

# INFORMAL SUMMARY

Additional technical workshop to facilitate the design of Gender Action Plan activities

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## Background and mandate

Decision 7/CP.29 extended the enhanced Lima work programme on gender (LWPG) for a period of ten years. It requested the Subsidiary Body for Implementation (SBI) to initiate the development of a new gender action plan (GAP) at its sixty-second session (SBI 62).

At SBI 62, the SBI initiated the development of a new GAP considering the inputs to and outcome of the review of the enhanced Lima work programme on gender and its GAP in 2024<sup>1</sup> and the discussions at the in-session technical workshop to facilitate the design of GAP activities held at SBI 62.<sup>2</sup> The SBI agreed to continue consideration of this matter at its next session on the basis of the informal note prepared by the co-facilitators for this agenda item at SBI 62<sup>3</sup> with a view to recommending a draft decision on the new GAP for consideration and adoption by the Conference of the Parties at its thirtieth session (COP 30, in November 2025).

Pursuant to decision 7/CP.29<sup>4</sup> and the conclusions adopted under the gender and climate change agenda item at SBI 62<sup>5</sup>, an additional technical workshop was held in conjunction with the Second Climate Week in Addis Ababa, Ethiopia, on September 5<sup>th</sup> and 6<sup>th</sup>. Designed as a hybrid workshop, it was attended by over 100 in-person participants from 35 countries (48 Parties and 52 Observers). A total of 82 participants attended virtually, with an average attendance of 60 participants per day.<sup>6</sup>

## Introduction

This informal summary contains key questions and issues that emerged during discussions at the additional technical workshop, where participants reflected and worked to make potential GAP deliverables clearer, more actionable and fit-for-purpose. The summary is based on the transcripts of workshop plenary sessions, as well as the templates filed during in-person group work and the information collected via online tools, i.e., Miro and Mentimeter.

The main body of the report contains a summary of technical reflections stemming from the discussion of the various elements of the informal note by the co-facilitators. The

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<sup>1</sup> See <https://unfccc.int/gender/final-review>, including the synthesis report on progress, challenges, gaps and priorities in implementing the gender action plan, and future work to be undertaken on gender and climate change (FCCC/SBI/2024/11).

<sup>2</sup> See [https://unfccc.int/gender\\_workshop\\_sb62](https://unfccc.int/gender_workshop_sb62).

<sup>3</sup> IN.SBI62.i18.2. Available at <https://unfccc.int/documents/648485>.

<sup>4</sup> Decision 7/CP.29, para. 16.

<sup>5</sup> FCCC/SBI/2025/L.3, para. 4.

<sup>6</sup> The virtual system used for the meeting (MS Teams) depends on self-identification of participants, who did not consistently disclose their name and affiliation. Therefore, it is not possible to accurately specify the number of Party and Observers virtual participants. A total of 183 people registered for virtual participation in the workshop (68 Parties from a total of 46 countries, and 116 Observers).

section “considerations for refining deliverables” organizes reflections on avenues to refine possible deliverables, which emerged during the workshop.

The section “Reflections on the timeline proposed in the informal note” offers relevant reflections for constructing a feasible timeline for the new GAP. Additionally, the section “Reflections on possible gender action plan activity elements in need of further work to be framed as activities” summarizes discussions on the elements identified as such in the informal note prepared by the co-facilitators.<sup>7</sup>

Finally, the annex, accessible through the workshop website<sup>8</sup>, provides comprehensive information shared by the participants in plenary presentations regarding their discussions about specific deliverables and proposed adjustments to them. Additionally, the Mentimeter used during plenary discussions is also available on the workshop website.

The considerations and proposals presented by each group do not necessarily reflect agreement among all participants in the group, nor among all participants in the workshop. They should therefore not be interpreted as recommendations, but rather as helpful insight into the type of reflections that emerged as participants discussed deliverables in their current form within the informal note.

Please note that all workshop documentation including recordings and presentations as well as working and outcome documents can be accessed through the workshop website.<sup>9</sup>

## Workshop methodology

Participants were split into five in-person groups and five online groups, and each worked on approximately ten different deliverables across the five GAP priority areas over the two days of the workshop. After every round of group discussions focused on two deliverables, participants were invited to share their insights and potential proposals on how to reframe the discussed deliverables in plenary presentations. Participants listening to the presentations could add their feedback via Mentimeter. Participants workshopped a total of 54 deliverables.

