Development of the First Biennial Transparency Report of Jordan and the Fifth National Communication and Second Biennial Transparency Report as a combined report under the UNFCCC.
(BTR1 – NC5/BTR2)

Inception Report
September / 2024

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List of Abbreviations

BUR	Biennial Update Report
BTR	Biennial Transparency Report
ETF	Enhanced Transparency Framework
GEF	Global Environment Facility
GHGs	Greenhouse Gases
INDC	Intended Nationally Determined Contribution
IPCC	Intergovernmental Panel on Climate Change
IP	Implementing Partner
MoEnv	Ministry of Environment
M&E	Monitoring and Evaluation
MOPIC	Ministry of Planning and International cooperation
MoU	Memorandum of Understanding
MRV	Measurement, Reporting and Verification
NC	National Communication on Climate Change
NDC	Nationally Determined Contributions on Climate Change
NGO	Non-Governmental Organization
PIF	Project Identification Form
NIR	National Inventory Report
PMU	Project Management Unit
PSC	Project Steering Committee
RSS	Royal scientific Society
QA/QC	Quality Assurance, Quality Control
SESP	Social and Environmental Screening Procedure
SDGs	Sustainable Development Goals
UNEP	United Nations Environment Programme
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change

1. Introduction

The BTR1 – NC5/BTR2 project, implemented by the Ministry of Environment (MoEnv) with UNDP support and GEF funding, aims to assist Jordan in preparing its First Biennial Transparency Report (BTR1) and combined Fifth National Communication and Second Biennial Transparency Report (NC5/BTR2). These submissions fulfill Jordan's reporting obligations under the UNFCCC and Paris Agreement, aligning with the Modalities, Procedures, and Guidelines (MPGs).

The project supports Jordan in meeting critical climate goals, identifying GHG mitigation projects, and enhancing national capacity for effective climate policies. By leveraging existing resources and aligning with initiatives like the National Adaptation Plan (NAP) and Nationally Determined Contributions (NDCs), it promotes cost-effectiveness and integration with development priorities. The project also emphasizes gender-responsive climate policies, advocating for women's participation and addressing gender-specific climate impacts.

The Inception Workshop for the project, organized in partnership with the Ministry of Environment (MoEnv), was held on September 2, 2024, at the Intercontinental Amman Hotel in Jordan. This initial meeting marked the official launch of project implementation, providing an opportunity to introduce the project's objectives, expected outcomes, and planned activities.

The workshop aimed to ensure a shared understanding of the project among the IP, Project Team, responsible party (RP), the UNDP Jordan Country Office, and all relevant stakeholders. It clarified roles and responsibilities, facilitated discussions on key decisions, and reaffirmed commitments to the project's goals. Additionally, the workshop served as a platform for consulting on future actions and aligning efforts across participating entities. Key objectives of the workshop included:

1. Presenting the project's scope, objectives, outcomes, and activities.
2. Familiarizing stakeholders with the detailed project strategy and discussing any changes in the context since its conceptualization.
3. Defining roles and responsibilities for the project team, including engagement strategies and conflict resolution mechanisms.
4. Reviewing the results framework and monitoring plan.
5. Establishing reporting, monitoring, and evaluation responsibilities, including finalizing the M&E budget and identifying relevant national or regional institutes.
6. Discussing and updating project strategies, including risk management, safeguards, grievance mechanisms, and gender and knowledge management strategies.
7. Reviewing financial reporting procedures, budget monitoring, and annual audit arrangements.
8. Planning Project Board meetings and finalizing the first-year work plan and the Board's Terms of Reference.
9. Officially launching the project.

The event brought together 40 participants (including one online attendee), with 40% of them women (Annex 2: List of Participants). Attendees included representatives from various ministries, state authorities, international development agencies, environmental funds, civil society organizations, media, the private sector, and academia. The workshop successfully established a foundation for coordinated action and stakeholder collaboration, setting the stage for the project's effective implementation.

2. Project overview

The BTR1 – NC5/BTR2 project which is implemented by the Ministry of Environment (MoEnv supported by the UNDP and funded by the Global Environment Facility (GEF) aims to strengthen technical and institutional capacity to assist Jordan in mainstreaming climate change concerns into sectoral and national development priorities and to enable the Government of Jordan (GOJ) to respond to international environmental obligations 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. Additionally, the project will pinpoint GHG mitigation projects eligible for international funding, thereby enhancing Jordan's ability to implement cost-effective climate policies. Aligned with existing climate initiatives, the project strengthens local capacities and identifies synergies with other national and local projects. Furthermore, it will explore interlinkages between climate change and gender equality, contributing to gender-responsive climate policies.

Through the proposed Enabling Activity, Jordan intends to prepare its First Biennial Transparency Report (BTR1) and Fifth National Communication and Second Biennial Transparency Report as combined report under the UNFCCC (NC5/BTR2) by leveraging the existing institutional and analytical capacities built under the National Communication Projects over last two decades. Additional support is sought for sustainable reporting, with a focus on using the established Measurement, Reporting, and Verification (MRV) platform and enhancing transparency for track progress of NDC implementation and adaptation actions and the status of gender mainstreaming in the NDC and to monitor climate financial support needed and received. The project promotes Jordan's green transition by capitalizing on institutional networks and lessons learned, fostering stakeholder collaboration across ministries and sectors.

BASIC PROJECT INFORMATION

Project Title:	Development of the First Biennial Transparency Report of Jordan and the Fifth National Communication and Second Biennial Transparency Report as a combined report under the UNFCCC (BTR1 – NC5/BTR2)
Project Number:	01001473
Funding Agency:	Global Environment Facility (GEF)
Executing Agency:	United Nations Development Programme

Implementing Partner:	Ministry of Environment (MoEnv.)
Project Starting Date:	10 Oct 2024
Duration of the Project:	4 years
GEF Trust Fund	1,233,000.0 USD
UNDP TRAC resources	N/A
Total for the project	1,233,000.0 USD

2.1 Project Components, Outcomes and Project Results Framework

This project will contribute to the following Sustainable Development Goal (s): SDG 13: Take urgent action to combat climate change and its impacts. SDG 15: Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss. SDG 6: Ensure availability and sustainable management of water and sanitation for all. SDG 5: Achieve gender equality and empower all women and girls. SDG 2: End hunger, achieve food security and improved nutrition and promote sustainable agriculture. SDG 14: Sustainably manage and protect marine and coastal ecosystems from pollution. SDG 11: Making cities safe and sustainable.
This project will contribute to the following country outcome (UNDAF/CPD, RPD, GPD): CPD Outcome 2. Enhanced national resource management models that ensure equitable access to water, food, and clean energy for all, address climate related and other risks, and empower local communities as agents of change for responsible production and consumption

	Objective and Outcome Indicators	**Baseline**	**End of Project Target**
Project Objective:	To assist Government of Jordan in the preparation and submission of its First Biennial Transparency Report and a combined Second Biennial Transparency and Fifth National Communication Report (BTR1 –NC5/BTR2) for the fulfillment of the obligations under the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement (PA).		
	Mandatory Indicator 1: # direct project beneficiaries disaggregated by gender (individual people)	0	200 (at least 50% women).
Project component 1	**Development of the Jordan's First Biennial Transparency Report (BTR1)**		
Project Outcome 1.1	**Indicator 2:** National Inventory Report (NIR) covering period 2012-2022 developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1	NIR submitted as separate document within BUR2. *Source: UNFCCC website*	NIR up to 2022 submitted to UNFCCC as separate document by December 2024.

