United Nations Development Programme

Project Documents

<table>
<tr><td colspan="3">Project title: Enabling China to Prepare Its First Biennial Transparency Reports on Climate Change under UNFCCC</td></tr>
<tr><td>Country(ies):
People's Republic of China</td><td>Implementing Partner (GEF Executing Entity):
Ministry of Ecology and Environment (MEE)</td><td>Execution Modality:
National Implementation (NIM)</td></tr>
<tr><td colspan="3">Contributing Outcome (UNSDCF/CPD, RPD, GPD): Support China toward a low carbon development</td></tr>
<tr><td colspan="2">UNDP Social and Environmental Screening Category: Low Risk</td><td>UNDP Gender Marker: 2</td></tr>
<tr><td colspan="2">Quantum Award ID: 1268962</td><td>Quantum Project ID: 01002659</td></tr>
<tr><td colspan="2">UNDP PIMS ID number: 9740</td><td>GEF Project ID number: 11652</td></tr>
<tr><td colspan="3">LPAC meeting date:</td></tr>
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<tr><td colspan="3">Latest possible CEO endorsement date: N/A</td></tr>
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<tr><td colspan="2">Planned start date: 15 August 2024</td><td>Planned completion date: 30 June 2026</td></tr>
<tr><td colspan="2">Expected date of Mid-Term Review (MTR) submission to the GEF: N/A</td><td>Expected date of Terminal evaluation (TE) submission to the GEF: N/A</td></tr>
<tr><td colspan="2">Expected Operational Closure Date: 30 March 2027</td><td>Expected Financial Closure Date: 30 September 2027</td></tr>
<tr><td colspan="3">Brief project description:

The project is to enable China to fulfill its commitments under the UNFCCC to prepare its first biennial transparency report (1BTR) by the end of 2024, as required by the Paris Agreement and its implementing rules. Building on the experience of submitting four National Communications (NCs) and three Biennial Update Reports (BURs), the project will expand and consolidate its network of contacts with stakeholders to organically include entities from various sectors, including governments, universities, research institutions, industry associations, private enterprises, individuals and non-governmental organizations (NGOs). Through subcontracts</td></tr>
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and consultancy services, the project will further improve the quality of the expected deliverable, the 1BTR, as well as the professional and technical capacity of our implementation team to respond to the review by international experts.	
FINANCING PLAN	
GEF Trust Fund grant	USD 250,000
UNDP TRAC resources	USD
Confirmed cash co-financing to be administered by UNDP	USD
(1) Total Budget administered by UNDP	**USD** 250,000
(2) Total confirmed co-financing to this project not administered by UNDP	**USD** 1,756,000
(3) Grand-Total Project Financing (1)+(2)	**USD** 2,006,000

SIGNATURES:

Signature: Lu Shize, Deputy Director General, Department of Climate Change, Ministry of Ecology and Environment	**Agreed by Implementing Partner**	**Date/Month/Year:** 14/3/2025
Signature: James George, Deputy Resident Representative, UNDP China	**Agreed by UNDP**	**Date/Month/Year:** 14/3/2025

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List of Abbreviations & Acronyms

BUR	Biennial update report
CSO	Civil society organization
CO2	Carbon dioxide
COP	Conference of the Parties
EAs	Enabling activities
EFs	Emission factors
FECO	Foreign Environmental Cooperation Center
GDP	gross domestic product
GEF	Global Environment Facility
GHG	Greenhouse gas
IPCC	Intergovernmental Panel on Climate Change
LULUCF	Land use, land-use change and forestry
MEE	Ministry of Ecology and Environment
MOF	Ministry of Finance
MOST	Ministry of Science and Technology
MARA	Ministry of Agriculture and Rural Affairs
NBS	National Bureau of Statistics
NC	National Communication
NDC	Nationally Determined Contributions
NDRC	National Development and Reform Commission
NGO	Non-governmental organization
NLGCCECE	National Leading Group on Climate Change, Energy Conservation and Emissions
NPC	National Project Coordinator
NPD	National Project Director
PIR	Project Implementation Report
PMO	Project Management Office
PSC	Project Steering Committee
QA/QC	Quality Assurance/Quality Control
R&D	Research and Development
SAR	Special Administrative Region
SDGs	Sustainable Development Goals
ICA	International Consultation and Analysis
TOR	Terms of Reference
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change

II. Development Challenge

The Paris Agreement in 2015 clearly established the Enhanced Transparency Framework (ETF). At the end of 2018, the 1st Conference of the Parties serving as the Meeting of the Parties to the Paris Agreement (CMA 1) further adopted the Rulebook of the ETF of the Paris Agreement, and formed the Modalities, Procedures and Guidelines for the Transparency Framework for Action and Support referred to in Article 13 of the Paris Agreement (MPGs). The above international treaties and relevant decisions have put forward higher requirements for the international implementation of addressing climate change, including the annual GHG inventory, the tracking of progress of the nationally determined contributions, climate change adaptation, and the support information provided and received. In addition, they also made it clear that the relevant implementation reports under the Paris Agreement should be subject to Technical Expert Review and promotive multilateral review. Compared with the previous obligations under the United Nations Framework Convention on Climate Change (UNFCCC), the above requirements are more stringent, which brings new challenges to China's future implementation.

The Chinese government has always taken seriously the issue of climate change. As a developing country with a population of over 1.4 billion, China is one of the countries most severely affected by climate change. The nationally determined contributions proposed by China are the largest efforts China has made to address climate change in order to achieve the objectives of the UNFCCC. Over the years, China has actively implemented the national strategy to address climate change, accelerated the adjustment of the industrial and energy structure, vigorously carried out energy conservation, carbon reduction and ecological improvement, established low-carbon provincial (municipal) pilots, local carbon emission trading pilots, developed a national carbon emission trading market, and made significant achievements. China submitted its Intended nationally determined Contributions (INDCs) in 2015, setting action goals for 2020 and 2030. Action goals of China by 2030 include: carbon emissions to be at the peak as soon as possible around 2030, carbon emissions per unit of GDP to be 60% to 65% lower compared to 2005, the ratio of non-fossil energy to be at around 20% of primary energy consumption, and the forest stock to be increased by about 4.5 billion cubic meters over the 2005. China has made continuous efforts in 15 areas, including national strategy, regional strategy, energy system, industrial system, construction and transportation, forest carbon sink, lifestyle, adaptability, low-carbon development mode, scientific and technological support, capital policy support, carbon trading market, statistical accounting system, social participation and international cooperation. In September 2016, China ratified the Paris Agreement and officially became a party to it. In September 2020, China put forward the goal of "striving to achieve carbon peak by 2030 and carbon neutrality by 2060." and officially submitted the China's Achievements, New Goals and New Measures for Nationally Determined Contributions and China's Mid-Century Long-term Low Greenhouse Gas Emission Development Strategy on October 28, 2021. The former put forward the new nationally determined contribution goals and the important policies and measures to implement the new goals, and the updated nationally determined contribution goals are to strive to achieve carbon peak by 2030 and carbon neutrality by 2060. By 2030, China's carbon emissions per unit of GDP will be reduced by more than 65% from 2005, non-fossil energy will account for about 25% of primary energy consumption, forest stock will increase by 6 billion cubic meters over 2005, and the total installed capacity of wind and solar power will reach more than 1.2 billion kilowatts. The latter put forward the basic policy, strategic vision, strategic focus and policy orientation of China's long-term low GHG emission development in the middle of this century. The strategic vision is to formulate and implement an action plan for carbon peak before 2030, accelerate the building of a green, low-carbon and circular economic system and a clean, low-carbon, safe and efficient energy system, vigorously promote low-carbon technological innovation and low-carbon industry development, comprehensively foster green and low-carbon production and lifestyle, improve the quality and stability of the ecosystem in all respects, and build a climate governance system, striving to achieve carbon peak by 2030 and carbon neutrality by 2060, and making greater efforts and contributions to realizing the long-term goals set by the Paris Agreement. These are China's concrete measures for its implementation under the Paris Agreement, which demonstrate China's determination and efforts to promote green and low-carbon development and actively cope with global climate change. The preparation of the Biennial Transparency Report (BTR) will help China understand GHG emissions and trends, track progress towards its NDCs, assess the effectiveness of climate change mitigation policies, and summarize the needs of China in climate finance, technology, and capacity building.

As a party to the Paris Agreement, China is obliged to submit the first Biennial Transparency Report (1BTR) on climate change by the end of 2024 and every two years thereafter, in accordance with the requirements of the Paris Agreement and its Rulebook. China faces huge obstacles in the transparency of GHG data and information reporting. Compared with the transparency requirements of the UNFCCC, China faces more reporting obligations under the Paris Agreement, with higher requirements on the comprehensiveness, completeness and accuracy of the reports. This includes, inter alia: the use methodology in full compliance with the 2006 Intergovernmental Panel on Climate Change (IPCC) guidelines; national GHG inventories for successive years in tabular form to be submitted every two years together with detailed information; improvement of the transparency of information on Nationally Determined Contributions (NDCs); improvement of the reporting guidelines supported; and encouragement of reports on support for other developing countries in addressing climate change. In terms of technical review, developing country Parties will be subject to a formal technical expert review, which is more rigorous than the technical analysis in the biennial update report. Upon any significant and persistent finding during the technical expert review, the Compliance Committee of Paris Agreement will intervene to propose an action plan together with the Party. In terms of reporting formats, developing country Parties also need to submit relevant information in a more standardized manner based on the outcome of negotiations on the Common Reporting Tables (CRT).

III. STRATEGY

Project Rationale

Article 13 of the Paris Agreement mandates that all Parties move to the ETF by 2024, through the submission of the Biennial Transparency Report (BTR). The Modalities, Procedures and Guidelines (MPGs) (Decision 18/CMA.1) adopted at the conclusion of the 24th Conference of Parties (COP24) in Katowice, Poland, to guide Parties in enhancing their reporting. Under Decision 18/CMA.1, more robust guidelines are provided to be applied by all Parties. Some provisions in the MPGs allow for flexibility to developing countries considering their capacities. Mandatory sections for developing countries to report are the GHG inventory and reporting on the progress and achievement of the NDC, as well as mitigation actions. Reporting on adaptation, and support needed and received, are voluntary and not subject to review by the Technical Expert Review (TER). In order to improve China's climate reporting quality and completeness, abide by Article 13 of the Paris Agreement, its corresponding MPGs and subsequent COP decisions, and enhance policy implementation through progress tracking, this project's overall objective is to assist the Government of China with the enabling activities necessary to prepare and submit China's First BTR to the UNFCCC not later than the end of 2024.

This project will trigger higher level changes by 1) compiling GHG inventory on an annual basis, 2) raising the public awareness of climate change by revealing the update on the emissions, factors and mitigation/adaptation actions and 3) ensuring continuity of the institutional and technical capacity building, partly initiated, and consequently sustained by reporting instruments under the UNFCCC. This project will also work towards enhancing China's capabilities to move to evidence-based decision-making.

This project will tackle both the mandatory requirements of the MPGs and assess where flexibilities are relevant for China based on its capacity, as well as tackle the voluntary reporting under the MPGs. The BTR will therefore strive to satisfy as many MPG provisions as possible, and consequently identify the areas for improvements. Moreover, as stated above, this project aims at enhancing evidence-based decision-making, as well as harmonizing transparency processes for efficient institutional arrangements. To achieve the desired change, this project will build up on the Capacity Building Initiative for Transparency (CBIT) project's established ETF and MRV systems for data collection and data sharing to enhance available emission data, performing targeted research, and strengthening technical capacity and institutions to address climate change. Improvements in data collection and analysis will enhance reporting on (1) national circumstances to reflect China's current circumstances, as well as understand the impact of the compounded crisis on GHG emissions, (2) enhance institutional arrangements to ensure continuity of reporting (3) update the GHG inventory up to year 2021 for 1 BTR, as well as strive to improve the quality of the inventory, (4) more complete and comprehensive mitigation actions, (5) NDC progress , and (6) gaps and constraints including assessment of financial, technology and capacity building needs and provision of recommendations for addressing those needs.

