



**Annex 1**

**JOINT IMPLEMENTATION MANAGEMENT PLAN**



## JOINT IMPLEMENTATION MANAGEMENT PLAN 2008–2009

(Version 02)

### Executive summary

#### A. Experience in 2006–2008

1. The first year of operation of the Joint Implementation Supervisory Committee (JISC) was 2006, and by mid-2008 considerable progress in the implementation of Article 6 of the Kyoto Protocol and related decisions<sup>1</sup> of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) had been made. In October 2006 the verification procedure under the JISC (Track 2 procedure) was officially launched. Following the operationalization of the procedure, the JISC was able to start receiving submissions of project design documents (PDDs) by applicant/accredited independent entities (IEs). As of 12 September 2008, 155 PDDs and six determination reports have been submitted. Although the project caseload over this period has been smaller than was initially estimated, this has been due to factors outside the direct control of the JISC.

2. Over the two years of its existence the JISC has developed required procedures and guidance, and issued clarifications on several matters. Experience so far has shown that the process is functioning well and feedback received, including through workshops and roundtables, indicates that stakeholders are pleased with the performance to date.

#### B. Key objectives of the Joint Implementation Management Plan 2008–2009

3. Based on the expected extent of the project caseload and ongoing work on accreditation of applicant IEs, version 2 of the Joint Implementation Management Plan 2008–2009 (JI MAP, v02) foresees:

- (a) An increase in the processing of project caseload;
- (b) Continued review of procedures and methods of operations of the Track 2 procedure and accreditation process;
- (c) Continued interaction between the JISC and the IEs, to ensure that the IEs can provide adequate and timely service;
- (d) Continued interaction between the JISC and designated focal points (DFPs);
- (e) Enhanced provision of public information and awareness about joint implementation;
- (f) Continued review of resources needed to ensure that the JISC and the secretariat sustain the level of support to the joint implementation (JI) process and implementation of decisions by the CMP.

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<sup>1</sup> Decisions 9/CMP.1 & 10/CMP.1.



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**Joint Implementation Supervisory Committee****C. Key assumptions regarding project caseload and accreditation work over the 2008-2009 biennium**

4. For various reasons, including the delay in finalization of national guidelines and procedures for JI from some Parties included in Annex B to the Kyoto Protocol, the number of projects submitted in the first year of the operation of the Track 2 procedure (as at 26 October 2006 IEs have been able to submit PDDs) was lower than expected. However, with the start of the first commitment period under the Kyoto Protocol and publication of national guidelines and procedures for JI by many Parties, the caseload assumption presented in version 1 of the Joint Implementation Management Plan 2008–2009 (JI MAP, v01) was for submission of about 50–75 projects (PDDs/determinations) per year. With the continued submission of PDDs in the first part of the biennium and on the basis of indications from IEs, the caseload assumption remains a reasonable estimate, at least for the short term (6-12 months). It should be noted, however, that this caseload assumption is only an estimate and is subject to change owing to the underlying uncertainty with regard to the number and timing of JI projects to be submitted to the Track 2 procedure. The assumption in the JI MAP, v01 of up to five additional applications for accreditation under JI during the biennium has been revised downward to two in the course of the biennium.

5. The JI MAP, v01 did not take into account the potential budget implications (in 2009) due to changes in the key assumptions, notably the growth in project caseload, and the need to take into account the additional caseload relating to verifications by 2009. In line with this, the revisions in the JI MAP, v02 therefore provide for an increase in resources to cover:

- (a) An increase in the number of JISC meetings;
- (b) An increase in staff by two professional and two general service staff;
- (c) An increase in costs associated with the increased activities and resources<sup>2</sup>

6. The JISC, with a view to ensuring the efficient and cost-effective functioning of the Track 2 procedure, and recognizing that the level of activities to be undertaken is not clear at present, continues to try to limit the resource requirements. In addition, the JISC notes that unless there were to be a large reduction in the expected number of PDDs and determinations per year, as noted in paragraph 4 above, the resource requirements would not necessarily be reduced. In this regard, taking into account the issues indicated in paragraph 4 and 5, in addition to the reduction of costs associated with the accreditation process and the use of general temporary assistance and consultancy, and the current UNFCCC core budget for the biennium 2008–2009, the JI MAP, v02 does not result in an increase as compared to the second year of the last biennium (from USD 3,064,873 in 2007 to an annual average of USD 3,065,588 in 2008–09). Although recognizing that activities of the JISC need to continue to take into account the availability of resources, the JI MAP, v02 reflects the following:

- (a) Introduction of secretariat-wide support service costs (USD 208,000 per year);
- (b) Establishment of three general service staff and two professional staff;
- (c) An increase in costs for the provision of information technology support by the secretariat;

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<sup>2</sup> Shared costs contribution to the sustainable development programme and increase in cost recovery for activities not funded from the core budget.