	Objective and Outcome Indicators	Baseline	End of Project Target
Jordan's BTR1 developed as a stand-alone report	**Indicator 3:** Progress in reporting on NDC implementation, climate change impacts and adaptation, and support needed and received in compliance with MPG requirements.	The preparations of previous NCs and BURs have not followed the MPGs and the common reporting tables and tabular formats of Decision 5/CMA.3	Information on the status of NDC implementation, climate change impacts and adaptation, and support needed and received is compiled up to 2022 as part of the BTR1 in line with MPG requirements and by using the common reporting tables and tabular formats of Decision 5/CMA.3
	Indicator 4: Extent to which NDC analysis include gender equity considerations and sex disaggregated data	Jordan NDC contain gender equity consideration and sex disaggregated data however gender related data is yet to be collected and analysed.	Gender-related data are provided and used to complete NDC related analysis.
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 described.		
Project component 2	**Development of the Jordan's Fifth National Communication and Second Biennial Transparency Report (NC5/BTR2)**		
Outcome 2.1 **Jordan's NC5/BTR2 developed as combined report**	**Indicator 5:** National Inventory Report (NIR) covering period 2012-2024 developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1	NIR submitted as separate document within BUR2.	NIR up to 2024 submitted to UNFCCC as separate document by Dec 2026.
	Indicator 6: Availability of a functioning MRV system to track progress of NDC implementation, adaptation actions and monitoring support needed and received.	MRV system to track the implementation of mitigation and adaptation actions has been developed but not operationalized yet.	MRV system is operational and used to track progress of NDC implementation and adaptation actions and the status of gender mainstreaming in the NDC. A climate finance module has been introduced as part of the MRV system to monitor financial support needed and received.

	Objective and Outcome Indicators	Baseline	End of Project Target
	Indicator 7: Extent to which MRV Systems include gender equity considerations and sex disaggregated data	MRV system has been developed but not operationalized for all sector yet and does not include sex disaggregated data.	Gender considerations and sex disaggregated data introduced as part of the MRV system and used to track NDC progress.
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 Gender-sensitive information necessary to track progress made in implementing and achieving the NDC up to 2024 provided, including estimates of emissions avoided. 2.1.3 Gender-sensitive Information related to climate change impacts and adaptation up to 2024 provided2.1.4 Gender-sensitive information on financial, technology development and transfer and capacity-building support needed and received up to 2024 provided. 2.1.5 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.		
Project component 3	**Compilation and submission of the reports**		
Outcome 3.1 **Jordan's BTR1 and NC5/BTR2 compiled, adopted by the Government and submitted to UNFCCC**	**Indicator 8:** Jordan's First Biennial Transparency Report submitted to UNFCCC.	Three National Communications submitted to UNFCCC.	BTR1 submitted to UNFCCC by Dec 2024.
	Indicator 9: Jordan's Second Biennial Transparency and Fifth National Communication Report submitted to UNFCCC	Two Biennial Update Reports submitted to UNFCCC. The Fourth National Communication should be submitted by May 2023, following the Governmental adoption procedure. Intended Nationally Determined Contribution (INDC) and revised NDC	NC5/BTR2 submitted to UNFCCC by Dec 2026.

	Objective and Outcome Indicators	Baseline	End of Project Target
		submitted to UNFCCC.	
Outputs to achieve Outcome 3.1	3.1.1 BTR1 compiled, adopted in transparent and participatory process, and submitted to UNFCCC by December 2024. 3.1.2 NC5/BTR2 compiled, adopted in transparent and participatory process, and submitted to UNFCCC by December 2026.		
Project component 4	**Monitoring and Evaluation**		
Outcome 4.1 **Project regularly monitored, inception workshop organized, lessons learned compiled and disseminated**	**Indicator 10:** # of monitoring report compiled	0	6 (1 Inception Workshop Report, 4 Annual Status Survey, 1 End of Project Report).
Outputs to achieve Outcome 4.1	4.1.1 Inception workshop organized, and Inception Report compiled. 4.1.2 Project annual financial and progress reports and Annual Status Surveys prepared. 4.1.3 Inclusive end of Project report including lessons learnt compiled.		

3. Situation Analysis

During the Inception phase, all assumptions and the proposed implementation approach outlined in the project design stage were confirmed as valid by both internal and external stakeholders. However, it is important to note that evolving risks must be managed throughout the project's duration to ensure successful implementation. Notably, the project faced delays at the start despite continuous follow-up from both the UNDP and MoEnv teams due to the following reasons:

1. The process of signing the project documents took approximately six months, starting on April 16, 2024, and concluding on October 10, 2024. During this period, UNDP maintained direct follow-ups with the Ministry of Environment (MoEnv) and the Ministry of Planning and International Cooperation (MoPIC) to expedite the process. UNDP emphasized the urgency of meeting the deadline for submitting the 1BTR, which is December 31, 2024.
2. The 1BTR report includes two mandatory chapters: the Greenhouse Gas (GHG) inventory and the progress on Nationally Determined Contributions (NDCs). Completing these chapters requires

assembling a national team from relevant ministries and entities to gather precise and accurate data, which is a time-intensive process.

3. After the project documents were signed on October 10, 2024, UNDP accelerated preparations in collaboration with MoEnv and RSS. Multiple progress meetings were held, particularly to form the national task team required to begin drafting the 1BTR. However, delays arose as many team members were attending COP29 in Baku from November 11 to November 22, 2024. Additionally, assigning the taskforce within MoEnv required official approval, which further extended the timeline.

4. As of now, the proposed members of the task team have not been approved. On December 30, 2024, UNDP and RSS held a meeting with MoEnv to present a draft BTR1 report and recommended submitting it as initially planned. However, MoEnv decided to consult with UNFCCC focal points and is awaiting their feedback before making a final decision.

Over the past year in Jordan, changes in the government and its structure in September 2024 caused additional delays in signing the project document. This, in turn, slowed down the technical operations of the service, leading to delays in the project's implementation. However, UNDP, in collaboration with the Climate Change Directorate in MoEnv, remains committed to diligently mitigating risks and ensuring the project meets its objectives within the agreed timeframes.

The Project will identify synergies with other ongoing initiatives, as outlined in the table below indicating the complementary projects, to enhance cost-effectiveness and ensure alignment with national development priorities and programs at both national and local levels.

