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**NATIONAL COMMUNICATIONS FROM PARTIES NOT INCLUDED IN
ANNEX I TO THE CONVENTION**

**WORK OF THE CONSULTATIVE GROUP OF EXPERTS ON NATIONAL
COMMUNICATIONS FROM PARTIES NOT INCLUDED IN ANNEX I TO
THE CONVENTION**

**Report of the Workshop of the Consultative Group of Experts on National Communications
from Parties not included in Annex I to the Convention**

Note by the secretariat

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I. INTRODUCTION

A. Mandate

1. At its seventh session, the Conference of the Parties (COP), by its decision 31/CP.7, decided that the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) shall have the objective of improving the preparation of national communications by non-Annex I Parties (FCCC/CP/2001/13/Add.4).
2. The COP further decided that, in addition to the mandate contained in the annex to decision 8/CP.5 (FCCC/CP/1999/6/Add.1), the CGE shall identify and assess technical problems and constraints that have affected the preparation of initial national communications by Parties that have yet to complete them and shall also provide input to the draft improved guidelines for the preparation of national communications by non-Annex I Parties.
3. By the same decision, the COP decided that the CGE shall conduct two workshops in the year 2002, with the objective of sharing experiences to ensure adequate coverage of the issues referred to in paragraph 2 above. This is the report of the first of the two workshops.
4. The subsidiary bodies may wish to take note of the report, and provide further guidance to the CGE on the conduct of its work.

B. Scope of the report

5. This document contains a summary of the issues, technical problems and constraints relating to the preparation of national communications, in particular those that have affected the preparation of initial national communications by Parties that have yet to complete them (section II) and the discussions that followed on the preparation of various elements of a national communication by non-Annex I Parties, including recommendations for the improvement of the UNFCCC guidelines for the preparation of national communications from non-Annex I Parties (section III).

II. PROCEEDINGS

6. The CGE workshop was held in Bonn, Germany, from 10 to 12 April 2002. A total of 45 experts representing 41 Parties and two organizations¹ participated in the workshop. The workshop was supported with funding from the governments of the Netherlands, Switzerland and the United States of America, and the Federal Republic of Germany through the Bonn Fund.
7. The workshop was chaired by Mr. Philip Weech (Bahamas), in his capacity as the current Chairman of the CGE. In welcoming the experts to the workshop, he recalled that the CGE had made considerable progress in the discharge of its work aimed at improving the process of preparation of national communications by non-Annex I Parties during the period 2000 to 2002. He also noted the excellent support provided by the secretariat to the CGE in conducting its work in an expeditious manner.
8. Mr. Weech noted that, since the completion of the CGE report (FCCC/SBI/2001/15) based on 50 national communications, submitted to the fifteenth sessions of the subsidiary bodies, the CGE, using its task groups on national greenhouse gas (GHG) inventories, vulnerability and adaptation assessment and research and systematic observation, GHG abatement, and education, training and public awareness, had

¹ See the list of participants in annex II to this document.

examined 27 additional initial national communications submitted to the secretariat as at 31 December 2001,² in accordance with its terms of reference.

9. He reminded participants of the objectives of the workshop, which included sharing experience relating to the preparation of national communications submitted so far, and facilitating the identification of technical problems and constraints affecting the preparation of initial national communications by Parties that have yet to complete them. The workshop would also assist the CGE in providing its initial input to the draft improved guidelines for the preparation of national communications by non-Annex I Parties, prepared by the secretariat.

10. Four working group sessions were convened.³ These working groups were facilitated by the coordinators of the CGE task groups and rapporteurs nominated by each of the working groups. Cross-cutting issues of information and networking and financial and technical needs and constraints, capacity-building and technology transfer were considered in each of the working groups as they related to their respective themes.

11. The workshop first focused on the presentation of reports by the coordinators of each of the CGE task groups based on their examination of main issues, problems and constraints relating to the preparation of the various elements of 27 national communications referred to in paragraph 8 above. Presentations were then made by seven of those Parties that had received funding more than three years ago and are yet to complete their national communications. Their presentations covered problems and constraints that have affected the preparation of their initial national communication. The Parties in question were Albania, Brazil, Fiji, Islamic Republic of Iran, Papua New Guinea,⁴ Paraguay⁵ and South Africa. Working groups went on to discuss their experience relating to the preparation of different elements of the national communication including the consideration of the draft guidelines. Finally, a closing plenary provided an opportunity for the working groups to present their main findings, conclusions and recommendations.

12. The recommendations of the working groups on improvements to the draft guidelines constituted the initial input by the CGE to the proposed improved guidelines for the preparation of national communications by non-Annex I Parties, pursuant to decision 31/CP.7, paragraph 3(b).

