

Summary of the Third Training Workshop for National Designated Entities (NDEs) of the Climate Technology Centre and Network (CTCN) – Lima 1-3 April 2014



The CTCN held its third training workshop for National Designated Entities (NDEs) in Lima, Peru from the 1st to 3rd of April 2014. The aim of the training was to present the CTCN and its services, to build NDE capacities and to share perspectives and opinions with the NDEs from Latin American countries. The workshop will permit to further identify the priority needs for NDEs to effectively play their role and the CTCN services that can best support countries in fostering climate technology transfer.

The training workshop was attended by 19 participants from governments and technical institutions, representing nominated NDEs or climate change focal points from 15 countries, mentioned in Annex 1. Resource persons included representatives from the CTCN Consortium partners: United Nations Environment Programme (UNEP), United Nations Industrial Development Organization (UNIDO), Fundacion Bariloche (FB), The Tropical Agricultural Research and Higher Education Centre (CATIE), UNEP RISOE Centre and the collaboration of resource persons from the Secretariat of the United Nations Framework Convention on Climate Change (UNFCCC), Libelula and the Centro de Ecoeficiencia y Responsabilidad Social (CER) from Peru.





The training sessions were organized with presentations on the CTCN services and procedures, NDEs roles and responsibilities, linking to national priorities and mechanisms under the convention, integrating gender aspects, and stakeholder engagement and networking. Presentations were completed by several individual and group exercises as well as discussions and peer exchange.

This report summarizes the key points and recommendations from the workshop. The agenda of the training workshop, lists of participants and resource persons, and feedbacks from the participants are shown in the Annexes at the end of the document.

Summary of Key Points from Presentations, Discussions, and Recommendations to the CTCN

DAY 1: SCENE SETTING

Session 1: Opening

The opening session started with a series of welcome addresses by Daniel Bouille from Fundación Bariloche, Bastiaan Louman from CATIE, Bettina Schreck, from UNIDO and Jason Spensley from UNEP. A short video was displayed with the welcome address and message to NDEs from Jukka Uosukainen, Director of the CTCN. The welcome addresses were followed by participants' introductions and a quiz on the CTCN. Ms. Diana Camila Rodriguez Vargas representing the NDE of Colombia was the winner of the quiz.

Participants were asked to give their current impression/understanding/ examples/expectations of the roles of NDEs. Some of the responsibilities mentioned by the participants were the following:

- ✓ Act as the focal point of their country for the CTCN
- ✓ Articulate all efforts at national level for technology transfer in order to enhance their national impacts
- ✓ Coordinate national efforts on technology knowledge and technology transfer.
- ✓ Be an intermediate or nexus for institutions at national or local level.
- ✓ Be responsible for managing the requests to the CTCN according to the local priorities of the country.
- ✓ Promote the enrolment of national organizations in the network (CTN).
- ✓ Coordinate with other national institutions the consolidation of projects and proposals for climate change mitigation and adaptation using environmental technologies.
- ✓ Monitoring the development of approved technology transfer projects and their impacts.
- ✓ Coordinate different activities with all relevant sectors at national level in order to perform the identification of technology priorities.
- ✓ Channel the adaptation and mitigation initiatives to be presented to the CTCN.

Following the presentation on the CTCN services, participants were asked to cluster their expectations into 'CTCN service' or 'not a CTCN service'.







Session 2 – The CTCN - Jason Spensley (UNEP)

Presentation and update on the CTCN (History of the CTCN, Status of the CTCN, The Centre, The Network)

- ✓ The CTCN was established by the UNFCCC, following technology related discussions at COPs (notably COP 15 to 18)
- ✓ The Centre in itself is small (only 8 staff), therefore NDEs have a critical role to play in making the CTCN a successful mechanism for fostering climate technology transfer in non-Annex I Parties of the UNFCCC
- ✓ The Climate Technology Network (or CTN) will also play a critical role and enable the CTCN to deploy the expertise needed to respond to a large number of requests and cover all areas and sectors.
- ✓ The CTCN is composed of a Consortium of 13 institutions covering all regions and areas of expertise. UNEP and UNIDO are the co-leading the CTCN and its Consortium.
- ✓ NDEs will act as the focal points for the CTCN in their country, coordinating climate technology activities. As de facto members of the Network, they should have an active role within the CTN. NDEs are encouraged to become climate technology champions in their countries.
- ✓ It is important to note that the CTCN does not provide funding. The services to be provided are: technical assistance (up to 250,000 USD/request), knowledge and information sharing and stimulating cooperation between the different climate technology transfer stakeholders (governments, technical and research organizations, private sector actors, donors and cooperation agencies, civil society).
- ✓ The CTCN has received requests from 4 countries, 3 of them are from LAC.
- ✓ 66 countries nominated their NDEs, 15 of which are from LAC countries.

Key points from the discussion

- ✓ Any institution or organization can directly apply to join the CTN. However, NDEs are expected to help the CTCN identifying local institutions that could be part of the network, and encourage them to apply.
- ✓ The CTN can offer a special opportunity for institutions from developing countries to open their markets, to access information and knowledge, and to get recognition in the climate technology transfer arena.
- ✓ The decision on the selection of the 'service provider' (i.e. the organization that will provide technical assistance in response to a request) will be made by the CTCN in consultation with the NDE. For small requests (i.e. less than 50,000 USD), the support will in most cases be provided by a member of the Consortium. For larger requests (i.e. more than 50,000 USD), a limited tender will be initiated targeting some selected CTN members. During the establishment phase of the Network, the CTCN will rely on its Consortium partners to deliver the technical assistance for both small and larger requests. For each request, the NDE will evaluate the technical assistance provider.
- ✓ The NDE can identify local organizations/experts that should be engaged in delivering the technical assistance in response to a request. This local organization can then work with the selected 'service provider' in implementing the response activities. However, it is important to note that the CTCN is not a funding mechanism, NDEs should use the CTCN to access expertise that is not available in the country or that can complement available expertise.
- ✓ Participants stressed that technology transfer does not necessary need to be from one country to another, because in some cases the technology and expertise is locally available. They requested the CTCN to consider the use of nationally available expertise to respond to requests. This issue will be brought to the attention of the Director and the Advisory Board of the CTCN.