Project Name	**Timeframe**	**Baseline Information**	**Linkages with BTR1 – NC5/BTR2**
National Adaptation Plan (NAP) supported by GIZ	*2021*	*Overall objective:* Supports the government to integrate climate change-related risks, coping strategies and opportunities into ongoing development planning and budgeting processes including advanced adaptation coordination (with Standard Optative Procedures and M&E Framework for data management), gender sensitive indicators and a system to collect data, capacity building on adaptation.	The BTR1-NC5/BTR2 will enhance implementation of the recommendations related to data collection, exchange and relevant indicators and enhance monitoring by adding adaptation module in the MRV platform.

Project Name	Timeframe	Baseline Information	Linkages with BTR1 – NC5/BTR2
Building Resilience to Cope with Climate Change in Jordan through improving water use efficiency in the agriculture sector.	2022 -2026	The project aims to build the adaptive capacity of communities and institutions in Jordan, addressing the needs of vulnerable groups, increasing resilience of water management systems as well as the agricultural sector to climate change. The project will be implemented jointly with FAO, Ministry of Environment, Ministry of Water and Irrigation and Ministry of Agriculture.	The BTR1-NC5/BTR2 will enhance implementation of the recommendations related to building the adaptive capacity of communities and institutions in Jordan, addressing the needs of vulnerable groups, increase the resilience of water management systems as well as agricultural resources to climate change.
UNDP Climate Promise, NDC to inform Green Recovery	2021	The project aims to advance the key outputs of the Climate Promise program, including better alignment between sectoral strategies and NDCs, mobilizing finance for climate action in vulnerable sectors, engaging youth and women in climate innovation, and encouraging south-south collaboration.	The BTR1-NC5/BTR2 will support the UNDP climate promise through providing enhanced monitoring tools and data exchange between the sectors and NDCs.
UNDP-Canada Mitigating Climate Change through Solid Waste Management in Southern Jordan Project	2022	The project is designed to address climate change mitigation measures in Jordan and particularly in the Southern Region of the country through controlling the impact of landfilling waste and introducing the circular and green economy instead, to create income generation opportunities and improve livelihood opportunities for the local community women and youth.	The BTR1-NC5/BTR2 will support the project through providing tools for GHG monitoring and accounting towards improving resource conservation and protection of the environment.

Project Name	Timeframe	Baseline Information	Linkages with BTR1 – NC5/BTR2
Enhancing Country Resilience and Improving Disaster Risk and Crisis Management in Jordan	2023	The overall goal of the project is to contribute to enhanced resilience of the country. This shall be achieved through strengthened capacities of the national and local stakeholders and institutions involved, through improved management procedures and coordination mechanisms, and through the systematic inclusion of streamlined DRR policy into national (development) strategies.	The BTR1-NC5/BTR2 will enhance implementation of the recommendations related to building the adaptive capacity of communities and institutions in Jordan.
Disaster Risk Reduction Initiative in Jordan project, (UNDP)	*2022*	*Overall objective:* The project will provide information on local climate risks and DRR activities that will be incorporated into transparency activities.	The BTR1-NC5/BTR2 will enhance loss and damage governance (identify most suitable loss and damage focal point) and identify entry points to address loss and damage associated with climate change impacts in the country.
Capacity-building Initiative for Transparency Global Support Program – CBIT GSP (UNEP-GEF)	*2022-2027*	The CBIT-GSP is a five-year global climate transparency project, funded by the Global Environment Facility (GEF), implemented by the United Nations Environment Programme (UNEP), and executed by the UNEP Copenhagen Climate Centre (UNEP-CCC). The project is aimed at supporting developing countries in the transition to the Enhanced Transparency Framework (ETF) and its Biennial Transparency Reports under the Paris Agreement. The CBIT-GSP project also offers various other support to countries, such as the quality review of country's transparency reports, the provision of a dedicated gender toolkit (forthcoming), global meetings, webinars, and knowledge products.	Through the CBIT GSP and the regional networks capacity building and knowledge exchanged activities, the BTR1 – NC5/BTR2 will contribute and benefit from various activities provided including in-person workshops and trainings, e.g., on NDC tracking, virtual knowledge-sharing events among countries, e.g., on tracking support needed and received, and national support activities, e.g., recommendations for institutional arrangements in countries or the identification of indicators for a country's NDC.

4. Project Risks and Risk Management

Risk management is a vital aspect of the project, requiring continuous monitoring by the Project Manager in collaboration with the Project Board to ensure timely mitigation measures are implemented. The Implementing Partner is responsible for:

a) Conducting project and program-related activities in alignment with UNDP's Social and Environmental Standards,

b) Implementing any management or mitigation plans developed to ensure compliance with these standards, and

c) Engaging proactively and promptly to address concerns and complaints raised through the Accountability Mechanism.

UNDP will work to ensure that communities and other project stakeholders are informed about and have access to the Accountability Mechanism.

Although the primary risk currently facing the project is the delay in signing the project document, which has consequently postponed the submission of the 1BTR, the following additional risks, alongside those outlined in the Project Document, have been identified as critical for ongoing monitoring:

#	Description	Impact & Probability	Risk Treatment / Management Measures
1	Government institutions, public and private companies may be unable to provide/process data due to insufficient technical and human capacity.	BTR1 and NC5/BTR2 might not be fully consistent with relevant national strategic priorities. L = 3 I = 3 Risk level = Moderate	The project team shall provide necessary technical assistance in data gathering and 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 through various trainings, information and lessons learnt exchanges. Moreover, the Knowledge Management Strategy will guarantee that the acquired knowledge will remain in the institutions.

#	Description	Impact & Probability	Risk Treatment / Management Measures
2	Lack of data in general	Recommendations from the BUR and BTR technical review process will not be fully addressed and the BTR1 and NC5/BTR2 shall not be developed in a transparent manner. L = 2 I = 1 Risk level = Low	The project team will put additional effort to collect data with innovative measures or support putting in place for sustainable procedures for data collection, where needed. Applying the flexibility provisions in BTRs for the situations when the data is unavailable or analysis of the gaps after BTR1 submission and including conclusions of the Technical Expert Review (TER) to address in BTR2 may be considered as mitigation measures.
3	Insufficient commitment and political reluctance of the relevant national entities to incorporate the project elements into their plans and policies.	In case this risk occurs, Jordan might not submit BTR1 and NC5/BTR2 to the UNFCCC Secretariat in time.	Insufficient commitment and political reluctance of the relevant national entities to incorporate the project elements into their plans and policies. Mitigation measures include coordination with the government (high and mid-level), advocacy efforts, providing necessary support to RP and IP, awareness sessions with stakeholders.
4	Improper Gender Equality and Women's Empowerment	Bias conclusion and action plans / mitigation and adaptation options that lacks women empowerment. P = 2 I = 1 Risk level = Low	Ensure gender mainstreaming plan is incorporated, evaluated, and monitored from designing phase till implementation and project closure. Ensure that gender equity is incorporated target vulnerability selection criteria following the Social and Environmental Standards. Project Quality Assurance through monitoring and reporting Gender Responsive Stakeholder Analysis and Consultations, Participatory Gender Analysis, and Gender Action Plan if necessary.
5	Lack of coordination across ministries and agencies.	This risk could hinder data collection and analysis. L = 2 I = 3 Risk level = Moderate	The coordination and execution of the project activities will be ensured trough intensive interaction of the dedicated UNDP Project Implementation Team and Coordination Team of the MoEnv with all relevant actors of the implementation process including other national institutions such as MOPIC, MWI, MoAg, etc. The overall oversight and guidance of project implementation will be performed by the Project