13. The participants had for their consideration as background information presentations and reports of the CGE and its task groups and the presentations by experts from non-Annex I Parties that have not yet completed their initial national communications. In addition, the third compilation and synthesis of 52 initial national communications (FCCC/SBI/2001/14/Add.1), the preliminary compilation and synthesis of 27 newly submitted initial national communications and the draft guidelines for the preparation of national communications by non-Annex I Parties, prepared by the secretariat, were provided.

III. DISCUSSIONS

A. Work of the CGE task groups

14. Presentations by the CGE task group coordinators covering information contained in the 27 additional national communications indicated that many of the issues, problems and constraints faced by

² Algeria, Antigua and Barbuda, Bahamas, Barbados, Botswana, Burundi, Chad, Colombia, Congo, Cuba, Dominica, Ethiopia, Ghana, Guatemala, Haiti, Maldives, Mongolia, Morocco, Nicaragua, Niue, Panama, Peru, Saint Kitts and Nevis, Saint Lucia, Togo, Trinidad and Tobago and Tunisia.

³ See the agenda in annex I to this document.

⁴ Papua New Guinea had submitted its initial national communication three weeks before the workshop.

⁵ Paraguay submitted its initial national communication at the workshop.

non-Annex I Parties were similar to those that had been analysed and included in the previous reports of the CGE. These problems and constraints include the lack of activity data and emission factors, the lack of human and institutional capacity and the inadequacy of financial resources and technical support. However, in addition to these problems and constraints, the CGE also identified the following:

(a) Many Parties reported on emissions of sulphur dioxide (SO₂). Some Parties designed and used their own methods to estimate emissions of carbon dioxide (CO₂) from electricity generation in the energy sector and from the land-use change and forestry sector. One Party used the Intergovernmental Panel on Climate Change (IPCC) Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories to estimate CO₂ emissions from clinker production;

(b) Vulnerability and adaptation issues are of major concern to non-Annex I Parties. Information provided indicated that further work is needed on integrated impact assessments (e.g. drawing linkages and/or dependencies between sectors) and on the evaluation and costing of adaptation options;

(c) Information presented on research and systematic observation indicated that many Parties have participated in a number of regional and global research networks and observing systems. Some Parties also indicated their plans to undertake specific scientific research on various climate change issues including the impacts, vulnerability and adaptation;

(d) Information provided by non-Annex I Parties on GHG abatement varied considerably. However, most Parties prepared their analysis based either on the national inventories or on socio-economic scenarios and many provided information on policy instruments and regulations (e.g. in forestry) which would contribute to mitigating climate change;

(e) Information on climate change education, training and public awareness was provided in varying levels of detail by many Parties. Most Parties did not provide any information on the number of sufficiently trained scientific and technical personnel. However, one Party (Cuba) indicated that it has sufficiently trained scientific and technical experts that will enable it to fully participate in the future processes of the UNFCCC;

(f) The reporting of information relating to financial and technical needs and constraints was an important element of the national communication process. Many Parties indicated their financial and technical needs to improve their capacities for formulating plans and policies to facilitate the integration and translation of climate change issues into sustainable development programmes.

B. Technical and financial constraints affecting the completion of initial national communications by selected non-Annex I Parties

15. Experts from the seven Parties referred to in paragraph 11 above made presentations on the problems and constraints that have affected the preparation of their initial national communications. From the presentations and the discussions that followed, it was clear that many of the technical problems and constraints affecting the preparation of initial national communications by non-Annex I Parties that had yet to complete them were similar to those that had been identified by those non-Annex I Parties that had already submitted them. However, a number of additional problems and constraints were noted in these presentations:

(a) The application of the modalities for the nationally executed programmes of the United Nations Development Programme (UNDP) not only inhibited the expeditious implementation of the activities for the preparation of initial national communication, but also contributed to the lack of clarity over the roles and responsibilities of, and cooperation between the UNDP Country Office, as an

implementing agency, and the national executing agency. The application of these modalities for nationally executed programmes by UNDP was in many cases contrary to the expedited procedures of the Global Environment Facility (GEF) for the preparation of initial national communications;

(b) The level of funding provided and the period allowed for the preparation of the initial national communication was not sufficient and in many cases, was not commensurate with the desire of some Parties to provide adequate information in the initial national communication;

(c) In many cases, the preparation of the initial national communication is a new activity which means that those who are responsible for this activity have had no prior experience. This can lead to, inter alia, low priority and commitment given by the relevant government agencies to the issue of climate change, lack of specific climate change expertise, poor coordination amongst government agencies and poor accessibility to relevant information;

(d) Problems related to changes in political structures and leadership (e.g. a change in government and leaders) can affect the institutional arrangements, thereby affecting the preparation of initial national communications.

