

## INTRODUCTION

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### Overview

The information collected through this questionnaire will help define the state of transparency systems in your country and identify the corresponding gaps and needs.

Transparency is a term used in the Paris Agreement (article 13), which establishes an enhanced transparency framework for action and support. Transparency systems are the arrangements that allow countries to meet the clarity objective of the enhanced transparency framework.

The purpose of the enhanced transparency framework is to provide:

- a) Clarity on climate change action
- b) Clarity on support provided and received

Within this framework, Parties to the UNFCCC are to regularly provide information on:

- a) National greenhouse gas inventory
- b) Progress made in implementing and achieving Nationally Determined Contributions (NDCs)
- c) Climate change impacts and adaptation
- d) Financial, technology transfer, and capacity-building support needed and received

This questionnaire has 4 sections, covering the required areas of the enhanced transparency framework.

## SECTION 1 – NATIONAL GREENHOUSE GAS INVENTORY

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**This section asks about the arrangements for inventory activities, data collection activities, and methodologies used in the inventory.**

**PART A: Questions about the institution with overall responsibility for national GHG inventory.**

**1: Regarding the existence of an institution with overall responsibility for the preparation of the national GHG inventory, how do you describe the current situation?**

- There is an institution or entity that coordinates the planning and implementation of inventory
- No institution or entity exists to coordinate the planning and implementation of inventory
- Other. Please explain

**Please explain your choice of "Other"**

**2. Does the institution with overall responsibility for the preparation of the national GHG inventory have previous experience with coordinating and implementing national GHG inventory activities?**

- No previous experience
- Less than 1 year of experience
- 1 to 3 years of experience
- 4 to 5 years of experience
- More than 5 years of experience

**3. Does the institution with overall responsibility for the preparation of the national GHG inventory have authority or mandate to coordinate inventory activities?**

- There is no mandate
- There is a mandate under preparation
- The institution has an informal mandate that is partially followed
- The institution has an informal mandate that is followed by all
- The institution has a formal mandate
- Other. Please explain.

**Please explain your choice of "Other".**

**4. Are the inventory activities undertaken by the institution with overall responsibility for the preparation of GHG inventory integrated into national budgeting?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**5. Does the institution with overall responsibility for the preparation of GHG inventory have authority or mandate to engage with different stakeholders?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**PART B: Questions about the involvement of relevant stakeholders in the planning and implementation of GHG inventory activities.**

**6. Is the awareness about national GHG inventory activities among different stakeholder groups adequate?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**7. Are the stakeholders required to participate in the inventory activities identified?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**8. Are the roles and responsibilities of different stakeholders clearly defined?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**9. Are different ministries, government departments or agencies, regularly engaged throughout the national inventory cycle?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**10. Are sub-national governments regularly engaged throughout the national inventory cycle?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

Please explain your choice of "Other".

**11. Is the private sector regularly engaged throughout the national inventory cycle?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

Please explain your choice of "Other".

**12. Are public companies regularly engaged throughout the national inventory cycle?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

Please explain your choice of "Other".

**13. Are civil society organizations (associations and NGOs) regularly engaged throughout the national inventory cycle?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

Please explain your choice of "Other".

**14. Is academia (universities and research institutions) regularly engaged throughout the national inventory cycle?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**PART C: Questions about the availability of datasets or indicators required to estimate GHG emissions for different sectors.**

**15. Are the key datasets or indicators required for national GHG inventory identified?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**16. Do templates or guidelines for data collection and reporting at sectoral level exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**17. What obstacles exist, if any, to data collection? Select all that apply.**

- There are no obstacles
- Data is available, but has a cost
- Data is catalogued as sensitive by data owners
- Submission of data is non-compulsory
- Other. Please explain.

**Please explain your choice of "Other".**

**18. Is data collection for GHG inventory done on a voluntary basis?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**19. Are there any formal agreements in place for collaboration in data collection from different sectors?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**20. Which formal agreements for collaboration in data collection are in place? Select all that apply.**

- Agreements with other public institutions
- Agreements with private sector
- Agreements with academia or research centres
- Agreements with civil society organizations (associations and NGOs)
- Agreements with others. Please explain.
- Not applicable

**Please explain your choice of "Other".**

**21. Is the management of inventory data done with IPCC software and spreadsheets?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**22. Does a web-based system for management of inventory data exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**23. Does a strategy for data management exist, including regular updates, backup, and archive routines?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**



**24. Do policies for data handling exist, for example regarding data confidentiality and privacy?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**25. Does a national GHG registry for collecting emissions data from regulated facilities exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**26. Are the results of national GHG inventory publicly available?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**PART D: Questions about methodologies that are used in the GHG inventory activities.**

**27. Which IPCC guidelines are currently applied to the inventory process?**

- Revised 1996 IPCC guidelines
- 2006 IPCC guidelines
- Combination of 1996 IPCC guidelines and 2006 IPCC guidelines
- Other. Please explain.