#	Description	Impact & Probability	Risk Treatment / Management Measures
			Management Committee first, to ensure regular communication across government agencies. The project will support the development of necessary legislation for mandatory data reporting from sectoral ministries and other relevant bodies. The project will strengthen capacity of key ministries and agencies to ensure that they are able to provide the necessary data in a given format and time frame.
6	Complexity to engage with vulnerable groups/targets due to existing barriers	Delay and complication in performing the vulnerability assessment at specified spatial locations. L = 3 I = 2 Risk level = Low	Validated selection of target groups based on previous UN experience. Perform social and environmental assessment using direct contacts and survey procedures. Include mayors, clan elders and relevant authorities in the vulnerability assessment. If necessary, selecting the most vulnerable community as a case study. This requires setting selection criteria and prioritization for spatial vulnerability assessment considering gender equity.
7	The duty bearers may fail to fully realize their obligations and responsibilities to respect, promote and mainstream human rights in relation to the proposed project activities, and exclude potentially affected stakeholders and marginalized groups, from fully participating in the assessments that will be carried out	**L =1** **I = 2** **Risk Level = Low**	Throughout the project design, implementation, and M&E phases the project is committed to an inclusive, transparent, informed and gender-sensitive stakeholder engagement process. The participation of institutions, companies and experts from various sectors strengthens the institutional and technical capacity of the different stakeholders and partners, that is not reduced to a group of experts and decision makers from the governmental institution. 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 other human rights. In order to ensure no adverse impact on enjoyment of the human rights all project partners and beneficiaries will be introduced with feedback mechanisms: https://www.undp.org/accountability/audit/secu-srm/stakeholder-response-mechanism. all project partners and beneficiaries will be introduced with feedback mechanisms to ensure no adverse impact on enjoyment of the human rights of them.

#	Description	Impact & Probability	Risk Treatment / Management Measures
	under the project.		

5. Social and Environmental Screening Process

The Social and Environmental Screening Process (SESP) was conducted during project design to ensure alignment with human rights, gender equality, and social and environmental standards. It identifies potential risks, particularly for vulnerable groups, with an overall low risk rating. Two main risks were identified:

1. **Risk 1:** Failure to Ensure Inclusive Participation: Duty bearers may fail to ensure active participation, especially from marginalized groups, potentially undermining human rights.

Management measures: The UNDP and IPs must guarantee an inclusive, gender-sensitive process, involving diverse stakeholders and ensuring rights to informed participation. Feedback mechanisms will address any human rights issues.

2. **Risk 2:** Gender Discrimination: Despite progress, traditional social norms in Jordan may lead to gender discrimination in project participation, particularly in decision-making.

Management measures: The UNDP and IPs will adopt a gender-sensitive approach, ensure women's involvement, and monitor gender-responsive indicators. A Gender Action Plan will support gender equality in climate change-related activities.

Although both risks are low, proactive measures, including gender analysis, feedback mechanisms, and inclusive engagement, are crucial for upholding human rights and gender equality.

6. Gender Mainstreaming

The project will prepare and finalize Gender analysis and Gender action plan during first year of the project on the gender analysis conducted during the implementation of NC4. 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 a deeper analysis and action is required. The areas, in which data and information on gender and climate change is not available, will be identified with priorities, and steps to fill the existing gaps.

The project will analyse the sex disaggregated data (identified in all climate change relevant policy documents in the country), to build a gender responsive BTR1 and NC5/BTR2. The results and recommendation of this analysis will be captured as an important knowledge product and widely shared with decision makers to increase their knowledge on gender and climate change to modify existing climate change relevant support to vulnerable groups or create new gender responsive socio-economic benefits or services.

The Project will provide capacity-building in relation to BTR1& NC5/BTR2 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 (training, workshops).

Moreover, the project will mobilize women's political groups as advocates and create a strong network of gender and climate change practitioners on national and local level to set in place sustainable gender and climate change processes after project completion.

7. Stakeholders Engagement Plan

Integrating sectors strengthens institutional and technical capacities beyond a small group of government experts and decision-makers. The project will address the needs of marginalized groups most affected by climate change by using tools like design thinking, behavioral science, and foresight. This collaborative approach will help stakeholders develop policies and actions to reduce GHG emissions and enhance climate resilience at national and local levels. A preliminary Stakeholder engagement plan envisages the following meetings:

- Inception workshop to discuss conceptual framework and design for each report/area of work; and to highlight any prevailing challenges to data acquisition and sharing, monitoring assessment and reporting,
- Stakeholder consultations workshops to engage stakeholders and ensure their continuous involvement in the reporting process.,
- Capacity-building workshops on the thematic areas of the ETF, BTRs and NCs,
- Individual meetings of thematic working groups with sector representatives,

- Group discussions to solicit ideas, create synergies and opportunities for networking, knowledge sharing and joint actions,
- Validation workshops to discuss results and validate accuracy of the analyses and ensure the quality of the results,
- Final dissemination workshop to discuss findings, raise awareness and reinforce collaboration and networking.

The Stakeholder Engagement Plan will be integrated with the Gender Action Plan to ensure gender equality in all project interactions. Additionally, the project will engage bilateral and multilateral donors through regular consultation meetings in Jordan to attract financial support.

8. The Progress during Inception Phase

The project inception phase commenced on the first of August 2024, where a set of key activities have been taken as a prelude to the launch of the project's technical implementation. The Inception phase included mainly the Inception Workshop 2nd September 2024 with its related meetings, the Technical Working Group (TWG) meeting and the Inception Workshop follow-up period. Although the project document was signed on 9 October 2024, which contributed to delays in the project's initiation, UNDP Jordan Country Office proceeded with the inception workshop and covered its costs through alternative UNDP resources. The key activities can be summarized as follows:

7.1 Establishment of the Project Steering Committee

The Project Board, also known as the Project Steering Committee (PSC), is the highest-level oversight body dedicated to supervising project implementation in line with UNDP rules and regulations. It ensures that the project's specific objectives and outcomes, along with their agreed performance indicators, are achieved. The PSC reviews performance based on monitoring, evaluation, and implementation challenges to ensure the delivery of high-quality results. It is responsible for making consensus-based management decisions when the Project Manager requires guidance, including recommending UNDP/Implementing Partner approval of project plans and revisions. To maintain UNDP's accountability, PSC decisions must align with standards that promote management for development results, best value for money, fairness, integrity, transparency, and effective international competition. If consensus cannot be reached within the PSC, the final

decision will be made by the Team Leader of Environment, Climate Change, and DRR, in consultation with the UNDP Programme Manager.

