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## MESSAGE TO PARTIES

### Multilateral assessment at SBI 42 in Bonn, Germany

On behalf of the Executive Secretary, I wish to draw the attention of all Parties to the United Nations Framework Convention on Climate Change to the second working group session of multilateral assessment (MA), that will be convened during the forty-second session of the Subsidiary Body for Implementation (SBI) in Bonn in June 2015. The second working group session of MA will be conducted for 24 Annex I Parties (see the annex to this notification for the complete listing) over two days during the first week of the session between 3 and 5 June 2015.<sup>1</sup> This follows the successful launch of the MA process in Lima, when the first working group session was convened for 17 Annex I Parties.

The MA process is a part of the international assessment and review (IAR) process for developed country Parties that was established through decisions 1/CP.16 and 2/CP.17. The IAR process comprises two steps:

1. A technical review of the national reports of each developed country Party;
2. MA of the progress towards achieving the economy-wide emission reduction targets by developed country Parties in a working group session under the SBI.

During the SBI MA working group session, each of the Parties included in Annex I to the Convention (Annex I Parties) will be multilaterally assessed, with the participation of all Parties to the Convention.

As the MA process involves an important preparatory stage, which includes a question and answer process between Parties under MA and all other Parties participating in the process, actions and inputs from all Parties are needed in the next few months in the lead up to the MA session at SBI 42. For this purpose, the annex to this message contains a list of activities and inputs called for, in accordance with decision 2/CP.17, in order to prepare for the MA session in Bonn.

**Distribution:** To Parties and observer States through their national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.

<sup>1</sup> Further information on the organization and the exact dates of this session will be posted on the SBI 42 web page @ <[www.unfccc.int/8854](http://www.unfccc.int/8854)>.



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The annex also contains details of the MA working group session under the SBI 42 in Bonn, including information on the format and duration of the session as well as other organizational issues. This follows the established practice and procedures from the first working group session of MA, which were consulted with Parties by the Chair of the SBI and were endorsed by Parties.

It is hoped that this information will assist Parties in their preparation for, and participation in, the MA process at SBI 42 in Bonn. Questions or requests for clarification can be addressed to the secretariat <[secretariat@unfccc.int](mailto:secretariat@unfccc.int)>.

The MA process constitutes an important step in the evolution of the UNFCCC process. The secretariat is committed to supporting Parties as they implement their decisions to strengthen transparency under the Convention.

Yours sincerely,

A handwritten signature in purple ink, reading "Richard Kinley".

Richard Kinley  
Deputy Executive Secretary



## Annex

### **Overview of the issues related to the preparation and conduct of multilateral assessment in Lima**

#### **I. Background of and mandate for multilateral assessment under international assessment and review**

1. **International assessment and review (IAR)** is a process under the Subsidiary Body of Implementation (SBI) that aims to promote the comparability of efforts among all developed countries with regard to their quantified economy-wide emission limitation and reduction targets. Modalities and procedures of IAR are elaborated in annex II to decision 2/CP.17 at <http://unfccc.int/resource/docs/2011/cop17/eng/09a01.pdf#page=4>.
2. The IAR process comprises:
  - (i) A **technical review** of biennial reports;
  - (ii) A **multilateral assessment (MA)** of the progress made by developed country Parties in implementation towards the achievement of emission reductions and removals related to their quantified economy-wide emission reduction targets.
3. The MA entails:
  - (i) A **question and answer (Q&A)** process before the MA working group session under the SBI – any Party may submit written questions to the Parties being assessed in advance of the MA, and the Parties being assessed endeavour to respond to those questions within two months;
  - (ii) An **assessment** of the Parties concerned with the participation of all Parties during the MA working group session under the SBI.
4. The **outputs** of the MA process for each Party included in Annex I to the Convention (Annex I Party) form the basis of a Party record prepared by the secretariat including:
  - (i) In-depth review reports;
  - (ii) The summary report of the SBI;
  - (iii) The compilation of Q&As;
  - (iv) Any observations by the Party under review that are submitted **within 2 months** of the MA working group session.
5. Based on the Party record, the SBI will forward **conclusions** to relevant bodies under the Convention as appropriate.

#### **II. List of Parties under multilateral assessment in Bonn**

6. Following the submission of the sixth national communications and first biennial reports of Annex I Parties due on 1 January 2014, the secretariat organized technical reviews of 41 Annex I Parties as of this day. Among the 41 Annex I Parties, 17 were multilaterally assessed during



the first working group session (WGS) of MA in Lima. The remaining **24 Annex I Parties** will be multilaterally assessed in Bonn during the second WGS of the SBI (table 1 below).