The ongoing GEF Enabling Activity of China to Prepare Its Fourth National Communication, Third and Fourth Biennial Update Reports on Climate Change (GEF project ID 10707, named 4NC for short), has supported China preparing and submitting its Fourth National Communication (NC4) and Third Biennial Update Report (BUR3), and the outstanding report is the Fourth Biennial Update Report (BUR4). According to the relevant requirements of the UNFCCC and the arrangement of the 4NC project, China is now preparing BUR4, and expects to submit BUR4 by December in 2024. According to the information note issued by the GEF Secretariat (GEF/C.62/Inf.15), countries can access additional (top-up) financing of up to US$ 250,000 for ongoing EA projects. This option is only available for the first BTR and applies to countries that have an ongoing BUR or NC as of January 1, 2023. China will employ the top-up modality (also known as Modality 3) to provide additional resources for its ongoing EA project (GEF ID: 10707) to assist China in preparing and submitting its 1BTR.

Policy Conformity

The success of this project will be defined by building on existing systems, partnering with other relevant initiatives, and addressing goals in synergy. This project will closely interact with the CBIT project, building on the progress and outcomes of the CBIT I project, which identified the capacities building needs of national GHG emission data management and transparency regime, carried on the study of methodology, institution design, data system

application and capacity building training at national, local and enterprise levels, and improved the integrated management national platform for GHG information and emissions data. This project will also use existing coordination framework such as the NLGCCECE to avoid duplication of efforts since the relevant stakeholders for climate action and climate transparency often overlap.

To prepare for this transition by 2024, China's 4NC already tackled some improvements to transition smoothly to the BTR. These improvements included adopting 2006 IPCC Guidelines to compile the GHG inventory, as well as enhancing the inventory's uncertainty assessment. Consequently, China's inventory in the 4NC (2017) and 3BUR (2005, 2018) is one step closer in adhering to the MPGs. This project will build on the results of the previous National Communication reports and BURs and on the established institutional capacities in China, while benefiting from recent knowledge and methodologies. Even if previous national communications and BURs already covered all the sectors indicated by the IPCC, the proposed project will endeavor to acquire a more profound understanding of the driving forces behind the GHG emissions of the key categories as input for the design of adequate development mitigation policies. This project will also build on the findings and recommendations of the latest ICA that would be performed for 3BUR in 2024.

IV. RESULTS AND PARTNERSHIPS

Expected Results:

The objective of this project is to support China in the preparation and submission of its 1BTR to the UNFCCC by December 2024, for the fulfilment of the reporting obligations under the Paris Agreement and the MPGs (Decision 18/CMA.1 paragraph 3), through the following two components and their outcomes. Gender considerations have been taken into account in the design of the Project. During the project implementation, women's engagement, leadership and decision-making in the whole activity will be fully considered, and it will be evaluated and integrated in every report.

Component 1: Development of the China's First Biennial Transparency Report (1BTR)

Outcome 1.1: China's 1BTR developed as a stand-alone report

Output 1.1.1 National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases in NIR format following the Paris Agreement Modality Procedure and Guideline

Activity 1.1.1.1 Organizational arrangements. Clarify the organizational arrangements and QA/QC mechanisms, as well as the cycle of work for the preparation of national GHG inventories through research, seminars and consultation, and formulate relevant chapters.

Activity 1.1.1.2 GHG inventory trends. Describe the boundaries, GHG categories, and timeframes covered by the national GHG inventories, trends in GHG emissions and changes in the inventory as a whole, by GHG category, and by sector, as well as the analysis of key categories, uncertainty assessment, integrity assessment, and QA/QC program.

Activity 1.1.1.3 Sector-specific GHG inventory results. Include national GHG inventory data for energy, industrial processes and product use, agricultural, LULUCF, and waste; sort out the source and sink categories included in the 2005 and 2020-2021 sector-specific national GHG inventories, as well as basic data such as activity levels, emission factors and relevant parameters used in the preparation; and map the emission source baseline conditions by sub-sector and GHG category and conduct uncertainty assessments.

Activity 1.1.1.4 Cross-cutting issues addressed. Through surveys, seminars and expert panels, and taking into account the existing data base and GHG inventories, define the boundaries of the inventories for each of the sectors of energy, industrial processes and product use, agricultural, LULUCF, and waste, and determine the status of reporting on inventories in cross-cutting areas.

Activity 1.1.1.5 Inventory improvement plan. Study and propose the improvement plan and work arrangements for the preparation of inventories by sorting out the current national GHG inventory preparation work, taking into account the past experience in preparing inventories and the requirements of the review, and by means of expert panels, seminars and surveys.

Activity 1.1.1.6 CRFs for national GHG inventories. In conjunction with the preparation of national GHG inventories, carry out the filling of CRFs, including forms on energy, industrial processes and product use, agricultural, LULUCF, waste and their subsectors, the inventory activity levels, emissions and sequestration and emission factors by GHG category, summarize national GHG inventories by GHG category and sector, and complete the filling of forms on the fossil fuel combustion reference method, as well as on the analysis of key categories, summary of inventory methodologies, the retroactive accounting and variation comparison, and the integrity assessment.

Output 1.1.2 Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement, including reporting on gender considerations

Output 1.1.2.1: Relevant elements of national circumstances and organizational arrangements
Activity 1.1.2.1.1: Collect and sort out information on national circumstances related to NDCs, impact on GHG emissions and sequestration, and NDC related institutional arrangements.

Output 1.1.2.2: Description of NDCs
Activity 1.1.2.2.1: Collect and sort out NDC related information
Activity 1.1.2.2.2: Collect and sort out targets and connotations of indicators in NDCs. By analyzing and sorting out the caliber information released by various departments, including the indicators of carbon peak and carbon neutrality, carbon intensity, share of non-fossil energy, forest stock and total installed capacity of wind and solar power, etc., report information on the base year, actual value in the base year, target year, implementation cycle, lead and implementing departments, covered areas, gas types, and intention of international technology transfer cooperation (if any).

Output 1.1.2.3: Relevant elements of progress in NDCs
Activity 1.1.2.3.1: Collect and sort out information on definitions, calibrations and relevance of NDC related indicators. Specifically, this includes: tracking indicators for carbon peak and carbon neutrality targets, such as emissions, per capita emissions, etc., as well as the types of gases targeted, data sources, and relevant qualitative indicators for specific policies or measures, etc.; tracking indicators for carbon intensity, such as influencing factors and its scope, types of gases targeted, data sources, reference points, horizontal baselines, and base years, etc.; tracking indicators for the share of non-fossil energy sources, including the calculation methodology, data sources, reference points, horizontal baselines, and base years; tracking indicators for forest stock, including data sources, calculation methods, reference points, horizontal baselines, base years, etc.; tracking indicators for the total installed capacity of wind and solar power, including the statistical calibre, data sources, adaptation actions, corresponding plans, reference points, horizontal baselines, base years, etc.; and demonstrate the link between the tracking indicators and the achievement of the corresponding NDC targets.
Activity 1.1.2.3.2: Collect and sort out updates on the NDC related institutional set-up in relevant national departments; collect, sort out and summarize the progress on NDC related indicators and tracking indicators such as carbon peak and carbon neutrality, carbon intensity, share of non-fossil energy, forest stock and total installed capacity of wind and solar power by the end of 2022.
Activity 1.1.2.3.3: Collect and sort out information on the challenges faced by all relevant departments in reporting on NDC indicators and tracking progress on the indicators.

Output 1.1.2.4: Relevant elements of climate change mitigation policy actions and their effectiveness
Activity 1.1.2.4.1: Compile and review documents on national climate change mitigation policies and actions implemented during the period 2020-2022, including efforts made to advance energy structuring and optimization, promote the low-carbon industrial transformation, low-carbon and green development in the building sector, develop a low-carbon transportation system, consolidate and upgrade the carbon sinks of ecosystems, strengthen the control of non-CO2 GHG emissions, foster synergies between pollution control and carbon reduction, build GHG control institutions and mechanisms, as well as policies and measures abolished during this period; communicate and consult with relevant departments on climate change mitigation decisions. The results of this activity are intended to contribute to the finalization of the description of China's national climate change mitigation policies and measures; improve understanding of these policies and actions, and identify areas of opportunity for climate change mitigation that can be incorporated into the evidence base and strategic approaches for deploying relevant green investments.
Activity 1.1.2.4.2: Conduct quantitative assessment of climate change mitigation policies and actions. To be specific, establish methodologies and related assumptions for assessing and quantifying the effects of climate change mitigation policies and actions and estimating emission reductions; develop integrated quantitative assessment methodologies for determining the specific contribution of individual elements of mitigation policies and actions to the reduction of emissions of all types of GHGs, by organizing workshops on assessing and quantifying the effects of mitigation policies and actions, with full reference to the relevant requirements of the Paris Agreement; and

assess the accuracy and reliability of the quantitative assessment methodologies. Technical experts will be consulted on the methodologies, assumptions and conclusions of the estimation of GHG emission reductions. Upon completion of the draft assessment report, relevant experts will be invited to provide comments and suggestions on the assessment methodologies and findings.

Output 1.1.3 Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement, including reporting on gender considerations

Output 1.1.3.1: Description of national circumstances and organizational arrangements
Activity 1.1.3.1.1: Describe China's national circumstances related to climate change adaptation; collect, sort out and report information on China's institutional arrangements for climate change adaptation.

Output 1.1.3.2: Climate change and its impacts and vulnerability assessment report
Activity 1.1.3.2.1: Analyze and characterize the climate change already occurred in China; collect and analyze the characteristics of future temporal and spatial variations in temperature and precipitation in China under different climate models and scenarios.
Activity 1.1.3.2.2: Collect and analyze information on the occurrence of extreme weather events such as extreme heat, extreme precipitation and drought in China in the past three years; analyze the losses and damages caused by extreme weather events in the past three years on the basis of national statistical data, sector-specific or local statistical data, and relevant media reports.
Activity 1.1.3.2.3: Assess climate change impacts on and vulnerability of natural ecosystems, including assessing climate change impacts on water resources, terrestrial ecosystems, and oceans and coastal zones; analyze vulnerability of and major risks to natural ecosystems under future climate change scenarios.
Activity 1.1.3.2.4: Assess climate change impacts on and vulnerability of socio-economic systems, including assessing climate change impacts on agriculture and food security, health and sanitation, and infrastructure and major works; and analyze the vulnerability of and major risks to socio-economic systems under future climate change scenarios.
Activity 1.1.3.2.5: Assess climate change impacts on and vulnerability of sensitive and vulnerable areas; collect relevant literature and materials to assess climate change impacts on key urban agglomerations and key ecological functional areas; and analyze the potential impacts of climate change on key urban agglomerations and key ecological functional areas and the main risks they face in the future.

Output 1.1.3.3: Climate change adaptation objectives, policies and actions
Activity 1.1.3.3.1: Achievement of climate change adaptation objectives. Develop a system of indicators for assessing China's adaptation to climate change, and combine quantitative and qualitative approaches to assess the achievement of climate change adaptation objectives.
Activity 1.1.3.3.2: Climate change adaptation policies and actions. Systematically sort out, summarize and analyze the policy measures, related actions and positive results achieved by China in the past three years in climate change monitoring, early warning and risk management, as well as natural ecosystems and socio-economic systems.
Activity 1.1.3.3.3: International cooperation on climate change adaptation. Systematically sort out, summarize and analyze international cooperation with international institutions such as GCA, ADB, GIZ and C40 in climate change adaptation and the results achieved.

Output 1.1.4: Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the Paris Agreement

Output 1.1.4.1: Relevant elements of national circumstances, organizational arrangements and country-driven strategies
Activity 1.1.4.1.1: Collect and sort out information on national circumstances, institutional arrangements, national strategies, etc., relevant to the needs for and receipt of financial, technological and capacity-building support.