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

1. High-level oversight of the execution of the project by the Implementing Partner. This is the primary function of the PSC 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 PSC reviews evidence of project performance based on monitoring, evaluation and reporting, including progress reports, evaluations, risk logs and the combined delivery report. The PSC 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.

While the Main Responsibilities of the Project Steering Committee:

- ✓ 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, GEF annual project implementation reports, mid-term review and terminal evaluation reports.
- 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.

The PSC will be chaired by Climate Change Directorate as the National Project Director (or delegate thereof) of MoEnv and is comprised of the representatives of the following institutions:

No.	Stakeholder	Position	Name
1	The Ministry of Environment (MoEnv.)	Acting Secretary-General of the Ministry of Environment (Project Executive)	Dr. Jihad Alsawair

2	The Ministry of Planning and International Cooperation (MoPIC)	Secretary-General (Beneficiary Representative)	Mr. Marwan Al Refai
3	United Nations Development Program	Deputy Resident Representative (Development Partner)	Eng. Majida Al Assaf
4	United Nations Development Program	Team lead of Sustainable Green Pathways & Inclusive Growth (Project Assurance)	Dr. Nedal Al-Ouran
5	United Nations Development Program	Environment Program Analyst (Project Assurance)	Rana Saleh
6	The Ministry of Environment (MoEnv.)	Director of Climate Change Directorate (Beneficiary Representative)	Eng. Bilal Shaqarin
7	The Ministry of Environment (MoEnv.)	Head Of Adaptation Section at Climate Change Directorate (Beneficiary Representative)	Sara Alhaleeq
8	The Ministry of Environment (MoEnv.)	Head Of Mitigation Section at Climate Change Directorate (Beneficiary Representative)	Manar Abu Hazim
9	United Nations Development Program	Project Manager (as a non-voting member)	Dana Al-Lweisy
10	United Nations Development Program	Administration & Finance Assistant (as a non-voting member)	Ismail Al-Dafar

7.2 Establishment of the Project Management Unit

The project will be implemented under the NIM arrangements with UNDP support. UNDP in coordination with MoEnv 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. UNDP is responsible for the Project Assurance function and presents to the Project Steering Committee (PSC) and attends PSC meetings as a non-voting member. A firewall will be maintained between the delivery of project oversight and quality assurance performed by UNDP and charged to the GEF fee and any support to project execution performed by UNDP.

Project progress will be managed by the Project Manager, with the support of the Project Management Unit (PMU) and the Project Steering Committee (PSC). The PMU will be based at the

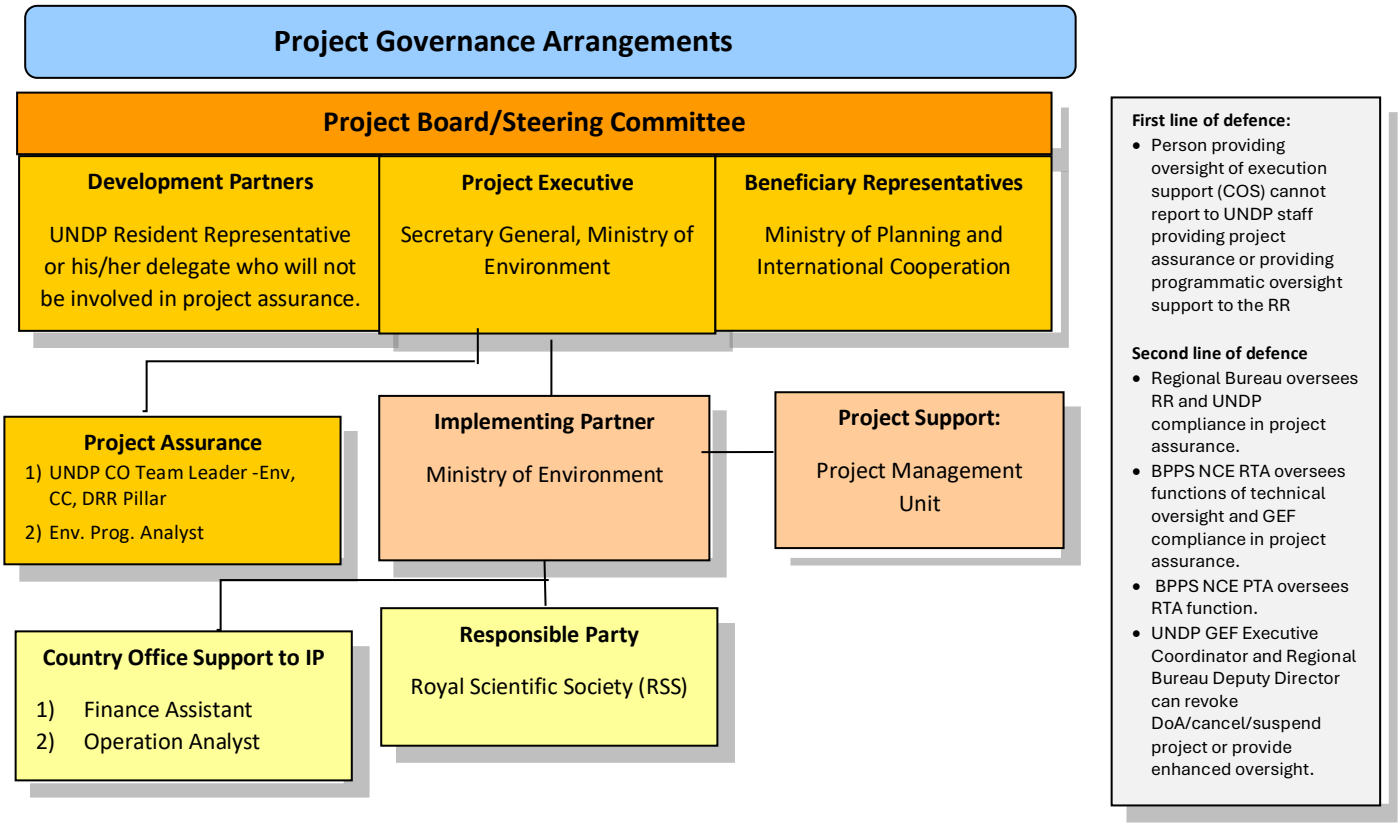
MoEnv premises and will be responsible for the overall day-to-day management of the project on behalf of the Implementing Partner including the mobilization of all project inputs, supervision of responsible party, consultants and sub-contractors. The MoEnv will designate a senior official of the Climate Change Directorate as the National Project Director and will be responsible for overall guidance to project management, including adherence to the AWP and achievement of planned results as outlined in the PRODOC and for the use of GEF funds through effective management and well-established project review and monitoring mechanisms. The National Project Director will ensue coordination with various ministries and agencies.

The project will be audited as per UNDP Financial Regulations and Rules and applicable audit policies. Audit cycle and process will be discussed during the inception workshop.

