

## Decision 15/CP.20

### **Training programme for review experts for the technical review of biennial reports and national communications of Parties included in Annex I to the Convention**

*The Conference of the Parties,*

*Recalling* Articles 4, 7 and 12 of the Convention and decisions 2/CP.1, 9/CP.2, 6/CP.3, 4/CP.5, 33/CP.7, 18/CP.10, 1/CP.13, 2/CP.17 and 19/CP.18, on national communications and biennial reports,

*Also recalling* decision 23/CP.19, on the guidelines for the review of biennial reports and national communications, including national inventory reviews,

*Having considered* the relevant recommendations of the Subsidiary Body for Scientific and Technological Advice,

*Recognizing* the importance of the training programme for review experts for the technical review of biennial reports and national communications of Parties included in Annex I to the Convention,

1. *Requests* the secretariat to develop and implement the training programme for review experts for the technical review of biennial reports and national communications of Parties included in Annex I to the Convention, including the examination of experts, as outlined in the annex;
2. *Encourages* Parties included in Annex I to the Convention in a position to do so to provide financial support for the implementation of the training programme;
3. *Requests* the secretariat to include, in its annual report to the Subsidiary Body for Scientific and Technological Advice on the composition of expert review teams, information on the training programme, in particular on examination procedures and the selection of trainees, so that Parties may assess the effectiveness of the programme.

## Annex

### **Training programme for review experts for the technical review of biennial reports and national communications of Parties included in Annex I to the Convention**

#### **A. Details of the training programme**

1. The courses are intended to train review experts for the technical review of biennial reports and national communications of Parties included in Annex I to the Convention. All training courses will be available online. For trainees without easy access to the Internet, courses will be distributed through electronic means. At the request of any Party, the courses will also be made available to others interested in the review process, provided that this does not require additional resources. All courses will be available upon request to trainees all year round, without facilitation by instructors.
2. All training courses will include an examination. Examination procedures will be standardized, objective and transparent.
3. The examination will take place online. In exceptional circumstances, other arrangements for examinations will be made, provided that the examinations take place under the supervision of the secretariat and that this does not require additional resources.
4. New review experts who successfully complete the relevant requirements of the training programme and pass the examinations will be invited to participate in a centralized or in-country review, working alongside experienced review experts.
5. Experts who do not pass an examination for a course at the first attempt may retake the examination once only, provided that the expert has fulfilled all of the tasks assigned during the training course in a timely manner and that the retake does not require the secretariat to incur additional costs.

#### **B. Courses of the training programme**

##### **1. General and cross-cutting aspects of the review of national communications and biennial reports**

**Description:** This course covers the reporting requirements and the procedures for the general aspects of the review process of national communications and biennial reports under the Convention, and aims to provide a comprehensive overview of the reporting and review requirements and guidance to expert review teams on the process and steps for conducting reviews under the international assessment and review process. The course promotes consistency and fairness in the review process by providing technical guidance on the general review approaches and use of tools.

**Preparation:** 2014

**Implementation:** 2014–2016

**Target audience:** New review experts and lead reviewers

**Type of course:** E-learning, without an instructor

**Examination requirements and format:** New review experts and lead reviewers must pass the examination before participating in expert review teams. Online examination.

**2. Technical review of targets and of policies and measures, their effects and their contribution to achieving those targets**

**Description:** This course provides general guidance and approaches for the technical review of information on national policy context and greenhouse gas (GHG) mitigation targets, policies and measures (PaMs), the effects of each individual PaM and their contribution to the reduction of GHG emissions.

**Preparation:** 2014

**Implementation:** 2014–2016

**Target audience:** New review experts reviewing targets and PaMs, and lead reviewers

**Type of course:** E-learning, without an instructor

**Examination requirements and format:** New review experts must pass the examination before participating in expert review teams. Online examination.

**3. Technical review of greenhouse gas emissions, emission trends, projections and the total effect of policies and measures**

**Description:** This course provides general guidance and approaches for the technical review of information on GHG emissions, emission trends, projections and the total effect of PaMs.

**Preparation:** 2014

**Implementation:** 2014–2016

**Target audience:** New review experts reviewing emission trends, projections and the total effect of PaMs, and lead reviewers

**Type of course:** E-learning, without an instructor

**Examination requirements and format:** New review experts must pass the examination before participating in expert review teams. Online examination.

**4. Technical review of the provision of financial support, technology transfer and capacity-building**

**Description:** This course provides general guidance and approaches for the technical review of information on the provision of financial resources by Parties included in Annex II to the Convention to Parties not included in Annex I to the Convention, the promotion, facilitation and financing of the transfer of technology, and capacity-building, including creating national expertise on climate change related issues, strengthening institutions and developing educational, training and awareness-raising activities.

**Preparation:** 2014

**Implementation:** 2014–2016

**Target audience:** New review experts reviewing the provision of financial support, technology transfer and capacity-building, and lead reviewers

**Type of course:** E-learning, without an instructor

**Examination requirements and format:** New review experts must pass the examination before participating in expert review teams. Online examination.

*10<sup>th</sup> plenary meeting  
12 December 2014*