



# Partnership on Transparency in the Paris Agreement



## Report on the PATPA Anglophone Africa Regional Group Workshop on

### *“Adaptation Reporting through the Biennial Transparency Report (BTR)”*

22<sup>nd</sup> – 24<sup>th</sup> of February 2022,  
virtual via MS Teams





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# 1 Overview

## 1.1 Purpose of the event

The workshop provided a platform for attendees to understand the process and information required to report on adaptation through the Biennial Transparency Report (BTR). The main sections of the BTR require countries to report on (i) their national circumstances, vulnerabilities, and risks, (ii) their adaptation goals and actions, (iii) their progress on implementing adaptation and monitoring and evaluation processes in place. Through peer-to-peer exchange on countries' experiences in developing these components, including challenges and context-specific solutions, participants developed a better understanding of the processes that they can follow ahead of submitting their own BTR.

The objectives were as follows:

1. Go deeper into the different **adaptation planning and reporting “vehicles”** (NAP<sup>1</sup>, ADCOM<sup>2</sup>, NDC<sup>3</sup>, NC<sup>4</sup>, BTR), how they can be combined, how they differ and how they feed into the BTR
2. Discuss **how to generate the information/data** which should be included in reports on adaptation which provide inputs to the BTR
3. **Exchange experiences** with regard to preparing, or having already prepared, your **adaptation communications**
4. Discuss how **information and data collection** for Monitoring and Evaluation (**M&E**) of adaptation can **feed into reporting purposes** under the BTR
5. Identify how to leverage existing reporting on adaptation to **feed into the BTR**

## 1.2 Delivery

The workshops took place over three days on February 22-23-24th, 2022. Each day comprised a series of presentations from partners and country representatives, open interviews with key country stakeholders and break-out groups among participants, moderated by country representatives.

The presentations and break out groups are respectively summarised in Sections 2 and 3 below.

# 2 Summary of presentations

## 2.1 Day 1

The first day provided an overview of all UNFCCC mechanisms for adaptation reporting and an introduction to reporting through the BTR.

Day 1 Agenda		
Opening remarks	Ms. Catarina Tarpo	PATPA Secretariat
Welcome speech	Mr. Maesela Kekana	Representative of PATPA founding members,

<sup>1</sup> National Adaptation Plan – NAP

<sup>2</sup> Adaptation Communication – ADCOM

<sup>3</sup> Nationally Determined Contribution – NDC

<sup>4</sup> National Communication – NC



		Department of Forestry, Fisheries, and the Environment, South Africa
Overview of UNFCCC mechanisms for adaptation reporting	Ms. Funanani Muremi	Department of Forestry, Fisheries, and the Environment, South Africa
Reporting to the UNFCCC through the BTR, in comparison to other reporting documents	Mr. Thomas W. Dale	UNEP DTU Partnership
Interview with country representatives followed by break-out groups with peer-to-peer discussions	Mr. Tlou Ramaru: NDC adaptation components as the ADCOM	Department of Forestry, Fisheries, and the Environment, South Africa
	Ms. Juliana Bempah: Conducting a standalone ADCOM	Climate Change Department, Environmental Protection Agency, Ghana
<b>Total participants day 1: 82</b>		

Throughout their presentations, speakers highlighted the following reporting mechanisms as **important** means to communicate adaptation progress to the UNFCCC and international forums, though adaptation reporting is **not compulsory**:

- Nationally Determined Contributions (NDC), to be submitted every 5 years
- National Communications (NC), to be submitted every 4 years. NC is a larger, more detailed report covering relevant topics to the convention
- Adaptation Communications (ADCOM), submitted as components or in conjunction with other reporting mechanisms. ADCOM is a flexible instrument that can be used in different ways depending on countries' needs
- Biennial Transparency Report (BTR), submitted every 2 years. BTR allows countries to submit information on adaptation regarding **vulnerability to climate change, goals, priorities, actions, results, challenges, barriers, gaps, and support needs**. BTR is a lighter and more frequent reporting process, contains the prefix "parties should" and "parties may" reflecting the voluntary nature of commitments.

Out of these channels, ADCOMs and BTRs are the main reporting documents, while others are more planning oriented. Differences and overlaps in the content of these documents is presented in Figure 1. These synergies can be used to reduce burden and duplication of efforts in the reporting process.