Accordingly, the Project Management Unit (PMU) has been set up and comprises a project manager, recruited by UNDP, who is responsible for supervising and coordinating project activities, ensuring the delivery of results in line with the project document, and managing day-to-day coordination. Additionally, an Administration & Finance Assistant, in the recruitment process as of October 2024, will also be based at MoEnv's premises.

No.	Position	Name
1	Project Manager	Eng. Dana Al-Lweisy
2	Administration & Finance Assistant	TBD

The organizational structure for the implementation of the project is as follows:



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.

Implementing Partner: The Implementing Partner for this project is the *Ministry of Environment*

The institutional structure of the project will be based on the existing institutional arrangements. The Ministry of Environment is the focal point for all environmental international conventions including the UNFCCC. The environmental governance system in Jordan links multiple governmental organizations in developing and implementing environmental policies lead by the Ministry for Environment. In August 2014, the Ministry of Environment has created the Directorate of Climate Change. The Directorate acts as the institutional hub for coordinating all climate change activities in Jordan in relation to the UNFCCC.

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.
- 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.

Responsible Parties: The responsible Party of the project is the Royal Scientific Society (RSS) which will provide technical backstopping and carry out the project activities using the project budget on behalf of the Ministry of Environment. The Responsible Party is responsible to carry out below tasks:

- Manage the overall conduct of the project`s activities.
- Plan the activities of the project and monitor progress against the approved workplan.
- Execute activities on behalf of the Ministry of Environment by managing personnel, goods and services and trainings, 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.
- 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.
- Assess major and minor amendments to the project (as per the GEF policy on amendments)
- 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 the NC/BTR Annual Status Surveys.

7.3 Initiation process of signing RPA with RSS

UNDP has initiated the process of signing the Responsible Party with RSS for the Development of the First Biennial Transparency Report (BTR1) and National Inventory Report (NIR) for the second Biennial Transparency Report to the UNFCCC. RSS is a well-established NGO with strong connections to a wide range of beneficiaries, the RSS is uniquely positioned to contribute effectively to the objectives of this activity. Additionally, the RSS is a trusted organization, strongly endorsed by key stakeholders, including the Ministry of Environment, for this role. It has successfully developed all previous Biennial Update Reports (BURs) and National Communications (NCs) for the Ministry, as outlined in the project document, which also identifies RSS as the Responsible Party (RP).

The RSS has demonstrated solid technical expertise in the areas specified in the ToR, with a proven track record of delivering satisfactory results in various assignments with UNDP. Therefore, it is recommended to formalize the partnership with the RSS through a Responsible Party Agreement (RPA) to carry out the activities.

The **immediate objective** of the assignment as follows:

1. Component (1): Preparation and submission of the First Biennial Transparency Report (1BTR) to the UNFCCC as part of the fulfillment of its obligations to the Paris Agreement Article 13.
2. Component (2): Preparation of the National Inventory Report (NIR) covering period 2012-2024 developed in accordance with the MPGs contained in chapter II of decision 18/CMA.1

under the development of the Second Biennial Transparency Report (2BTR) to the to the UNFCCC as part of the fulfillment of its obligations to the Paris Agreement Article 13.

The RSS proposed team for this assignment consists of experienced experts with a proven track record across various sectors, including energy, Industrial Processes and Product Use (IPPU), Agriculture, Forestry & LULUCF, and wastewater. Additionally, the national team includes focal points from relevant governmental institutions responsible for providing the necessary data and information.

7.4 Internal Inception Workshop

An internal inception workshop was conducted on 27 August 2024 at 2:00 PM – 3:30 PM (Jordan Time) in participation of Nataliya Vasylyeva, Eva Huttova (Regional Technical Advisors), Rinyarat Tanaratsatian (Environmental Finance Regional Programme Associate), Rana Saleh (Environment Program Analyst/UNDP JO CO) and Eng. Dana Al-Lweisy (Project Manager/UNDP JO CO). The agenda of the workshop was as follows:

1. Agenda of the external Inception workshop.
2. State of readiness for the external Inception workshop (participants list; confirmation of their participation; hotel booking; availability of remote participation in the event etc).
3. Presentation on GEF EA project arrangements.
4. Discussion of further steps.

7.5 External Inception Workshop

Under the patronage of H.E. Minister of Environment and the Resident Representative in UNDP Country office in Jordan, the project was launched on 2nd September 2024 from 9:00 AM – 3:00 PM (Jordan Time) at Intercontinental Hotel – Amman.

The launching ceremony was attended by approximately 42 participants representing a vast spectrum of national stakeholders from government institutions, NGOs, academia, Semi-governmental and Research Institutions, private sector, environmentalists and Media sector.

Agenda: Inception workshop agenda is on Annex 1.

Participants List: Inception workshop Participants List is on Annex 2.

Inception Workshop Objectives

The meeting aimed to:

1. 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.
2. Discuss the roles and responsibilities of the project team, including reporting lines, stakeholder engagement strategies and conflict resolution mechanisms.
3. Review the results framework and monitoring plan.
4. Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget, if applicable; 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.
5. Update and review responsibilities for monitoring project strategies, including the risk log; SESP report, Social and Environmental Management Framework and other safeguard requirements; project grievance mechanisms; gender strategy; knowledge management strategy, and other relevant management strategies.
6. Review financial reporting procedures and budget monitoring and other mandatory requirements and agree on the arrangements for the annual audit.
7. Plan and schedule Project Board meetings and finalize the first-year annual work plan. Finalize the TOR of the Project Board.
8. Formally launch the Project.

Workshop Outputs:

The Inception Workshop resulted in the following outcomes, designed to benefit both the participants and other stakeholders collectively:

1. The workshop led to a common understanding of the project's goals and objectives, and an agreement on the strategies that should be undertaken to successfully meet these goals and objectives.
2. The workshop facilitated experience sharing and the dissemination of best practices nationally, regionally, and internationally that could be meaningfully integrated into the project.
3. The workshop led to the establishment of the Project Steering Committee which would oversee the development of the project and its Implementation Strategy.
4. Agreed implementation arrangement and coordination mechanisms as well as roles and responsibilities of identified key partners within the project and with external initiatives with common objectives.
5. A validated Project Results Framework (log frame).
6. The Annual Operational Work Plan and Budget for the duration of the project, initial AWP, and a procurement plan.
7. Inception Workshop Report, summarizing the outcomes of the meeting.

Inception Workshop Focus Group Discussions:

Working groups were formed towards the end of the workshop to discuss the five different topics as follows:

1. Challenges and Gaps (Foreseen Barriers and Risks).
2. Potential Opportunities
3. Stakeholders Mapping / BTR Governance
4. Data Sources and Assumptions
5. Project Milestones and First Annual Work Plan (AWP)

The working groups are expected to continue supporting the implementing partner and project team through their respective institutions during implementation.

The key discussion items are summarized below:

1. Challenges and Gaps (Foreseen Barriers and Risks).

1.1 What are the key challenges or barriers that could hinder the successful preparation and submission of the 5th national communication and BTRs?