Activity 1.1.4.1.2: Collect and sort out information on national circumstances, institutional arrangements, national strategies, etc., relevant to the provision and leveraging of financial, technological and capacity-building support to other developing countries.

Output 1.1.4.2: Methodological information related to financial, technological, capacity-building support
Activity 1.1.4.2.1: Collect and sort out methodological information available related to the provision and leveraging of financial support, the assessment and reporting on needs for financial support, and reporting on financial support received.
Activity 1.1.4.2.2: Collect and sort out methodological information available relevant to the provision of technological and capacity-building support, the assessment and reporting on needs for technological and capacity-building support, and the reporting of technological and capacity-building support received.
Activity 1.1.4.2.3: Develop a national methodological system for reporting information related to financial, technological, and capacity-building support.

Output 1.1.4.3: Information on financial needs, receipt and provision
Activity 1.1.4.3.1: Collect and sort out information on climate finance needs, assess the country's climate finance needs and the barriers in seeking international financial support, and assess how climate finance can help the country to better achieve its NDCs and the long-term objective of the Paris Agreement.
Activity 1.1.4.3.2: Collect and sort out information on climate finance support received.
Activity 1.1.4.3.3: Collect and sort out information on climate finance support provided to other developing countries through multilateral and bilateral channels and by the private sector through national policies.
Activity 1.1.4.3.4: Collect and sort out financial support activities related to transparency compliance.

Output 1.1.4.4: Information on technology transfer and development needs, receipt and provision
Activity 1.1.4.4.1: Review China's Science and Technology Innovation (STI) policy framework towards carbon neutrality, identify China's key sectors and areas for addressing climate change, develop an inventory of China's needs for development and transfer of mitigation and adaptation technologies, and assess China's level of STI capacity building and gaps;
Activity 1.1.4.4.2: Collect and sort out technical support for climate change mitigation and adaptation received by China through bilateral and multilateral cooperation;
Activity 1.1.4.4.3: Collect and sort out information on climate technology support provided to other developing countries through multilateral and bilateral channels and by the private sector through national policies, review the good practices and lessons learned in technology cooperation through bilateral and multilateral channels, summarize successful and unsuccessful cases of acquiring technology transfer as well as lessons learned, and assess the barriers and challenges for China in carrying out technology cooperation and acquiring technology support;
Activity 1.1.4.4.4: Collect and sort out technology transfer activities relevant to transparency compliance.

Output 1.1.4.5: Information on capacity-building needs, receipt and provision
Activity 1.1.4.5.1: Review China's STI policy framework towards carbon neutrality and assess China's level of STI capacity building and gaps;
Activity 1.1.4.5.2: Review capacity-building received;
Activity 1.1.4.5.3: Review good practices and lessons learned in capacity-building activities through bilateral and multilateral cooperation;
Activity 1.1.4.5.4: Collect and sort out capacity-building activities related to transparency compliance.

Output 1.1.5: Coordination of 1BTR information of Hong Kong and Macao SARs
Activity 1.1.5.1: Help the technical teams of the Hong Kong and Macao SARs to understand the ETF requirements of the Paris Agreement by convening a workshop with experts in relevant fields, and to better prepare their GHG inventories, report information on climate change adaptation and track mitigation effects.
Activity 1.1.5.2: Organize experts to conduct technical assessments on GHG inventories, climate change adaptation and mitigation assessment chapters submitted by the Hong Kong and Macao SARs.

Outcome 1.2: Promotion on 1BTR experience and outcome.

Output 1.2.1: Publish China's 1BTR, promote the experience and achievements of 1BTR, and enhance the understanding of China's response to climate change and related situations from all sectors of society
Activity 1.2.1.1: Publish China 1BTR, summarize the experience in the preparation of the 1BTR, prepare relevant interpretation articles, and enhance the understanding of all sectors of society of China's response to climate change and related situations.

Output 1.2.2: Conduct the capacity building of relevant government departments for collecting climate data/information and completing relevant progress tracking and evaluation
Activity 1.2.2.1: Organize relevant capacity-building project activities, including training and consultative workshops, to help relevant government departments understand policies and measures to address climate change and to enhance the collection and sharing of information on climate change across departments.

Output 1.2.3: Conduct research and compile analysis report on gender dimensions of climate change
Activity 1.2.3.1: Compile report on gender analysis of climate change, 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.

Component 2: Submission of China's 1BTR and accomplishment of international review (technical expert review and facilitative multilateral consideration of progress), as required by the procedures.

Outcome 2.1: BTR translated, adopted in transparent and participatory process and submitted to UNFCCC by December 2024.

Output 2.1.1: BTR translated, adopted in transparent and participatory process and submitted to UNFCCC by December 2024
Activity 2.1.1.1: Perform report checks. This involves performing a series of common checks before finalizing and submitting the 1BTR (Chinese and English version). Information will be checked for completeness and consistency; total GHG emissions at the national level and by category will be checked against national GHG datasets to minimize the risk of data errors in the reporting template.
Activity 2.1.1.2: translate China 1BTR.
Activity 2.1.1.3: Finalize 1BTR and submit to UNFCCC by December 2024.

Outcome 2.2: Participate in the Technical Expert Review (TER) and Facilitative multilateral consideration of process (FMCP) organized by the UNFCCC secretariat

Output 2.2.1: Participate in the TER and FMCP organized by the UNFCCC Secretariat.
Activity 2.2.1.1: Conduct TERs by the UNFCCC secretariat in accordance with the relevant requirements of the MPGs for an Enhanced Transparency Framework under the UNFCCC and the Paris Agreement.
Activity 2.2.1.2: Upon completion of TERs, respond to written questions posed by other Parties and participate in the FMCP at the COP in accordance with the established procedures for review and comment under the UNFCCC.

Agreement on intellectual property rights and use of the 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 per relevant policies, notably the UNDP Disclosure Policy[1] and the GEF policy on public involvement[2].

[1] See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/

Partnerships: In order to ensure a comprehensive, accurate and objective reflection of China's climate change situation, actions, achievements and needs, it is essential to establish contacts with relevant partners in various fields during the implementation of the 1 BTR project. These partners include relevant domestic government departments, research institutes and universities, as well as international entities and institutions, whose information and data can contribute to China's climate change MRV (Monitoring, Reporting and Verification) capabilities.

In 2020, President Xi Jinping solemnly declared that China will strive to achieve carbon peak by 2030 and carbon neutrality by 2060, and to this end, China has strengthened the statistics and accounting of carbon emissions. As the national authority for GHG statistical accounting and the implementation of the UNFCCC, the Ministry of Ecology and Environment will ensure effective coordination with relevant partners and timely delivery of project outputs. The key partners of the project are the members of National Leading Group for Climate Change, Energy Conservation and Emissions (NLGCCECE). Before finalizing, the outputs of the project would be reviewed by all members of NLGCCECE. The members include Ministry of Finance (MoF), National Development and Reform Commission (NDRC), Ministry of Ecology and Environment (MEE), Ministry of Science and Technology (MOST), Ministry of Agriculture and Rural Affairs (MARA), China Meteorological Administration (CMA), National Bureau of Statistics, and MEE's Foreign Environmental Cooperation Center (FECO), etc. Each partner plays a vital role in ensuring the success of this project, and brings unique expertise and resources to contribute to various aspects of the project.

Specifically, MoF can provide financial support and budget allocation, ensuring sufficient funding for the project's implementation. They can also offer guidance on financial reporting and accountability. NDRC is responsible for formulating and implementing policies related to economic and social development. They can assist in aligning the project's goals with national policies and can provide technical expertise in emissions reduction strategies. MEE is tasked with environmental protection and ecological conservation. They can contribute by offering guidance on climate change mitigation and adaptation strategies and providing data and information related to emissions monitoring and evaluation. MEE, which is also China's climate change authority, will take the lead in coordinating the efforts of partners. MOST focuses on scientific and technological development in China. They can assist in research and innovation efforts, supporting the project with cutting-edge climate change research, technological solutions, and expertise. MARA oversees agricultural policies and rural development. They can contribute by providing insights on the impact of climate change on agriculture, promoting sustainable farming practices, and fostering rural resilience. CMA is responsible for meteorological services and climate monitoring. They can support the project by providing climate data, analysis, and weather forecasts, ensuring the accuracy and reliability of climate-related information. NBS is responsible for collecting and analyzing statistical data in China. They can provide support in data collection methodologies, data analysis techniques, and statistical reporting, ensuring reliable and comprehensive data for the transparency report. FECO focuses on international cooperation in environmental protection. They can facilitate collaboration with other countries, promote knowledge exchange, and support capacity-building initiatives to enhance China's climate transparency efforts.

Meanwhile, including the Environmental Protection Department of Hong Kong SAR and the Macao Meteorological and Geophysical Bureau as partners in the project is a valuable addition. Their involvement will ensure the inclusion of relevant information from Hong Kong and Macao in the report. As the governing body responsible for environmental protection in Hong Kong and Macao, they can provide data, policies, and insights specific to the region. They can contribute by offering information on local emission sources, climate mitigation measures, and sustainability initiatives implemented in Hongkong and Macao. Collaborating with them will ensure that the report covers the unique challenges and efforts undertaken, local climate adaptation strategies, and other relevant climate-related developments in Hongkong and Macao.

In summary, each partner brings specific knowledge and capabilities that are essential for developing and delivering the climate change biennial transparency report. Through their collaboration, the project can benefit

[2] See https://www.thegef.org/gef/policies_guidelines

from a multidisciplinary approach, ensuring comprehensive coverage of climate-related policies, data, research, and innovative solutions. The involvement of these partners demonstrates strong governmental commitment to addressing climate change and promoting transparency in China. The partnership strategy for the project will focus on three key aspects to ensure its successful implementation and optimal results. Firstly, the strategy aims to strengthen coordination and implementation capacity among all relevant partners. By establishing a close partnership, all partners can share information, resources and experience to work better together and improve the efficiency of project implementation. This will help reduce barriers in communication and cooperation, ensure smooth operation of the project and maximize the strengths of all partners.

Secondly, the partnership strategy also seeks to leverage the technical support capabilities and services of each partner to maximize the effectiveness of the project. By fully and appropriately utilizing the expertise and solutions of each partner in their respective areas, the project team can receive higher quality technical support and service. This not only helps to solve the technical problems in the project, but also improves the efficiency and output of the project, laying a solid foundation for the success of the project.

Thirdly, in the process of project implementation, all partners need to trust each other and establish a good cooperative relationship. Long-term, stable relationships are essential for continuous collaboration and mutual growth. Therefore, the partnership strategy encourages all partners to actively invest time and energy to enhance communication and understanding and build a lasting partnership.

Generally speaking, the partnership strategy of this project aims to improve the effectiveness of the project by strengthening coordination and implementation capabilities and making full use of technical support and services. Meanwhile, it emphasizes as well the importance of mutual trust and long-term cooperation between partners. Through the comprehensive application of these measures, it is believed that the project can achieve good results and bring common development and success to all partners.

In addition, the private sector will play a role in designing and implementing the main activities of the project. Similar to the previous performance reports, the private sector will also participate in the specific activities of implementing the 1 BTR project. Capable and qualified private entities will participate in planned surveys and collect data related to emission factors in order to compile national GHG inventories. Private entities that have passed the bidding will also provide services for planned research on climate change mitigation and adaptation.

China has also applied for funding for its CBIT. The CBIT project focuses primarily on strengthening working mechanisms and technical capacity for the preparation of national GHG inventories and biennial transparency reports in accordance with the guidelines of the transparency framework under the Paris Agreement, which will be conducted in four ways.

Firstly, China will strengthen cooperation with international organizations through this project and actively participate in the global climate change governance process. China will establish close ties with the UNFCCC Secretariat, the United Nations Development Programme (UNDP) and other international institutions, share experience and technology, and jointly promote global capacity-building to cope with climate change.

Secondly, China will increase its support to relevant domestic departments and scientific research institutions, and improve their professional level in the preparation support of GHG inventories and BTRs. China will ensure the smooth implementation of the project by increasing financial input and optimizing personnel training mechanism.

