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REPORTS ON INTER-SESSIONAL ACTIVITIES

FURTHER WORK CONCERNING LEAST DEVELOPED COUNTRIES

Institutional development needs

Note by the secretariat

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I. MANDATE

1. The Conference of the Parties, at the first part of its sixth session, recommended that the least developed country (LDC) Parties provide information on their basic institutional needs for strengthening and, where needed, establishing national climate change secretariats/focal points, as well as on their training needs in negotiating skills and language, in order to develop the capacity for effective participation in the climate change process. The deadline for such submissions was 15 February 2001 (FCCC/CP/2000/5/Add.2, para. 6 (c)).

2. The Conference further recommended that the secretariat compile the information received under paragraph 1 above, and provide a preliminary estimate of the amount of funding needed to implement the above-mentioned activities, for consideration by the subsidiary bodies at their fourteenth sessions (FCCC/CP/2000/5/Add.2, para. 6 (d)).

II. SCOPE

3. Submissions were received from 29 Parties. The current document presents this information in tabular form, in order to enhance clarity and comparability. It should be noted that this document does not address the modalities of the provision of funding nor the administration of such funds to address the needs contained herein. This document is divided into two sections: the first section (III below) includes a compilation of the information received, while the second section (IV below) provides an indicative estimate of funding that would constitute a first step in addressing the institutional needs of the 46 LDC Parties to the UNFCCC. Although 17 LDC Parties did not provide submissions to the secretariat on this issue, an assumption was made that such needs would be communicated at a later phase, and this was taken into account in estimating the total funding needed.

III. COMPILATION OF INFORMATION

A. Institutional setting

4. All Parties reported having a national climate change focal point, which forms part of a governmental framework institution, for example, the Ministry of Environment. Six Parties reported that their climate change unit comprised one or two individuals responsible for coordinating the negotiations. Fifteen Parties reported having units containing three-six persons, four Parties reported having units with six-ten persons and four Parties with units of more than ten persons. In those cases where more than six persons formed the unit, some staff (three persons) were professionals who were employees of other entities who dealt with climate change as part of an inter-institutional collaborative effort, while the rest were administrative. In effect, all Parties reported that only one or at most two persons were involved in the actual UNFCCC negotiation process. Most Parties indicated that, in view of the increasing workload and meetings under the climate change process, more staff was needed for the negotiations.

B. Negotiating and language skills

5. All respondents indicated a need for improving negotiating skills of current negotiators in the UNFCCC process, as well as those of potential future negotiators in their climate change units. In this regard, while two persons were often cited as negotiators, the number requiring training varied between two and five (see table 1). Four Parties requested training for 8-15 persons. Those Parties whose mother tongue is not English (see table 2) indicated the need for English language training geared towards the negotiations, especially as climate change was a relatively new area and that international negotiations in this area require special language capacities. Some Parties explained that many in-session documents were produced in English only and that this, in addition to the fact that all contact group sessions are conducted in English, added to the need for English language skills.

C. Information technology

Hardware

6. Table 3 contains a list of the computer hardware currently available to the LDC Parties which reported on their existing information technology and their needs. Most countries reported having only one or two computers available in their climate change units. Computers running on Pentium II processors were the most reported by Parties. Only one Party reported the availability of a Pentium III computer. Computer speed, memory and age varied. One Party (Tuvalu) reported computer processor speeds as low as 33 MHz while another Party (Samoa) reported 800 MHz. Computer memory varied between 16 megabytes and 128 megabytes. Hard disk capacity varied between 540 megabytes and 13.5 gigabytes. Most computers ranged between 2 and 4 years of age.

7. Additional computer needs ranged from one to six computers, mainly to replace existing computers which are reported as being slow and unable to run current applications and models or to download documents from the Web. Parties indicated that the speed and capacity of most of these computers, as well as the slow Internet connections, did not facilitate downloading large files, including documents issued by the UNFCCC secretariat.