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- (d) An increase in costs for travel, in particular relating to accreditation assessment activities, and overtime;
- (e) An increase in costs paid towards legal, record management and managerial support provided by the sustainable development programme (SDM);
- (f) An increase of 28 per cent in core budget allocation for JI related work (USD 569,803 to USD 728,394 per year);

7. As indicated in paragraph 5 above, the JI MAP, v02 takes into account additional resources needed that were not reflected in the JI MAP, v01. Taking this into account, as well as revisions to the associated costs of activities in 2008, the total funding required for the biennium presented in the JI MAP, v02 represents a slight decrease (1 per cent) over that of the JI MAP, v01 (see tables 2 and 3 in section IV for details).

**Table 1: Key assumptions regarding Joint Implementation Management Plan 2008–2009**

	2007	2008	2009
Total annual budget (supplementary/core) in United States dollars	3 064 873	2 610 685	3 520 490
Professional staff	7	7	9
General service staff	2	3	5
No. of meetings (JISC /JI-AP / DFP & IE Roundtable and/or Workshop)	5 / 6 / 2	4 / 6 / 1	6 / 6 / 2

*Abbreviations:* JISC = Joint Implementation Supervisory Committee; JI-AP = Joint Implementation Accreditation Panel; DFP = designated focal point; IE = independent entity

**I. Introduction**

1. The JI MAP, v02 reflects changes made since the JI MAP, v01. It thus reflects the needs and support the JISC has identified, the changes in provision in the core budget of the UNFCCC secretariat with regard to work relating to JI and the increase in costs due to introduction of a policy of cost recovery for activities not funded from the core budget.
2. The JI MAP is designed to strengthen the capacity of the JISC and its support structure, including the Joint Implementation Accreditation Panel (JI-AP), accredited IEs and the secretariat, to ensure that the requirements arising from CMP decisions and the challenges before the JI process are fully addressed.
3. The JI MAP is based on the Guidelines for the implementation of Article 6 of the Kyoto Protocol (contained in annex to decision 9/CMP.1), as well as on subsequent decisions of the CMP concerning JI, and the experience of the JISC to date. The JI MAP, v02 has been elaborated to provide the JISC, and all other actors working on JI, with clear, direct and full awareness of what is required to deliver JI in terms of roles/functions/caseload and budget needs. In accordance with decision 3/CMP.3, paragraph 6, the JISC will review and assess the JI MAP and adjust it if and as necessary.
4. The JI MAP, v02 is based on a proposal made to the JISC by the Executive Secretary. Further revised versions of the JI MAP will be developed and adopted as necessary. In accordance with the process and guidance adopted by the CMP at its second session, each version of the JI MAP will be published as an annex to the report of the JISC meeting at which it is adopted.



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5. The JISC is aware of the responsibility transferred to it by the provisions included in decision 3/CMP.2 on budgetary matters through the management plan, and it invites the CMP to take note of the JI MAP and provide appropriate guidance or clarifications to the JISC and to the secretariat, particularly on the implementation of paragraphs 9 and 10 (a) of decision 3/CMP.2<sup>3</sup>, with a view to ensuring that the arrangements are satisfactory and provide the necessary accountability.

## **II. Key lessons learned from 2006 to early 2008**

6. A highlight of the reporting period was the submission of the first final determination under the Track 2 procedure (in accordance with paragraph 35 of the JI guidelines). Thus, with the submission of several PDDs and the first final determination in 2007, the JISC has begun to gain experience with the operation of the Track 2 procedure. Since the adoption of the JI MAP v01, further experience has been gained, with numerous submissions of PDDs and consideration of six determinations by the JISC to date. As the JISC's experience grows over the course of the biennium, the JISC will continue to consider ways in which to improve the functioning of the mechanism.

7. The JISC has noted, over the course of its first two years of operation, the need to work towards good communication with the various stakeholders so as to ensure that the quality standards expected of it in its work are upheld. In this regard, the JISC has developed and will continue to develop and revise its procedures and issue clarifications as appropriate.

8. The JISC has also considered the degree of interaction with DFPs and IEs, and understands the importance of clear communications and understanding of each others' roles in the process. The JISC looks forward to furthering this interaction as necessary to ensure smooth functioning of the Track 2 procedure.

9. The existence of a well-established and operational support structure is crucial to the functioning of the Track 2 procedure. The required support structure must provide institutional memory and impartial substantive support, elements which are fundamental to the success of the work of the JISC. The support structure has taken shape over the first biennium and is more or less in place, but needs to be strengthened, not only through interaction with IEs and DFPs, but also through secure funding and adequate human resources. The JI MAP presents a plan and budget that would allow for the delivery of all tasks contained in the plan and of requests emanating from CMP decisions, in particular as requested in paragraphs 10 and 11 of decision 3/CMP.2 and paragraph 6 of decision 3/CMP.3.