The rationale for selecting the deliverables was to provide an opportunity to discuss both (i) deliverables that could benefit from additional work for increased clarity and actionability; and (ii) deliverables that were deemed sufficiently clear and actionable,

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<sup>7</sup> See [IN.SBI62.i18.2](#), p. 23-25.

<sup>8</sup> See <https://unfccc.int/event/additional-technical-workshop-to-facilitate-the-design-of-gender-action-plan-activities>.

<sup>9</sup> See <https://unfccc.int/event/additional-technical-workshop-to-facilitate-the-design-of-gender-action-plan-activities>.

and could instil discussion as a point of reference for what an actionable deliverable looks like.

The groups discussed the deliverables following these guiding questions:

- Does this deliverable directly contribute to the **successful achievement of the objectives of its respective activity**? How do we make the link stronger, so that once the deliverable is completed, we are closer to accomplishing the activity?
- Is this deliverable **actionable and clearly stated**, so anyone can understand exactly what needs to be done or achieved? If not, how can we make the language more accessible and/or clear?
- How could someone verify **completion and impact** of this deliverable (for example, through a product, event, report, or measurable change)? How can we **measure** (quantitative or qualitative) and record the measurement of it? If it is not measurable as it currently is, how could it be reframed?
- Does the deliverable specify **who is responsible** for which part of its implementation? Are we attributing appropriate roles to each stakeholder? Are there any stakeholders missing who might be able to increase impact? What would be their specific roles? At what level(s) would they be acting?
- If in your view this deliverable is well framed and does not need reformulation, **what makes it a good deliverable**? What are the elements that make it actionable and fit-for-purpose?

## Considerations for refining deliverables

This section organizes reflections on ways to refine possible deliverables, which emerged during the workshop. The specific deliverables mentioned in this section serve as examples to facilitate the explanation. The reflections presented under each theme are relevant for multiple possible deliverables.

### Building on previous initiatives that contributed to the objectives of the enhanced LWPG and its GAP

Participants identified that some of the deliverables proposed in the informal note are related to initiatives<sup>10</sup> that have already been developed in the context of the enhanced LWPG and its GAP and could thus build upon existing processes and/or previous results. This would enable the new deliverable to refer to what has already been accomplished in

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<sup>10</sup> Initiatives to contribute to the objectives of the enhanced Lima work programme on gender and its GAP were implemented by Parties, constituted bodies, the secretariat, United Nations entities, and other relevant organizations. For more details, see [FCCC/SBI/2024/11](https://www.fccc.org/publications/2024/11).

the past and build upon that, rather than being presented as if it had to be developed entirely anew.

For example, while discussing deliverable A2.4, participants recalled that national gender and climate change focal points (NGCCFPs) discussed their roles in an informal in-session workshop at COP 26, where they shared experiences, completed a list of informal possible NGCCFP activities and identified enablers for the role.<sup>11</sup> At the in-session workshop, NGCCFP identified a difficulty in formalizing the description of the NGCCFP role, as the role is nationally determined. Participants recognized that a new deliverable could build upon gaps, needs and opportunities previously identified.

**Deliverable A2.4.**

Workshop to facilitate the development of a formalized description of the role of national gender and climate change focal points.

Similarly, when discussing deliverable D3.1, participants recalled that there are existing knowledge hubs, such as the UNFCCC Capacity-building Portal<sup>12</sup> and the NDC Partnership Knowledge Portal,<sup>13</sup> where information is available on gender integration, specifically in the context of national climate policies, plans, strategies, and actions. Considering the existence of such platforms, it was discussed that mapping the landscape of existing platforms and identifying gaps could be a useful first step to strategically decide next steps to achieve the objectives of activity D.3.

**Deliverable D3.1**

Knowledge and expertise platforms on gender and climate change.

## Considering gaps and opportunities to improve reports

The plenary discussions on deliverables relating to existing reports highlighted the need to carefully consider the purpose of such reports as well as their potential impact. Discussions highlighted the need to understand existing reports, the information contained therein, the availability of data, and possibilities to consider gender in such or additional reports.