Session 3: The CTCN services – Bettina Schreck, UNIDO

Presentation of the CTCN Services

- ✓ The CTCN was established with a view to offer countries a lean and efficient mechanism that can respond very quickly to their requests for technical assistance, knowledge and information.
- ✓ The CTCN defines technology transfer as per the IPCC definition which includes "learning to understand, choose, utilize, adapt and replicate technology" and in which technology is "Any equipment, technique, practical knowledge and skills needed for reducing GHG and adapting to climate change (includes hardware, software and orgware)".
- It is important to recognize and highlight the relevance of technology transfer for barriers removal (creating the enabling environment, policies, mechanisms and institutional capacities/skills). The services of the CTCN can specifically support non-Annex I countries in this area, by removing barriers hampering the transfer of technologies.
- ✓ Any request for technical assistance must be submitted a NDE to be considered by the CTCN. The technical assistance provided through the CTCN can, for example, support countries in: evaluating their technical and technology needs, assessing the feasibility of different technology options, designing and/or evaluating public policies and regulations, implementing selected activities from existing strategies and action plans, strengthening specific skills/capacities, developing tools, mechanisms or methodologies.
- ✓ The Centre (CTC) will articulate and facilitate the delivery of services to foster climate technology transfer, and the network members (CTN) will deliver the technical support that will permit countries to make progress on their climate technology transfer agenda.

Key points from the discussion

- ✓ It is was stressed that developing solid indicators and methodologies is important to evaluate the technical assistance received.
- ✓ Participants also emphasized on the importance of involving the technology beneficiaries (or consumers) in the efforts related to technology transfer

Session 4: The National Designated Entities (NDEs) – Jason Spensley, UNEP

Presentation on NDEs Roles and Responsibilities

- NDEs support the CTCN functions at national level by:
 - Leading and coordinating the formulation, selection and submission of requests
 - Facilitating and monitoring the implementation of CTCN response assistance
 - Fostering collaboration and access to information and knowledge to accelerate climate technology transfer in the country
 - Strengthening networks, partnerships and capacity building for climate technology transfer in the country.
- Being an NDE is not only about submitting requests but also about facilitating and monitoring the implementation of CTCN assistance.
- ✓ NDEs have to act as climate technology champions and leaders. This involves coordinating with other government entities to ensure synergies with national priorities, and actively cooperating with regional and global stakeholders through CTCN.
- ✓ NDEs should play a leading role in identifying good requests and linking them with national priorities and ongoing processes and initiatives.





- ✓ NDEs will coordinate discussions on requests (and any needed refinements) and related response plans, provide guidance and oversight of the work of national teams, monitor CTCN assistance and inform the CTCN of any needed adjustments.
- ✓ NDEs should support the identification of possible Network members, provide information on the Network to national organizations, identify needs and opportunities for regional and global peer learning, and help organize national, regional training and networking events.
- ✓ NDE should report on the effectiveness of CTCN support and overall progress in climate technology transfer in the country.
- ✓ NDEs are encouraged to build on existing structures (if possible) and avoid creating new institutions and structures (especially at the early stages of the start-up of the CTCN).
- ✓ NDEs are de facto members of the CTN and depending on the nature of their organization, they may take part in the CTCN technical assistance activities and respond to requests from other countries.

Presentations from NDEs on their establishment/set-up

1. NDE México (Iris Jimenez, INECC)

- ✓ Mexico has a national environmental law since 2012. The country already has an institutional framework for climate change; no new additional structure will be created for the NDE.
- ✓ The country clearly recognizes the relevant role of technology in mitigation and adaptation which ensures political backing for the NDE.
- ✓ The INECC has been designated as NDE in view of their strong capacity and political influence.
- ✓ The INECC's approach is to use a step by step and flexible approach for establishing the NDE processes and procedures. They will start by using and building on existing mechanisms/arrangements and use a learning by doing approach (adjusting mechanisms when needed).
- ✓ They will stimulate stakeholders' participation, and the establishment and nurturing of networks. It is crucial for them to identify the most relevant sectors for the development process.

2. NDE Chile (James Robinson, CPL)

- ✓ Chile nominated the Consejo Nacional de Producion Limpio (CPL) as their NDE. The CPL is a public-private organization, which works with civil society and a range of stakeholders for different cleaner production activities.
- ✓ CPL has three main lines of work: clean production agreements, territorial sustainability, and support to SMEs.
- ✓ To operate the NDE, CPL is considering the following activities for the near future: (i) to generate indicators in the institution for different NDE goals, (ii) to establish an inter-ministerial roundtable responsible for assessing applications for requests, (iii) to open a call for request applications twice a year which would then be evaluated and selected for submission to the CTCN.
- ✓ The Chilean NDE will work with the national Climate Change office and build on the mechanisms they have already established.
- ✓ The Chilean NDE highlighted three challenges: (i) meeting the needs of the applicants and suppliers; (ii) coordinating with the different stakeholders in the country; (iii) managing expectations.

Key points from the discussion

✓ In each country (Mexico and Chile), two persons/staff are currently directly involved in starting up the NDE.





- ✓ INECC (Mexico) is establishing a new structure/department that will focus specifically on climate technology issues (in line with their climate change law). It will play the role of the NDE but will not be solely dedicated to the CTCN activities and have a greater mandate on climate technology transfer.
- ✓ In both Chile and Mexico, the nominated NDEs are dealing with a range of activities that are not directly linked to the CTCN. Both see a strong value for their institution to be the NDE also since it makes them Network (CTN) members.
- ✓ Both NDEs and participants in the training requested the CTCN to reconsider its decision on the language to be used to submit the requests since many potential request applicants will not be proficient enough in English and it would be more efficient if requests could be submitted in Spanish.
- ✓ It is important for the governments/NDEs to have an idea of the amount of work (i.e. volume of requests) that NDEs will have to deliver since it will help them coming up with an NDE that matches the needs (i.e. in terms of staffing and processes/procedures).
- ✓ It was reiterated that to nominate their NDEs, the national climate change focal points must send a letter to the UNFCCC Secretariat with the name and contact details of the person or institution nominated by the government.
- ✓ It is important for the NDEs to have recognition as a key institution for climate technology transfer in their country. Their role and relevance should be clear to all national stakeholders.
- ✓ Participants requested more guidance from UNFCCC or CTCN on the main characteristics that NDEs should have to fulfil their functions and mandate for the CTCN.