Participants highlighted the following challenges:

- Limited availability and accessibility of data.
- Issues with data accuracy and validation.
- Tight data gathering timeframes.
- Variations in data analysis methodologies across existing reports.
- Insufficient human resources and technical capacities for data reporting.
- Complexity of coordinating with multiple stakeholders.
- Limited cooperation from involved stakeholders.

1.2 What lessons can we learn from previous reporting cycles to anticipate and address challenges in this project?

Participants emphasized the following:

- The importance of data availability from a verified source, with regular updates reflecting ongoing changes: Participants noted that previous reporting cycles often faced delays or inaccuracies due to unreliable or outdated data sources. Reports based on inconsistent data made it challenging to track progress accurately. As a result, recommendations were made to establish clear protocols for data collection, validation, and reporting to ensure consistency across reporting periods. Additionally, fostering collaboration with key data providers was emphasized to maintain real-time or scheduled updates.
- Participants emphasized the need to strengthen the capacities of involved stakeholders, as previous cycles faced challenges due to a lack of technical expertise, inadequate training, or insufficient resources among those responsible for data collection, analysis, and reporting. To address these issues, they recommended conducting regular training sessions to enhance technical skills in data management, analysis, and interpretation. Additionally, they suggested assigning clear roles and responsibilities to ensure accountability in data handling and decision-making. Encouraging knowledge-sharing and collaboration among stakeholders was also highlighted as a key strategy to enhance collective problem-solving and adaptability.

- The value of consistent communication and follow-up from data-generating agencies and organizations.

1.3 What were the most significant issues in past reporting efforts, and how can they be avoided this time?

Participants identified key challenges in previous reporting cycles and proposed solutions to enhance efficiency, accuracy, and stakeholder collaboration.

1. Institutionalization, Availability, and Accuracy of Data

Past reporting efforts were hindered by inconsistent data management, scattered sources, and a lack of governance, leading to inaccuracies and inefficiencies. Without clear protocols, data verification became challenging, and accountability was unclear. To address these issues, participants recommended the following:

- **Establishing data institutionalization and a unified mandate through governance** by implementing standardized policies for data collection, validation, and reporting.
- **Integrating reporting processes into existing institutional structures** to ensure sustainability and long-term compliance.
- **Leveraging technology solutions** such as centralized databases and automated reporting tools to improve data accuracy and accessibility.

2. Active Cooperation and Engagement of Stakeholders

Limited stakeholder participation, insufficient training, and poor communication led to fragmented efforts and inefficiencies in past reporting cycles. Some stakeholders lacked the technical skills needed for effective data management, while inadequate collaboration slowed the exchange of critical information. To mitigate these challenges, participants emphasized the need to:

- **Foster stakeholder engagement, capacity building, and open discussions** by involving all relevant stakeholders early and clearly defining their roles.
- **Conduct regular training programs** to enhance technical expertise in data collection, analysis, and reporting.
- **Organize workshops and feedback sessions** to encourage collaboration and continuous improvement.

3. Developing the Necessary Capacities for Effective Implementation

Ensuring the success of future reporting efforts requires adequate resources and a structured approach. Participants recommended:

- **Providing user-friendly tools and guidelines** to simplify data reporting and management.
- **Allocating sufficient financial and human resources** to support effective implementation.
- **Promoting accountability and continuous improvement** through monitoring and evaluation mechanisms.

2. Potential Opportunities

2.1 What innovative solutions or strategies can be implemented to overcome challenges and gaps?

Innovation Solution	Challenges & Gaps
Stakeholders' engagement	Data Availability
Capacity Building	Data quality
Standardization and Familiarity with the data collection process for the National GHG inventory team.	Time delays
Communication efficiency and coordination	Sectorial coordination
	A shortage of government financing, despite the availability of GEF funds, as there is a need for data digitization and extensive capacity building for focal points.

2.2 Are there new technologies, methodologies, or approaches that could streamline the reporting process?

Participants highlighted the following:

- Utilize ETF tools.
- Enhance capacity of the national focal points and national institutions on the ETF.
- Facilitate experience exchange between national team in Jordan and national teams in neighbor countries.
- Leverage AI for MRV systems.

2.3 How can we leverage existing resources or partnerships to turn challenges into opportunities?

Participants responded with the following:

- Establishing a coordination mechanism.
- Strengthening sectoral coordination.
- Creating a national experience-sharing network.

2.4 What synergies exist between this project and other ongoing initiatives that could be exploited for mutual benefit?

- Long Term Low-carbon and Climate Resilient Strategy (LTS) for Jordan.
- Sustainable Development Goals (SDGs)
- Nationally Determined Contributions (NDCs) tracking and reporting
- LCMI (Low Carbon Measurement Initiative)

3. Stakeholders Mapping / BTR Governance

3.1 Who are the key stakeholders involved in the preparation of the 5th national communication and BTRs, and what roles do they play?

The following stakeholders are key contributors in providing the necessary data and information for the development of the GHG inventory and BTR.

Ministries:

- Ministry of Environment (MoEnv)
- Ministry of Energy and Mineral Resources (MEMR)
- Ministry of Local Administration (MoLA)
- Greater Amman Municipality (GAM)
- Ministry of Agriculture (MoA) / LTRC
- Ministry of Education (MoE)
- Ministry of Transport (MOT)
- Ministry of Water and Irrigation (MoWI)
- National Electric Power Company (NEPCO)
- PETRA Development and Tourism Region Authority (PDTRA)
- Aqaba Special Economic Zone Authority (ASEZA)
- Department of Statistics (DOS)
- Ministry of Industry and Trade (MoIT)

International Agencies:

- United Nations Development Programme (UNDP)
- Global Green Growth Institute (GGGI)
- International Union for Conservation of Nature (IUCN)

- Food and Agriculture Organization (FAO)
- World Bank
- UN-Habitat
- Friedrich-Ebert-Stiftung (FES)
- Youth Sector

Universities:

- Jordan University of Science and Technology (JUST)
- German Jordanian University (GJU)
- University of Jordan (JU)

Private Sector:

- Amman Vision
- Amman International Group
- Royal Scientific Society (RSS)
- United Nations High Commissioner for Refugees (UNHCR)

3.2 How do the roles and responsibilities of these stakeholders align with the project's objectives?

- Providing data and information: Department of Statistics (DoS), Ministries, GAM, Universities.
- Data collection, reporting, and quality control: Ministry of Environment (MoEnv) and/or Royal Scientific Society (RSS).
- Funding, capacity building, and technical support: International Organizations.
- External auditing: International Organizations.
- Dissemination of results: Universities and Ministries.

3.3 What governance structures need to be in place to ensure effective stakeholder coordination and participation?

- Establishment of a formal structure for providing project-related information and data (both ongoing and planned projects).
- Cabinet approval to ensure alignment with national priorities.
- Agreements with key organizations to define roles and responsibilities.
- Designation of points of contact and a well-organized communication framework for seamless coordination.