C. Conclusions and recommendations of the workshop

16. The experts at the workshop, taking into account the presentations of the CGE task groups, selected non-Annex I Parties and background information provided by the secretariat, identified and discussed further issues, problems and constraints that have affected the preparation of national communications by non-Annex I Parties, and concluded that they are similar to those included in the previous reports of the CGE. Experts discussed and agreed on the following conclusions and recommendations.

1. National greenhouse gas inventories

17. The participants at the CGE workshop acknowledged the validity of the issues, problems and recommendations related to GHG inventories contained in document FCCC/SBI/2001/INF.1. They agreed that there were however additional issues, problems and constraints that reflect the current situation relating to the preparation of national GHG inventories of non-Annex I Parties. These issues, problems and constraints are summarized below.

Institutional issues: preparation and reporting of inventories

18. The experts indicated that collection of activity data for the preparation of national GHG inventories provides the opportunity to integrate climate change issues into existing economic development plans.

Recommendations

19. The experts at the workshop considered that the appointment and designation of well-resourced technical coordinators or secretariats or technical focal points with a clear set of mandates is necessary for the preparation of national communications and national GHG inventories.

20. The experts insisted that national experts should be engaged and utilized in developing projects to collect activity data and develop country-specific emission factors in the relevant country-specific source categories (e.g. sugar cane processing, hydroelectric dams and fisheries). The methodologies used to collect and develop country-specific emission factors, and the results derived, should be published and included in the IPCC database.

Methodological issues: revised 1996 IPCC Guidelines

21. The experts noted that non-Annex I Parties generally did not use both sectoral and reference approaches to estimate and report on CO₂ emissions from fuel combustion. In the few cases where these two approaches were used, no explanation of any large differences between the two approaches was given.

Recommendations

22. In the light of the finding mentioned in paragraph 21, the experts suggested that non-Annex I Parties should be encouraged to estimate and report the emissions of CO₂ from fuel combustion using both the sectoral and reference approaches, and to explain any large differences between these approaches.

Recommendations for the improvement of the UNFCCC guidelines

23. The participants suggested that Parties should be encouraged to describe the procedures and arrangements undertaken to collect and archive data for the preparation of national GHG inventories, including information on the responsibilities of the institutions involved.

2. Vulnerability and adaptation assessment

24. The experts recognized a number of factors that have affected the preparation of vulnerability and adaptation assessments. These factors included: the lack of and difficulties with accessing funds from the GEF and other donor agencies, the low level of priority accorded to vulnerability and adaptation by policy makers at the highest levels of government, political instability, lack of national inter-agency cooperation and the lack of relevant data.

Methodological issues

25. The experts noted that socio-economic scenarios were useful when they were linked to climate change scenarios (including baselines). However the methodologies for assessing vulnerability and adaptation were considered to be weak for the health, tourism, water, energy and agriculture sectors.

26. The experts further noted that information on formulation of adaptation analysis, which includes evaluation and prioritization of adaptation options through cost-estimation and cost-efficiency analysis, was not evident in the national communications.

Recommendations

27. The experts suggested that Parties should be encouraged to provide more detailed baseline information in their vulnerability and adaptation assessments.

28. The experts also identified a need for appropriate tools and capacity to formulate adaptation strategies and measures, which could also be achieved through the preparation of national adaptation programmes of action (NAPA), adaptation policy frameworks and other similar programmes and policies. They further stressed that “no regret” options for adaptation should be emphasized.

Recommendations for the improvement of the UNFCCC guidelines

29. The experts at the workshop acknowledged that the draft guidelines on vulnerability and adaptation prepared by the secretariat provided an instructive framework for reporting of information on this issue. The experts recommended that the guidelines for the preparation of national communications

in general and for the preparation of vulnerability and adaptation assessment in particular should be simple, clear, focused and non-prescriptive.

30. The experts at the workshop were of the view that the implementation of the draft guidelines on reporting of information on vulnerability and adaptation would substantially increase the need for additional financial, technical and human resources.

31. The experts recommended that the draft guidelines on vulnerability and adaptation should be translated into all languages of the United Nations to enhance their utility.

32. The experts further noted that it is not possible to distinguish between the impacts of climate variability and climate change, so it is difficult to separate information relating to the impacts of current climate variability from information pertaining to impacts of climate change.

3. Greenhouse gas abatement

33. The experts at the workshop generally concurred with the conclusions and recommendations of the CGE workshops held between May 2000 and March 2001 on issues relating to GHG abatement.

34. In considering the information on GHG abatement provided in the 27 recently completed initial national communications, the experts noted that there was a tendency to include information on GHG abatement in a separate chapter within the national communication.

35. The experts noted that although there is no common framework for reporting on abatement options, most Parties provided information by sectors, including issues such as assumptions, scenarios, potential measures and policy investments. Only a few Parties reported on the status of abatement activities (for example, planned, ongoing or completed).