Session 5 - The CTCN KMS - Roberto Borjabad, UNEP

Presentation of the KMS and its features (Adaptation and Mitigation resources, Technical assistance hub, Capacity building hub)

- ✓ The Knowledge Management System (KMS) of the CTCN is an organized, primarily web-based structure for collecting, analyzing, and disseminating information, products, and services to facilitate technology transfer to and among developing countries.
- ✓ The KMS can be used by NDEs, government agencies in developing countries, technical institutes, private sector, civil society, and international organizations. The KMS will allow any individual to access existing information and tools on climate technology issues.
- ✓ The KMS enables quick processing of technical assistance requests submitted by NDEs and tracking and managing CTCN workflow
- ✓ The KMS provides access to climate change adaptation and mitigation technology data, tools, reports and other resources and an open platform for input on these resources and knowledge sharing across countries and institutions
- ✓ The KMS facilitates web-based, peer-to-peer learning and training across communities of practice and matchmaking with programs that offer additional assistance
- ✓ The technical assistance hub of the KMS comprises three levels of technical assistance: in-country technical assistance, ask an expert, and a help desk
- ✓ The beta version of the KMS database (http://ctcn.openei.org) currently contains over 400 resources spanning five priority sectors and growing: Agriculture, Forestry, Energy, Water, Industry
- ✓ The KMS Website (www.ctc-n.org) will be launched in the summer 2014. It will be multi-lingual and mobile friendly.

Wrap-up day 1 - Bastiaan Louman, CATIE







DAY 2: ALIGNMENT BETWEEN CTCN ACTIVITIES AND NATIONAL PLANS AND POLICIES STAKEHOLDER ENGAGEMENT, BUILDING AND NURTURING NETWORKS AT NATIONAL LEVEL

Session 6 - Mainstreaming gender into CTCN activities - Bastiaan Louman, CATIE

Presentation on approaches used to mainstream gender issues

- ✓ The integration of gender issues in the requests to the CTCN is very important. The crucial point is to consider if the technology will affect the relation between women and men, and the impact of these alterations in the equilibrium of the relations.
- ✓ The differential impact of climate change in women or men depends on its impact on economic activities developed for each one of them.
- ✓ Usually, the differential impact is related to socioeconomic conditions instead of gender issues.
- ✓ Women usually have less access to economic resources than men. Therefore, the gender issue is a problem related to the differential access to economic resources or social networks.
- ✓ The relevance of gender issue in climate change is tied to the relevance of this issue to poverty alleviation.
- ✓ Each request should perform a detail analysis of gender aspects. This implies performing a review of national information on the topic.
- ✓ The monitoring of the results of the request is as important. It is important to have a clear idea for example if the implementation of the project increases women access to economic resources.

Key points from the discussion

- ✓ It is important to take into consideration cultural differences in the gender case (have a flexible approach to gender). For instance, in the case of Colombia, black communities have a different vision of the gender topic. For instance, from the 'occidental' viewpoint preventing women to collect wood is positive, but in some cases, from the community point of view women do not want to stop collecting wood, because that is part of their social function.
- ✓ Another example was provided by Costa Rica. In the communities where coffee is the main economic activity, the lower the production is, the higher is the stress at home. Therefore, women prefer to have a role that makes them to move away from the house in order to avoid these situations of stress.
- ✓ Youth issues are as important as gender issues. In many cases, young people from rural areas migrate to cities looking for an improved quality of life, but very frequently they fail and do not find jobs or contention.

Session 7 - Linking CTCN activities with national priorities and mechanisms under the Convention - Daniel Bouille, Fundación Bariloche

Presentation on approaches to be used to ensure that NDE and CTCN activities are in line with national development goals and priorities (highlighting co-benefits such as poverty reduction...)

- ✓ One important challenge for countries is to avoid technological lock-in (i.e. avoiding to select a technology that is not completely adapted or may not be a good option for the country).
- ✓ Technology is not "freely transferred", it is bought and sold and generally implies operating costs.
- ✓ It is important to choose in advance the requirements that the technology should fulfil, and consider what will be





the skills and expertise required to operate the technology.

- ✓ Technology transfer requires enabling conditions and in some cases new policies and regulations may be needed to deploy a new technology.
- ✓ It is critical to understand the potential barriers for the prioritized technologies and identify actions needed to overcome these barriers.
- ✓ Since the private sector is a critical stakeholder, it is important to develop incentives to engage private actors in climate technology transfer activities (from research to use/deployment) and engage them into policy formulation processes.
- ✓ Existing national strategies or plans should be the main framework for selecting climate technology transfer actions to implement. NDEs should therefore promote the integration of climate technology solutions in the country's development plans, programmes and strategies.
- ✓ It is very important to identify key stakeholders at different levels (private, public and national, sub-national). It is notably important that the NDE works closely with the ministries of economy, finance and planning as well as donor coordination groups in the country.

Key points from the discussion

✓ Participants noted that leadership will be critical for NDEs but their level of leadership will depend on which institution/person is nominated by the country and how much resources will be allocated to the NDE.

Session 8 - Linking CTCN activities with national priorities and mechanisms under the Convention - Asher Lessels, UNFCCC

Presentation on approaches to be used to ensure that NDE and CTCN activities in the country are in line with national climate strategies/priorities and coordinated with other mechanisms under the Convention

- ✓ The CTCN is an opportunity for linking technology activities with other activities under the Convention. The CTCN and its services are an opportunity for advancing the agenda of other UNFCCC processes in the country such as the Clean Development Mechanism (CDM) and Nationally Appropriate Mitigation Actions (NAMAs) for mitigation and National Adaptation Plans (NAPs) and National Adaptation Programmes of Actions (NAPAs) for adaptation. As well as facilitating access to the Adaptation Fund or the Green Climate Fund.
- ✓ Technology Needs Assessments and Technology Action Plans represent excellent tools for NDEs to fulfill their role and mandate.