Figure 1 Overlap in the adaptation-relevant guidelines for reporting instruments<sup>5</sup>

Type of information	BTR	Nat. Com. (NAI)	Ad. Com
<b>National development, circumstances, and frameworks</b>			
Adaptation-related national circumstances	Green	Green	Green
<b>Assessment of impacts and vulnerability</b>			
Research on vulnerabilities and adaptation	Green	Green	Red
Observed and expected impacts, risks, trends and hazards	Green	Red	Green
Vulnerability to adverse effects of climate change	Green	Green	Green
<b>Loss and damage</b>			
Information on loss and damage	Green	Red	Red
<b>Planned adaptation efforts</b>			
Adaptation actions	Green	Green	Green
Adaptation actions and/or economic diversification plans and mitigation co-benefits	Green	Red	Green
Stakeholder involvement	Green	Red	Red
<b>Implementation and progress on adaptation efforts</b>			
Implementation of adaptation	Green	Green	Green
Steps to integrate climate change into development, policies and actions/related capacity building	Green	Green	Red
Gender-responsiveness; integration of gender, science; traditional, indigenous and/or local knowledge	Green	Red	Green
Effectiveness and sustainability of adaptation	Green	Red	Red
Barriers, challenges and gaps related to implementation	Green	Green	Green
<b>Monitoring and evaluation</b>			
Monitoring and evaluation	Green	Green	Green
<b>Needs and supports</b>			
Implementation/support needs of developing countries	Red	Red	Green
Assistance/support provided to developing countries	Red	Red	Green
How support meets adaptation needs	Green	Green	Red
<b>Other information</b>			
Cooperation, good practices and lessons learned	Green	Red	Green
Contribution of adaptation to international frameworks	Red	Red	Green
Any other information	Green	Red	Green

Information is requested in guidelines ■  
 Information is **not** requested in guidelines ■

Source: adapted from Adaptation Committee (2019)

Although not compulsory and despite potential redundancies with other documents, speakers highlighted that reporting on adaptation through the BTR is beneficial to the countries for the following reasons:

- Contribute to the collective pool of knowledge and good practices regarding adaptation action
- Facilitate the recognition of adaptation action by developing countries
- Furthering collective understanding of the status of adaptation action at the global and regional levels
- The BTR is more concise and explicit about the progress made

## 2.2 Day 2

The second day provided further information on the adaptation planning components of the BTR, including on gender-responsiveness in adaptation planning and reporting, and the adaptation-mitigation nexus.

Day 2 Agenda		
Opening remarks	Mr. Mkhuthazi Steleki	Representative of PATPA founding members, Department of Forestry,

<sup>5</sup> Figure 1 taken from Thomas W. Dale's (UNEP DTU Partnership) presentation on day 1. Original figure adapted by Thomas W. Dale from Adaptation Committee (2019).