10. As noted in the JI MAP, v01, the level of human resources, previously determined in the JI MAP 2006–2007, while initially adequate for operation of the process would need revision over time. The JISC noted in its meetings its intention to keep this under review to take account of the evolution of the process, shifting from set-up to operation of the caseload and related activities, and also the experience of the clean development mechanism (CDM) in terms of resource requirements in its early years of operation.

11. The JISC is aware of the importance of adequate consideration and implementation of decisions by the Conference of the Parties (COP) and the CMP to ensure legal protection to the JISC; such protection is essential for members and alternates to assume their executive and supervisory roles within the context set by the JI guidelines.

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<sup>3</sup>The CMP has requested the JISC to emphasize its executive and supervisory role, inter alia, through establishing or strengthening its support structure as necessary, and the general management and organization of its work.



### III. Joint Implementation Management Plan 2008–2009 by focal area

12. This section of the JI MAP 2008–2009 provides an overview of activities and caseload assumptions for the three focal areas of work (project cycle; accreditation; and management, info system, and communication), and indicates differences from activities for 2007 and in the JI MAP, v01, based on the situation with regard to the key assumptions by mid-2008.

13. Under these operational assumptions, the main changes in the focal areas since the previous biennium can be characterized as follows:

- (a) More JI-AP meetings organized;
- (b) More accreditation assessment activities;
- (c) Fewer accreditation training activities;
- (d) Enhancing interaction, communication and knowledge sharing and management;
- (e) Provision of dedicated legal and management support, as needed;
- (f) Increased information system support and services.

14. There is no intention at this time to transfer any analytical preparatory work from the JISC and JI-AP to the secretariat, as has been done by the Executive Board of the CDM. Thus resource requirements for such work are not taken into account in this version of the JI MAP .

#### A. Project cycle

15. The project cycle unit will continue to provide support to the JISC in 2008 and 2009 covering the full project cycle of the Track 2 procedure, for example management of the submission processes and associated communication, public calls for input on substantive matters and for expertise, preparation of documentation for JISC consideration, and management of experts. The caseload is estimated at 50–75 projects (PDDs and determinations) per year, distributed equally through the period (estimates continue to be preliminary, as it is not possible to base estimates on past experience). This area of work is characterized by short process turnover times (requiring coordination of external experts and/or JISC members or alternates) and continuous, uninterrupted workflow throughout the year. This version of the JI MAP contains no provision for a higher caseload than presently anticipated; an increased caseload over the course of the biennium, would require revisions of the JI MAP and reconsideration of the financial and human resources necessary for their implementation.

16. The project cycle unit also provides support to the JISC by maintaining communication and supporting the interaction of the JISC with DFPs. In this capacity, in conjunction with the management and communication focal areas, the unit also ensures that DFPs are provided with the necessary information and means to fulfil their relevant stakeholder roles.

17. In particular, it should be noted that as the number of projects increase, the JISC may wish to consider how the secretariat can further support them in the various steps of the workflow, and although additional functions are not foreseen at present, the JISC may wish to revise the management plan in the future as appropriate.

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<b>Actor (Project Cycle)</b>	<b>Activities in 2007 continued in 2008–2009</b>	<b>MAP 2008–2009 v01 assumptions</b>	<b>2008 level (12 September)</b>	<b>MAP 2008–2009 v02 assumptions</b>	<b>New activities in 2008–2009</b>
<b>JISC</b>	<ul style="list-style-type: none"> <li>• Conduct appraisals/reviews of determinations by AIEs, as required</li> <li>• Make decisions with regard to determinations under review</li> <li>• Provide explanations for its decisions regarding determinations</li> <li>• Provide guidance and clarifications with respect to the Track 2 procedure</li> <li>• Report to the CMP on outcomes of the Track 2 procedure</li> <li>• Ensure transparency of the process and adequacy of information available to stakeholders</li> <li>• Implement CMP decisions with regard to the Track 2 procedure</li> </ul>	<ul style="list-style-type: none"> <li>• 50–75 cases / year (PDDs/ determinations)</li> </ul>	<ul style="list-style-type: none"> <li>• 47 PDD submissions</li> <li>• 4 determination submissions</li> </ul>	<ul style="list-style-type: none"> <li>• 50–75 cases / year (PDDs/ determinations)</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct appraisals/reviews of verifications by AIEs, as required</li> <li>• Make decisions with regard to verifications under review</li> <li>• Provide explanations for its decisions regarding verifications</li> </ul>
<b>Experts</b>	<ul style="list-style-type: none"> <li>• Prepare inputs to appraisals of determinations submitted</li> <li>• Participate in review teams as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• 2 experts per case for appraisal inputs (determinations)</li> <li>• No decision on number of experts/use of experts for review teams</li> </ul>	<ul style="list-style-type: none"> <li>• 10 experts engaged</li> </ul>	<ul style="list-style-type: none"> <li>• 2 experts per case for appraisal inputs (determinations)</li> <li>• Use of experts for review teams</li> </ul>	
<b>Secretariat</b>	<ul style="list-style-type: none"> <li>• Conduct completeness checks of PDDs submitted</li> <li>• Conduct completeness checks of determinations submitted</li> <li>• Prepare draft procedures and clarifications for JISC, as requested</li> <li>• Provide support to the JISC related to baseline setting and monitoring issues, as appropriate</li> <li>• Manage the operation of the project cycle workflow (including appraisals/reviews of determinations)</li> <li>• Manage public calls for inputs on substantive matters and for specific expertise</li> </ul>	<ul style="list-style-type: none"> <li>• Perform indicated activities and support to caseload assumptions above</li> <li>• 3 P</li> <li>• 1 G</li> </ul>	<ul style="list-style-type: none"> <li>• Activities performed and above caseload supported</li> <li>• 3 P</li> <li>• 1 G</li> </ul>	<ul style="list-style-type: none"> <li>• Perform indicated activities and support to caseload assumptions above</li> <li>• 4 P</li> <li>• 2 G</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct completeness checks of monitoring reports submitted</li> <li>• Conduct completeness checks of verifications submitted</li> <li>• Manage the</li> </ul>