36. The experts noted that for many Parties the data available to undertake abatement analysis were incompatible with the data input requirements of the models used by some Parties and that the lack of institutional and project management expertise was a significant barrier to the implementation of potential GHG abatement options.

Recommendations

37. Those Parties that wish to carry out detailed abatement analysis are encouraged to consider the linkages between the emissions inventory and the assessment of the abatement options.

38. The experts noted with appreciation the UNFCCC technology clearinghouse web site (<http://ttclear.unfccc.com/ttclear/security/UserLogin.jsp>), which provides information on abatement technology, amongst other topics. The experts recommended that the CGE should review the section on abatement technology and evaluate its utility. The experts further recommended that the secretariat should invite Parties to provide feedback on the usefulness of the section on abatement technology.

Recommendations for the improvement of the UNFCCC guidelines

39. The participants recommended that there should be a clear definition of the terms “abatement” and “mitigation” in the new guidelines. They suggested that the guidelines should also provide improved guidance for reporting on the status of abatement options (e.g. planned, ongoing and/or implemented).

4. Research and systematic observation

40. In implementing decisions 14/CP.4 and 5/CP.5 on research and systematic observation, particular emphasis should be placed on the data needed for vulnerability and adaptation assessments, including the monitoring of climate change by using coral reefs as surrogate indicators of climate change.

41. There is a need to develop national climate change research programmes for the development of climate change scenarios, modelling, socio-economic and integrated assessments, and assessing the impacts of climate change on large-scale ocean-atmosphere circulation phenomena such as El Niño-Southern Oscillation and extreme events.

42. There is a need for better communication and dissemination of information from the climate change research community to the public at large.

5. Education, training and public awareness

43. The experts at the workshop acknowledged that many Parties already had existing initiatives and future plans to incorporate climate change into formal education programmes. Some Parties reported that they are using expertise within their universities and research institutions for these activities.

44. Training of scientific, technical and managerial personnel on climate change issues and enhancing their capacity to formulate climate change-related project proposals was considered by many Parties as an important element in the implementation of the Convention.

45. Raising public awareness on climate change issues is an important factor in enhancing public and other stakeholder participation and involvement in implementing climate change activities and programmes.

Recommendations for the improvement of the UNFCCC guidelines

46. The participants made several recommendations to the CGE on the draft guidelines for reporting on education, training and public awareness. These included the need:

- (a) To make a reference to Article 6 of the Convention;
- (b) To report on regional and/or subregional initiatives relating to education, training and public awareness;
- (c) To include "non-formal" education.

6. Cross-cutting issues

47. Several recommendations relating to cross-cutting issues of information and networking and information relating to national climate change programmes in the draft guidelines were made by the participants of the workshop, including:

- (a) The scope for reporting on information and networking could be broadened to cover other activities envisaged under Article 4, paragraph 1 of the Convention;
- (b) There is a need to include a reference in the draft guidelines to the relationship between climate change and sustainable development programmes.

7. Financial and technical needs and constraints

National greenhouse gas inventories

48. Adequate funding should be provided for the preparation and updating of inventories, including those for country-specific emissions source categories on a systematic basis within the context of the preparation of national communications. Support should also be provided for the development of regional and subregional projects for the collection of activity data and development of emission factors.

Vulnerability and adaptation assessment

49. The level of funding from the GEF and other agencies for national communications needs to be increased significantly to allow for more comprehensive assessment of vulnerability and adaptation.

Greenhouse gas abatement

50. In order to improve the quality of studies and to facilitate the formulation and reporting of GHG abatement options, the participants reaffirmed the need for adequate financial and technological support for institutional strengthening as well as capacity-building in the use of methodologies, data acquisition and management, and development of mitigation scenarios. They also recommended that these needs should be taken into account in the implementation of the relevant decisions of the COP, including decisions 2/CP.7, 4/CP.7 and 7/CP.7.

51. The participants also noted with appreciation the additional guidance to an operating entity of the financial mechanism provided by the COP in its decision 6/CP.7 to provide financial resources to developing country Parties to develop and implement, as appropriate, prioritized projects identified in their national communications and recommended that the implementation of this decision should be expedited.

52. The participants noted with appreciation the establishment by decision 7/CP.7 of a special climate change fund to support and finance activities in areas including energy, transport, industry, agriculture, forestry and waste management.