3.4 What existing governance frameworks can be leveraged or adapted for BTR governance?

The BTR governance will build on the following elements of the existing governance framework of Jordan:

- The existing structure, including Jordan National Climate Change Committee (JNCCC).
- Utilize established points of contact.
- Leverage current agreements.
- Integrate Monitoring, Reporting, and Verification (MRV) systems and updates.
- Strengthen and expand the current framework.

3.5 How can we ensure that all relevant stakeholders, including marginalized groups, are adequately represented in the stakeholder mapping?

- Include marginalized groups such as women, refugees, and youth.
- Ensure relevant organizations representing these groups are actively involved in the process.

3.6 What mechanisms can be used to ensure inclusive and transparent stakeholder engagement?

- Conduct consultation sessions.
- Use surveys to gather input.
- Provide training for focal points.
- Develop a strong stakeholder engagement structure and plan.

4. Data Sources and Assumptions

4.1 What are the primary data sources that will be used for the 5th national communication and BTRs?

- 4th National Communication (4NC).
- Annual reports from relevant ministries, including but are not limited to Department of Statistics (DoS), Ministries, GAM, Universities.
- Data banks from key entities such as NEPCO and MEMR.

4.2 How reliable are these data sources, and what steps can be taken to verify and validate the data?

The data providers, such as relevant ministries and entities, are responsible for ensuring the accuracy and reliability of the data they provide. Verification and validation can be strengthened through internal quality control processes and cross-referencing with other trusted sources.

4.3 What assumptions are being made in the data collection and analysis process, and how might they impact the results?

Most of the necessary data for the report is nearly complete. Any additional assumptions required should be made by the relevant entities responsible for their specific data. These assumptions may influence the results, so it's important that they are carefully considered and aligned with the objectives in addition to IPCC standards and methodologies to ensure the accuracy and credibility of the final analysis.

4.4 How can we document and communicate these assumptions to ensure transparency in the reporting process?

Establish a clear and validated methodology for integrating assumptions from relevant entities, ensuring they are well-documented and communicated throughout the reporting process.

5. Project Milestones and First Annual Work Plan (AWP)

5.1 What are the potential risks related to meeting the deadlines for submitting the 5th national communication and BTRs?

Potential risks include delays in availability and accuracy of the GHG data, GHG inventory compilation, information gathering, and the validation process.

5.2 What past experiences can provide insights into potential delays, and how can they be avoided?

Key insights highlight the importance of assigning a dedicated task force, ensuring the timely distribution of required data, and implementing effective planning to prevent delays. The task force will be responsible for regularly updating the GHG inventory in a sustainable manner within their respective roles in governmental institutions. This will be facilitated through a digital mutual platform, such as the National MRV system or another developed GHG inventory platform. By integrating this responsibility into their existing roles, the process will ensure the consistent and efficient development of future BTRs and other climate change-related reports.

5.3 How can we ensure that the first AWP is realistic and achievable, given the project's scope and resources?

This can be achieved through proper planning, accurate identification of required data, and effective delegation and teamwork.

5.4 How will adjustments be made to the AWP to keep the project on track in case of unforeseen challenges?

Adjustments will be made by monitoring key performance indicators (KPIs) to measure success and implementing parallel workstreams to maintain progress.

9. Conclusions and Recommendations for the Way Forward

During the Inception Workshop, the following aspects of the project were reaffirmed:

1) Results framework remains same.
2) Monitoring and Evaluation Plan remains the same as planned in the project document.
3) Revise the time series/frame for the reports mentioned in the project documents as follows:

GHG INVENTORY COMPONENT:

Covered Years

According to the MPGs (par. 58), Parties **shall** report a **consistent annual time series starting from 1990**. Those developing country Parties that need **flexibility** in the light of their capacities have the flexibility to instead report data covering, at a minimum, the reference year/period for their NDC, and, in addition, a consistent annual time series from at least 2020 onwards.

Jordan opts to use flexibility and will not cover all years from 1990 in this report. Jordan will apply flexibility provision and so consistent time series will be covered: **2012 (The NDC base year), 2020, 2021, 2022 and 2023.**

For the current BTR1, the national GHG emissions were estimated for the year 2022 according to 2006 IPCC Guidelines and the 2019 Refinement to the 2006 IPCC Guidelines. The estimation of the overall national inventory was done using the IPCC Inventory Software for Parties not included in Annex I of the UNFCCC, the sectors and subsectors that were considered are the following:

i. Energy:
   - Stationary Combustion
   - Mobile Combustion
   - Fugitive Emissions

ii. Industrial Processes and Product Use (IPPU):

- Mineral Industry Emissions
- Chemical Industry Emissions
- Metal Industry Emissions
- Non-Energy Products from Fuels and Solvent Use
- Emissions of Fluorinated Substitutes for Ozone Depleting Substances and Other Product Manufacture and Use

iii. Agriculture, Forestry, and Other Land Use (AFOLU):

- Cropland and Forest Land
- Emissions from Livestock and Manure Management
- N2O Emissions from Managed Soils, and CO2 Emissions from Lime and Urea Application.

iv. Waste Generation, Composition, and Management Data

- Solid Waste Disposal
- Biological Treatment of Solid Waste
- Incineration and Open Burning of Waste
- Wastewater Treatment and Discharge

MITIGATION and ADAPTATION COMPONENT WITHIN THE BTR1

NDC Targets	To achieve economy-wide 31% emission reduction from the Business as Usual (BAU) scenario subject to national action and international support.
Target years	The target year for emission reduction according to the Business as Usual (BAU) scenario is 2030.
Reference points	The reference period is between 2012–2030. The Business as Usual (BAU) projection year is 2030. The reference year is 2012 and projection year is 2030.
Time frames for implementation	21 October 2021 – 31 December 2030.
Scope and coverage	**Economy-wide.** Mitigation policies cover the energy (Primary, EE and RE), industry, transport, waste, agriculture, and LULUCF sectors. **Gases** Carbon dioxide (CO2), methane (CH4), nitrous oxide (N2O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), Sulphur, hexafluoride (SF6) and nitrogen trifluoride (NF3) **Pools and Reservoirs** AFOLU pools are included in the NDC: living biomass (trees) and Soil carbon reservoir. ** The sectors, gases, categories and pools covered by NDC are based on the 2006 IPCC Guidelines for National Greenhouse Gas Inventories. It reflects all major anthropogenic GHG emissions and removals as reported in the National GHG Inventory Chapter. Adaptation policies cover the agriculture and forestry, water, disaster risk management, urban, rural development, and public health sectors.

NATIONAL INVENTORY REPORT (NIR) UNDER OUR AGREEMENT WILL COVER

GHG inventory estimation for years: Time Series: 2013, 2014, 2015, 2018, 2019. Accordingly, BTR1 will cover a time series of 2012-2023.

Annexes

Annex 1: Inception Workshop Agenda

Annex 2: Inception Workshop Participants List

Annex 3: Presentation Materials – Inception Workshop

Annex 4: A validated Project Results Framework (log frame).

Annex 5: The Annual Operational Work Plan and Budget for the duration of the project and initial 2025 AWP.