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<b>Actor (Project Cycle)</b>	<b>Activities in 2007 continued in 2008–2009</b>	<b>MAP 2008–2009 v01 assumptions</b>	<b>2008 level (12 September)</b>	<b>MAP 2008–2009 v02 assumptions</b>	<b>New activities in 2008–2009</b>
	<ul style="list-style-type: none"><li>• Maintain a publicly available list of JI projects (including their status)</li><li>• Make publicly available relevant information with regard to JI projects</li><li>• Manage communication with stakeholders related to the project cycle workflow</li><li>• Manage the collection of the fees to cover administrative expenses of the JISC</li><li>• Ensure accuracy and adequacy of information in the JI information system and the UNFCCC JI website</li></ul>				operation of the project cycle workflow including verifications <ul style="list-style-type: none"><li>• Manage communication of project information from the JI information system to the ITL</li><li>• Administration of the designated focal point interface</li></ul>





### **B. Accreditation**

18. Experience from the first two years of work on accreditation has shown that the resources and time required are actually more than was previously assumed. The amount of work by the secretariat and by the JI-AP were underestimated when the original JI MAP (for 2006–2007) was developed. Furthermore, the continued pressure to move the accreditation process ahead as fast as possible, with the commencement of the first commitment period and thus the need for accreditation of IEs that are expected to verify emission reductions or enhancements of removals from JI projects, will require the JISC to maintain, if not increase, the support and resources for this work over time.

19. In addition, to ensure the credibility of the work of accredited independent entities (AIEs), which is vital for successful operation of the Track 2 procedure, the JISC will need to consider the establishment of an effective system to monitor the quality of performance of AIEs and to develop and implement an effective feedback and learning system. Another element that the JISC will need to keep under careful review is the possible lack of expertise for, as well as quality and consistency of, assessment work for accrediting IEs. This difficulty may prompt the need to consider modifications to the JI MAP in the future to ensure appropriate resources and implementation of assessment work.



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Actor (Accreditation)	Activities in 2007 continued in 2008–2009	MAP 2008–2009 v01 assumptions	2008 level (12 September)	MAP 2008–2009 v02 assumptions	New activities in 2008–2009
<b>JISC</b>	<ul style="list-style-type: none"> <li>Decide on accreditation of entities</li> <li>Review accreditation procedure</li> <li>Review accreditation standards and make recommendations to the CMP for consideration as appropriate</li> <li>Report to CMP information on the accreditation of IEs</li> <li>Determine whether AIEs are in compliance with accreditation standard</li> <li>Implement CMP decision with regard to the accreditation</li> <li>Provide guidance and clarifications with respect to the accreditation process</li> </ul>	<ul style="list-style-type: none"> <li>Up to 25 decisions on accreditation</li> <li>10 decisions related to clarifications and/or guidance</li> </ul>	<ul style="list-style-type: none"> <li>No accreditation decisions</li> <li>3 decisions related to clarifications and/or guidance</li> </ul>	<ul style="list-style-type: none"> <li>Up to 56 decisions on accreditation</li> <li>10 decisions related to clarifications and/or guidance</li> </ul>	
<b>Jl-AP</b>	<ul style="list-style-type: none"> <li>Recommend accreditation decisions to the JISC</li> <li>Drafting prior to and at meetings</li> <li>participation in panel meetings and JISC workshops and/or roundtables, as appropriate</li> <li>Provide training and further guidance to assessment team experts</li> <li>Prepare draft recommendations</li> </ul>	<ul style="list-style-type: none"> <li>2008: 7 meetings</li> <li>2009: 7 meetings</li> </ul>	<ul style="list-style-type: none"> <li>2008: 4 meetings</li> <li>1 recommendations/decisions</li> </ul>	<ul style="list-style-type: none"> <li>2008: 6 meetings</li> <li>2009: 6 meetings</li> <li>Up to 70 recommendation s/ decisions relating to initial application screening, on-site assessments, and witnessing activities</li> <li>Evaluation and selection of up to 20 new assessment team experts</li> <li>5 procedural documents</li> <li>5 clarifications/ guidance</li> <li>2 assessment team experts training</li> </ul>	
<b>Assessment</b>	<ul style="list-style-type: none"> <li>Conduct desk reviews</li> </ul>	<ul style="list-style-type: none"> <li>Desk reviews</li> </ul>	<ul style="list-style-type: none"> <li>Desk reviews 2008:</li> </ul>	<ul style="list-style-type: none"> <li>Desk reviews</li> </ul>	<ul style="list-style-type: none"> <li>Increase in</li> </ul>