Software

8. While most Parties reported that they had word processing software, they specified the need for standard productivity software such as MS Office, MS Access, ER Mapper, Cosmic, Adobe Acrobat, Corel Draw and Foxpro. Others mentioned that specialized climate change software, such as DDSAT 3 for the assessment of impacts of climate change on crop production, WATBAL and CLIRUN for the assessment of impacts of climate change on hydrology and water resources and SPUR2 for the assessment of impacts of climate change on rangeland and livestock, would also be useful in conducting assessments related to the climate change process.

Peripherals (printers and fax machines)

9. Most Parties reported that the printers and fax machines used by the climate change unit belong to and were shared with the ministry or institution where these units are housed. Most (see table 4) reported having one printer while others such as Angola, the Republic of the

Gambia and Madagascar reported having five, six and ten printers respectively. Burkina Faso, Cambodia and Uganda reported having no printers available in their climate change units. Myanmar has one printer but requested a scanner.

10. Eleven Parties (see table 4) reported that a fax machine is not available in their climate change unit and requested one each. All other Parties had one machine each, which they reported as being sufficient for their use, but expressed the desire to have them replaced as most of them were more than four years old.

Internet

11. The average Internet connection set up cost reported by Parties varied between US\$ 50 and US\$ 2,000, while the average monthly cost for using the Internet varied between US\$ 40 and US\$ 1,073 (see table 5). The costs of setting up and running an Internet connection are high in most cases. Parties mentioned that adequate Internet connectivity is important for accessing UNFCCC documents and documentation related to climate change workshops and meetings of experts, as well as for accessing other information from relevant Web sites, such as those of the Intergovernmental Panel on Climate Change (IPCC), the Food and Agriculture Organization (FAO), and the World Health Organization (WHO). Parties noted that as a result of the high cost of Internet use, they have become more dependent on fax machines.

IV. ESTIMATION OF FUNDING NEEDS

A. Information technology needs

Estimated cost of providing each LDC Party with IT equipment: US\$ 285,000

12. The estimated cost for providing a Party with one computer equipped with a laser printer, a modem for Internet connection, various software packages and a fax machine is approximately US\$ 6,200. Costs in the Fonds francophone des inforoutes project¹ between L'Agence Internationale de la Francophonie and the UNFCCC secretariat have been used to prepare these estimates. This amount includes shipping costs but excludes country support services.

B. Negotiating and language skills needs

Estimated cost of conducting a workshop for negotiating skills: US\$ 184,000

13. Estimates are based on costs from previous activities, assuming that there is one representative from each of the 46 least developed country Parties in addition to the resource persons and organizers. The estimate is based on an indicative total cost of US\$ 4,000 per negotiator which includes travel, accommodation, per diem, organization costs, material and report preparation and distribution, and fees for the resource people who will provide expertise throughout the duration of the workshop as well as in preparing the presentations and simulations.

¹ This project, still in its assessment (pilot) phase, envisages the provision of funding for IT resources and Internet connection for UNFCCC National Focal Points in 5 Francophone countries (all of which are LDCs) participating in the project. An "operating entity" is being sought for this project.

Estimated cost of a workshop on language skills for non-English speaking LDC negotiators :
US\$ 104,000

14. Cost estimates are based upon costs from previous activities. It is assumed that there is one representative from each of the non-English speaking least developed country Parties: 26 negotiators, in addition to the resource persons and organizers. The total cost of US\$ 4,000 per negotiator is used which includes travel, accommodation, per diem, organization costs, material and report preparation and distribution, and fees for the resource people who will provide expertise throughout the duration of the workshop as well as in preparing the presentations and simulations.

C. Preliminary estimate of funding needed

15. Based on the assumptions made in this document on what would constitute a first step in addressing the institutional needs of the least developed countries, costs would amount to US\$ 573,000. These include the following:

- Cost of providing one computer (hardware and software) to 46 LDC Parties:
US\$ 285,000
- Cost of one workshop for negotiating skills for all LDC Parties: US\$ 184,000
- Cost of one workshop for language skills of non-English speaking LDC Parties:
US\$ 104,000

16. While the above estimate constitutes only one of many possible scenarios for a first step in addressing the institutional needs of the least developed countries, the Subsidiary Body for Implementation may wish to recommend further action as deemed necessary.