**Please explain your choice of "Other".**

**28. If the inventory is still applying the revised 1996 IPCC guidelines, when is the country planning to use the most recent guidelines?**

**29. Does a need for developing country-specific emission factors or national indicators exist?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**30. In which sectors is there a need for specific emission factors or national indicators? Select all that apply**

- Energy
- Industrial processes and product use
- Agriculture
- Land use, land use change, and forestry
- Waste
- Other. Please explain.

**Please explain your choice of "Other".**

**31. For which gasses is there a need for developing specific emission factors or national indicators? Select all that apply.**

- CO<sub>2</sub>
- CH<sub>4</sub>
- N<sub>2</sub>O
- PFC
- HFC
- SF<sub>6</sub>
- NF<sub>3</sub>
- Other. Please explain.

**Please explain your choice of "Other".**

**32. For the next inventory, is the country considering to report chemical compounds apart from those listed in the previous question?**

- No
- Yes

**If yes, please specify which chemical compounds.**

**PART E. Questions about quality assurance and quality control procedures.**

**33. Do the methods of data collection follow established IPCC guidelines and protocols?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**34. Does a quality assurance and quality control plan exist, outlining the activities to be done and the responsibilities for doing them?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**35. Are quality control and assurance procedures documented through checklists or other means?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**36. Are quality control and assurance procedures done at the sectorial level?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**37. Does a plan for continuous improvement of the inventory exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**38. Is the inventory reviewed by an independent external institution or by independent experts?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**39. Regarding the principle of transparency, is the country considering to prepare a national inventory report alongside the National Communication (NC) or Biennial Update Report (BUR)? Select all that apply.**

- No
- Yes, as part of the next NC or BUR cycle
- Already presented as part of NC2 cycle
- Already presented as part of NC3 cycle
- Already presented as part of NC4 cycle
- Already presented as part of BUR1 cycle
- Already presented as part of BUR2 cycle

**40. Regarding the principle of accuracy, is the analysis of uncertainty included in the inventory?**

- No
- Yes

**41. Regarding the principle of completeness, which gasses does the inventory report include? Select all that apply.**

- CO<sub>2</sub>
- CH<sub>4</sub>
- N<sub>2</sub>O
- PFC
- HFC
- SF<sub>6</sub>
- NF<sub>3</sub>
- Other. Please explain.

**Please explain your choice of "Other".**

**42. Regarding the principle of comparability, does the country include the reference and sectorial approach for CO<sub>2</sub> emission and fuel combustion?**

- No
- Yes

**43. Does the national GHG inventory have any special features that are contributing to the TACCC (transparency, accuracy, completeness, comparability, and consistency) principles?**

- No
- Yes

**If yes, please specify the special features.**

## SECTION 2 – PROGRESS MADE IN IMPLEMENTING AND ACHIEVING NATIONALLY DETERMINED CONTRIBUTIONS (NDCS)

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**This section asks about the arrangements, data collection, methods, and capacity available for monitoring the progress made in implementing and achieving NDCs**

### PART A: Questions about the institutional arrangements for implementing the NDC.

**1. Does an NDC implementation plan exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**2. Has a coordination team for NDC implementation been nominated?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**3. Are the roles and responsibilities of the coordination team for the NDC implementation defined?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**4. Is the NDC implementation process owned by line ministries?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**5. Do legal frameworks for supporting the implementation of NDC exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**6. Does a pipeline of projects that implement mitigation actions in line with the NDC exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**7. Is the NDC implementation embedded in the process to implement a national development strategy?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**PART B: Questions about data collection in relation with the implementation of the NDC.**

**8. Do indicators for mitigation actions, their baselines and targets, exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**9. Do templates for compilation of data on indicators for mitigation actions exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**10. Do timelines for compilation of data on indicators for mitigation actions exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**11. How regularly is data on indicators for mitigation actions collected?**

- Never
- With less than one year intervals
- With one year intervals
- With two year intervals
- With more than two year intervals
- Other. Please explain.