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Actor (Accreditation)	Activities in 2007 continued in 2008–2009	MAP 2008–2009 v01 assumptions	2008 level (12 September)	MAP 2008–2009 v02 assumptions	New activities in 2008–2009
<b>team (JI-AT) experts</b>	<ul style="list-style-type: none"> <li>On-site assessments and witnessing activities</li> <li>Verification of implementation of corrective actions</li> <li>Preparation of desk review, on-site assessment and witnessing reports</li> <li>Preliminary and final assessment reports as the recommendations to the JI-AP</li> </ul>	2008/9: 6 <ul style="list-style-type: none"> <li>On-site assessments 2008/9: 6</li> <li>Witnessing 2008/9: 75</li> <li>Verification of corrective actions 2008/9: 295</li> <li>Reports 2008/9: 92</li> </ul>	0 <ul style="list-style-type: none"> <li>On-site assessments 2008: 1</li> <li>Witnessing 2008: 1</li> <li>Verification of corrective actions 2008: 25</li> <li>Reports 2008: 24</li> </ul>	2008/9: 3 <ul style="list-style-type: none"> <li>On-site assessments 2008/9: 3</li> <li>Witnessing 2008/9: 51</li> <li>Verification of corrective actions 2008/9: 199</li> <li>Reports 2008/9: 195</li> </ul>	number of activities/assessments
<b>Secretariat</b>	<ul style="list-style-type: none"> <li>Procedural and process support to the JI-AP and the JISC</li> <li>Undertake completeness check of the application documentation</li> <li>Undertake administrative steps to establish JI-ATs</li> <li>Provide support and facilitate other accreditation related procedural steps</li> <li>Prepare draft procedures and clarifications for the JISC or the JI-AP</li> <li>Provide support and facilitate the meetings and communications of the JISC with AIEs, and as appropriate any forum associated with the work of AIEs</li> <li>Manage public calls for specific accreditation related expertise</li> <li>Maintain publicly available information with regard to the accreditation process and status</li> <li>Collect the application fees and oversee the implementation of the agreed fee structure for assessment activities</li> <li>Provide information to the JI information system and the UNFCCC JI website</li> <li>Provide inputs and options, as required, on procedural steps</li> <li>Provide draft recommendations on cases for phased accreditation to be considered by the JI-AP and recommended to the JISC</li> </ul>	<ul style="list-style-type: none"> <li>Perform indicated activities and support to assumptions above</li> <li>2 P</li> <li>1 G</li> </ul>	<ul style="list-style-type: none"> <li>Activities performed and above tasks supported</li> <li>2 P</li> <li>1 G</li> </ul>	<ul style="list-style-type: none"> <li>Perform indicated activities and support to assumptions above</li> <li>2 P</li> <li>1 G</li> </ul>	<ul style="list-style-type: none"> <li>Support to above increases</li> </ul>



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<b>Actor (Accreditation)</b>	<b>Activities in 2007 continued in 2008–2009</b>	<b>MAP 2008–2009 v01 assumptions</b>	<b>2008 level (12 September)</b>	<b>MAP 2008–2009 v02 assumptions</b>	<b>New activities in 2008–2009</b>
	<ul style="list-style-type: none"><li>• Provide support to improve quality of feedback from the JISC to AIEs</li></ul>				



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**Joint Implementation Supervisory Committee****C. Management, secretary to the Joint Implementation Supervisory Committee, Joint Implementation information system (including website), communication, outreach and special activities**