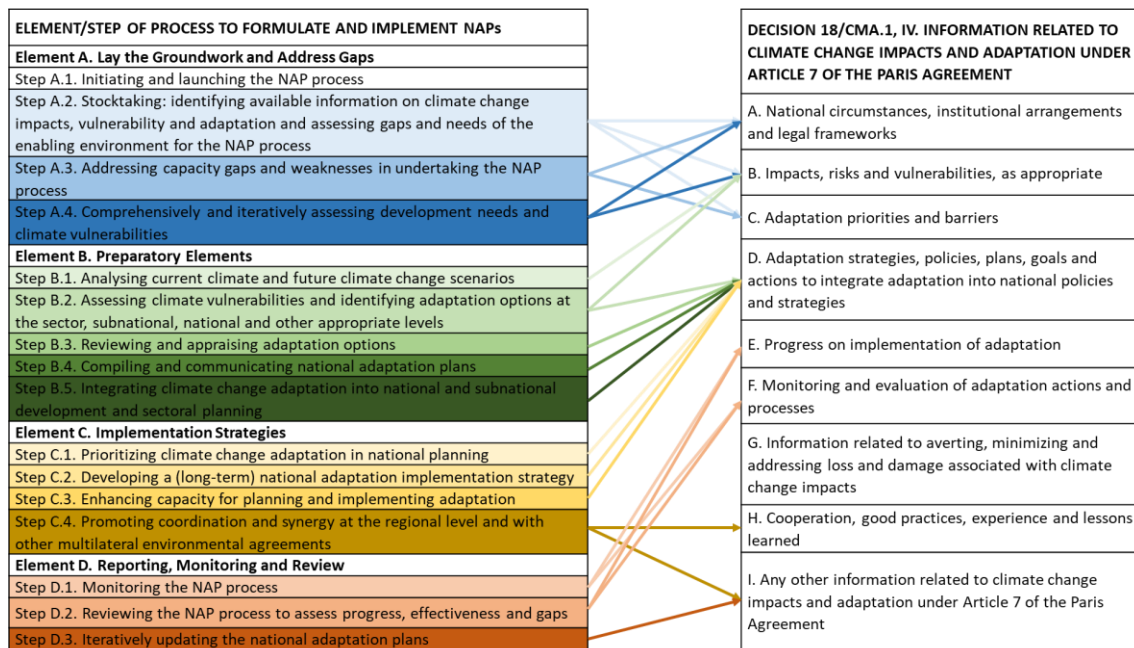


		Fisheries, and the Environment, South Africa
Adaptation planning components of the BTR: Criteria to ensure the quality of adaptation planning components which should be reported in the BTR	Mr. Motsomi Maletjane and Mr. Matti Goldberg	UNFCCC Secretariat
Gender-responsiveness in adaptation planning and reporting	Ms. Funanani Muremi	Adaptation Committee
Interview	Ms. Minky Groenewald	Climate Change Unit, Ministry of Tourism and Environmental Affairs, Eswatini
Break-out groups with peer-to-peer discussions	Mr. Reagan Chunga: Namibia ADCOM	Ministry of Environment, Forestry and Tourism, Namibia
	Ms. Minky Groenewald: Eswatini ADCOM	Climate Change Unit, Ministry of Tourism and Environmental Affairs, Eswatini
Adaptation-mitigation nexus	Ms. Clémence Moinier	Ricardo Energy & Environment
<b>Total participants day 2: 70</b>		

Several planning components from the BTR can be completed thanks to information found in a country's NAP, as highlighted in Figure 2 below.



Figure 2 Synergies between NAP and Adaptation-BTR<sup>6</sup>



Source: shared by UNFCCC Secretariat (2022)

When developing those components in the NAP and/or the BTR, speakers highlighted the following key considerations:

- The following criteria should be used to assess the adequacy and effectiveness of adaptation planning (UNEP, 2020 & 2021): **Comprehensiveness, inclusiveness, implementability, integration, monitoring and evaluation**
- Gender responsiveness should be **embedded** in all planning activities
- How this is conducted depends on the **resources, structures, and capacity already in place**
- **Adaptation-mitigation** nexus can be embedded in the reporting process by:
  - considering **co-benefits** and **trade-offs** of mitigation actions for adaptation and vice versa
  - **Aligning timelines** for planning of mitigation and adaptation **actions**
  - **Facilitate coordination** between mitigation and adaptation **stakeholders**
  - **Build sectoral capacity** on the adaptation-mitigation nexus through **knowledge sharing**

## 2.3 Day 3

The third day provided further information on the role of M&E in the BTR, how to develop adaptation M&E systems and lessons from ADCOM development.

Day 3 Agenda		
Opening remarks	Ms. Catarina Tarpo and Mr. Mkhuthazi Steleki	PATPA Secretariat and Representative of PATPA founding members,

<sup>6</sup> Figure 2 taken from Mr. Motsomi Maletjane's and Mr. Matti Goldberg's presentation on day 2.





		Department of Forestry, Fisheries, and the Environment, South Africa
Brief overview: M&E in the BTR and input to the Global stocktake	Ms. Clémence Moinier	Ricardo Energy & Environment
Lessons learned on ADCOM development	Mr. Maik Wings	Climate Policy Support Project, GIZ
Adaptation M&E for reporting in ADCOMS and in the BTR	Mr. Timo Leiter	Grantham Institute on Climate Change and the Environment, LSE
Interview	Mr. Lerenten Lelekoitien	Climate Change Directorate, Ministry of Environment and Forestry, Kenya
Moderated peer-to-peer discussion	Mr. Lerenten Lelekoitien	Climate Change Directorate, Ministry of Environment and Forestry, Kenya
Support available	Ms. Mijako Nierenkoether	PATPA Secretariat
Outlook on COP27 in Egypt and closing remarks	Mr. Mkhuthazi Steleki	Representative of PATPA founding members, Department of Forestry, Fisheries, and the Environment, South Africa, South Africa
Live demonstration of the <a href="#">Adaptation Communication Drafting Assistance Tool</a> (AdComm-Dat) and its requirements	Kristin Diederich	Climate Policy Support Project, GIZ
<b>Total participants day 3: 52</b>		

Regarding ADCOMS, it was highlighted that:

- The **first global stocktake** of progress on adaptation, mitigation, and means of implementation and support is occurring from 2021 to 2023 (every 5 years thereafter)
- **ADCOMs are not intended as a burden**, they can be as long or short as the country requires
- Countries should **take stock of existing adaptation plans and reports** before preparing information for the ADCOM
- ADCOM can be used as a means of **convening adaptation stakeholders** to collect information on progress
- Countries should leverage their processes on other reporting mechanisms