Table 1  
**List of Parties under multilateral assessment in Bonn, Germany**

	<b>Name of Party</b>	<b>Date of multilateral assessment session</b>
1	Australia	Day 1, first week of SBI (during 3- 5 June)
2	Belgium	
3	Bulgaria	
4	Canada	
5	Czech Republic	
6	Estonia	
7	Germany	
8	Greece	
9	Hungary	
10	Iceland	
11	Ireland	
12	Japan	
13	Liechtenstein	Day 2, first week of SBI (during 3- 5 June)
14	Lithuania	
15	Malta	
16	Monaco	
17	Norway	
18	Poland	
19	Romania	
20	Russian Federation	
21	Slovakia	
22	Slovenia	
23	Ukraine	
24	United Kingdom	



### III. The question and answer process before multilateral assessment in Bonn

7. The MA will be conducted on the basis of the biennial report, the national greenhouse gas inventory (including the national inventory report), the national communication and their respective review reports, as well as supplementary information on the achievement of the Party's quantified economy-wide emission reduction target provided by the Annex I Party.
8. Prior to WGS of the SBI in Lima, in accordance with decision 2/CP.17, there will be a question and answer period during which any Party can submit questions to the Annex I Parties that will be multilaterally assessed during WGS. The question and answer period is approximately **three months** prior to WGS, during which two months are allocated for the Parties undergoing multilateral assessment to answer questions.
9. To facilitate the question and answer process, the secretariat developed a web portal, the MA Portal, which can be accessed on the UNFCCC website at <<http://process.unfccc.int/sites/ma>>. Since the launch of the web portal in 2014, the secretariat has been in contact with all Parties (via National Focal Points) requesting that they nominate relevant persons to access to the portal on their behalf. To enable Parties to access the MA Portal, log-in credentials are required. These log-in credentials were emailed to users in August 2014.
10. For the second WGS of MA at SBI 42 in Bonn in June 2015, the timeline for the question and answer process is outlined in table 2 below. The working language for the question and answer process will be English. Questions or requests for clarification can be addressed to the secretariat using the email address: <[MA-portal@unfccc.int](mailto:MA-portal@unfccc.int)>.

Table 2  
**Timeline of the question and answer period**

Timeline	Action	Note
1 to 31 March 2015	<p><b>Any Party</b> can submit questions for the 24 Annex I Parties being assessed.</p> <p>Questions should fall into the following categories (annex II to decision 2/CP.17):</p> <ul style="list-style-type: none"> <li>• All emissions and removals related to its quantified economy-wide emission reduction target;</li> <li>• Assumptions, conditions and methodologies related to the attainment of its quantified economy-wide emission reduction target;</li> <li>• Progress towards the achievement of its quantified economy-wide emission reduction target.</li> </ul>	<p>Questions can be submitted via the MA Portal &lt;<a href="http://process.unfccc.int/sites/ma">http://process.unfccc.int/sites/ma</a>&gt;, and can be raised on the basis of background documents (see para. 7 above) accessible through the individual Party page &lt;<a href="http://unfccc.int/national_reports/biennial_reports_and_iar/items/8451.php">http://unfccc.int/national_reports/biennial_reports_and_iar/items/8451.php</a>&gt;</p>
1 April to 28 May	The <b>24 Annex I Parties</b> being assessed	Answers can be provided via the



2015	will answer the questions from all Parties that were submitted by 31 March 2015. Parties are not obligated to answer questions submitted after 31 March	MA Portal < <a href="http://process.unfccc.int/sites/ma">http://process.unfccc.int/sites/ma</a> >
By 30 May 2015	The secretariat will compile these questions and answers and upload them to the individual Party page upon the completion of answers by the Party	The compiled questions and answers can be accessed through the individual Party page < <a href="http://unfccc.int/national_reports/biennial_reports_and_iar/items/8451.php">http://unfccc.int/national_reports/biennial_reports_and_iar/items/8451.php</a> >

#### IV. Format, duration and other organizational issues of the multilateral assessment working group session

11. **Format and duration:** The second WGS of MA will be conducted for each of the 24 Annex I Parties during two whole days in the first week of the SB during 3-5 June 2015, following the order outlined in table 1 above. Following the practice and procedures of the first WGS of the MA, flexibility is envisaged in terms of the time allocated to each Party. In this regard, questions submitted in advance of the MA WGS could be used as an indication for planning purposes. Table 3 below shows three scenarios for the format and duration of the MA WGS for each Party being multilaterally assessed.

Table 3  
**Format and duration of the working group session**

Scenario	Duration	Format
Average	One hour for each Party	10 minutes of oral presentation by the Party, followed by 50 minutes in-session questions and answers
Minimum	15 minutes for a single Party if it receives few questions or no questions in advance of the working group session	5 minutes oral presentation by the Party, followed by 10 minutes in-session questions and answers
Maximum	Two hours for a single Party if it receives a large number of questions in advance of the working group session	20 minutes of oral presentation by the Party, followed by 100 minutes in-session questions and answers

12. For the oral presentation by Parties during WGS, Parties can summarize questions received and answers provided during the three-month question and answer period. In cases where Parties do not receive any questions during the question and answer period, they can summarize their progress made towards the achievement of their emission reduction target.



13. **Representation of Parties:** Based on the anticipated nature of the potential questions, it is expected that a representative with competences in both policy and technical issues will speak on behalf of the Party being assessed during WGS.
  14. **Seating arrangements:** It is planned that the representative of the Party being assessed will speak from his or her seat on the floor, to ensure proximity to the technical experts that might be needed for advice and to facilitate a swift transition to the next Party.
  15. **Other organizational issues:** The second WGS of MA will be conducted over two days during the first week of SBI 42. No negotiating groups established under the SBI will be convened in parallel during these two days. In order to give Parties a chance to summarize their main conclusions and positions from the MA process, a brief statement by Parties who wish to do so is allowed at the end of WGS.
  16. WGS will be chaired by the Chair of the SBI, or his designate from the Bureau of the SBI. WGS, conducted in English, will be webcast and open to observers and the media.
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