Annex I**AGENDA****Wednesday, 10 April 2002**

- 0830 – 0900 Registration and payment of DSA
- 0900 – 0910 Welcome and opening address (*Ms. Martha Perdomo, UNFCCC secretariat*)
- 0910 – 0920 Objective and procedures of the workshop (*Mr. Philip Weech, Chairman of the CGE*)
- PLENARY I**
- 0920 – 0930 Adoption of the agenda and administrative matters
- 0930 – 1100 Presentations of the CGE task group reports on:
- (a) Greenhouse gas inventories (*Mr. Ayité-lo Ajavon - Togo*)
 - (b) Vulnerability and adaptation assessment and research and systematic observation (*Ms. Isabelle Niang-Diop - Senegal*)
 - (c) Abatement (*Ms. Laurraine Lotter - South Africa*)
 - (d) Education, training and public awareness (*UNFCCC secretariat on behalf of Ms. Julia Martinez - Mexico*)
 - (e) Information and networking and financial and technical support (*Mr. Brian Challenger - Antigua and Barbuda*)
- 1100 – 1120 Coffee break
- 1120 – 1300 Presentation and discussion of problems and constraints of some non-Annex I Parties that have yet to submit their national communications:
- (a) Albania (*Ms. Ermira Fida*)
 - (b) Brazil (*Mr. Jose Miguez*)
 - (c) Fiji (*Mr. Mahendra Kumar*)
 - (d) Papua New Guinea (*Ms. Gwendoline Sissiou*)
- 1300 – 1400 Lunch
- 1400 – 1450 Presentation and discussion (continued)
- (a) Islamic Republic of Iran (*Mr. Mohamed Soltanieh*)
 - (b) South Africa (*Ms. Laurraine Lotter*)
 - (c) Paraguay (*Ms. Lilian Portillo*)
- 1450 – 1500 Guidance for working groups and selection of rapporteurs
- 1500 – 1520 Coffee break
- 1520 – 1800 Working group sessions
- (a) GHG inventories, including capacity-building, financial and technical support, information and networking
(*Facilitator: Mr. Ayité-lo Ajavon – Togo;*
Rapporteur: Mr. Philip Acquah – Ghana)

- (b) Vulnerability and adaptation, and research and systematic observation, including transfer of technology, capacity-building, financial and technical support, information and networking
(Facilitator: Ms. Isabelle Niang-Diop - Senegal
Rapporteur: Mr. Mahendra Kumar - Fiji)
- (c) Abatement, including transfer of technology, capacity-building, financial and technical support, information and networking
(Facilitator: Ms. Laurraine Lotter – South Africa;
Rapporteur: Mr. Vute Wangwacharakul - Thailand)
- (d) Education, training and public awareness, including capacity-building, financial and technical support, information and networking
(Facilitator: Mr. Brian Challenger – Antigua and Barbuda;
Rapporteur: Ms. Diane McFadzien – Cook Islands)

Thursday, 11 April 2002

0900 – 1030	Continuation of working group sessions
1030 – 1050	Coffee break
1050 – 1300	Working group sessions
1300 – 1400	Lunch
1400 – 1600	Working group sessions
1600 – 1620	Coffee break
1620 – 1800	Working Group sessions to prepare conclusions

Friday, 12 April 2002

0900 – 0930	Guidance for working groups to consider the draft revised guidelines for the preparation of national communications by non-Annex I Parties (Mr. Philip Weech - Chairman of the CGE)
0930 – 1030	Working group sessions to consider draft revised guidelines
1030 – 1050	Coffee break
1050 – 1300	Working group sessions
1300 – 1400	Lunch
1400 – 1500	Working group sessions
1500 – 1640	Report writing: drafting groups, comprising the coordinators and rapporteurs of the working groups and staff of the UNFCCC secretariat, will draft the report of the session
1640 – 1700	Coffee break
PLENARY II	
1700 – 1730	Presentations of conclusions by working groups
1730 – 1800	Consideration and adoption of the workshop report (Chairman of the CGE)

Annex II**LIST OF PARTICIPANTS****PARTIES****Albania**

Ermira FIDA
National Co-ordinator for Climate
Change Enabling Activity
Ministry of Environment
Rruga "Durrësit", No. 48, Tirana
Phone/s: (355-4) 22-5101
Fax: (355-4) 27-0627/ 22-5101
E-mail/s: mirafida@icc.al.eu.org

Antigua and Barbuda

Brian CHALLENGER
Technical Coordinator
Ministry of Public Utilities, Housing,
Aviation, Transportation and
International Transportation
APUA Headquarters, Cassada Gardens
P.O. Box 415, St. John's
Phone/s: (1-268) 462-3021
Fax: (1-268) 462-2515 / 2516
E-mail/s: challengerbrian@hotmail.com
challengerbrian@antiguabarbuda.net

Argentina

Carlos RINALDI
Cancillería Argentina
D.F. Sarmiento 2334 D.C
Buenos Aires
Phone/s: (54-11) 4790-4761
E-mail/s: crinaldi@sinectis.com.ar

Armenia

Diana HARUTYUNYAN
UNDP
Moscovian St. 35 Yerevan
Phone/s: (374-1) 53-4982 / 5572
Fax: (374-1) 53-8187
E-mail/s: diana@nature.am