Thirdly, China will promote technological innovation and application to improve the accuracy and reliability of GHG emission data. By introducing advanced monitoring technology and equipment, China will strengthen the supervision of emission sources, ensure the authenticity and validity of data, and provide strong support for formulating scientific and reasonable emission reduction policies.

Finally, China will strengthen publicity and exchanges at home and abroad, and enhance the recognition of China in transparency capacity building by the international community. By holding international seminars and publishing

performance reports in the international media, China will demonstrate its determination and achievements in addressing climate change and contribute China wisdom and China's plan to global climate governance.

Risks and Assumptions: Several key risks may arise during the implementation of the project that could potentially hinder the achievement of desired results. These risks include:

1. Policy and Regulatory Risk: Changes in national or regional policies, regulations, or priorities related to climate change, transparency reporting, or environmental management could affect the project's implementation. These changes may require adaptations to the project's strategies and activities.

2. Technical Risk: The project may be exposed to technical challenges, such as data collection, analysis, and reporting. Issues related to data accuracy, reliability, and availability may arise, impacting the quality and credibility of the transparency report. Robust technical systems and protocols will be essential to mitigate these risks.

3. Capacity and Expertise Risk: The project relies on the expertise and capacity of various stakeholders involved. Inadequate skills, capacity gaps, or turnover within partner organizations may affect the timely and effective delivery of project activities. Continuous capacity-building initiatives and knowledge exchange will be implemented to mitigate this risk.

4. External Factors: External factors such as natural disasters, political instability, or economic downturns may influence the project's progress and outcomes. Contingency plans and flexible approaches will be developed to address unforeseen circumstances.

The project will employ multiple risk mitigation measures to address potential risks. Regular communication and coordination with project partners, stakeholders, and relevant government agencies will ensure that policy and regulatory changes are promptly identified and necessary adjustments are made to the project approach. Implementation of strong data management systems and protocols will ensure the accuracy, reliability, and availability of data. Quality control processes, data validation, and verification mechanisms will be put in place to enhance the integrity of the transparency report. The project will prioritize capacity-building activities to address any capacity gaps or turnover within partner organizations. Training workshops, knowledge sharing platforms, and mentorship programs will be organized to enhance skills and promote knowledge exchange. A comprehensive contingency plan will be developed to anticipate and address external factors that may impact the project. This plan will enable swift adaptation of strategies, reallocation of resources, and adjustment of activities to minimize disruptions.

The project has undergone a Social and Environmental Safeguards Screening (SESS) process at the concept stage and a Social and Environmental Safeguards Plan (SESP) has been prepared. The SESP outlines measures to avoid or manage potential adverse social and environmental impacts throughout the project implementation. Annexes related to the SESP, Strategic Environmental Plan (SEP), and Gender Action Plan (GAP) are included in the project document.

During the concept-stage SES screening, it was determined that the project is not exempt from the SESP due to its potential environmental and social impacts. The SESP has been developed in accordance with the guidelines and requirements set forth by the Global Environment Facility (GEF) policy.

Any major changes from the concept-stage SES screening will be documented and explained in the project document. Additionally, any further assessment and management plans to be undertaken during project implementation will be specified, and activities requiring these plans will not commence until they are in place.

A project-level Grievance Redress Mechanism will be established as part of the management framework/plan, ensuring a mechanism for addressing and resolving grievances. This mechanism will provide affected stakeholders with a structured process to voice their concerns and seek resolution.

Please refer to the attached Risk Register Annex for a comprehensive overview of identified risks, their likelihood, potential impacts, and corresponding mitigation measures.

Stakeholder engagement:

Building on the experience of submitting four NCs and three BURs in the past, this project will expand and consolidate the contact network with stakeholders, and integrate government agencies, universities and research institutions, industry associations, social organizations, private enterprises, individuals and non-governmental organizations into an organic whole. Through subcontracting and consulting service contracts, this project will further improve the expected quality of deliverables and professional and technical ability to cope with international expert review.

The project identifies specific target groups that are the intended beneficiaries of the project. These groups may include:

1. Government Agencies: Engaging relevant government agencies, such as the National Leading Group for Climate Change, Energy Conservation and Emissions (NLGCCECE) and its member organizations, will be crucial for aligning the project's goals with national priorities, accessing necessary data and resources, and ensuring policy coherence and support.

2. Civil Society Organizations (CSOs): Collaborating with CSOs working in the field of climate change, transparency, and environmental protection will help enhance local-level engagement, access diverse expertise, disseminate project outcomes, and contribute to broader awareness raising and advocacy efforts.

3. Academic and Research Institutions: Involving academic and research institutions, such as universities and think tanks, will facilitate knowledge exchange, support evidence-based decision-making, and ensure the integration of cutting-edge research and innovation in the project activities.

4. Business and Industry: Engaging business and industry stakeholders will be essential for fostering public-private partnerships, promoting sustainable practices, leveraging resources, and encouraging corporate social responsibility actions related to climate change transparency and environmental stewardship.

The project will employ the following strategies to identify and engage these target groups:

1. Stakeholder Mapping: Conducting a comprehensive stakeholder mapping exercise to identify and categorize relevant target groups based on their interests, influence, and potential contributions to the project. This will help ensure a systematic approach to stakeholder engagement.

2. Consultations and Workshops: Organizing consultations, workshops, and roundtable discussions with the identified target groups to solicit their inputs, validate project approaches, and foster commitment and ownership. These engagements will seek their perspectives, insights, and involvement throughout the project lifecycle.

3.Information Dissemination: Developing a robust communication plan to disseminate project information, updates, and outcomes to the targeted groups through various channels, such as project websites, newsletters, social media platforms, and targeted outreach campaigns.

4.Capacity-Building and Training: Conducting capacity-building workshops and training sessions to enhance the knowledge, skills, and capacities of targeted groups, empowering them to actively participate in and contribute to project activities and implementation.

The project recognizes the potential impacts on other groups may include:

1. Local Communities: Engaging local communities who may be affected by the project's activities, ensuring their access to information, amplifying their voices, and incorporating their perspectives into the project's decision-making processes. This will involve conducting public consultations, facilitating community meetings, and implementing measures to address any grievances or concerns.

2. Vulnerable and Marginalized Populations: Special attention will be given to vulnerable and marginalized populations who may be disproportionately affected by climate change impacts and require specific measures to address their needs. Engaging with relevant local organizations and community leaders will be crucial in ensuring inclusivity and equitable outcomes.

The project will implement the following strategies to engage and provide access to mechanisms for concerns submission for these potentially affected groups:

1. Stakeholder Outreach: Proactively reaching out to potentially affected groups through targeted awareness campaigns, community-based organizations, and local networks. This will enable the dissemination of information, the establishment of feedback mechanisms, and the provision of support for concerns submission.

2. Grievance Redress Mechanism: Implementing a project-level Grievance Redress Mechanism (GRM) to receive, address, and resolve any concerns or grievances raised by potentially affected groups. The GRM will outline clear procedures and channels for submitting concerns, ensuring transparency, fairness, and accountability in addressing social and environmental impacts.

In summary, the project's stakeholder engagement strategy aims to ensure proactive involvement, information sharing, and access to mechanisms for concerns submission for both targeted groups and other potentially affected groups. By fostering meaningful participation and addressing stakeholder concerns, the project can enhance transparency, improve project outcomes, and support sustainable development efforts.

South-South and Triangular Cooperation (SSC/TrC): Highlight here specific actions on south-south and triangular cooperation to present opportunities for replication in other countries, and to facilitate dissemination through global ongoing South-South and global platforms, such as Africa Solutions Platform, the UN South-South Galaxy knowledge sharing platform and PANORAMA . In addition, to bring the voice of [China] to global and regional fora, the project will explore opportunities for meaningful participation in specific events where UNDP could support engagement with the global development discourse on [Good Practices of Mitigation Action]. The project will furthermore provide opportunities for regional cooperation with countries that are implementing initiatives on [Adapting to Climate Change] in geopolitical, social and environmental contexts relevant to the proposed project in [China].

Gender equality and Women's Empowerment: China has always been committed to promoting gender equality, protecting and promoting women's rights and interests. In this project, we believe that gender equality is an important indicator of social progress, and we also realize that women have important participation value in all stages of the project, such as planning, implementation and evaluation, so we will ensure that the concept of gender equality runs through the project. In order to achieve this goal, we will pay special attention to hiring more female experts when recruiting the project team, and expect more women to appear in the project team, especially in important positions. The goal of this project is to increase the proportion of female experts to more than 50% of the total number of experts of the project, and encourage female experts to participate in sub-projects to leverage their professional knowledge and experience.

In order to further improve women's participation in the project, we will invite more female experts to participate in key tasks and fully adopt their professional opinions. We believe that women's participation can not only

improve the quality of project deliverables, but also provide them with more development opportunities. In order to ensure that women receive more professional support and help in the project, the project will pay equal attention to strengthening the capacity building of female experts in the implementation process, giving them priority training and exchange opportunities, so that they have more opportunities to learn and improve.

China has always upheld the principle of equal pay for men and women for equal work, and believes that men and women should enjoy the same salary and benefits for the same position. This is not only an affirmation of individual efforts, but also a reflection of the concept of gender equality. On this basis, we pay more attention to the contribution of women in the workplace and will strive to provide more benefits to women in the project. The project team has developed a gender analysis and gender action plan to integrate gender-sensitive indicators into the project logic framework. In the mid-term and final evaluation, we will evaluate women's participation and benefits to ensure that the project truly achieves its gender equality goals.

Knowledge: Specific knowledge products to be generated by the project include the first BTR of the People's Republic of China. The BTR will provide policymakers, businesses and the public with important information on China's progress and results in addressing climate change. By issuing the report, the project will contribute to increasing public awareness and understanding of climate change and promote cooperation of the parties on climate change mitigation. In addition, the report will also provide other countries and international organizations with China's experience and inspiration in addressing climate change for their reference and learning.

In order to make these knowledge products generate greater visibility, the project will take a variety of measures. Firstly, we will conduct extensive publicity and coverage of the report and inventories through various media channels to raise public awareness. Secondly, we will organize relevant seminars and conferences to invite policy makers, businesses and experts to discuss and share their experiences and lessons in addressing climate change. Finally, we will also work with other international organizations and institutions to promote the report and inventories to a wider audience so that more people can benefit from the published knowledge products.

Innovativeness, Sustainability and Potential for Scaling Up: Innovativeness: The project will facilitate the new performance requirements in line with the enhanced transparency framework through the establishment of a sound long-term mechanism. There is room for improvement in the transparency of GHG emission data and information reporting in China. The project aims to help China upgrade its national GHG inventory database and explore best practices in designing capacity building activities for officials in relevant domestic ministries and commissions. These will be new attempts that can serve as lessons for other projects in China and other developing countries.

Sustainability: China will gradually improve the reporting mechanism to ensure the sustainability of the preparation of China's NCs and BTRs. In this project, we plan to ensure the sustainability of the project results through four steps. 1) We will establish and maintain long-term close partnership with government agencies, enterprises and NGOs to jointly promote project implementation and development; 2) We will continue to provide training and capacity building support to the project implementers to ensure that they have sufficient skills and knowledge to maintain the successful operation of the project; 3) We will regularly monitor and evaluate the implementation of the project to ensure that the quality and effectiveness of the project are continuously improved; 4) We will ensure that the financial, human and other resources required for the project are adequately secured to support the long-term development of the project.

Potential for scaling up: The project has huge expansion potential. Firstly, we look for potential expansion opportunities through best practices implemented by the project, which will enhance the reproducibility of the project. The methodologies and guidelines used in the preparation of GHG inventories at the national level can be used for the preparation of similar inventories at the local and enterprise levels. Secondly, the project results can support local governments in setting science-based carbon intensity reduction goals and developing enterprise-level GHG control strategies. This will have a positive impact on environmental protection.