Session 9 – Establishing and nurturing networks – Marcos Allegre, CER

Presentation on establishing and nurturing networks

✓ It is critical for NDEs to network and create alliances with the different groups of stakeholders. It will help them understand the perspectives and interests of the various stakeholders, and enable them to use their allies to promote climate technology solutions in the different groups.

Session 10 - Stakeholder engagement and national consultations - María Paz Cigarán-Libelula

Presentation on stakeholder engagement and national consultations: importance, tools & methods, and





expected results

- ✓ A stakeholder is any person that plays a specific role in any moment and context. For stakeholder engagement, it is important to consider three key aspects for each stakeholder: relevance, credibility and creativity.
- ✓ Some of the existing instruments that will help mapping stakeholders are: market mapping and barrier analysis.
- ✓ Before engaging the stakeholders, it is important to have a clear idea of the level of resources (both economic and human) needed to do so.

Group exercise (role play)

✓ Participants (see also the evaluation of the workshop at the end of this report) appreciated the exercise, it was very interesting for them to see how complex the negotiation process may be.



Discussions and wrap-up of day 2

DAY 3: TRAINING ON REQUEST - RESPONSE FUNCTION

Session 11 - NDE Manual - Bettina Schreck, UNIDO

Presentation 1: Presentation of the request response processes/steps (Generating and Submitting Requests, Prioritization criteria)

- ✓ Concerning the requests for technical assistance, the NDEs play a key role as the focal points in their respective countries for the CTCN. Their responsibilities span from the request generation stage to the monitoring and evaluation of the technical assistance or activities implemented in response to the request.
- ✓ Requests for technical assistance should:
 - Be selected based on consensus (stakeholders consultation) at national level.
 - Be linked to existing climate change activities in the country.
 - Be selected in accordance in the eligibility criteria also taking account the prioritization criteria.
- ✓ The NDE must verify that the request is in line with the country's development priorities (at national or subnational level).
- ✓ It is important for the NDEs to consider priority sectors and technologies in line with the country's development plan/strategy/vision.
- ✓ Guiding principles for CTCN assistance (also eligibility criteria):
 - The proposal increases resilience or contributes to climate change mitigation and is in line with national plans.
 - The proposal improves national capacities. This principle guarantees that capacities developed by the CTCN assistance belong to the host country according to specific national characteristics.





- The requesting country will ensure that adequate monitoring and evaluating processes are in place.
- ✓ The request must be signed and send by the NDE using the request submission template.

Discussion and comments from participants

- ✓ The CTCN will develop a monitoring and evaluation plan for the technical assistance activities when developing the response plan in consultation with the NDE and the applicant. For monitoring impacts, NDEs will report to the CTCN at NDE meetings, and the NDE and the CTCN may for some of the requests jointly agree to develop a monitoring action plan.
- ✓ The request submission form does not include the budget since the budget will be defined with the response plan (i.e. when the activities to be implemented, needs and responsibilities are clearly defined). This being said, the applicant and the NDE can provide an indicative figure for the budget when they submit the request (which may be feasible if they are very clear on the technical assistance activities that they expect the CTCN to conduct).
- ✓ While it may not mandatory to perform a stakeholder consultation for a request, it is critical to demonstrate that there has been a dialogue to agree on the actions to which the CTCN will contribute. The CTCN wants to be sure that the requests that are submitted to the CTCN are not just the idea of the NDE and the applicant but that they are in the interest of the country and its people. Overall, the CTCN encourages NDEs to build on existing mechanisms and processes.
- ✓ The request submission form must indicate the contacts of the NDE as well as the contacts of the applicant.
- ✓ The response plan will be developed by the CTCN in consultation with the NDE and the applicant. While the NDE can suggest local experts to support the response implementation, the CTCN technical assistance can only be implemented by a member of the Network (CTN) or the Consortium. The international experts deployed by the CTCN will in most cases work with local experts to ensure ownership and on-the-job capacity building. NDEs can encourage local organizations to join the CTCN so that their local expertise can respond to requests from other countries. The CTCN is not a funding mechanism and should in principle not be used to fund expertise that is already locally available for which other sources of funding can be found at country level.
- ✓ NDEs should be very strategic in selecting the requests to be submitted (i.e. avoid duplications, encourage synergies and requests that complement ongoing initiatives, use the CTCN to bring in expertise that is not available in the country or needs to be strengthened locally, ensure that no other mechanism can support the request, etc.).
- ✓ In Chile, the NDE performed a review of all the existing laws, plans and initiatives that have not been implemented with a view to identify their priority needs and good requests for submission to the CTCN.
- ✓ Participants asked the CTCN to include a section in the manual to explain with more details what the CTCN considers as public consultation.
- ✓ Any organization can apply to join the Network (CTN), they do not need to go through the NDE to submit their application. However, the CTCN will inform NDEs on the organizations from their country that apply to join the CTN.
- ✓ At the national level, NDEs are not expected to develop a formal network but rather to do some networking and creating alliances that will help them in fulfilling their roles and mandate.

Session 11 – NDE Manual - Jason Spensley, UNEP

Presentation 2: Presentation of the request response processes/steps (CTC Request Processing, Response Implementation)

✓ The CTC is the main interlocutor of the NDE during request processing. The CTC will liaise with the NDE, the





- applicant and experts/organizations involved.
- ✓ Once a request is received by the CTC, the request is logged into the CTCN tracking system and is assigned a request tracking identification number.
- ✓ Once it has been logged, the Climate Technology Manager of the CTC will check whether the request is eligible, clear enough and matches the scope of assistance the CTCN. The request is then also assessed against the request prioritization criteria.
- ✓ Once the NDE has provided the necessary clarifications regarding the request (if it was needed), the Climate Technology Manager will conclude the appraisal of the request and send a formal confirmation to the NDE indicating either the request is eligible or not.
- ✓ For each eligible request, the Climate Technology Manager will establish a Request Expert Team (RET) with experts from the Consortium. This RET will lead the refinement of the request and the development of response plan in consultation with the NDE and the applicant. The response plan will detail the Terms of Reference of assistance including the scope of assistance, the schedule of key deliverables, and an estimated budget.
- ✓ Once the response plan is developed and agreed to by the NDE, the CTCN will select an organization from the CTN or the Consortium to deliver the technical assistance activities agreed to in the response plan. If the budget of the request is over 50k\$, the CTCN will conduct a limited tender/call for proposals in the CTN.