Bahamas

Philip WEECH
Chairman, The Bahamas National
Climate Change Committee
The Bahamas Environment Science &
Technology Commission (BEST)
Office of the Prime Minister
Sir Cecil Wallace Whitfield Centre,
West Bay Street
P.O. Box CB 10980
New Providence
Phone/s: (1-242) 327-4691
Fax: (1-242) 327-4626 / 322-7812
E-mail/s: pswbest@hotmail.com

Belize

Carlos FULLER
Chief Meteorologist
National Meteorological Service
P.O. Box 717
Belize City
Phone/s: (501) 25-2012
Fax: (501) 25-2101
E-mail/s: cccbze@btl.net
cfuller@btl.net

Brazil

José MIGUEZ
Coordinator on Global Change
Ministry of Science and Technology
Esplanada dos Ministérios
Bloco E, Sala 240
DF 70067-700 Brasilia
Phone/s: (55-61) 317-7923
Fax: (55-61) 317-7657 / 7571
E-mail/s: miguez@mct.gov.br
mlorena@mct.gov.br

Chile

Sergio GONZALEZ
Investigador
Departamento de Recursos Naturales y
Medio Ambiente
Instituto de Investigaciones
Agropecuarias (INIA)
Av. Santa Rosa 11610 Casilla 439
Correo 3
7083150 Santiago
Phone/s: (56-2) 541-7223 ext. 233
(56-2) 635-8659
Fax: (56-2) 541-7667
E-mail/s: sgonzale@platina.inia.cl
sgonzal@ctc.reuna.cl

China

Aimin MA
Deputy Division Director
Office of National Coordination for
Addressing Climate Change
State Development Planning
Commission
38, S. Yuetan Street 100824
100824 Beijing
Phone/s: (86-10) 6850-1712
Fax: (86-10) 6850-2358/2974
E-mail/s: maam@acca21.org.cn
aiminma@yahoo.com

Colombia

Jorge MANRIQUE
Global Climate Change Office
IDEAM
Diagonal 97, No. 17-60 Piso 7
Bogota
Phone/s: (56-1) 635-6007/22
Fax: (56-1) 635-6022
E-mail/s: splinter@tutopia.com
katatori@hotmail.com

Adriana SOTO
Institute of Hydrology, Meteorology and
Environmental Studies (IDEAM)
Diagonal 97, # 17-60 (7th floor)
Bogota
Phone/s: (57-1) 635-6261 / 6230
Fax: (57-1) 635-6218
E-mail/s: asoto@ideam.gov.co

Cook Islands

Diane MCFADZIEN
National Climate Change Co-ordinator
International Environment Advisory
Unit
Environment Service
Tu'anga Taporoporo
P.O. Box 371, Rarotonga
Phone/s: (682) 2-1256
Fax: (682) 2-2256
E-mail/s: piccap@oyster.net.ck
diane@oyster.net.ck

Cuba

Luis PAZ CASTRO
Technical Advisor
CENCLIM
Institute of Meteorology
Loma de Casablanca Regla
Habana
Phone/s: (53-7) 57-0721
(53-7) 867-0722 to 30
Fax: (53-7) 33-8010
E-mail/s: pazcastro@yahoo.com
lpaz@met.inf.cu

Dominican Republic

Juan MANCEBO
Ave. 27 de Febrero Esquina
Tidarente, Edificio Plaza Merengue
Suite 202 Ensanche Naco
Santo Domingo
Phone/s: (809) 472-0626
Fax: (809) 472-0631
E-mail/s: jmancebo48@hotmail.com
jmancebo16@yahoo.com
juan.mancebo@codetel.net.do

Ecuador

Luis CÁ CERES
 Coordinador Nacional Sobre Cambios
 Climáticos
 Ministerio del Ambiente
 Edificio MAG Oficina 709,
 Av. Eloy Alfaro N30-350 y
 Av. Amazonas
 Quito
 Phone/s: (593-2) 250-8510
 Fax: (593 -2) 250-8510 / 292-2747
 E-mail/s: lcaceres@ambiente.gov.ec
 caceressilva@netscape.net

Egypt

Ahmed AMIN
 Director
 Tebbing Institute for
 Metallurgical Studies
 P.O. Box 109
 Cairo
 Phone/s: (202) 501-0170
 Fax: (202) 504-0171
 E-mail/s: iagelil@idsc.gov.eg
 tims@idsc.net.eg

Fiji

Mahendra KUMAR
 Associate Professor of Physics
 School of Pure & Applied Sciences
 University of the South Pacific
 Private Mail Bag
 Suva
 Phone/s: (679) 321-2430
 Fax: (679) 330-2548 / 8972
 E-mail/s: kumar_m@usp.ac.fj
 mahendk@hotmail.com