The project will also have a positive impact on the international community. China can share its latest achievements and innovative experiences in transparency performance with the international community, which will help other developing countries with similar situations to strengthen transparency related research and capacity building. In addition, in this project, we also plan to further share best practices and lessons learned through international and South-South cooperation platforms associated with the Global Environment Facility (GEF). This will further improve the public accessibility of project outputs and enhance interaction during and after project implementation.

Digital Solutions[3]: The project recognizes the transformative potential of digital technologies and solutions in addressing the identified development challenges and enhancing the experiences of target beneficiaries and partners. The project will leverage digital solutions to improve efficiency, effectiveness, and impact across various aspects of its implementation:

1. Data Collection and Management: Digital technologies will be utilized to streamline data collection processes, enabling more efficient and accurate data collection on climate change impacts, emissions, and other relevant variables. Mobile data collection tools and sensors can be employed to gather real-time data, reducing manual efforts and ensuring data integrity. Cloud-based platforms will facilitate secure and central storage of data, allowing for easy accessibility, data sharing, and analysis.

2. Data Analysis and Reporting: Digital platforms and advanced data analytics techniques will be employed to process, analyze, and visualize the collected data. Cutting-edge data analysis tools such as artificial intelligence (AI), machine learning (ML), and geographic information systems (GIS) can be used to derive meaningful insights and identify patterns and trends. These technologies will support evidence-based decision-making, enhance transparency, and improve the accuracy of the project's reporting on climate change and transparency.

3. Information Dissemination and Awareness: Digital platforms, such as websites, mobile applications, and social media, will be utilized to disseminate project information, raise awareness, and engage stakeholders. These platforms will serve as interactive channels to provide updates, share best practices, and foster knowledge exchange among target beneficiaries, partners, and the broader public. Accessible and user-friendly content, including infographics and multimedia materials, will be developed to maximize engagement and understanding.

4. Capacity Building and Training: Digital platforms offer opportunities for remote capacity building and training initiatives. Virtual trainings, webinars, and e-learning modules can be developed and delivered to build the capacity of target beneficiaries and partners, enhancing their understanding of climate change, transparency reporting, and related topics. These solutions will enable wider participation, reduced costs, and increased flexibility, ensuring a broader reach and scalability for capacity-building activities.

5. Collaboration and Partnerships: Digital technologies will facilitate seamless collaboration and partnerships among stakeholders. Collaborative platforms, such as project management tools and online workspaces, will be employed to promote knowledge sharing, streamline communication, and enhance coordination among project partners. These digital solutions will enable real-time collaboration, document sharing, and task management, enhancing efficiency and fostering synergies among stakeholders.

Digital solutions will enable the project to efficiently address the identified development challenges, improving the experiences of target beneficiaries and partners, and driving sustainable solutions to climate change and transparency reporting.

[3] *Please see the Guideline "Embedding Digital in Project Design".*

V. PROJECT MANAGEMENT

Cost Efficiency and Effectiveness

The implementation of the project can send a positive signal to the international community, demonstrate China's determination and actions in addressing climate change, and highlight China's image as a responsible major country.

Political Efficiency: the project is helpful to promote the sustainable development of the economic society. Through the first BTR, China can clarify the changes in domestic greenhouse gas emissions and absorption, the progress of NDC and adaptation, and on this basis, formulate and implement a series of mitigation and adaptation policies and other related work on climate change governance. This will not only improve people's livelihood and quality of life, but also make positive contributions to the global response to climate change.

Enhance China's international status and influence, and promote the international community's attention and action on climate change. China has taken a series of active measures to achieve carbon peaking and carbon neutrality, strengthened bilateral and multilateral cooperation, actively participated in international negotiations on climate change, and made positive contributions to the process of global climate governance. This has not only encouraged the international community to pay more attention to and take actions on climate change. Also further enhance our country's international image and influence.

Strengthen China's international communications with other countries and regions in the world. China shares relevant information and technology to help all parties to jointly solve the issue of climate change and establish international cooperative relations of mutual trust, thus promoting the process of global response to climate change. At the same time, the first BTR submitted by China will also provide reference for other countries and regions, encourage all parties to take positive actions to address climate change, and help set a good example and show the image of a responsible major country.

Economic Efficiency: Optimize resource allocation. The preparation of the First BTR requires a large amount of data collection and analysis, which requires a large investment of human, material and financial resources. Specifically, in order to improve the quality and reliability of data, it is necessary to optimize the allocation of resources for data collection and analysis; In order to improve the efficiency and quality of work, it is necessary to optimize the allocation of human resources such as scientists, technicians and administrative personnel, rationally allocate personnel tasks and responsibilities, and strengthen team cooperation and coordination; In order to improve the quality and level of the report, it is necessary to optimize the allocation of technical resources, select appropriate technologies and methods, and strengthen technological research and development and innovation; In order to improve the utilization efficiency of financial resources, it is necessary to optimize the allocation of resources such as capital, equipment and human costs, rationally allocate capital and equipment investment, and ensure the smooth completion of the report.

Promote scientific and technological innovation. The compilation of the First BTR requires researchers to constantly learn and master new knowledge and technologies, and to use a large number of scientific technologies and methods, such as climate models, data analysis and forecasting, which greatly improves the comprehensive ability of researchers. At the same time, through the preparation and submission of report, we can strengthen exchanges and cooperation with other countries, jointly carry out scientific research activities and share experience, and promote scientific and technological innovation and development in the field of climate in the whole society.

Enhance corporate influence. The improvement of China's ability in the field of climate change and the disclosure of relevant information will help Chinese enterprises to enhance their corporate image in the international arena. It will be more conducive to enterprises to carry out international trade, and even attract international talents.

Social Efficiency: Make government decisions more scientific. Through the project, government departments are able to obtain comprehensive, timely and accurate first-hand information and understand the actual situation. This information, which includes trends, impacts and responses to climate change, is essential for governments to make

climate policy and related decisions. Government departments can also use these reports to better understand the current climate situation, so as to take scientific and effective measures to deal with climate change. At the same time, through the application of macro decision-making system, government departments can make use of historical data and simulation technology to predict and simulate future climate change. These projections can help governments better understand possible climate scenarios and risks and provide a scientific basis for decision-making. Based on these predictions, government departments can formulate corresponding countermeasures to reduce the impact of climate change on the whole society.

Promote technological innovation and industrial development. Capacity building of transparency reporting on climate change requires extensive data collection, analysis, and processing, which will lead to continuous innovation and development of related technologies and tools.

Promote international cooperation and exchanges. Through the capacity building, governments can better exchange information and cooperate with other countries and international organizations. Such international cooperation and exchanges will help strengthen the cooperative relations among countries and jointly promote the process of global climate governance. And technology transfer and resource sharing can be strengthened, and the global response capacity to climate change can be improved.

Promote transparency and disclosure of information. The government can timely disclose relevant information about climate change to the public, including data, reports and analysis results. This transparency and openness of information helps to increase the right to know and participation of society, so that the public can better understand the status and impact of climate change. The public can gain a deeper understanding of the issue of climate change, thus becoming more motivated and willing to participate in the action against climate change. In addition, it will help monitor and evaluate the government's response and promote government accountability and transparency.

Increase public awareness and understanding of climate change issues. The public can better understand the impact of climate change on the environment, economy and society, so as to cherish and protect the ecological environment more, and actively participate in energy conservation, emission reduction and environmental protection actions. This increase in awareness can also drive behavioural change among individuals and societies, contributing to the development of sustainable lifestyles.

Environment Efficiency: Promote greenhouse gas emission controls. Climate change poses serious challenges to the survival and development of mankind. China attaches great importance to addressing climate change and has implemented a national strategy to actively respond to climate change. The First BTR will provide a more comprehensive picture of China's greenhouse gas emissions and absorption, which helps better promote the relevant measures to control greenhouse gas emissions in various fields, actively respond to climate change, and slow down global warming.

Promote synergies in reducing pollution and carbon emissions. Information from the BTR can help sort out and summarize climate change mitigation measures in various fields, including policies and measures to promote the synergistic efficiency of pollution reduction and carbon reduction, help promote the optimization and adjustment of industrial structure, energy structure and transportation structure, further promote the treatment of pollution sources, achieve the synergistic effect of carbon reduction and pollutant emission reduction, and improve ecological and environmental quality.

Promote harmonious coexistence between man and nature. The compilation of the BTR will help the whole society to better understand and carry out actions related to climate change, further promote green and low-carbon economic and social transformation, reduce resource consumption and pollution emissions, advocate healthy, clean and efficient production methods, and guide the public to adopt a lifestyle of resource conservation and recycling.

Project Management

The 1BTR project will be incorporated into the 4NC project and the 1BTR implementation duration is completed within the 4NC project, and meet the GEF project related requirements.

VI. PROJECT RESULTS FRAMEWORK

Contribution to the Sustainable Development Goal (s): Goal 13: "Take urgent action to combat climate change and its impacts by regulating emissions and promoting developments in renewable energy" and, to a lesser extent to Goal 7: "Ensure access to affordable, reliable, sustainable and modern energy for all".							
Intended Outcome as stated in the UNSDCF/Country [or Regional] Programme Results and Resource Framework: Support China toward a low carbon development path							
Applicable Output(s) from the UNDP Strategic Plan: Output 2.4: Capacity of target government bodies enhanced to reduce environmental footprint at targeted areas							
Project title and Quantum Project Number: Enabling China to Prepare Its First Biennial Transparency Reports on Climate Change under UNFCCC							
Objective and Outcome Indicators (no more than a total of 20 indicators)		**Data Source**	**Baseline**	**Mid-term Target**	**End of Project Target**	**Data Collection Methods**	**Risks/Assumptions**
Project Objective:	To support China in the preparation and submission of its 1BTR to the UNFCCC for the fulfilment of the reporting obligations						
	Mandatory Indicator 1: # direct project beneficiaries disaggregated by gender (individual people) • Male: • Female:	List of participants and work contracts	 0 0	 50 60	 100 120	Cumulative number of participants in 1BTR project implementation	Social and environmental, associated with the lack of gender disaggregated data and may affect the gender sensitivity of BTR1
	Mandatory GEF Core Indicator 2: progress on the completion of the 1BTR to be submitted by Parties to the UNFCCC, governmental approvals and official submissions, and reviews (percentage of completion)	1BTR completed and approved by the Government for submission to the UNFCCC	0	80%	100%	Download directly from the UNFCCC website	Failure to disburse or delay in the disbursement of allocated funds
Project component 1	Development of the China's First Biennial Transparency Report (1BTR)						
Project Outcome 1.1	Indicator 3: Number of completed national GHG inventories used for the preparation of 1BTR	Relevant chapters of the report	1	3	3	Download directly from the UNFCCC website	Failure to disburse or delay in the disbursement of allocated funds
	Indicator 4: Number of experts able to prepare transparency reports in accordance with the MPGs	List of participants and work contracts	10	15	20	Number of experts involved in the preparation of 1BTR	Participation of entities for the reporting and generation of

	for an Enhanced Transparency Framework under the Paris Agreement						information.
Outputs to achieve Outcome 1.1	1.1.1 National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases in NIR format following the Paris Agreement Modality Procedure and Guideline 1.1.2 Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement, including reporting on gender considerations 1.1.3 Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement, including reporting on gender considerations 1.1.4 Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the Paris Agreement 1.1.5 Coordination of 1BTR information of Hong Kong and Macao SARs						
Outcome 1.2	Indicator 5: Number of articles on 1BTR and China's response to climate change	Interpreting articles	0	1	2	Reports submitted to the relevant authorities	Lack of availability of information for analysis.
Outputs to achieve Outcome 1.2	1.2.1 Publish China's 1BTR, promote the experience and achievements of 1BTR, and enhance the understanding of China's response to climate change and related situations from all sectors of society. 1.2.2 Conduct the capacity building of relevant government departments for collecting climate data/information and completing relevant progress tracking and evaluation. 1.2.3 Conduct research and compile analysis report on gender dimension of climate change						
Project component 2	**Submission of China's 1BTR and accomplishment of international review (technical expert review and facilitative multilateral consideration of progress), as required by the procedures**						
Outcome 2.1, 2.2	Indicator 6: Number of required reports prepared, translated and submitted to the UNFCCC	1BTR	0	0	1	Download directly from the UNFCCC website	The report could not be completed within the project timeframe due to the unpredictability of the ICA review timeframe
Outputs to achieve Outcome 2.1, 2.2	2.1.1 BTR translated, adopted in transparent and participatory process and submitted to UNFCCC by December 2024 2.2.1 Participate in the Technical Expert review and FMCP organized by the UNFCCC Secretariat.						