For example, while discussing deliverable B3.3 participants recalled that the 2024 edition of the gender composition report<sup>14</sup> included a case study on gender composition of Party delegates having received funding through the trust fund for participation in the UNFCCC process for in-person participation in UNFCCC sessions held between 2013 and 2023.

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<sup>11</sup> The outcomes of the discussion are presented in the informal report on the in-session workshop on the role of NGCCFPs, available at <https://unfccc.int/topics/gender/resources/documentation-on-gender-and-climate-change>.

<sup>12</sup> See <https://unfccc.int/cbportal>.

<sup>13</sup> See <https://ndcpartnership.org/knowledge-portal>.

<sup>14</sup> See [FCCC/CP/2024/4](https://unfccc.int/2024/4), p. 12-15.

The exercise to produce that case study has shown that the necessary data for including such information in future reports is available, making this a technically implementable deliverable. Beyond the question of feasibility, participants identified that another important consideration is the actual usefulness and relevance of the reporting. For instance, this may be determined by the potential of the report to influence the decision-making of various stakeholders or prompt guidance from the UNFCCC governing bodies.

**Deliverable B3.3.**

Gender composition of Party delegates having received funding through the Trust Fund for Participation in the UNFCCC process for in-person participation in the United Nations Climate Change Conference is reported.

Another example was a discussion on deliverable E2.2. Plenary discussions showed that the proposed deliverable E2.2 is distinct from the proposed deliverable E2.1 which, similarly to a mandate from the previous GAP,<sup>15</sup> mandates the production of a compilation and synthesis report on the implementation of gender-responsive climate policies, plans, strategies and action as reported by Parties in regular reports and communications under the UNFCCC.<sup>16</sup> While the proposed deliverable E2.1 requests the secretariat to produce such a report, proposed deliverable E2.2 refers to the consistent integration of gender considerations into any synthesis reports produced by the secretariat on policies, strategies, actions and on regular reports and communications under the UNFCCC, such as the NDC synthesis report<sup>17</sup>.

**Deliverable E2.1**

Compilation and synthesis report.

**Deliverable E2.2.**

Synthesis reports produced by the secretariat on [UNFCCC] [the implementation of gender-responsive] policies, strategies, action and on regular reports and communications under the UNFCCC integrate gender considerations.

## Leveraging existing mechanisms to improve coherence

Discussions highlighted the importance of leveraging relevant existing formal and informal coordination mechanisms and partnerships to achieve the objectives set out in the enhanced LWPG and a new GAP, such as those relating to the Rio Conventions and other multilateral environmental agreements.

<sup>15</sup> [Decision 3/CP.25](#), annex, table 5, activity E.2.

<sup>16</sup> See [FCCC/CP/2024/5](#) and [FCCC/CP/2022/6](#).

<sup>17</sup> See <https://unfccc.int/process-and-meetings/the-paris-agreement/nationally-determined-contributions-ndcs/ndc-synthesis-report/ndc-synthesis-report>.

For example, while working on deliverable C4.2 participants identified existing networks and mechanisms that could enhance the delivery and impact of the dialogues mentioned under that deliverable, including for example the Joint Liaison Group of the Rio Conventions.

**Deliverable C4.2**

Biannual dialogue on [the relevance of gender] [gender mainstreaming] and climate change and synergies with the UNFCCC

## Clearly defining deliverables and considering a staged approach

Discussions highlighted the importance of keeping deliverables clearly defined, to facilitate implementation and effective monitoring. When the implementation of a deliverable may involve several steps, considering a staged approach may be helpful in ensuring that all steps of the process are clear, implementable, and can be reported upon.

For example, during discussions around deliverable B5.1, the point was raised that the implementation of this deliverable would depend on other steps, such as the establishment and implementation of a monitoring framework, in addition to a systematic assessment and reporting of UNFCCC operations and event organizing. In that case, specifying those steps in distinct deliverables, with separate timeframes, and distinct responsibilities (see more on this below), could support a more efficient and transparent process, that could be more easily monitored.

**Deliverable B5.1.**

Monitor the gender, care and accessibility-responsiveness of UNFCCC operations and event organizing.