20. In addition to leading the substantive focal areas referred to in sections A and B, this focal area prepares and organizes the JISC meetings (see chapter VI for the tentative schedule of meetings in 2009); drafts and finalizes the JISC report to the CMP and the JI MAP; identifies and manages the human and financial resources; identifies and coordinates special activities such as legal support, record/knowledge management, taking overall responsibility for interactions of the JISC and the UNFCCC secretariat with relevant stakeholders (e.g. DFPs and AIEs), representation to and relations with other organizations.
21. Together with team leaders for the other focal areas, the unit provides or coordinates the support to the UNFCCC process on SDM/JI and relevant issues relating to the carbon market. It ensures cooperation with units working on financial mechanisms, transfer of technology and capacity-building. The Manager of the JI subprogramme is the secretary to the JISC and assists in the coordination and management of the SDM programme.
22. The UNFCCC JI information system is based on open source software which provides for sophisticated electronic workflows relating to the project cycle and procedures, integrating users with different access rights and roles within and outside the secretariat. The system stores documentation relating to the JI project cycle and displays information to users, including the public, according to their role. The development, programming and maintenance of the system is undertaken by a dedicated staff member within the JI subprogramme to ensure full control over priority setting, workload and quality. However, arrangements are occasionally made to secure services from other parts of the secretariat while charging associated costs of such services to the JI subprogramme. Because the JI processes and procedures are evolving, frequent redesign and reprogramming are likely to be required. The management of change, quality and the forecasted continuous demand of new or modified features of the JI information system will require continuous attention. The system, which is to a large extent modelled on that of the CDM, should help to ensure a cost-effective and timely implementation of the various elements of the JI process. This area of work also covers the technical support and administration of the various extranets and listservs supporting the JI process, and handles the connectivity and ensures the technical transmission of information to the international transaction log as necessary.
23. The secretariat maintains and initiates purchase of equipment for the JI information system and services. The cost of equipment, previously covered to a large extent from the secretariat's core budget, is reflected in the JI MAP. As of the 2008-2009 biennium, services provided by other parts of the secretariat will also be reflected in the JI MAP, in order to reveal the true cost of the mechanism. As in the past, the JI subprogramme will continue to explore ways to reduce costs through cost-effective sharing of costs and resources with the CDM subprogramme.
24. With the assistance of team leaders from the other focal areas, this unit plans and organizes outreach related activities such as workshops, side events at sessions of the Convention bodies, question-and-answer sessions of the JISC, and events in conjunction with other external activities. Furthermore, this focal area will work to proactively engage the media and to improve communication with stakeholders, by improving the quality and timeliness of responses to queries and by improving the JI website. Over time, the unit will further reach out to other target groups and stakeholders, and provide additional outreach support.



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Actor (Info system)	Activities in 2007 continued in 2008–2009	MAP 2008–2009 v01 assumptions	2008 level (12 September)	MAP 2008–2009 v02 assumptions	New activities in 2008–2009
<b>JISC</b>	<ul style="list-style-type: none"> <li>Identify its process and information needs</li> </ul>				
<b>Secretariat</b>	<ul style="list-style-type: none"> <li>Identify process and information needs</li> <li>Design, develop, programme and maintain UNFCCC JI Information System</li> <li>Manage procurement of equipment</li> <li>Provide for electronic interaction between JI information system and international transaction log</li> <li>Manage interaction with the main UNFCCC website</li> <li>Provide technical support to internal and external users</li> <li>Maintain servers and specific hardware</li> <li>Design and develop electronic workflows as needed</li> <li>Manage systems risk analysis and business continuity planning</li> <li>Software re-development and improvement as needed</li> <li>Analysis and input to secretariat records management process and system implementation</li> <li>System maintenance and technical support</li> <li>Implement and oversee data/system quality assurance and quality control</li> </ul>	<ul style="list-style-type: none"> <li>Perform indicated activities and support to assumptions above</li> <li>1 P</li> <li>Supported by 1 G included in project cycle focal area (see above)</li> <li>Use of external contractors</li> <li>Use of other secretariat staff and charged against JI resources</li> </ul>	<ul style="list-style-type: none"> <li>Activities performed and above tasks supported</li> <li>1 P</li> <li>Supported by 1 G included in project cycle focal area (see above)</li> <li>Use of external contractors</li> <li>Use of other secretariat staff and charged against JI resources</li> </ul>	<ul style="list-style-type: none"> <li>Support activity above</li> <li>1 P</li> <li>0.5 G</li> <li>Use of external contractors</li> <li>Use of other secretariat staff and charged against JI resources</li> </ul>	<ul style="list-style-type: none"> <li>Extension of JI info system</li> <li>Development of designated focal point interface</li> <li>Expansion of the tools for handling roster of experts and needs of accreditation process</li> </ul>

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<b>Actor (Communication and outreach)</b>	<b>Activities in 2007 continued in 2008–2009</b>	<b>MAP 2008–2009 v01 assumptions</b>	<b>2008 level (12 September)</b>	<b>MAP 2008–2009 v02 assumptions</b>	<b>New activities in 2008–2009</b>
<b>JISC</b>	<ul style="list-style-type: none"> <li>• Provide guidance regarding issues relating to public information</li> </ul>				
<b>Secretariat</b>	<ul style="list-style-type: none"> <li>• Review and improve UNFCCC JI website, including design and content management</li> <li>• Develop and implement media/communication strategy for JI</li> <li>• Respond to public and media queries</li> <li>• Organization of JISC Q&amp;A sessions, side events and other outreach activities</li> <li>• Develop and document communication procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Perform indicated activities and support to assumptions above</li> <li>• Staffing included in management (see below) and supported by other focal areas</li> </ul>	<ul style="list-style-type: none"> <li>• Activities performed and above tasks supported</li> <li>• Staffing included in management (see below) and supported by other focal areas</li> </ul>	<ul style="list-style-type: none"> <li>• Perform indicated activities and support to assumptions above</li> </ul>	<ul style="list-style-type: none"> <li>• Continual review of JISC documentation for readability and communicative impact</li> <li>• Design information and outreach materials</li> </ul>