VII. MONITORING AND EVALUATION (M&E) PLAN

The budgeted M&E plan of proposed 1BTR project will make full use of the 4NC M&E plan since the 1BTR project will be incorporated into the 4NC project and the 1BTR implementation duration is completed within the 4NC project.

The project monitoring and evaluation will be carried out according to UNDP and GEF programming policies and procedures. and gender considerations will be an integral part of the project`s M&E plan and reporting.

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, 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.
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.

Lessons learned and knowledge generation: Results from the project will be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to the project. The project will identify, analyze and share lessons learned that might be beneficial to the design and implementation of similar projects and disseminate these lessons widely. There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

End of Project: 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.

VIII. 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 Ecology and Environment.

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.

Responsible Parties:
During the 3-year implementation period of the Project, the Ministry of Ecology and Environment, as the implementing partner will require the cooperation and services of several responsible parties to implement or support the implementation of the project activities.

MOF will receive the GEF grant for the implementation of the project on behalf of the Chinese Government. MOF will be a member of the Project Steering Committee, and it will have a key role in providing guidance, coordination and supervision on the disbursement and expense of GEF grant, performance evaluation, summary, and promotion of project results.

FECO will be responsible for the execution of the project on behalf of MEE under the technical guidance of the Department of Climate Change of MEE. The project management office, headed by a deputy director general, is set in FECO who will report to the MEE.

CMA will establish its climate prediction system combining statistical methods with dynamic climate models, making qualitative and quantitative assessment of climate impacts on agriculture, water resources, transportation, energy, ecological environment and human health.

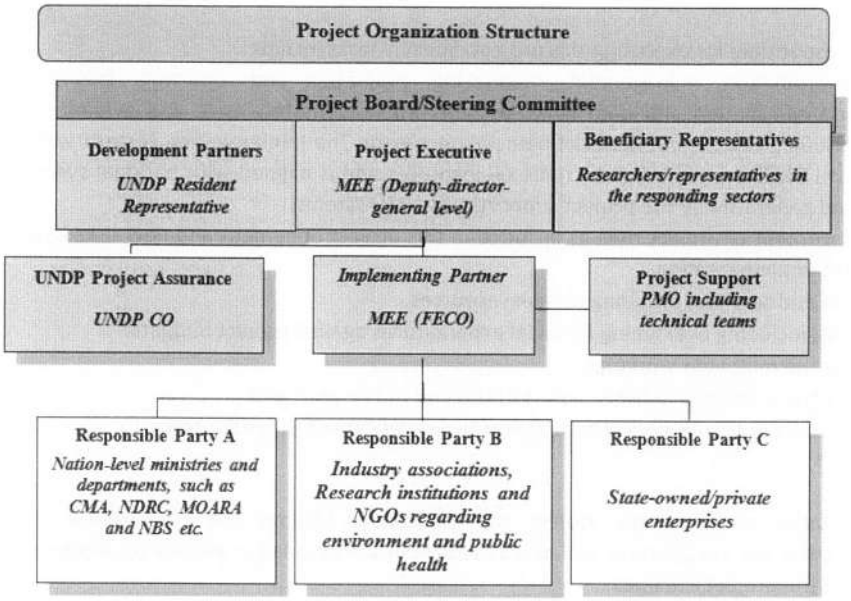
NBS will would provide statistic data to inform the inventory compilers.

Project stakeholders and target groups:
The effective implementation of this project requires full play of the roles of the NLGCCECE members, as well as the participation of local governments, civil societies, research institutes, universities, non-governmental organizations (NGOs). Designated and commissioned by the MEE, which is the project executing entity, FECO will be responsible for specific execution on behalf of MEE.

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



Second line of defense

- Regional Bureau oversees RR and Country Office compliance at portfolio level.
- BPPS NCE RTA oversees technical quality assurance and GEF compliance. BPPS NCE PTA oversees RTA function.
- UNDP GEF Executive Coordinator and Regional Bureau Deputy Director can revoke DOA/cancel suspend project or provide enhanced oversight.

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.

OFP, on behalf of the Ministry of Finance, conducts guidance over the implementation of the project. Major changes in the project, such as the adjustment of investment funds and policy coordination funds in the project by more than 15%, terminating the implementation of Project and some other important changes, should be reported to, seek advice of and agreed by the Ministry of Finance. OFP coordinates various departments in the ministry to express their opinions on major changes. For the adjusted plan, the Ministry of Finance, together with UNDP, is responsible for supervising the implementation of major changes.

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.

Section 4: Roles and Responsibilities of the Project Organization Structure:

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, 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.

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: *Deputy Director General of the MEE*
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 are: *researchers/representatives from various interested sectors, including academia, NGOs, governmental offices, industries and private sectors.*
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: the *UNDP Resident Representative (RR).*

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: UNDP's Environment Climate & Energy Team Leader.

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 the Project Manager.

IX. Financial Planning and Management

The total cost of the project is USD 2,006,000. This is financed through a GEF grant of USD 250,000 administered by UNDP and additional support of USD 1,756,000 in other co-financing. 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.

Co-financing: The actual realization of project co-financing amounts will be monitored by the UNDP Country Office and the PMU on an annual basis in the GEF PIF.

Co-financing source	Co-financing type	Name of Co-financier	Investment Mobilized	Co-financing amount
Government	Cash	The National Social Science Fund of China	Investment mobilized	21,000
Government	Cash	Satellite Application Center for Ecology and Environment, MEE	Investment mobilized	41,000
NGO	Cash	Asian Development Bank	Investment mobilized	417,000
NGO	Cash	Energy Foundation	Investment mobilized	110,000
NGO	Cash	Energy Foundation	Investment mobilized	193,000
NGO	Cash	World Resources Institute	Investment mobilized	55,000
NGO	Cash	Environmental Defense Fund	Investment mobilized	62,000
NGO	Cash	Ellen MacArthur Foundation	Investment mobilized	41,000
NGO	Cash	ClientEarth	Investment mobilized	55,000
NGO	Cash	ClientEarth	Investment mobilized	41,000
Government	In kind	Ministry of Ecology and Environment	recurrent expenditures	720,000
Total				1,756,000

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/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[4]. 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 final clearance of the Terminal Evaluation Report and the corresponding management response and 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.

[4] See https://popp.undp.org/ https://popp-prod.acquia.undp.org/policy-page/close-and-transition.

- **Operational Closure**: **Operational closure must happen within 9 months from project completion date.** Prior to operational closure, the Terminal Evaluation must have been submitted and the corresponding TE management response and 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).

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.

X. TOTAL BUDGET AND WORK PLAN

Total Budget and Work Plan			
Quantum Business Unit	UNDP-CHN-		
Quantum Project ID:	01002659	Quantum Project Title:	*Enabling China to Prepare Its First Biennial Transparency Reports on Climate Change under UNFCCC*
Quantum Award ID:	1268962	Quantum Award Title:	*Enabling China to Prepare Its First Biennial Transparency Reports on Climate Change under UNFCCC*
UNDP-GEF PIMS No.	9740		
Implementing Partner	Ministry of Ecology and Environment		

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 {2024} (USD)	Amount Year {2025} (USD)	Amount Year {2026} (USD)	Total (USD)	See Budget Note:
Component 1 Development of the China's First Biennial Transparency Report (1BTR)	1.1 China's 1BTR developed as a stand-alone report	Output 1.1.1 National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases in NIR format following the Paris Agreement Modality Procedure and Guideline	MEE	62000	010003	72100	Contractual Services - Companies	8,000	8,000	4,000	20,000	1
		Total Output 1.1.1						8,000	8,000	4,000	20,000	
		Output 1.1.2 Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement, including reporting on gender considerations	MEE	62000	010003	72100	Contractual Services - Companies	8,000	8,000	4,000	20,000	2
		Total Output 1.1.2						8,000	8,000	4,000	20,000	
		Output 1.1.3 Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement, including reporting on gender considerations	MEE	62000	010003	72100	Contractual Services - Companies	8,000	8,000	4,000	20,000	3
		Total Output 1.1.3						8,000	8,000	4,000	20,000	
		Output 1.1.4 Information on financial, technology	MEE	62000	010003	72100	Contractual Services -	8,000	8,000	4,000	20,000	4

		development and transfer and capacity-building support needed and received under Articles 9-11 of the Paris Agreement					Companies					
		Total Output 1.1.4						8,000	8,000	4,000	20,000	
		Output 1.1.5 Coordination of 1BTR information of Hong Kong and Macao SARs	MEE	62000	010003	71300	Local Consultants	4,640	4,640	2,320	11,600	5
			MEE	62000	010003	75700	Training, Workshops and Conference	3,600	3,600	1,200	8,400	6
		Total Output 1.1.5						8,240	8,240	3,520	20,000	
	Total Outcome 1.1							40,240	40,240	19,520	100,000	
	Outcome 1.2 Promotion on 1BTR experience and outcome.	Output 1.2.1 Publish of China 1BTR, promote the experience and achievements of 1BTR, and enhance the understanding of China's response to climate change and related situations from all sectors of society	MEE	62000	010003	72100	Contractual Services - Companies	14,000	14,000	7,000	35,000	7
		Total Output 1.2.1						14,000	14,000	7,000	35,000	
		Output 1.2.2 Conduct the capacity building of relevant government departments for collecting climate data/information and completing relevant progress tracking and evaluation	MEE	62000	010003	72100	Contractual Services - Companies	16,000	16,000	8,000	40,000	8
			MEE	62000	010003	71300	Local Consultants	1,360	1,360	680	3,400	9
			MEE	62000	010003	75700	Training, Workshops and Conference	1,200	1,200	1,200	3,600	10
			MEE	62000	010003	71600	Travel	2,000	2,300	1,000	5,300	11
		Total Output 1.2.2						20,560	20,860	10,880	52,300	
		Output 1.2.3 conduct research and compile analysis report on gender dimensions of climate change	MEE	62000	010003	72100	Contractual Services - Companies	1,000	2,000	2,000	5,000	12
		Total Output 1.2.3						1,000	2,000	2,000	5,000	
	Total Outcome 1.2							35,560	36,860	19,880	92,300	
Total Component 1								75,800	77,100	39,400	192,300	
Component 2 Submission of China's 1BTR and accomplishment of international review (technical expert review and facilitative	Outcome 2.1 BTR translated, adopted in transparent and participatory process and submitted to UNFCCC by December 2024	Output 2.1.1 BTR translated, adopted in transparent and participatory process and submitted to UNFCCC by December 2024	MEE	62000	010003	72100	Contractual Services - Companies	9,680	9,680	4,840	24,200	13
		Total Output 2.1.1						9,680	9,680	4,840	24,200	
	Total Outcome 2.1							9,680	9,680	4,840	24,200	

multilateral consideration of progress), as required by the procedures	Outcome 2.2 Participate in the Technical Expert Review (TER) and Facilitative multilateral consideration of process (FMCP) organized by the UNFCCC secretariat	Output 2.2.1 Participate in the TER and FMCP organized by the UNFCCC Secretariat.	MEE	62000	010003	72100	Contractual Services - Companies	4,320	4,320	2,160	10,800	14
		Total Output 2.2.1						4,320	4,320	2,160	10,800	
	Total Outcome 2.2							4,320	4,320	2,160	10,800	
Total Component 2								14,000	14,000	7,000	35,000	
Project Management Cost (PMC)	PMC	PMC	MEE	62000	010003	71800	Contractual services – Implementing Partner	9,080	9,080	4,540	22,700	15
Total Project Management Cost								9,080	9,080	4,540	22,700	
Total Project Grant								**98,880**	**100,180**	**50,940**	250,000	