V. COMPILATION OF DATA

Table 1. Negotiating skills needs

NEGOTIATING SKILLS NEEDS	
COUNTRY	Number of negotiators in need of negotiating skills training
Angola	2
Benin	2
Bhutan	4
Burkina Faso	2
Burundi	5
Cambodia	5
Central African Republic	2
Comoros	3
Democratic Republic of the Congo	5
Djibouti	2
Eritrea	10
Ethiopia	10
The Gambia	15
Haiti	4
Kiribati	3
Lao People's Democratic Republic	5
Madagascar	4
Mali	8
Mauritania	4
Mozambique	3
Myanmar	5
Niger	1
Samoa	3
Sao Tome and Principe	3
Tuvalu	3
Uganda	1
United Republic of Tanzania	4
Yemen	2-4
Vanuatu	4

Source: Submissions by Parties

Table 2. English language training skills needs

ENGLISH LANGUAGE TRAINING SKILLS NEEDS	
COUNTRY	Number of negotiators in need of English language training
Angola	2
Benin	2
Burkina Faso	2
Burundi	4
Cambodia	5
Central African Republic	2
Comoros	3
Democratic Republic of the Congo	5
Djibouti	2
Haiti	4
Kiribati	3
Lao People's Democratic Republic	5
Madagascar	4
Mali	8
Mauritania	4
Mozambique	3
Myanmar	5
Niger	1
Sao Tome and Principe	3
Yemen	2-4

Source: Submissions by Parties

Table 3. Information technology needs/hardware

INFORMATION TECHNOLOGY NEEDS/ HARDWARE							
COUNTRY	Computers						
	Available						Number Needed
	Number	Processor Type	Processor Speed	Memory	Hard Disk	Age	
Angola	4	n.a.	n.a.	n.a.	n.a.	n.a.	1
Benin	1	n.a.	n.a.	n.a.	n.a.	2 years	4
Bhutan	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	4
Burkina Faso	1	Pentium II	266 MHz	32 MB	4.3 GB	2 years	3
Burundi	2	Pentium II	n.a.	n.a.	4.2 GB	4 years	4
		Desktop ¹	16 bit	n.a.	n.a.	6 years	
Cambodia	None	n.a.	n.a.	n.a.	n.a.	n.a.	5
Central African Republic	2	Pentium	n.a.	n.a.	n.a.	4 years	3
		Pentium MMX	233 MHz	n.a.	n.a.	3 years	
Comoros	1	Pentium II	n.a.	32 Mb	n.a.	2 years	3
Democratic Republic of the Congo	1	Pentium	360 MHz	n.a.	4 GB	3 years	3
Djibouti	1	Pentium II	350 MHz	64 MB	2 GB	2 years	2
Eritrea	1	Pentium III	n.a.	128 MB	13.5 GB	n.a.	6
Ethiopia	2	Pentium I	133 MHz	64 MB	n.a.	4 years	5
Gambia	7	Pentium laptop	300 MHz	64 MB	4 GB	2 years	11
		Pentium	n.a.	n.a.	8 GB	1 year	
		(5) 486	n.a.	16 MB	540 MB	7 years	
Haiti	3	Pentium II	266 MHz	64 MB ram	n.a.	3 years	5
		(2) Pentium notebook	200 MHz	32 MB	n.a.	3 years	
Kiribati	1	n.a.	n.a.	n.a.	n.a.	n.a.	1
Lao People's Democratic Republic	2	Pentium I		16 MB	n.a.	7 years	3
Madagascar	None	n.a.	n.a.	n.a.	n.a.	n.a.	5
Mali	None	n.a.	n.a.	n.a.	n.a.	n.a.	5
Mauritania	2	n.a.	n.a.	n.a.	n.a.	n.a.	3
Mozambique	1	Pentium II	350 MHz	32 MB	n.a.	2 years	2

n.a. indicates data not included in submissions

¹ Processor type not indicated

Table 3. Information technology needs/hardware (continued)