## Considering the mandates and roles of potential actors and differentiated responsibilities

The conversations in plenary underscored the need to carefully consider the mandates and roles of the actors indicated as leading or contributing to a deliverable. Ensuring that the actions related to a deliverable fall within the scope of the actors listed as responsible for its delivery increases clarity and the likelihood and adequacy of implementation. Furthermore, responsibilities should be clearly defined, especially when multiple actors are listed.

For example, when working on deliverable C7.1 different interpretations emerged. Whilst some saw the deliverable as a replication of activity A2, referring to capacity building for

NGCCFPs, others pointed out that the focus of this deliverable was to alleviate the burden on NGCCFPs by inviting Parties to establish internal networks of complementary focal points to support gender integration across all thematic areas or across their delegation. As much as the deliverables may look similar, they serve different purposes and are to be delivered by different actors.

**Deliverable C7.1**

Key focal points within the delegation are identified and a network of consistent gender integration is established.

The workshop further uncovered a tendency to make a deliverable target as many people/institutions as possible. While working on deliverable E1.5, one group suggested that the findings of the gender composition report should be communicated to all rather than only to heads of delegation (HoDs). The discussion in plenary highlighted that some saw a need for senior leaders to deepen their understanding of the gender composition report to enable structural shifts in delegation nominations and dynamics, to which this deliverable would directly respond. Broadening the audience in this case might dilute the intended impact targeting senior leaders.

**Deliverable E1.5**

Communicate findings of the gender composition report to HoDs.

## Crafting outputs that remain relevant throughout the implementation of the enhanced LWPG

During the workshop conventional deliverables (like dialogues, workshops, submissions, reports, etc.) were more commonly proposed than less traditional outputs (like communications labs). For instance, discussions arounds deliverable A6.2 revealed that some participants preferred reverting to the original, more traditional output. This preference may stem from the fact that the term and concept behind the proposed deliverable may not have been widely understood.

Considering innovative deliverables that speak to different generations and may be more efficient in achieving the intended outcome in the coming years, even if these approaches may be initially unfamiliar, is an opportunity to ensure the future GAP remains relevant for different audiences and therefore more fit for purpose. This may require further reflection, engagement on innovative ideas and clearer understanding of proposals.

It further suggests that a certain level of flexibility in the GAP and its deliverables may be beneficial, to ensure innovative approaches and solutions can be integrated in therein.

Whilst some deliverables are likely to be more effective if concrete and time-bound, other deliverable, more flexible and ongoing, can allow for some level of creativity and flexibility.

**Deliverable E1.5**

[Establish communication labs\* to develop] [Establish collaborative knowledge exchanges to develop and test new communication strategies or tools,] narrative framing and storytelling [techniques] to simplify data on gender and climate

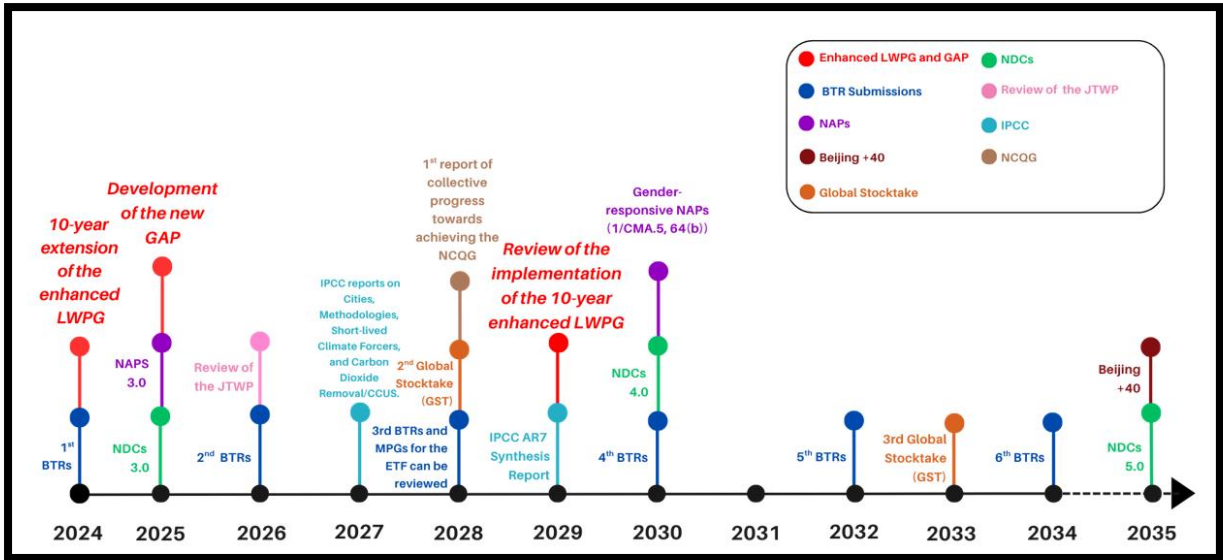
*\* Communications labs are understood to be facilities that conduct communications-related research, to, for example, study communications and network dynamics, analyse traditional, social media, and artificial intelligence data and impact, and explore effective narrative and message framing and can involve a variety of different actors*