Budget Notes

Budget Note No.	Budget Note (Description)
1	Subcontract for a study on the National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases in NIR format following the MPGs under the Paris, totaling $20,000.
2	Subcontract for a study on the Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement, totaling $20,000.
3	Subcontract for a study on the Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement, totaling $20,000.
4	Subcontract for a study on the Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9-11 of the Paris Agreement, totaling $20,000.
5	The costs for experts in relevant fields to assist 1BTR information of Hong Kong and Macao SARs: daily rate $200/day ×58 people*days, totaling $11,600.
6	Hong Kong and Macao SARs 1BTR information related workshops, $1200/day, 7days, totaling $8,400.
7	Subcontract for Publication of China 1BTR, dissemination of 1BTR experience and outcomes, and enhancement of the understanding of all sectors of society of China's response to climate change and related situations, totaling $35,000.
8	Subcontract for capacity-building of relevant government departments in collection of climate data/information and related progress tracking and assessment, totaling $40,000.
9	The costs of capacity-building for experts in relevant fields to assist organizations in collecting climate data/information and completing related progress tracking and assessment: daily rate $200/day ×17 people*days, totaling $3,400.
10	Capacity building related training and workshops, $1200/day, 3days, totaling $3,600.
11	Travel for capacity building: $1,060/mission, 5 times, totaling $5,300.
12	Subcontract for gender analysis report on climate change, totaling $5,000.
13	Subcontract for BTR compiled, adopted in transparent and participatory process and submitted, totaling $24,200.
14	Subcontract for Participate in the TER and FMCP organized by the UNFCCC Secretariat, totaling $10,800.

15	Project management staff will include: (1) Project Manager: (portion of salary) totaling $18,000 for three years; (2) Project Assistant: (portion of salary) totaling $4,700 for three years.

XI. 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 People's Republic of China and UNDP, signed on 29 June 1979. 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 Ecology and Environment (MEE) ("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.

XII. RISK MANAGEMENT

1. Consistent with the Article III of the SBAA, 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.

XIII. MANDATORY ANNEXES

1. GEF Budget Template (available from BPPS NCE team)
2. Project Map and geospatial coordinates of the project area
3. Multiyear Workplan
4. Social and Environmental Screening Procedure (SESP), or justification of SESP exemption
5. UNDP Risk Register
6. Overview of technical consultancies/subcontracts
7. Stakeholder Engagement Plan
8. Gender Analysis and Gender Action Plan
9. Procurement Plan – for first year of implementation especially GEF focal area specific annexes (e.g. METT, GHG calculations, target landscape profile, feasibility study, other technical reports)
10. On-Granting Provisions Applicable to the Implementing Partner
11. Terms of Reference for Project Board and Project Team
12. GEF and/or LDCF/SCCF Core indicators (see template below)
13. GEF Taxonomy (see template below)
14. Results of the Partners Capacity Assessment Tool (PCAT) and HACT Micro Assessment
15. UNDP Project Quality Assurance Report (to be completed in UNDP online corporate planning system)
16. End of Project Report

Annex 1: GEF Budget Template

To be provided by MPSU after TBWP clearance.

Annex 2: Project map and Geospatial Coordinates of project sites

中国地图



审图号：GS(2019)1652号　　自然资源部 监制

Annex 3: Multi Year Work Plan

	Outcomes	Outputs	Year 1				Year 2				Year 3			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Component 1 Development of the China's First Biennial Transparency Report (1BTR)	1.1 China's 1BTR developed as a stand-alone report	1.1.1 National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases in NIR format following the Paris Agreement Modality Procedure and Guideline												
		1.1.2 Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement, including reporting on gender considerations												
		1.1.3 Information related to climate change impacts and adaptation under Article 7 of the Paris Agreement, including reporting on gender considerations												
		1.1.4 Information on financial, technology development and transfer and capacity-building support under Articles 9-11 of the Paris Agreement												
		1.1.5 Coordination of the 1 BTR information of the Hong Kong and Macao Special Administrative Regions (SARs)												
	1.2 Promotion on 1BTR experience	1.2.1 Publish of China 1BTR, promote the												

	and outcome.	experience and achievements of 1BTR, and enhance the understanding of China's response to climate change and related situations from all sectors of society													
		1.2.2 Conduct the capacity building of relevant government departments for collecting climate data/information and completing relevant progress tracking and evaluation													
		1.2.3 Conduct research and compile analysis report on gender dimensions of climate change													
Component 2 Submission of China's 1BTR and accomplishment of international review (technical expert review and facilitative multilateral consideration of progress), as required by the procedures	2.1. BTR translated, adopted in transparent and participatory process and submitted to UNFCCC by December 2024	2.1.1 BTR translated, adopted in transparent and participatory process and submitted to UNFCCC by December 2024													
	2.2. Participate in the Technical Expert Review (TER) and Facilitative multilateral consideration of process (FMCP) organized by the UNFCCC secretariat	2.2.1 Participate in the TER and FMCP organized by the UNFCCC													

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

Attached separately.

Annex 5: UNDP Risk Register

Project Title: Enabling China to Prepare Its First Biennial Transparency Reports on Climate Change under UNFCCC	**Project Number:** 9740	**Date:** 01-Dec-23

#	Event	Cause	Impact(s)	Risk Category and Sub-category *(including Risk Appetite)*	Impact, Likelihood & Risk Level *(see Annex 3 Risk Matrix)*	Risk Valid From/To	Risk Owner *(individual accountable for managing the risk)*	Risk Treatment and Treatment Owner
1	Data and models used in inventories preparation for errors or inaccuracies	As a result of data error	Which will impact in data inaccuracy	**3. OPERATIONAL (3.1. Responsiveness to audit and evaluations (Delays in the conduct of and implementation of recommendations)) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **3 - Moderately likely** Impact: **4 - Extensive** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Dec-23 To: 31-Dec-24	MEE	Risk Treatment 1.1: Data collection and verification: We will work with multiple reliable data sources to ensure the accuracy and reliability of our data. Meanwhile, we will regularly verify and update the data to reflect the latest climate situation. Risk Treatment Owner: MEE
								Risk Treatment 1.2:Model optimization: We will regularly review and optimize our data and models to reduce errors and improve the accuracy of prediction. In addition, we will analyze the sensitivity of the model to understand which factors may have the greatest impact on the prediction results. Continuous monitoring: We will set up a monitoring system to track the performance of our data and models in real time. Problems, if any, will be

								immediately fixed by us. Risk Treatment Owner: MEE
								Risk Treatment 1.3: Third-party evaluation: We will regularly invite third-party experts to evaluate our data and models to ensure their accuracy and reliability. Backup plan: We will develop a backup plan in case there is a problem with the main data source. If there is a problem with the main data source, we will immediately start the backup plan to ensure that we can continue to make accurate predictions. Risk Treatment Owner: MEE
2	There is a risk that poor communication and coordination among the partners during the implementation of the project	As a result of insufficient regular meetings and limited channels of communication	Which will impact in the project's progress, efficiency, and overall outcomes	**7. STRATEGIC (7.3. Stakeholder relations and partnerships) - UNDP Risk Appetite: OPEN TO SEEKING**	Likelihood: **2 - Low likelihood** Impact: **2 - Minor** Risk level: **LOW (equates to a risk appetite of CAUTIOUS)**	From: 01-Dec-23 To: 31-Dec-24	MEE	Risk Treatment 2.1: The Ministry of Ecology and Environment and the project management unit shall maintain close coordination with the relevant departments of the State Council and adjust the project in a timely manner according to changes in national policies to ensure the smooth implementation of the project and achieve the best results. In case of the said risks, the Ministry of Ecology and Environment will, through the Project Steering Committee, facilitate discussions with project stakeholders and relevant government agencies in order

								to make decisions on the coordinated implementation of agreed obstacle removal activities. Risk Treatment Owner: MEE
3	There is a risk that difficult to submit performance reports in a timely manner	As a result of late submission	Which will impact in credibility of China's work on climate change issues	**3. OPERATIONAL (3.4. Reporting and communication) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **1 - Not likely** Impact: **4 - Extensive** Risk level: **LOW (equates to a risk appetite of CAUTIOUS)**	From: 01-Jun-24 To: 31-Dec-24	MEE	Risk Treatment 3.1: According to relevant regulations, China should submit its national GJG inventory within the period and its first BTR by the end of 2024. Failing which, the Paris Agreement compliance mechanism will be triggered. In this connection, the project team has planned in advance and set up a clear timetable and time node for the completion of sub-work, monitored the progress of the project and shared the progress with relevant departments in a timely manner in order to adjust the plan in time. The project team has designated a team member to prepare and review the reports to ensure their accuracy and completeness. The project team will regularly evaluate and improve the performance report preparation process and management methods to improve the preparation efficiency. Risk Treatment Owner: MEE

4	There is a risk that in the context of slowing economic growth, the allocation of funds to climate change may raise public doubts	As a result of public's boycotting the allocation of funds to climate change	Which will impact in the project's progress, efficiency, and overall outcomes	**2. FINANCIAL (2.6. Budget availability and cash flow) - UNDP Risk Appetite: MINIMAL TO CAUTIOUS**	Likelihood: **1 - Not likely** Impact: **2 - Minor** Risk level: **LOW (equates to a risk appetite of MINIMAL)**	From: 01-Dec-23 To: 31-Dec-24	MEE	Risk Treatment 4.1: We will use accessible communications such as science lectures to explain to the public that investment in climate change is key to long-term sustainability and is not incompatible with economic growth; provide data and information on the returns and potential economic benefits of investing in climate change; conduct a comprehensive resource assessment to determine which areas need to be prioritized and how to balance the allocation of resources across different areas; and we will ensure that economic, environmental and social considerations are taken into account in the allocation of resources and that sound priority strategies are developed. Risk Treatment Owner: MEE

Annex 6: Overview of Technical Consultancies/Subcontracts

Consultant	Time Input	Tasks, Inputs and Outputs
For Project Management		
Local / National contracting		
Project Manager/Coordinator Rate: $3,000/month	24 weeks / over 3 years	The Project Manager (PM), together with the National 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. PM has the authority to implement the project on a day-to-day basis on behalf of the Project Board within the constraints laid down by the Board. The PM is responsible for the day-to-day management and decision-making for the project. The PM's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. Duties and Responsibilities • Provide direction and guidance to project team(s)/responsible party(ies); • Liaise with the Project Board to assure the overall direction and integrity of the project; • Identify and obtain any support and advice required for the management, planning and control of the project; • Responsible for project administration; • Plan the activities of the project and monitor progress against the project results framework and the approved annual work plan; • Mobilize personnel, goods and services, training and micro-capital grants to initiative activities, including drafting terms of reference and work specifications, and overseeing all contractors' work; • Monitor events as determined in the project monitoring schedule plan/timetable, and update the plan as required; • Manage requests for the provision of financial resources by UNDP through advance of funds, direct payments or reimbursement using the fund authorization and certificate of expenditures; • Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports; • Be responsible for preparing and submitting financial reports to UNDP on a quarterly basis; • Manage and monitor the project 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 annual work plan for the following year; and update the Atlas Project Management module if external access is made available. • 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 in advance of the GEF PIR submission deadline so that progress can be reported in the GEF PIR. • Prepare the GEF PIR and submit the final report to the Project Board; • Based on the GEF PIR and the Project Board review, prepare the AWP for the following year; • Monitor implementation plans including the gender action plan, stakeholder engagement plan, and any environmental and

Consultant	Time Input	Tasks, Inputs and Outputs
		social management plans; • Monitor and track progress against the project results framework (log frame) indicators; • Ensure the mid-term review process is undertaken as per the UNDP guidance, and submit the final MTR report to the Project Board; • Identify follow-on actions and submit them for consideration to the Project Board; Ensure the terminal evaluation process is undertaken as per the UNDP guidance, and submit the final TE report to the Project Board.
Project Assistant Rate: $1,567/year	3 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 the M&E officer in matters related to M&E 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, for when required by PB, TAC, UNDP, project consultants and other PMU staff; Provide PMU-related administrative and logistical assistance.
For Technical Assistance		
Component 1		
Local / National contracting		
Contractual Services - Companies Total: 80,000 USD	3 years	• Undertake preparation of China 1BTR.
Contractual Services - Companies Total: 80,000 USD	3 years	Conduct publication of 1BTR, and capacity building of relevant government departments for collecting climate data/information and completing relevant progress tracking and evaluation. Conduct research and compile analysis report on gender dimensions of climate change. •
National expert Total: 11,600 USD	3 years	• Assist 1BTR information of Hong Kong and Macao SARs
National expert Total: 3,400 USD	3 years	• Assist capacity building of relevant government departments in collecting climate data/information and completing related progress tracking and assessment
Component 2		
Local / National contracting		

Consultant	Time Input	Tasks, Inputs and Outputs
Contractual Services - Companies Total: 35,000 USD	3 years	• Undertake the translation and submission of 1BTR, and participate in the TER and FMCP.

