and Mobility
			☐ Buildings
			☐ Municipal waste management
			☐ Green space
			☐ Urban Biodiversity
			☐ Urban Food Systems
			☐ Energy efficiency
			☐ Municipal Financing
			☐ Global Platform for Sustainable Cities
			☐ Urban Resilience
	☐ **Biodiversity**		
		☐ Protected Areas and Landscapes	
			☐ Terrestrial Protected Areas
			☐ Coastal and Marine Protected Areas
			☐ Productive Landscapes
			☐ Productive Seascapes
			☐ Community Based Natural Resource Management
		☐ Mainstreaming	
			☐ Extractive Industries (oil, gas, mining)
			☐ Forestry (Including HCVF and REDD+)

			☐ Tourism
			☐ Agriculture & agrobiodiversity
			☐ Fisheries
			☐ Infrastructure
			☐ Certification (National Standards)
			☐ Certification (International Standards)
		☐ Species	
			☐ Illegal Wildlife Trade
			☐ Threatened Species
			☐ Wildlife for Sustainable Development
			☐ Crop Wild Relatives
			☐ Plant Genetic Resources
			☐ Animal Genetic Resources
			☐ Livestock Wild Relatives
			☐ Invasive Alien Species (IAS)
		☐ Biomes	
			☐ Mangroves
			☐ Coral Reefs
			☐ Sea Grasses
			☐ Wetlands
			☐ Rivers
			☐ Lakes
			☐ Tropical Rain Forests
			☐ Tropical Dry Forests
			☐ Temperate Forests
			☐ Grasslands
			☐ Paramo
			☐ Desert
		☐ Financial and Accounting	
			☐ Payment for Ecosystem Services
			☐ Natural Capital Assessment and Accounting
			☐ Conservation Trust Funds
			☐ Conservation Finance
		☐ Supplementary Protocol to the CBD	
			☐ Biosafety
			☐ Access to Genetic Resources Benefit Sharing
	☐ **Forests**		
		☐ Forest and Landscape Restoration	
			☐ REDD/REDD+
		☐ Forest	
			☐ Amazon
			☐ Congo
			☐ Drylands
	☐ **Land Degradation**		

		☐ Sustainable Land Management	
			☐ Restoration and Rehabilitation of Degraded Lands
			☐ Ecosystem Approach
			☐ Integrated and Cross-sectoral approach
			☐ Community-Based NRM
			☐ Sustainable Livelihoods
			☐ Income Generating Activities
			☐ Sustainable Agriculture
			☐ Sustainable Pasture Management
			☐ Sustainable Forest/Woodland Management
			☐ Improved Soil and Water Management Techniques
			☐ Sustainable Fire Management
			☐ Drought Mitigation/Early Warning
		☐ Land Degradation Neutrality	
			☐ Land Productivity
			☐ Land Cover and Land cover change
			☐ Carbon stocks above or below ground
		☐ Food Security	
	☐ **International Waters**		
		☐ Ship	
		☐ Coastal	
		☐ Freshwater	
			☐ Aquifer
			☐ River Basin
			☐ Lake Basin
		☐ Learning	
		☐ Fisheries	
		☐ Persistent toxic substances	
		☐ SIDS : Small Island Dev States	
		☐ Targeted Research	
		☐ Pollution	
			☐ Persistent toxic substances
			☐ Plastics
			☐ Nutrient pollution from all sectors except wastewater
			☐ Nutrient pollution from Wastewater
		☐ Transboundary Diagnostic Analysis and Strategic Action Plan preparation	
		☐ Strategic Action Plan Implementation	
		☐ Areas Beyond National Jurisdiction	

		☐ Large Marine Ecosystems	
		☐ Private Sector	
		☐ Aquaculture	
		☐ Marine Protected Area	
		☐ Biomes	
			☐ Mangrove
			☐ Coral Reefs
			☐ Seagrasses
			☐ Polar Ecosystems
			☐ Constructed Wetlands
	☐ **Chemicals and Waste**		
		☐ Mercury	
		☐ Artisanal and Scale Gold Mining	
		☐ Coal Fired Power Plants	
		☐ Coal Fired Industrial Boilers	
		☐ Cement	
		☐ Non-Ferrous Metals Production	
		☐ Ozone	
		☐ Persistent Organic Pollutants	
		☐ Unintentional Persistent Organic Pollutants	
		☐ Sound Management of chemicals and Waste	
		☐ Waste Management	
			☐ Hazardous Waste Management
			☐ Industrial Waste
			☐ e-Waste
		☐ Emissions	
		☐ Disposal	
		☐ New Persistent Organic Pollutants	
		☐ Polychlorinated Biphenyls	
		☐ Plastics	
		☐ Eco-Efficiency	
		☐ Pesticides	
		☐ DDT - Vector Management	
		☐ DDT - Other	
		☐ Industrial Emissions	
		☐ Open Burning	
		☐ Best Available Technology / Best Environmental Practices	
		☐ Green Chemistry	
	☒ **Climate Change**		
		☒ **Climate Change Adaptation**	
			☐ Climate Finance
			☐ Least Developed Countries
			☐ Small Island Developing States
			☐ Disaster Risk Management
			☐ Sea-level rise
			☒ Climate Resilience
			☒ Climate information