## Reflections on the timeline proposed in the informal note

The below summarizes the ideas, suggestions, and questions that emerged during the additional technical workshop, as participants reflected on the timeline as proposed in the current version of the informal note. During the workshop, a visual of the GAP timeline was presented to participants to facilitate reflections and discussions. Furthermore, participants were provided with a timeline (see image below) including some key processes and moments from within and beyond the UNFCCC process. The GAP timeline, a version of that timeline reflecting changes proposed during the workshop, a working document, which allows editing and shifting of deliverables, and the timeline of key moments are accessible through the workshop website.<sup>18</sup>

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<sup>18</sup> See <https://unfccc.int/event/additional-technical-workshop-to-facilitate-the-design-of-gender-action-plan-activities>.



Timeline of some key processes and moments from within and beyond the UNFCCC process

Cross-cutting observations:

- Participants inquired whether the secretariat could propose a hypothetical timeline, considering milestones within and outside the UNFCCC process.
- Reflections on dialogues and workshops:
  - There are many dialogues and workshop, which carry differing capacity (financial and human resources) implications.
  - Opportunity to balance them throughout the timeline.
  - Explore opportunities to make these more efficient whilst considering necessary duration to achieve the expected results.
  - Possibility of clustering activities into a “gender forum” e.g. at June sessions, whilst considering practical challenges regarding room availability and costs.
  - Consider limiting mandated dialogues/workshops to avoid clashes with other mandated events and negotiations.
  - International vs regional, national and subnational level.
- Reports:
  - Reflect on usefulness of previous reports mandated through the enhanced LWPG and GAP and way required resources with expected impact.
  - Consider different formats, creative, accessible, and action-oriented, other than official UN reports as deliverables.

## Priority Area A – capacity-building, knowledge, communication

- Impression that particularly 2026 was overcrowded with activities.
- The workshop on gender and climate change terminology was seen to best take place early, as a basis for implementation, while others suggested holding it in 2028, closer to the midterm point of the enhanced LWPG.
- Capacity building for NGCCPFs to be a continuous deliverable throughout the timeline but consideration of leveraging existing (NGCCPFs) meetings for efficiency.
- Proposal to shift activity A5 related submissions to later years.
  - Submission on gender-differentiated impacts and synthesis report to be aligned with the BTR process and reporting cycles.
  - High-level segment on how Parties are engaging men and boys as agents of change was proposed to be shifted to 2028, following submissions on this theme in 2027.

## Priority Area B – participation, leadership, gender balance

- Biannual vs annual thematic dialogue, starting in 2027 were discussed. The following arguments were weighed:
  - Resource efficiency.
  - If scheduled on Gender Day at COP, annual repetition might still be feasible and useful.
- Alternating activities across years was suggested (e.g., one year holding a biennial thematic dialogue, another year on a different engagement).

## Priority Area C – coherence

- C2: participants proposed that a compilation of good practices for integrating gender into the work of the constituted bodies and work programmes could be released one year after the virtual interactive dialogue between the Chairs.
- C4: In-session dialogue on Gender Day to promote coherence, reflecting multidimensional factors, was seen as needing an annual slot, since the issue is constantly evolving.

- C5: a debate arose about moving the 2026 regional virtual workshops on gender integration lessons learned to 2028, since 2026 already contains too many deliverables. However, some stressed that the workshop's timing was crucial for feeding into the GST and new NDCs, so proposed it should stay in 2026 and be repeated later to capture evolving experiences.