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<b>Actor (Management)</b>	<b>Activities in 2007 continued in 2008–2009</b>	<b>MAP 2008–2009 v01 assumptions</b>	<b>2008 level (12 September)</b>	<b>MAP 2008–2009 v02 assumptions</b>	<b>New activities in 2008–2009</b>
<b>Secretariat</b>	<ul style="list-style-type: none"><li>• Manager serves as Secretary to the JISC</li><li>• JI section human and financial resource management</li><li>• Substantive management and coordination of JI related work</li><li>• Organization of JISC meetings</li><li>• Organization of workshops and management of roundtable interactions</li><li>• Support (analytical/process) to relevant COP/CMP and UNFCCC cross-cutting issues</li><li>• Managerial support to SDM programme</li></ul>	<ul style="list-style-type: none"><li>• Perform indicated activities and support to assumptions above</li><li>• 10 JISC meetings</li><li>• 2 workshops and/or roundtables</li><li>• 1 P</li><li>• 1 G</li></ul>	<ul style="list-style-type: none"><li>• Activities performed and above tasks supported</li><li>• 2 JISC meetings</li><li>• 1 P</li><li>• 1 G</li></ul>	<ul style="list-style-type: none"><li>• Perform indicated activities and support to assumptions above</li><li>• 11 JISC meetings</li><li>• 2 workshops and/or roundtables</li><li>• 2 P</li><li>• 1.5 G</li></ul>	<ul style="list-style-type: none"><li>• Overall JI knowledge/record management responsibility</li><li>• Increased support (analytical/process) to relevant COP/CMP and UNFCCC cross cutting issues</li><li>• Increased managerial support to SDM programme</li></ul>







## Joint Implementation Supervisory Committee

26. The table below provides the budget summary by activity for the biennium 2008-2009.

**Table 3: Budget summary by activity area, 2008–2009**  
(United States dollars)

Activity area	2008	2009	change in per cent 2008/2009
<b>1. Meetings and activities of the Joint Implementation Supervisory Committee</b>	125 000	266 000	113 per cent <sup>a</sup>
<b>2. Activities relating to accreditation of IEs and review of determinations</b>	430 400	380 800	-12 per cent <sup>b</sup>
<b>3. Technical workshops and roundtables (AIEs, DFPs)</b>	52 500	150 000	186 per cent
<b>4. Structure and support to activity areas 1–3</b>	1 057 844	1 674 082	58 per cent <sup>c</sup>
<b>Sub-total (1–4)</b>	1 665 744	2 470 882	48 per cent
<b>Overhead</b>	216 547	321 215	48 per cent
<b>Supplementary funding total</b>	1 882 291	2 792 096	48 per cent
<b>UNFCCC core budget total</b>	728 394	728 394	0 per cent
<b>Total</b>	2 610 685	3 520 490	35 per cent

<sup>a</sup> Increase due to increase in unit cost for JISC meetings and number of meetings.

<sup>b</sup> Overall decrease due to difference from increase due to number of accreditation meetings and decreases from costs for specialized expertise, reduction in number of JI-AT trainings.

<sup>c</sup> Overall increase due to introduction of policy on cost recovery for activities not funded from the core budget, increased contribution to SDM programme costs and establishment of additional posts.

27. Table 4 provides an overview of the activities by budget activity group and source of funding for the biennium 2008–2009.

**Table 4: Budget allocation by activity (total for biennium 2008–2009)**

Activity area	Activity	Core budget	Supplementary funding	Total
I. Meetings and activities of the Joint Implementation Supervisory Committee	JISC meetings	4 meetings	6 meetings	10 meetings
II. Activities relating to accreditation of IEs and review of determinations	Ji-AP meetings	2 meetings	10 meetings	12 meetings
	Accreditation case processing	-	2 new applications	2 new applications
	caseload processing	-	100–150 cases	100–150 cases
III. Technical workshops			3 workshops	3 workshops
IV. Activities by the secretariat in support of I-III	Staffing	4 officials plus GTA	10 officials plus GTA	14 officials <sup>a</sup> plus GTA

<sup>a</sup> Level of staffing at end of biennium (10 in 2008, 14 in 2009).

*Abbreviations:* GTA = General Temporary Assistance; JISC = Joint Implementation Supervisory Committee; Ji-AP = Joint Implementation Accreditation Panel.



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**B. Detail of budget 2008–2009**

28. This section provides details for the JI budget for the year 2008–2009 by focal area and split between supplementary and core funding.