			☐ Ecosystem-based Adaptation
			☐ Adaptation Tech Transfer
			☐ National Adaptation Programme of Action
			☐ National Adaptation Plan
			☐ Mainstreaming Adaptation
			☐ Private Sector
			☐ Innovation
			☐ Complementarity
			☐ Community-based Adaptation
			☐ Livelihoods
		☒ **Climate Change Mitigation**	
			☐ Agriculture, Forestry, and other Land Use
			☐ Energy Efficiency
			☐ Sustainable Urban Systems and Transport
			☐ Technology Transfer
			☐ Renewable Energy
			☐ Financing
			☒ Enabling Activities
		☒ **Technology Transfer**	
			☐ Poznan Strategic Programme on Technology Transfer
			☐ Climate Technology Centre & Network (CTCN)
			☐ Endogenous technology
			☒ Technology Needs Assessment
			☐ Adaptation Tech Transfer
		☒ **United Nations Framework on Climate Change**	
			☐ Nationally Determined Contribution

Annex 12: Partners Capacity Assessment Tool and HACT assessment

The PCATs and HACTs of the Implementing Partner and Responsible Parties are attached separately to this project document.

Annex 13: UNDP Project Quality Assurance Report

Attached separately to this project document.

Annex 14: End of Project Report

REPORT TEMPLATE

Monitoring and Evaluation plans of climate change enabling activities for the preparation of **National Communications on Climate Change and/or Biennial Transparency Reports** do not require the production and publication of Terminal Evaluation Reports.

Therefore, a number of intended purposes of such terminal exercises are not captured in full, including:

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

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

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

National project teams in charge of the future enabling activity for the preparation of the National Communication and/or Biennial Transparency Report can therefore rely on a valuable source of information from inception to closure of the project, and UNDP support teams can further disseminate lessons across borders, fully up-taking its guiding role as implementing agency.

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

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

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

A. Details of the project

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

B. Project identification phase

Duration of preparatory phase (expressed in months) _____

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

_____

_____

_____

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

_____

_____

_____

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

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

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

_____

_____

_____

_____

What were the major challenges faced during this phase?

_____

_____

_____

_____

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

_____

_____

_____

_____

C. Project implementation phase

Technical components

1. GHG inventory

Base year of the GHG inventory:

Base years used in previous GHG inventories:

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	

Final outcome	
Final output 1	
Final output 2	
Final output 3	
…	

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

_____

_____

_____

_____

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

_____

_____

_____

_____

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

_____

_____

2. NDC tracking

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

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

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

_____

_____

_____

_____

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

_____

_____

_____

_____

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

_____

_____

3. Climate Change Impacts & Adaptation

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

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

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

_____

_____

_____

_____

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

_____

_____

_____

_____

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

_____

_____

4. Financial, technology development and transfer and capacity-building support needed and received and other information (if applicable)

Expected outcome	
Expected output 1	
Expected output 2	
Expected output 3	
…	

Final outcome	
Final output 1	
Final output 2	
Final output 3	
…	

Please, shortly discuss the expected outcomes and outputs of the financial, technology development and transfer and capacity-building support needed and received and other information (if applicable) component and compare to what was actually realized within the context of this project. If there was any diverting from the originally expected outcomes and outputs, please explain the main reasons (e.g. lack of data, risk of duplication of work done in the context of parallel projects, among others).

_____

_____

_____

_____

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

_____

_____

_____

_____

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

_____

_____

Capacities and use of capacities

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

_____

_____

_____

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

_____% national consultants. _____% international consultants and _____% national staff.

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

_____

_____

_____

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

_____

_____

_____

Additional remarks

_____

_____

_____

Institutional arrangements

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

_____

_____

_____

Please, describe the composition of the project team.

_____

_____

_____

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

_____

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

_____

_____

_____

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

_____

_____

_____

What suggestions have you to make regarding the institutional arrangements for future NC and BTR work?

_____

_____

_____

Additional remarks

_____

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_____

Technical support from **Consultative Group of Experts** *or other bodies*

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

_____

_____

_____

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

_____

_____

_____

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

_____

_____

_____

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

_____

_____

_____

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

_____

_____

_____

D. Next steps

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

_____

_____

_____

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

_____

_____

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

_____

_____

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

_____

_____

E. Additional information

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