Presentation 3: Monitoring and Evaluation

- ✓ Monitoring and evaluation of the results of the request are crucial to:
 - Guarantee the quality of services provided by CTCN
 - Demonstrate the aggregate value of the CTCN assistance.
 - Show the learning process.
 - Facilitate independent revisions of the CTCN performance
 - Provide security and confidence to the parties and donors.
- ✓ The NDEs (in collaboration with relevant national stakeholders) must monitor the quality of the assistance provided in order to provide feedback to the CTCN.
- ✓ Impact and assessment of the proposal: Once the assistance is completed, the CTCN and the NDE may jointly agree to elaborate a plan to monitor the impact of the assistance and the results in the country.

Key points from the discussion

- ✓ While the CTCN aims to be a fast and efficient mechanism to deliver technical assistance to countries based on their requests, the time needed to respond to a request will depend on the clarity and quality of the request. The CTCN aims to confirm the eligibility of a request in maximum 2 weeks and estimates that request refinement and development of the response plan will take up to 8 weeks.
- ✓ Participants requested the CTCN to reconsider the authorized languages for the requests and allow countries in the region to develop their requests in Spanish.
- ✓ Participants requested the CTCN to provide more guidance on the M&E process for CTCN assistance.
- ✓ CTCN assistance should be used specifically for activities that require external expertise/guidance.
- ✓ The CTCN aims to create a community between NDEs to encourage peer learning and information sharing between the countries on their climate technology transfer activities.
- ✓ The CTCN can provide tailored capacity building as part of its responses to the requests.
- ✓ The CTCN work programme that was approved by its Advisory Board indicates the CTCN's target in terms of number of requests processed:

http://www.unep.org/climatechange/ctcn/Portals/50212/Documents/PDF/CTCN%20Programme%20of%20Wor





<u>k.pdf</u> – it will however depend on the funding that will be provided to the CTCN.

Session 12 – Final Discussion

- ✓ Participants requested the CTN to provide some real examples of the type of assistance that the CTCN will provide (case studies).
- ✓ Participants requested more guidance from CTCN on the capacities required for NDEs to fulfill their mandate.





Annex 1: Participants List

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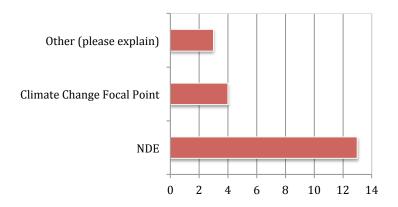




Annex 3: Feedback from the participants

Question 1: In what capacity did you attend this training workshop?

Most of the participants attended as NDEs. In the cases in which the country had not nominated the NDE, the climate change focal point attended. There were other participants, for instance a representative of the Regional Centre of the UNFCCC.



Question 2: What is your overall assessment of the training workshop?

The general evaluation of the training has been very good and people were satisfied with the workshop.



Q2: Comments

- > The workshop fulfilled the expectations.
- > There are still some weak points that should be clarified.
- > It provided very important information.
- Good resource speakers and active participants.
- Well prepared materials and presentations.
- Informative and interactive. One of the best parts of the workshop was the opportunity. to share with other NDEs.
- Exercises were really good and interesting.
- It would be good to have the participants more prepared in advance in order to improve the quality of the exercises.
- Some of the questions should have been answered with more clear and firm answers.

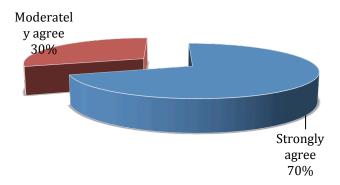




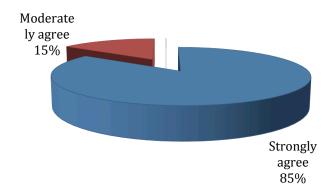
- > Some of the presentations were too theoretical.
- > The information was easy to understand and the participative mechanisms used were really appropriate and very didactic.
- > The methodology of the exercises was really interesting.

Question 3: The content of the workshop was comprehensive and logical

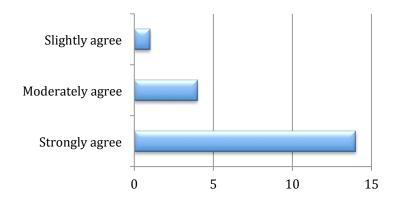
All the participants found that the workshop was comprehensive and logical. A significant majority strongly agree with the statement.



Question 4: The workshop met the stated objectives



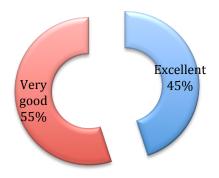
Question 5: The presenters and trainers were knowledgeable and prepared



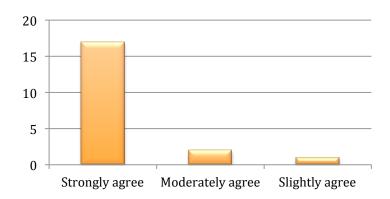




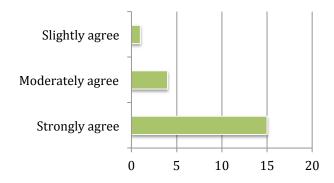
Question 6: The materials presented in the training workshop (PPTs, handouts, etc.) were:



Question 7: The materials presented in the training workshop are valuable for my future work



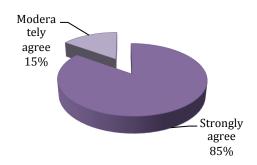
Question 8: The training workshop contributed to my understanding of the CTCN and its services