**Please explain your choice of "Other".**



**12. Does a web-based information system for managing the data on indicators for mitigation actions exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**PART C: Questions about the procedures used for monitoring the progress made in implementing NDCs**

**13. Are the NDC goals translated into policies that can be budgeted?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**14. Does a process for ensuring coordination of methods to monitor individual mitigation actions within a sector exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**15. Are quality control and quality assurance procedures for monitoring different mitigation actions applied?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**16. Has a prioritization of mitigation actions for key sectors been conducted?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**17 Do emission scenarios for key sectors exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**18. Have methods for quantification of direct and indirect effects of mitigation actions been established?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**19. Have metrics to capture non-GHG co-benefits (e.g. health, job creation) been developed?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**20. Have new mitigation actions been identified in the country, after submission of the NDC?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

## SECTION 3 – CLIMATE CHANGE IMPACTS AND ADAPTATION

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**This section asks about the arrangements, procedures, and capacity available to meet the requirements of periodically submitting an adaptation communication.**

**PART A: Questions about the institutional arrangements for the implementation of activities related to adaptation and vulnerability assessment.**

**1. Does the country have a national adaptation plan?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**2. Does an institutional framework to facilitate decision-making concerning adaption actions exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**3. Do systems to monitor expenditure and finance flows for adaptation exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**4. Do legal frameworks for supporting the implementation of a national adaptation plan exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**5. Is the awareness about climate change adaptation among different ministries, government agencies or departments adequate?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**6. Is the understanding of vulnerability to climate change in different sectors adequate?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**7. Is technical expertise to collect and manage data relevant for the monitoring of adaptation actions adequate?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**8. Is there a need for education or training to build technical know-how on planning and implementation of adaptation actions?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**PART B: Questions about data collection and procedures used for vulnerability assessment and monitoring of adaptation actions.**

**9. Has a database of projects that implement adaptation actions been set up?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**10. If a database of projects that implement adaptation actions exist, what is its level of detail? Select all that apply.**

- Sectorial level
- Sub-national level
- National level
- Other. Please explain.

**Please explain your choice of "Other".**

**11. Are sub-national adaptation actions identified and compiled at the national level?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**12. Have the indicators for collecting data to monitor adaptation actions been established?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**13. Do templates for compilation of data on indicators for adaptation actions exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**14. Have timelines for compilation of data on indicators for adaptation actions been defined?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**15. Does a strategy for data management, including backup and archive routines, exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**PART C: Questions about the methodologies available for planning and monitoring adaptation actions.**

**16. Does an information system with data of past, current, or projected climate variables (temperature, rainfall) exist in the country?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**



**17. What is the format of the information system (refer to previous question)?**

- On paper
- Excel or spreadsheet
- Database application
- Web platform
- Other. Please explain.

**Please explain your choice of "Other".**

**18. Have vulnerability indices and maps been developed?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**19. Have adaptation and vulnerability assessment models for different sectors been developed?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**20. Has an analysis of cost-effectiveness of adaptation actions been conducted?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**21. Has an analysis of cost-benefit of adaptation actions been conducted?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

## SECTION 4 – FINANCIAL, TECHNOLOGY TRANSFER, AND CAPACITY-BUILDING SUPPORT NEEDED AND RECEIVED

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**This section asks about the arrangements and procedures in place for obtaining and reporting information on support needed and received.**

**PART A: Questions about the institutional arrangements for implementing the activities leading to the reporting of support needed and received.**

**1. Does an institution or entity that coordinates the implementation of activities leading to the report of support needed and received exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**2. Are the stakeholders required to participate in the activities identified?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**3. Are the roles and responsibilities of different stakeholders clearly defined?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**4. Is the awareness of different stakeholders about reporting support needed and received adequate?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**5. Are the staff members at the different stakeholder organizations sufficient to carry out the activities?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**PART B: Questions about the procedures leading to the reporting of support NEEDED.**

**6. Are the procedures for identification of support needed established?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**7. Are templates, with common definitions and approaches, used for data collection and reporting?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**8. Are quality assurance and quality control procedures for the reporting of support needed applied?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**9. Is data from different stakeholders collected regularly?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**10. Does an information system for management of information on support needed exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**11. Does a strategy for management of information on support needed, including backup and archive routines, exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**12. Is there a need for optimization of procedures to report support needed?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**

**PART C: Questions about the procedures leading to the reporting of support RECEIVED.**

**13. Are the procedures for identification of support received established?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**14. Are templates for collection and reporting of information about support received applied?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**15. Are quality assurance and quality control procedures for reporting of support received applied?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**16. Is data from different stakeholders collected regularly?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**17. Does an information system for management of information on support received exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**18. Does a strategy for management of information on support received, including backup and archive routines, exist?**

- No
- In planning
- Partially implemented
- Yes
- Other. Please explain.

**Please explain your choice of "Other".**

**19. Is there a need for optimization of procedures to report support received?**

- Not at all
- To a small extent
- To some extent
- To a moderate extent
- To a great extent
- Other. Please explain.

**Please explain your choice of "Other".**