INFORMATION TECHNOLOGY NEEDS/ HARDWARE							
COUNTRY	Computers						
	Available						Number Needed
	Number	Processor Type	Processor Speed	Memory	Hard Disk	Age	
Myanmar	1	Pentium	133 MHz	16 MB	1607 MB	n.a.	3
Niger	1	Desktop ¹	n.a.	n.a.	n.a.	3 years	2
Samoa	2	Desktop ¹	800 MHz	n.a.	9.75 + 9.29 GB	3 years	2
		Laptop K6	200 MHz	n.a.	4.02 GB	3 years	
Sao Tome and Principe	1	Pentium II		64 MB	n.a.	4 years	2
Tuvalu	2	386	33 MHz	n.a.	n.a.	4 years	4
		386	32 MHz	n.a.	n.a.	1 year	
Uganda	None	n.a.	n.a.	n.a.	n.a.	n.a.	3
United Republic of Tanzania	1	n.a.	120 MHz	24 MB	1.5 GB	4 years	4
Yemen	2	Laptop ¹	n.a.	n.a.	n.a.	n.a.	7
		Desktop ¹	n.a.	n.a.	n.a.	n.a.	
Vanuatu	1	Celeron	n.a.	n.a.	n.a.	n.a.	2

Source: Submissions by Parties

n.a. indicates data not included in submissions

¹ Processor type not indicated

Table 4. Information technology needs (printers and fax machines)

INFORMATION TECHNOLOGY NEEDS				
Printers and fax machines				
COUNTRY	Printers		Fax machines	
	Available	Need	Available	Need
Angola	5	n.a.	1	n.a.
Benin	1	4	none	n.a.
Bhutan	n.a.	2	1	1
Burkina Faso	enough	3	1	n.a.
Burundi	1	4	1	n.a.
Cambodia	none	2 to 3	none	n.a.
Central African Republic	2	3	1	1
Comoros	1	3	none	n.a.
Democratic Republic of the Congo	1	2	1	1
Djibouti	1	2	none	n.a.
Eritrea	2	6	1	n.a.
Ethiopia	1	2	none	n.a.
Gambia	6	11	1	1
Haiti	3	5	1	n.a.
Kiribati	2	n.a.	1	n.a.
Lao People's Democratic Republic	2	3	none	1
Madagascar	10	5	1	1
Mali	5	5	1	n.a.
Mauritania	1	3	1	1
Mozambique	1	2	1	n.a.
Myanmar	1	3	1	n.a.
Niger	3	2	1	n.a.
Samoa	1	2	1	n.a.
Sao Tome and Principe	n.a.	2	1	n.a.
Tuvalu	1	3	none	n.a.
Uganda	none	2	1	1
United Republic of Tanzania	1	3	none	n.a.
Yemen	2	1	none	1
Vanuatu	1	1	none	1

Source: Submissions by Parties

n.a. indicates data not included in submissions

Table 5. Information technology needs: Internet access

INFORMATION TECHNOLOGY NEEDS/ INTERNET ACCESS		
COUNTRY	INTERNET COSTS	
	Set-up cost (US dollars)	Average monthly cost (US dollars)
Angola	620	420
Benin	350	100
Bhutan	2,000	200
Burkina Faso	50	40
Burundi	65	150
Cambodia	100	60
Central African Republic	115	1,073
Comoros	50	100
Democratic Republic of the Congo	700	400
Djibouti	n.a.	85
Eritrea	200	500
Ethiopia	n.a.	500
Gambia	80	200
Haiti	200	50
Kiribati	100	400
Lao People's Democratic Republic	350	50
Madagascar	20	80
Mali	40	25
Mauritania	n.a.	n.a.
Mozambique	250	80
Myanmar	700	65
Niger	4	200
Samoa	100	100
Sao Tome and Principe	250	50
Tuvalu	56	150
Uganda	4,000	250
United Republic of Tanzania	n.a.	75
Yemen	1,500	200
Vanuatu	1,000	500

Source: Submissions by Parties

n.a. indicates data not included in submission