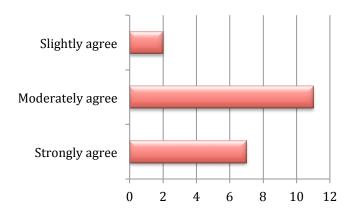




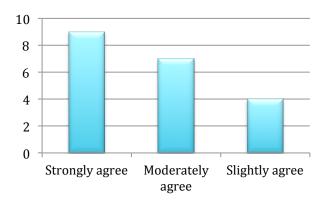
Question 9: The training workshop contributed to my understanding of the NDE role and responsibilities



Question 10: The training workshop increased my awareness of the CTCN Knowledge Management System

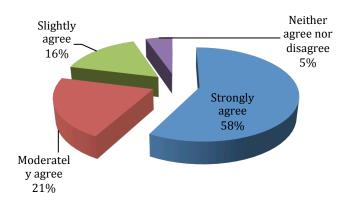


Question 11: The training workshop enhanced my capacity to identify and engage stakeholders

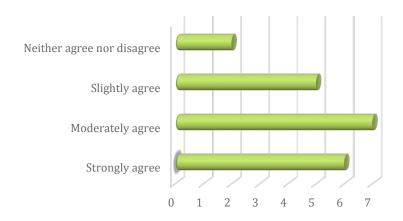




Question 12: The training workshop enhanced my capacity to link CTCN activities with national priorities

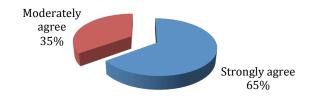


Question 13: The training workshop enhanced my skills in establishing and nurturing networks



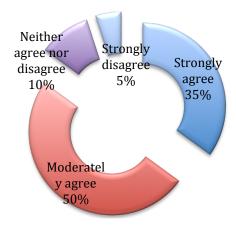
Question 14: The training workshop contributed to my understanding of the CTCN request-response process

The majority of the participants left the training with a better understanding of the CTCN request-response process, and the type of support the CTCN will provide.



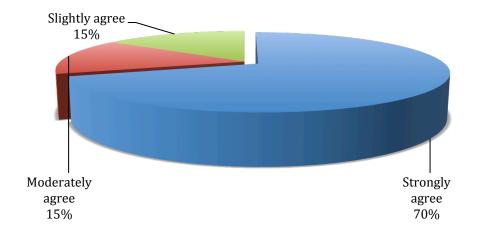


Question 15: The training workshop enhanced my capacity to include gender considerations into CTCN activities



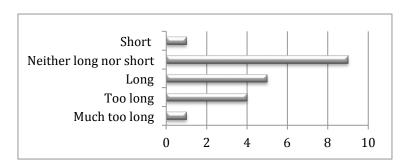
Question 16: The group exercises were appropriate to my needs

The group exercises were one of the most remarked activities during the training. Most of the participants considered that these exercises were very useful for their needs.



Question 17: The length of the training workshop was

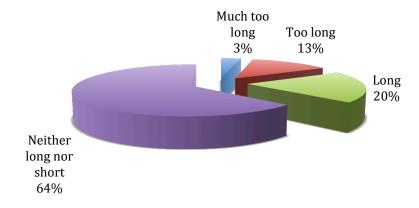
Although the majority of participants considered that the length of the training was neither long nor short, some of them considered it too long (20%) or long (25%)



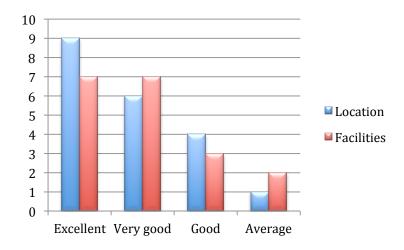


Question 18: The length of the sessions were in general

Most of the participants (64%) considered that the length of the sessions was neither long not short.



Question 19 and 20: The workshop location and facilities were



Question 21: What specifically did you like most?

- > The dynamic of the presentations and the group exercises.
- > The exercises, particularly the role playing exercise
- > The atmosphere of the workshop. The opportunity to share experiences with other NDEs
- It was a really good participative workshop
- It gave the opportunity to know the route to support
- The opportunity to meet the members of the CTCN consortium
- > The methodology to facilitate the information
- The opportunity to know about the experiences of other existing NDE that have already submitted requests to the CTCN
- > The cases presented clearly represented the reality of Latin American Countries





- > The training was really creative and dynamic, especially the exercises.
- > The level of the organization
- > The group exercises were important to have an idea of the problems we usually face and how to confront the negotiation
- ➤ The members of the consortium were really accessible to answered all the doubts.

Question 22: What specifically did you like least?

- In some cases there was some insecurity and contradiction about the services and scope of the CTCN. Even though this may be because the CTCN is in a very initial process, this confuses the participants.
- Lack of enough time to rest and reflect about all the new concepts. It was too intensive.
- > Insufficient time to share informal moments
- > A lot of information in a short time
- > The time for general discussions was not enough
- The facilities for the training were not the most appropriate
- > Some of the answers were given only in English
- Some of the presentations were very long and straight without time for relax
- > The last day everyone was too tired because the sessions were too long
- > Too many group exercises

Question 23: What would you recommend be improved for NDE workshops in other parts of the world?

- More coordination in answering the questions, especially with regard to the CTCN services
- > One additional day in order to make it more relaxed. It would be good to have more time to reflect
- > To use real experiences from other regions
- > To receive the information in advance
- > To have an agenda more "friendly", no so intensive.
- Present and make a complete example for a request for a real case
- > To reduce the length of the sessions
- > Better management of the time for expositions
- Another day to do more group exercises
- Only one group exercise

Question 24: What would you recommend be the topics of a future NDE workshop in Latin America?