## Priority Area D – gender-responsive implementation and means of implementation

- Participants noted there were too many dialogues and submissions in this area. Calls were made to minimize dialogues and focus on knowledge exchange platforms and continuous processes.
- Sequencing to align with climate finance related milestones: for example, the NCQG report in 2028 could be preceded by a finance-related dialogue in 2027.
- Some suggested merging dialogues of related themes.
- Strong support emerged for holding gender-responsive implementation dialogues or workshops ahead of NDC and NAP submissions.

## Priority Area E – monitoring and reporting

- Reporting deliverables to be aligned with the BTR cycle to avoid duplication and ensure synergies.
- Some deliverables, like guidelines for voluntary reporting and the online learning course on monitoring and reporting (E2), were seen to be better timed for 2026.

## **Reflections on possible gender action plan activity elements in need of further work to be framed as activities**

In the informal note prepared by the co-facilitators, five elements emerging from the discussions held at SBI 62 were considered as in need of further work to be framed as activities or deliverables. During the additional technical workshop held at Climate Week in Addis Ababa, participants discussed some of these elements. The reflections and proposals on the five elements are compiled below.

## Create a climate champion role for women environmental and human rights defenders and appoint champions

- Reframe as a deliverable under activity B6, which focuses on enhancing safety, protection mechanisms, and support for women environmental and human rights defenders, to exercise their equal and meaningful participation in, and leadership and knowledge-sharing processes on, climate policies and action.
- Carefully consider potential financial and political implications of creating such a position.
- Consider existing models for high-level roles, such as the High-Level Champion or Youth Climate Champion, with an annual appointment made by the COP Presidency to work directly with the Presidency and Champions teams.
- Establish a pool of experts who could be consulted to assess emerging issues at the intersection of human rights, environmental protection, and health, ensuring ongoing integration of these concerns into climate policy and action.

## Strengthen participation of local, grassroots and marginalized communities, including women and girls and gender-diverse people, in technology

- Reflected in existing activities, particularly activity D2 on the implementation of gender-responsive technological solutions and in activity D6 on access to finance.
- Strengthen the framing and language of the relevant activities to ensure inclusivity and clarity to reflect this element.
- Include peer-to-peer exchanges and training events, referenced under the element, as deliverables of D2.

## Parties to exchange experience/lessons learned with regard to successful funding strategies, such as writing project proposals, identifying and allocating existing funds, and accessing finance, for developing and implementing activities under national gender action plans and the gender action plan

- Integration into activity D6, which addresses capacity building on means of implementation
- Consider overlap between element 3 and element 4, as both deal with access to finance and could be merged to avoid duplication and proposal to reflect this as a deliverable under activity D7 or deliverable D7.1

Importance of retaining peer-to-peer learning exchanges as explicit deliverable. Exchange knowledge on funding access modalities and reimagine funding together with Parties, observers and implementing entities to enhance access to finance among grass-roots organizations, Indigenous Peoples and local communities

- Contrary to the proposal to merge elements 3 and 4, proposal to retain element 4 and develop activities and deliverables, given its specific focus on transformative funding approaches at the grassroots level. Adjust framing of activity D7 to explicitly reference access to finance for grassroots organizations, Indigenous Peoples, and local communities. Access to climate finance could serve as a central theme in the biennial gender-responsive climate finance dialogue.

Develop a gender indicator framework that it is culturally sensitive and adaptable to national context and establish a technical working group on gender and climate change

- Building on multiple existing frameworks, such as e.g. the OECD gender markers.
- Capture the element under Priority Area E, with a reframing to focus on facilitating monitoring and evaluation through capacity-building and expert exchanges, including amongst others a mapping of existing indicators and practices, followed by expert-led discussions to identify gaps, make recommendations, and produce guidance on next steps.
- Establishing a technical working group was proposed and seen by some as very complex with significant resource implication as well as further difficulties relating to e.g. overlapping mandates.
- Alternative proposal to embed the work on indicators within existing expert dialogues or capacity-building activities, where specialists in gender data and national statistics could engage with Parties to improve monitoring frameworks in practice.