Annex 7: Stakeholder Engagement Plan

Summary of Key Stakeholder Analysis

Key Stakeholders	Mandate Relevant to the Project	Roles in the Project
National level administrative authorities		
Ministry of Finance (MoF)	MoF manages loans (grants) from multi- and bi-lateral development organizations and foreign governments.	GEF Operational Focal Point (OFP). Coordination and implementation of GEF projects in China. The MoF was briefed on project development and will endorse the final Project Document.
National Development and Reform Commission (NDRC)	NDRC is responsible for promotion of the strategy of sustainable development through its lead role in the five-year planning process. NDRC makes proposal on strategy, plan, and relevant policies on using foreign funds.	NDRC will be a key partner in project mainstreaming efforts related to its lead role in the adjustment of industrial structure
Ministry of Ecology and Environment (MEE), and its internal Department of Climate Change (MEEDCC)	Supervise and administer to ensure the attainment of national emission reduction targets; Conduct and coordination of consultation meetings and workshops; data gathering work Guide and coordinate educational campaigns over ecological environmental protection; Formulate and implement educational campaign outlines for ecological environmental protection; Promote societal and public participation in environmental protection efforts;	Overall responsibility for 1BTR development, compilation, and reporting Ensure that China's 1BTR conform to UNFCCC international standards and requirements Administer functions of Single National Entity to UNFCCC MEEDCC is the leading decision-making department inside MEE in the climate agenda and will provide necessary guidance to the project implementation.
Foreign Environmental Cooperation Center, Ministry of Ecology and Environment (FECO/MEE)	FECO carries out multilateral and bilateral international cooperation and exchange on environment under the Ministry of Ecology and Environment. FECO supports for Implementation of International Environmental Conventions and build a long-term mechanism, participate in global environmental governance, join in the formulation of international environmental governance rules, and promote the improvement of global environmental governance system.	FECO/MEE will execute the project on behalf of MEE and under the technical guidance of the Department of Climate Change of MEE.
Ministry of Science and Technology	MOST formulates and facilitates the implementation of strategies and policies for innovation-driven development for carbon neutrality and plans and policies for S&T development. MOST takes the lead in formulating plans for carbon neutrality, policies and measures for the R&D and industrial application of the outcomes of the project.	Discussions on the work mechanism for GHG inventory and reporting inputs
Ministry of Agriculture and	MARA leads in preparing and implementing strategies,	Provide basic data and information in

Key Stakeholders	Mandate Relevant to the Project	Roles in the Project
Rural Affairs	mid- and long-term plans and major policies related to agriculture, rural areas and farmers: draft laws and regulations on agricultural and rural affairs, formulate related norms and rules, and direct related law enforcement; and participate in formulating policies on finance and taxation, pricing, purchase and storage, financial insurance, and import and export	agriculture Agriculture Inventory compilation and development
China Meteorological Administration	CMA formulating policies, legal and regulatory frameworks, development strategies and long-term plans governing meteorological services; formulating and issuing rules and regulations, technical standards and practices governing meteorological services, and supervising their execution; undertaking relevant administrative reviews.	Assess vulnerability of climate change
National Bureau of Statistics	NBS is in charge of statistics and economic accounting in China. NBS sets up and improve the national economic accounting and statistical system; to work out national statistical standards; to review and approve statistical standards by other government departments; to organize the administration of national statistical survey projects, to examine, approve and manage plans and schemes for statistical surveys by other departments;	Provide energy balance and statistical data
Environmental Protection Department of Hong Kong SAR	Formulate policies and plans on environmental protection, energy, nature conservation and the promotion of sustainable development. raise community awareness of and promote public support for issues related to environmental protection, energy, nature conservation and sustainable development. Promote collaborative efforts through regional and international co-operation.	Prepare climate change related information of the Hong Kong SAR under the guidance of MEE for the preparation of China's 1BTR.
Macao Meteorological and Geophysical Bureau	Weather monitoring, analysis and forecast, SMG also issues different kinds of meteorological warnings. In addition. Responsible for the activities relating to aviation meteorology, climate as well as the activities against the climate change.	Prepare climate change related information of the Macao SAR under the guidance of MEE for the preparation of China's 1BTR.
United Nations Development Programme (UNDP)	UNDP works in about 170 countries and territories, helping to achieve the eradication of poverty, and the reduction of inequalities and exclusion. UNDP helps countries to develop policies, leadership skills, partnering abilities, institutional capabilities and build resilience in order to sustain development results.	UNDP is GEF Implementing Agency for the project and is therefore responsible for oversight and monitoring project implementation and ensuring adherence to UNDP and GEF policies and procedures.
Other Stakeholders		
Academic institutes, colleges, universities, and/or	Universities and research organizations focus on teaching, research and conservation knowledge	Provided technical expertise on data/analysis quality of the outcomes

Key Stakeholders	Mandate Relevant to the Project	Roles in the Project
relevant individuals	development and policy recommendations	
Industrial associations related to data reporting in sectors	Within their own areas: Coordinate and support compliance actions within the sector; Facilitate information exchanges among members; Facilitate formulation of sector development strategies.	Coordinate and support compliance reporting within the sector; Facilitate information exchanges among members; Help establish technical specifications for GHG data monitoring at the enterprise level
State-owned/private enterprises	Major emitter of the industrial GHG emissions	Participate in project activities and report the GHG emissions; Cooperate with the surveys and other activities on the governmental level
CSOs	Have their focuses and special interests on climate change.	Potential to provide technical expertise and bring in international experience, networking and platform for communication. Possible co-implementers for some activities such as training, communication and public awareness under projects.

Annex 8: Gender Analysis and Gender Action Plan

Gender Analysis

The concept of gender mainstreaming is a globally agreed strategy for achieving gender equality and women empowerment and as defined by the United Nations Economic and Social Council in 1997, it is *"a strategy for making women's as well as men's concerns and experiences an integral dimension of policies and programmers in all political, economic and societal spheres' so that women and men benefit equally and inequality is not perpetuated"*. Gender mainstreaming is helpful to identify gaps in gender equality. In 2015, Chinese Women and Children Statistics issued by Chinese State Statistics Bureau shows that female accounts for 42.6% of all the trained employees in 2014, which is greater than 38% in 2010, but it is still less than 50%. Thus, all capacity development interventions under the Project will consider this dimension, particularly those in the pertinent public institutions to influence future national policy.

By making sure that 1) women's involvement in the projects enable them to access to resources and technologies that enhance their health and well-being; 2) there is no inadequate recognition of women's role as key agents of environmental actions; 3) women's engagement, leadership and decision-making are adequately promoted during the project implementation; 4) there is no uneven representation of women and men's distinct needs and priorities in the process. Considerations for gender mainstreaming, gender equality, and women's empowerment in this project are as follows:

- ensuring women's access to resources and technologies that enhance their health and well-being;
- recognizing women's role as key agents of environmental actions;
- promoting women's engagement, leadership and decision-making; and,
- having a fair representation of women and men's distinct needs and priorities in the process.

Since gender dimensions are prerequisites in the design, implementation, monitoring and evaluation of programs, projects and activities with tools and guidelines on mainstreaming gender in the whole gamut of project management, gender considerations have been taken into account in the design of the Project. Per the design, during the project implementation, the set targets for gender ratio and women participation will be closely monitored and evaluated.

Gender Action Plan

Strategic Plan Goal	Objective	Promotion of the role of women in Climate Change	Targets	Indicator	Timeframe	Responsible Parties
Promote gender equality and women's empowerment --- Mainstream gender equality in the project	Integration of gender perspectives into projects and activities, including substantive consideration	Ensure women's participation	At least 50% of all participants are women	Number of women participants	2024-2026	MEE, PMO and other qualified organizations
		Hire more female experts for the project	Hire at least 20% more women experts than 3NC period	The increase in percentage of female employees	2024-2026	MEE, PMO and other qualified organizations
		Involve more female experts in key tasks	Women experts are involved in each key task	Number of key tasks that female experts involved	2024-2026	MEE, PMO and other qualified organizations
		Women will participate more in decision making	Professional opinions from women experts will be adopted by the project	Number of opinions proposed by female experts and adopted by the project	2024-2026	MEE, PMO and other qualified organizations
		Equality for training for men and women	Gender-responsive training system	Proportion of female employees who have participated in training	2024-2026	MEE, PMO and other qualified organizations

Annex 9: Procurement Plan

Comp.	Type of Supply	High Level Categorization	Description of goods, services or works	Unit	Qty	Est. Unit Price (USD)	Est. Total Price (USD)	Procurement (Est. start)	Procurement (Est. completion)	Est. Start of Contract	Est. Contract completion
1	Service	Contractual services - company or organization	One subcontract for preparation of China 1BTR	Lump sum	1	80,000	80,000	August 2024	September 2024	September 2024	September 2026
2	Service	Contractual services - company or organization	One subcontract for publication of 1BTR and related capacity building	Lump sum	1	80,000	80,000	August 2024	September 2024	September 2024	September 2026
3	Service	Contractual services - company or organization	One subcontract for editing, translation, submission of 1BTR for international reviews and considerations	Lump sum	1	35,000	35,000	August 2024	September 2024	September 2024	September 2026
4	Service	Local consultants	Local consultant for 1BTR information of Hong Kong and Macao SARs	Person-day	58	200	11,600	August 2024	September 2025	September 2024	September 2026
5	Service	Local consultants	Local consultant for capacity-building on relevant government departments for the collection of climate data/information and related progress tracking and assessment	Person-day	17	200	3,400	August 2024	September 2025	September 2024	September 2026

Annex 10: On-Granting Provisions Applicable to the Implementing Partner

On-granting clauses for non-UNDP Implementing Partners can be found here. This applies in cases where on-granting is built into the design and to the extent that it complies with the UNDP Policy on Low Value Grants (LVGs).

Annex 11: Terms of Reference for Project Board and Project Team

The standard Project Board TOR can be found here.

Annex 12: 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	320

Annex 13: GEF 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 (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)
			☐ 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

	☒ **Rio Markers**		
		☒ Paris Agreement	
		☒ Sustainable Development Goals	
		☐ Climate Change Mitigation 0	
		☐ Climate Change Mitigation 1	
		☐ Climate Change Mitigation 2	
		☐ Climate Change Adaptation 0	
		☐ Climate Change Adaptation 1	
		☐ Climate Change Adaptation 2	

Annex 14: Results of the Partners Capacity Assessment Tool (PACT) and HACT Micro Assessment

Attached separately.

Annex 15: UNDP Project Quality Assurance Report

(to be completed in UNDP online corporate planning system)

Annex 16: 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, several 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.

You are kindly invited to send the completed template to the Regional Technical Advisor and Regional Programme Associate of the project.

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

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	