- > To have a broader perspective on the topic of integrated approaches and co-benefits. This aspect clearly exceeds the gender issue
- > To use real cases for the group exercises
- To include the recommendations made by the participants
- More information about the consortium members
- How to manage national networks
- How to select and prioritize requests
- Working with the KMS online and provide more information on this service
- > To include discussion on ethics of climate change
- > Evaluation of the requests
- > Evaluation of the impact of the CTCN requests
- How to enhance stakeholder's engagement





- > To include some presentations from representatives from the countries
- New approaches on technology innovation
- > Financing sources
- UNFCCC negotiations on technology
- Prioritization criteria for request at national level
- How should the NDE develop the monitoring and evaluation of the requests and its impacts
- More clarity on what the CTCN can and cannot provide

Question 25: What are the things that you will do differently based on what you learned by participating in the training workshop?

- Better management of expectations
- How to do the projects prioritization
- Creation of national networks
- > Conform a technical equipment
- Communicate the authorities and partners about the role and relevance of the CTCN
- Improve the organization of the NDE
- Form a committee to evaluate request submitted at national level
- Improve the NDE capacity to present CTCN request
- > Improve the process for stakeholders consultation
- More emphasis in the elaboration of indicators to evaluate the performance of the requests
- ➤ I have more information to facilitate the internal procedures of the NDE
- Increase the relevance of the technology aspect of climate change
- Motivate the elaboration of a national workshop in the country in order to communicate about the CTCN
- To recommend the immediate nomination of the NDE in my country





Annex 3: Agenda of the training workshop

Día 1: Introducción	Expositores
 9.00 – 10.30 Sesión 1 - Apertura [1 hora y 30 minutos] Discurso de bienvenida a cargo del Gobierno de Perú [5 min] Discurso de bienvenida a cargo de Fundación Bariloche [5 min] Discurso de bienvenida a cargo de CATIE [5 min] Discurso de bienvenida a cargo de UNIDO [5 min] Video con presentación de bienvenida de parte del Director del CRTC, Jukka Uosukainen [5 min] Discurso de bienvenida y presentación de los objetivos del taller a cargo de UNEP [10 min] Presentación de los participantes [45 min] Los participantes tendrán 5 minutos para conversar con un compañero. Luego deberán presentar a su compañero al resto de los asistentes en 1 minuto, resaltando un rasgo interesante o algún hecho relevante de la vida de la persona. 	Gabriel Quijandría, MINAM Daniel Bouille, Fundación Bariloche Bastiaan Louman CATIE Bettina Schreck, UNIDO Jason Spensley,
	UNEP
0.30- 10.45 Pausa para café 10.45 - 11.15 Sesión 1 - Apertura (continuación) [30 minutos]	
 Ejercicio 1 [10 min] – ejercicio individual: preguntas sobre el CRTC Preguntas sobre la lectura de documentos que serán distribuidos antes de la reunión (cuestionario con múltiples respuestas para cada pregunta). Ejercicio 2 [10 min] – ejercicio individual: Opiniones sobre los roles y responsabilidades de las ENDs. Los participantes escribirán 2-3 declaraciones de sus impresiones, comprensión, ejemplos, y expectativas respecto de los roles y responsabilidades de las ENDs. Los mismos serán escritos en notas adhesivas y publicados en los rotafolios. Ejercicio 3 [10 min] – ejercicio individual: Opiniones sobre los servicios del CRTC Los participantes escribirán 2-3 declaraciones de sus impresiones, comprensión, ejemplos, y expectativas respecto de los servicios que puede proveer el CRTC. Los mismos serán escritos en notas adhesivas y publicados en los rotafolios. 	Bettina Schreck, UNIDO Jason Spensley, UNEP
 11.15 – 12.00 Sesión 2 - El CRTC [45 minutos] Presentación y actualización del CRTC (Historia del CRTC, Estado del CRTC, El Centro, La Red) [20 min] Discusión [25 min] 	Jason Spensley, UNEP





 12.00 -13.00 Sesión 3 – Los servicios del CRTC [1 hora] Presentación de los servicios del CRTC [30 min] Ejercicio 4 [30 min] – ejercicio grupal y discusión Se clasificarán y agruparán las notas adhesivas del ejercicio 3 de acuerdo a si corresponden a: "Servicio del CRTC" o "No Servicio del CRTC" 	Bettina Schreck, UNIDO
13.00 – 14.00 Almuerzo	
 14.00 – 15.30 Sesión 4: Las Entidades Nacionales Designadas (ENDs) [1 hora y 30 min] Presentación de los Roles y Responsabilidades de las ENDs (con énfasis en la idea de los "líderes nacionales en tecnología climática") [20min] 	Jason Spensley, UNEP Iris Jimenez, INECC,
 Discusión [20 min] Presentaciones de las ENDs respecto a su creación y mantenimiento [30 min] 	(END de México)
 Presentación de México Presentación de Chile Discusión [20 min] 	James Robinson, CPL (END de Chile)
15.30 – 16.00 Pausa para café	
 16.00 – 17.00 Sesión 4 (continuación): Las Entidades Nacionales Designadas (ENDs) [1 hora] Ejercicio 5 [30 min] – ejercicio individual: El rol de una END Q1. ¿Qué le emociona respecto a su rol como END? (listar al menos tres puntos) Q2. ¿Qué es lo que se requiere para un buen funcionamiento en su rol? Trabajo interactivo – se escriben las respuestas, en una palabra, en una pizarra en la parte delantera de la habitación (centrándose en los beneficios específicos a la END) Ejercicio 6 [30 min] – ejercicio individual: Potenciales solicitudes Q3. Recordando el alcance de los servicios del CRTC (Sesión 3), ejemplos de solicitudes que los países han enviado o quisieran enviar al CRTC que podrían colaborar en la remoción de las barreras relacionadas con las tecnologías de mitigación o adaptación (se escriben en notas adhesivas y se 	Daniel Bouille, Fundación Bariloche
 17.00 – 17.45 Sesión 5: El Sistema de Gestión del Conocimiento (SGC) del CRTC [1 hora] Presentación del SGC y sus principales características (Recursos sobre Adaptación y Mitigación, Centro de Asistencia Técnica, Centro de construcción de capacidades) [20 min] Ejercicio 7 [25 min] – Ejercicio grupal: Navegando en el KMS e-library Los participantes harán una prueba de navegación para explorar y buscar recursos específicos en el sitio web ficticio del KMS (ctcn.openei.org) 	Roberto Borjabad, UNEP
17.45 – 18.00 Discusión y resumen del día 1	Bastiaan Louman, CATIE
19.00 – 20.00 Brindis de recepción	