Gabon

Chrysanthe BOUSSAMBA
 Project Co-ordinator
 Climate change enabling activity
 c/o UNDP
 BP 2183, Libreville
 Phone/s: (241) 73-7845
 Fax: (241) 73-0148 / 4041
 E-mail/s:
 prozonone@internetgabon.com
 pccgabon@inet.ga

Georgia

Marina SHVANGIRADZE
 Executive Secretary
 UNDP Project
 Department of Hydrometeorology
 Tbilisi
 Phone/s: (995-32) 94-1580
 Fax: (995-32) 94-1536
 E-mail/s: mshvangiradze@caucasus.net

Germany

Lambert SCHNEIDER
 Oeko-Institute e.V.
 Novalisstrasse 10
 10115 Berlin
 Phone/s: (49-30) 2804-8674
 Fax: (49-30) 2804-8688
 E-mail/s: l.schneider@oeko.de

Ghana

Philip ACQUAH
 Project Co-ordinator
 Climate Change Enabling Activity
 Environment Protection Agency
 No. 4, 5th Link Road, Cantonments
 P.O. Box 9715
 Kotoka International Airport
 Accra
 Phone/s: (233-21) 77-7485 / 66-4697
 Fax: (233-21) 66-2690
 E-mail/s: pacquah333@yahoo.com

Iran (Islamic Republic of)

Mohammad SOLTANIEH
 National Project Manager
 Climate Change Office / Department of
 Environment
 Environmental Research Center
 Hemmat Expressway, Pardisan Park
 P.O. Box 15875-5181
 Tehran
 Phone/s: (98-21) 826-4002
 Fax: (98-21) 826-7994
 E-mail/s: msoltanieh@kanoon.net
 msoltanieh@sina.sharif.ac.ir

Kenya

Emily OJOO-MASSAWA
 Project Coordinator
 National Environment Secretariat
 P.O. Box 67839
 Nairobi
 Phone/s: (254-2) 22-9261
 (254-2) 21-0379 / 24-3088
 Fax: (254-2) 21-0379 / 24-8851
 E-mail/s: climate@nbnet.co.ke
 emassawa@hotmail.com

Malaysia

Ah Kee CHAN
 Director
 Climate Division
 Malaysian Meteorological Service
 Jalan Sultan
 46667 Petaling Jaya
 Phone/s: (603) 7956-3225
 Fax: (603) 7955-0964 / 7956-3621
 E-mail/s: cak@kjc.gov.my
 chanak@pd.jaring.my
 chan_a_k@hotmail.com

Morocco

Rajae CHAFIL
 National Co-ordinator
 Ministry of Environment
 36, ave Al Abtal Agdal
 Rabat
 Phone/s: (212-37) 77-2658 / 2635
 Fax: (212-37) 77-2658 / 0875
 E-mail/s: chafil1@hotmail.com
 chafil1@caramail.com

Netherlands

Henk BOSCH
 Advisor to the Ministry of Foreign
 Affairs
 Dutch Government Support Group for
 Energy and Environment
 IJsseldijk Noord 88
 2935 BJ Ouderkerk a/d IJssel
 Phone/s: (31-180) 68-7001 / 7002
 Fax: (31-180) 68-7003
 E-mail/s: Henk.Bosch@hccnet.nl

Nigeria

Anthony ADEGBULUGBE
 Centre for Energy Research and
 Development
 Obafemi Awolowo University Ife
 Ife, Osun State
 Phone/s: (234-1) 497-7845
 Fax: (234-1) 497-6680
 E-mail/s: heptagon@nova.net.ng
 heptagonv@hotmail.com

Pakistan

Imran HABIB AHMAD
 Section Officer (GEF/Climate Change)
 Ministry of Environment, Local
 Government and Rural Development
 Islamabad
 Phone/s: (92-51) 225-4000
 Fax: (92-51) 225-4000
 E-mail/s: ihahmad@hotmail.com
 imran@alumni.brandeis.edu

Panama

Rene LOPEZ
 National Programme on Climate Change
 UNDP - Global Environment Facility
 P.O. Box 873372
 Panama
 Phone/s: (507) 317-0125 / 0053 / 0057
 Fax: (507) 317-0127
 E-mail/s: rene.lopez@pnccpanama.cc

Papua New Guinea

Gwendoline SISSIOU
Climate Change Coordinator
Greenhouse Unit
Office of Environment and Conservation
P.O. Box 6601 National Capital District
Port Moresby
Phone/s: (675) 323-4343
Fax: (675) 325-9192
E-mail/s: gssissiou@datec.net.pg
pngccap@datec.com.pg

