

Modalities and guidelines for international consultation and analysis (ICA)

Switzerland welcomes the invitation of the COP to submit its views on the composition, modalities and procedures regarding the team of technical experts that will analyze the biennial update reports (BUR) produced by Parties not included in Annex I to the Convention.

1. Introductory remarks

In Switzerland's view, the analysis phase of the international consultation and analysis (ICA) process should benefit as much as possible from the experience and lessons learned from the actual in-depth review of the National Communications submitted by Annex I Parties under the Convention. Both aim to provide a thorough and comprehensive technical assessment of a Party's reporting with a view to continuously improve the consistency and completeness of the information provided.

As a reminder, the purpose of the review of first national communications from Annex I Parties began with the following decision (2/CP.1, Annex I, first paragraph): "[...] *Its purpose is to review, in a facilitative, non-confrontational, open and transparent manner, the information contained in the communications from Annex I Parties to ensure that the Conference of the Parties has accurate, consistent and relevant information at its disposal to assist it in carrying out its responsibilities, [...]*". Such a wording is indeed very similar to the one used in the Cancún Agreements and in the Durban decisions and annexes related to ICA.

The experience gathered with the work of the experts review teams, in terms of their composition, modalities and procedures of work, can therefore be usefully incorporated, *mutatis mutandis*, and taking into account the national circumstances of the non-Annex I Parties undergoing the ICA process, into the present submission.

2. Composition of the team of technical experts

The team of technical experts shall be selected by the UNFCCC secretariat, from the roster of experts nominated by Parties:

- In accordance with the national circumstances of the Party undergoing the ICA process and the different expertise's needs. The collective skills of the team must address all these needs.
- To ensure coverage of all inventory sectors and the content of the other chapters of the BUR (mitigation actions, support needed and support received),
- To achieve an overall balance in the participation of experts from Annex I and non-Annex I Parties, as well as geographical balance among them,
- At least one member of the team of technical experts should be fluent in the language of the Party undergoing the ICA process.

In addition, two lead technical experts, one from an Annex I Party and one from a non-Annex I Party, shall guide the work of the team.

The participating experts in the team performing the analysis phase of the ICA process will serve in their personal capacity and will not be nationals of the Party undergoing the ICA process.

The same composition of the team of technical experts cannot be selected by the UNFCCC secretariat for the analysis of two successive submissions of a BUR by a given non-Annex I

Party.

The team of technical experts could also include members of the Consultative Group of Experts (CGE) on national communications from Parties not included in Annex I to the Convention or at least benefit from the expertise and guidance of the CGE.

3. Modalities of work of the team of technical experts

Each member of the team of technical experts shall sign an agreement specifying the conditions of its work, as decided by the COP for the ICA process in general and for the first step of this process in particular (technical analysis):

- The team of technical experts shall aim to increase the transparency of mitigation actions and their effects, in consultation with the Party concerned, while conducting its work in a manner that is non-intrusive, non-punitive and respectful of the national sovereignty of the Party concerned.
- The team of technical experts shall not discuss the appropriateness of domestic policies and measures foreseen or implemented.

When analyzing the national GHG inventory chapter of the BUR, the team of technical experts shall examine the data, methodologies and procedures used in preparing this chapter. The team should perform this task in the UNFCCC secretariat (centralized technical analysis) with the administrative support of the latter and its technical and methodological assistance in the use of the biennial update reporting guidelines and of the modalities and guidelines for ICA.

Communication between the team of technical experts and the Party undergoing the analysis should be through the lead reviewers and the designated contact person(s) in the Party. Other members of the team of technical experts may communicate directly with the national experts involved in the BUR preparation only if the Party so agrees. Information thus obtained should be made available to all the members of the team.

Such an exchange helps building capacity across all Parties. Parties undergoing the analysis phase of the ICA process receive technical feedback from the experts in the team that enables them to further improve their reporting. Likewise, experts who participate in the team of technical experts gain knowledge of reporting practices of other countries, which they can take home and apply to their own reporting.

4. Procedures of work of the team of technical experts

The existing roster of experts shall be the basis for the selection of the team of technical experts. Additional experts will be nominated by Parties to respond to the needs stemming from the analysis phase of the ICA process. These new experts will be trained, as well as the ones already in the roster of experts, to meet the special challenges of such an analysis.

The UNFCCC secretariat should prepare, in coordination with the CGE and before the end of 2013, the adequate training material and software to allow the experts to technically analyze the BURs, enabling them to produce their summary report, but also to build capacity in the Party undergoing the ICA process.

The selection of the experts by the UNFCCC secretariat should be made immediately after the submission of the BUR by a non-Annex I Party, allowing the technical analysis to start without delay and taking advantage of having the authors of the BUR still available. The national institutional arrangements might not be as solid as they should be, especially for the first BUR, and its authors might only be hired for a short period of time. It should be of the responsibility of the Party concerned to have the authors of the BUR available for the whole duration the ICA process, and especially for its technical analysis phase.

Once selected by the UNFCCC secretariat, the team of technical experts shall first organize

itself for the analysis of the BUR, according to the competences and fields of expertise of each of its members. The two lead technical experts have the responsibility to prepare the work plan of the analysis.

Taking into account the specific national and domestic circumstances of the Party concerned, the team of technical experts shall analyze the BUR in terms of consistency, transparency, completeness and accuracy.

The team of technical experts shall prepare a draft summary report that contains the findings stemming from the analysis of the BUR and from possible exchanges of information with its authors. The draft summary report should contain an assessment of the information presented in the BUR, in terms of its consistency, completeness, accuracy and timeliness, as encouraged by the biennial update reporting guidelines, taking into consideration time series of information provided. The expert team should be empowered to suggest scope for technical improvement in the light of completeness and consistency of the information provided. Before being finalized and publicly posted on the UNFCCC website, the draft summary report will be reviewed and commented by the Party concerned.

The summary report should remain in the responsibility of the team of technical experts only. The expert team shall be free to take note of comments provided by the Party concerned. It is indeed the output of the analysis phase of the ICA process but it is at the same time the input for the facilitative sharing of views that follows. In this situation, the summary report could reflect both the technical experts' findings and the Party's comments, so as to nourish even further the exchange of views that will follow in the second phase of the ICA process.