Día 2: Alineación entre las actividades del CRTC y los planes y políticas nacionales, la participación de los actores sociales, construcción y mantenimiento de redes a nivel nacional	Expositores
 9.00 – 9.45 Sesión 6 - La integración de las cuestiones de género en las actividades del CRTC [45 minutos] Descripción general de los enfoques utilizados para incorporar las cuestiones de género [20 min] Discusión [25 min] 	Bastiaan Louman, CATIE
 9.45 – 10.30 Sesión 7 – Relación entre las actividades del CRTC y las prioridades nacionales y los mecanismos de la Convención [45 minutes] Descripción general de los enfoques utilizados para asegurar que las ENDs y las actividades del CRTC en el país estén alineadas con los objetivos de desarrollo nacionales (resaltando los co-beneficios tales como la reducción de la pobreza, etc)[20 min] Discusión [25 min] 	Daniel Bouille, Fundación Bariloche
10.30 – 10.45 Pausa para café	
 10.45 – 11.30 Sesión 8 - Relación entre las actividades del CRTC y las prioridades nacionales y los mecanismos de la Convención (continuación) [45 minutes] Descripción general de los enfoques utilizados para asegurar que las ENDs y las actividades del CRTC en el país estén alineadas con las estrategias y prioridades nacionales de cambio climático y en coordinación con otros mecanismos de la Convención [20 min] Discusión [25 min] 	Asher Lessels, UNFCCC
 11.30 – 12.15 Sesión 9 - Creación y mantenimiento de redes a nivel nacional [45 minutos] Descripción general de los enfoques utilizados para establecer y mantener redes [20 min] Discusión [25 min] 	Marcos Allegre, CER
12.15 – 13.30 Almuerzo	
 13.30 – 14.30 Sesión 10 – Involucramiento de los actores sociales en las consultas nacionales [1 hora] Visión general de la participación/involucramiento de los interesados en las consultas nacionales: importancia, herramientas y métodos y resultados esperados [30 min] Discusión [30 min]. 	María Paz Cigarán- Libelula





 14.30 – 16.00 Sesión 10 (Continuación) – Involucramiento de los actores sociales en las consultas nacionales (continuación) [1 hora y 30 minutos] Introducción al ejercicio grupal [30 min] Ejercicio 8: Ejercicio grupal sobre el Involucramiento de los actores sociales en las consultas nacionales [1 hora] Juego de roles – Se divide a los participantes en equipos/grupos y se le otorga un rol como partes interesada a cada miembro dentro de un equipo. Se discutirá un proyecto de biomasa para la generación de energía dentro de su región / país. El "gobernador" llama a realizar una consulta de partes interesadas y solicita la opinión de cada parte. Se dará una agenda secreta a cada actor para que ellos traten de promoverla durante una segunda ronda de consultas con los interesados. Los grupos tratarán de salir con un acuerdo en el que todos los actores sociales o partes interesadas se encuentren satisfechos. Los resultados serán presentados a todos los participantes. 	A designar
16.00 – 16:15 - Pausa para café	
 16.15 – 17.30 Sesión 10 – Involucramiento de los actores sociales en las consultas nacionales (continuación) [1 hora y 30 minutos] Ejercicio 8 continuación [1 hora] Reporte y feedback de los grupos [30 min] 	
17-30 – 18.00 Discusión y resumen del día 2	Jorge Rogat, UNEF
19:30 – Cena de camaradería en el Restaurante La Damajuana	

9.00 – 10.40 Sesión 11 - Manual para las ENDs [1 hora 40 minutos]	
 Presentación 1: Presentación sobre el proceso y los pasos para la elaboración de la solicitud, las etapas de la respuesta (generación y envío de solicitudes; criterios de priorización) [20 min] 	
 Discusión [20 min] Ejercicio 9 [1 hora] – ejercicio grupal: Completar el formulario de solicitud Se dividen los participantes en grupos y se les entregará una descripción para dos solicitudes teóricas diferentes y se le pedirá que completen el formulario de solicitud al CRTC. Al final del ejercicio se les entregará el formulario de solicitud completo para que puedan comparar. 	Bettina Schreck UNIDO
10.40 – 11.00 Pausa para café	





 12.00 – 12.40 Sesión 11 (continuación) - Manual para las ENDs [40 minutos] Presentación 2: Presentación sobre el proceso y los pasos de la solicitud y respuesta (Procesamiento de las solicitudes por parte del CRTC; Respuesta e implementación) [20 min] Discusión [20 min] 	Jason Spensley, UNEP
12.40 – 14.00 Almuerzo	
 14.00 – 16.00 Sesión 11 (continuación) - Manual para las ENDs [2 hours] Ejercicio 10 [1 hora] – ejercicio grupal 3: Generación de la Solicitud Juegos de roles - Los participantes se dividirán en grupos, los especialistas eligen una oración de las solicitudes (del Q3 de la Sesión 4) por grupo y desempeñan el rol del actor que "presenta la solicitud" a la END para pedir apoyo (¿qué puede hacer usted como END y que apoyo se puede brindar?) [se necesita 1 especialista en el grupo de END] Presentación 3: Monitoreo & Evaluación del CRTC [20 min] Discusión [10 min] Ejercicio 11 [30 min] - ejercicio grupal : Reporte en la transferencia de tecnología climática Sobre la base de las mismas solicitudes utilizadas en el Ejercicio 3 (sesión anterior), los grupos discuten los pasos para el seguimiento y las acciones para la asistencia de parte del CRTC, y como se informarán el progreso y los impactos de la transferencia de tecnología en el país al CRTC. 	Bettina Schreck, UNIDO
16.00 – 16.30 Pausa para café	
 16.30 - 17.30 Sesión 12: Discusión Final sobre las necesidades de las ENDs [1 hora] Discusión Final (en base a preguntas guía) y cierre 	Jason Spensley, UNEP