Paraguay

Lilian PORTILLO
Directora
Programa de Cambio Climático
Secretaría del Ambiente
Madame Lunch No. 3500 casi Primer
Presidente
Asunción
Phone/s: (595-21) 61-5809
(595) 98145-4664
Fax: (595-21) 61-5809 / 5806 / 5807
E-mail/s: lilianportillo@hotmail.com
glgonzal@telesurf.com.pg
lportillo@seam.gov.py
pncc@seam.gov.pg

Philippines

Jose T. VILLARIN
Head
Climate Studies Division
Manila Observatory
P.O. Box 122-1144
1101 Quezon City
Phone/s: (63-2) 426-5921
Fax: (63-2) 426-6141
E-mail/s: jett@admu.edu.ph

Senegal

Isabelle NIANG-DIOP
Department of Geology,
Science and Technology Faculty
University C.A. Diop
Dakar-Fann
Phone/s: (221) 825-0736
Fax: (221) 824-6318
E-mail/s: isabelle@enda.sn

Slovakia

Ivan MOJIK
Director
Department of Air Protection
Ministry of the Environment
Námestie Ludovíta Stura 1
SL-812 35
Bratislava
Phone/s: (421-2) 5956-2220
Fax: (421-2) 5956-2662
E-mail/s: mojik.ivan@lifeenv.gov.sk

South Africa

Lauraine LOTTER
Executive Director
Chemical & Allied Industries
Association
15th Floor, Metal Box Centre
25 Owl Street
2092 Auckland Park
Phone/s: (27-11) 482-1671 to 1674
Fax: (27-11) 726-8310
E-mail/s: caia@iafrica.com
laurain@iafrica.com

Swaziland

Emmanuel Dumisani DLAMINI
National Focal Point for Climate Change
National Meteorological Services
Ministry of Public Works and Transport
P.O. Box 58
Mbabane
Phone/s: (268) 404-8859 / 5728
Fax: (268) 404-1530
E-mail/s: ed.dlamini@swazimet.gov.sz
weather@swazimet.gov.sz

Switzerland

Othmar SCHWANK
Managing Director
INFRAS Consulting Group for Policy
Analysis and Implementation
Gerechtigkeitsgasse 20
CH-8039 Zürich
Phone/s: (411) 205-9520
Fax: (411) 205-9599
E-mail/s: othmar.schwank@infras.ch

Thailand

Vute WANGWACHARAKUL
Assistant Professor
Faculty of Economics, Department of
Agricultural and Resource Economics
Kasetsart University
50 Paholyothin Rd. 10900
Bangkok
Phone/s: (66-2) 942-8649 ext. 121
(66-2) 942-8650/51 ext. 121
Fax: (66-2) 942-8047
E-mail/s: fecovww@ku.ac.th

Togo

Ayité-Lô AJAVON
Director
Atmospheric Chemistry Laboratory
FDS/Université du Bénin
B.P. 1515, Lomé
Phone/s: (228) 225-5094 / 226-9170
Fax: (228) 225-8595
E-mail/s: noajavon@tg.refer.org
sossiyate@hotmail.com

United Arab Emirates

Ahmed MAJID
Director
Petroleum Department
Ministry of Petroleum and
Mineral Resources
P.O. Box 59, Abu Dhabi
Phone/s: (971-2) 667-1999
Fax: (971-2) 666-5652 / 665-5717

Abdullah SHARIF
Deputy Director
Petroleum Department
Ministry of Petroleum and
Mineral Resources
P.O. Box 59, Abu Dhabi
Phone/s: (971-2) 667-1999
Fax: (971-2) 666-5652
E-mail/s: gbehzad.mopmr@mac.gov.ae

United States of America

Jack FITZGERALD
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Washington, D.C. 20460
Phone/s: (1-202) 564-3523
Fax: (1-202) 565-2155
E-mail/s: fitzgerald.jack@epa.gov

Uruguay

Virginia SENA CIANCI
Climate Change Unit
National Environment Directorate
Rincon 422, Piso 3
11000 Montevideo
Phone/s: (598-2) 917-0222 / 0752
Fax: (598-2) 916-1895
E-mail/s: vsena@adinet.com.uy

ORGANIZATIONS**IPCC Inventory Task Force**

Taka HIRAISHI
Co-Chair
IPCC Inventory Task Force Bureau
6-43-5, Shimoshakujii, Nerima-ku
Tokyo 177-0042
Japan
Phone/s: (81-468) 3904-3733
Fax: (81-468) 3904-3733
E-mail/s: hiraishi@iges.or.jp
taka-hiraishi@col.hi-ho.ne.jp

**Organisation for Economic
Co-operation and
Development**

Martin BERG
Global and Structural Policies Division
Environment Directorate
Organisation for Economic Co-operation
and Development
2 rue André Pascal
75775 Paris
France
Phone/s: (33-1) 4524-7924
Fax: (33-1) 4524-7876
E-mail/s: martin.berg@oecd.org