1. Project cycle

**Table 5: Project cycle budget 2008–2009)**  
(United States dollars)

Project Cycle	Supplementary 2008–2009	Core 2008–2009
Appraisals/review expertise	81 600	-
Further specialized expertise	6 000	-
Staff	344 000	746 000
Overtime	3 000	1 813
13 per cent overhead	56 498	97 216
<b>Total</b>	<b>491 098</b>	<b>845 029</b>

2. Accreditation

**Table 6: Accreditation budget (2008–2009)**  
(United States dollars)

Accreditation	Supplementary 2008–2009	Core 2008–2009
2-day meetings of the accreditation panel	394 000	78 800
Specialized expertise relating accreditation	24 000	-
Travel related to on-site assessments and witnessing activities	75 000	-
Assessment Team expert training (20-30 participants, 32 over 2 years) + online training system	296 000	-
Staff	746 000	-
Overtime	3 750	1 813
13 per cent overhead	200 038	10 480
<b>Total</b>	<b>1 538 788</b>	<b>91 093</b>

3. Management, information system, communication

**Table 7: Management, info system, communication budget (2008–2009)**  
(United States dollars)

Management, info system, communication	Supplementary 2008–2009	Core 2008–2009
JISC meetings (14 members, web cast, venue)	391 000	250 000



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Management, info system, communication	Supplementary 2008–2009	Core 2008–2009
Technical workshops	167 500	
Hardware / software for web interface	40 000	-
UNFCCC shared cost and services		
IT Support (software/Hardware)	180 061	-
Staff Training	17 740	-
Office space for non-core SBM-JI staff	75 395	-
Services provided by ICA	46 900	-
Telecommunications	23 880	-
Consultancy/temp assistance	97 420	18 953
SDM shared staff costs (knowledge management, legal, administrative - 16 per cent funded by JI)	229 280	-
Travel	190 000	30 000
Staff	652 000	160 000
Overtime	7 500	1 813
13 per cent overhead	275 428	59 900
<b>Total</b>	<b>2 394 104</b>	<b>520 666</b>



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**V. Resources in support of Joint Implementation in 2007–2009****A. Sources of funding**

29. The sources in support of JI for the period 2008–2009 are:

- (a) The UNFCCC core budget contributions by Parties (growth of 28 per cent from 2006–2007 to 2008–2009):

**Table 8: Indicative contribution of UNFCCC core budget, 2006–2009**  
(United States dollars)

	2006–2007	2008–2009
UNFCCC core budget	1 139 605	1 456 788

- (b) Supplementary resources, to be generated by:

**Table 9: Sources of supplementary funding, 2006–2010**

Source of supplementary funding	2006–2007	2008–2009	As of beginning of 2010
Party contributions	X	X	-
Accreditation fees	X	X	X
Fees for administrative expenses	-	collected, but only for use as of 2010	X

**B. Status of resources**

30. The table below gives a status of the sources of funding as of 12 September 2008. It shows a shortfall at this stage of USD 1,827,530.

**Table 10: Shortfall in supplementary funding as of 28 August 2008**  
(United States dollars)

	2008	2009	2008–2009
Project budget	1 882 291	2 792 096	4 674 387
Carry-over from 2007	2 037 958	-	2 037 958
Voluntary contributions by Parties (income available) <sup>a</sup>	808 899	-	808 899
Fees from accreditation applications	-	-	-
<b>Shortfall/Surplus</b>	<b>964 566</b>	<b>-2 792 096</b>	<b>-1 827 530</b>

<sup>a</sup> Includes only those received (i.e. funds pledged but not transferred are not included).

31. Decision 3/CMP.3 stressed the need for contributions by Annex I Parties to the Trust Fund for Supplementary Activities to fund administrative expenses for implementing Article 6 of the Kyoto Protocol. Although contributions have been forthcoming in 2008, the existing shortfall for the biennium would not be covered even with the receipt of the presently outstanding pledges (USD 148,300).

32. It should be noted that while JI work continues to require supplementary funding through 2009, as indicated in previous reports of the JISC to the CMP and as noted by the CMP in adoption of the UNFCCC core budget, as of 2010 it may be possible, with an adequate build up of resources from administrative fees over the biennium 2008–2009, that JI work will be covered from administrative fees.



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However, at present only 7 per cent of the approximately USD 8 million that would be required are available.

### VI. Schedule of JISC meetings for 2009

#### Tentative schedule of meetings for 2009<sup>a</sup>

	Mo	Tue	Wed	Thur	Fri	Sat	Sun	Mo	Tue	Wed	Thur	Fri	Sat	Sun	Mo	Tue	Wed	Thur	Fri	Sat	Sun	Mo	Tue	Wed	Thur	Fri	Sat	Sun							
January				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1
February	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
March	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
April			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
May				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
June	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
July			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
August				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
September	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
October			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
November				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
December	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			

<sup>a</sup> Dates include informal consultations.

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