- There is the [Adaptation Communication Drafting Assistance Tool \(AdComm-DAT\) - AdComm-DAT](#)

Regarding adaptation monitoring and evaluation (M&E), speakers highlighted that:

- M&E reporting can help **keep responsible agencies accountable**
- Examples from **Kenya** and the **UK** show differences in the type of monitoring (i.e. progress in risk management, expected results VS achieved results, quality of plan, etc.)
- **Approaches will vary depending on the country's capacity**; however, lessons can be learnt from knowledge sharing
- **M&E systems can evolve while they are in use**. There is no need to wait for a fully developed technical and indicator-based system to start monitoring and evaluating progress. At the beginning, it is sufficient to ask stakeholders for an update on the adaptation activities agreed
- **Data collected for M&E does not have to be new**. Stakeholders can use data they are already collecting for other internal processes to report on their progress
- **M&E provides opportunities for improving delivery of activities**

### 3 Summary of peer-to-peer discussions

During break-out groups and Q&A sessions, the following key topics were discussed: reporting, data collection and management, stakeholder engagement, monitoring and evaluation, gender. These discussions are summarised in the sub-sections below.

#### 3.1 On reporting

- **All participating countries are reporting on adaptation planning through at least one of the following mechanisms:**
  - NDC
  - ADCOM
  - NC
- However, **most countries do not feel ready to develop their BTR** due to a lack of capacity
- Countries must **identify synergies** between reporting requirements and **align these with national institutional structures to maximise resources**, this will support countries in decision making on which reporting mechanisms to pursue
- All participating countries understand the importance of **reporting for the purpose of communication** to international organisations and to challenge the international agenda to support further adaptation efforts in developing countries who bear the consequences of global climate change
- There are significant **capacity deficits** pertaining to technology, knowledge, finance, institutions, and governance
- To gain international support for capacity building, countries must **communicate adaptation needs** through the reporting mechanisms. More importantly, they must **quantify these needs against existing support** to demonstrate gaps; however, quantification requires technology, knowledge, and resources that most partner countries do not possess



## 3.2 On data collection and management

- **Data collection and management is a key issue for all countries** in terms of availability, quality, analysis, and storage
- **Inconsistency of data** between the levels of government and society create further inconsistency during data gathering resulting in **data gaps**
- Two countries provided solutions on overcoming issues:
  - **South Africa:** Developed a National Climate Change Information System which institutionalised the collection of data specifically for the use of reporting, linked to national and regional level governance institutions
  - **Namibia:** Developing a memorandum to formalise the relationship between the National Statistics Office and departments responsible for climate reporting, which includes stipulation of what data should be collected, who has access to this raw data, how it is used and the level of public access
- **Most participating countries are using a sectoral approach to complete their reporting which has highlighted data transfer issues.** This resulted from a lack of engagement from stakeholders due to limited understanding of the purpose of data collection, its importance, and the need to apply resources.

## 3.3 On stakeholder engagement

- Many country representatives reported that a **lack of stakeholder buy-in** from private sector and community groups had stagnated information transfer
- There is a need to **emphasise the reasons for and importance of reporting** to these groups as it pertains to communicating needs to international actors
- Many country representatives indicated difficulty in engaging with stakeholders at the local and community levels, leading to barriers to implementation

## 3.4 On monitoring and evaluation

- **M&E of adaptation plans is the most challenging aspect** for most countries
- While there was wide recognition that the process ensures accountability and transparency, and is essential for progress, participants reported a **lack of knowledge and capacity**
- Many countries feel they are **lacking expertise to develop M&E systems**
- Many countries feel they **do not possess the financial resources** to pursue M&E
- It was acknowledged that M&E is **best integrated into adaptation planning processes from their inception**; however, as most countries have already completed or are in the late stages of development, they **feel it is too late to pursue without additional technical and financial support**

## 3.5 On gender

- All participating countries are **committed to mainstreaming gender responsiveness** across their adaptation activities
- Multiple approaches were discussed:
  - **Bottom-up** community driven gender inclusivity and support
  - **Institutionalising gender responsiveness** by setting up task force groups
  - Securing consultancy support from a **gender expert** who ensures all plans and implementation activities has considered gender



- **Malawi** have developed a **women’s network** to ensure gender responsiveness is included in the implementation cycle

## 4 List of participants and evaluation

Over the three consecutive workshop days, **111 attendees** participated in the virtual setting. Out of the 111 attendees, **87 were country representatives from 28 countries** and **24 were participants from 10 international organisations** (excl. PATPA Secretariat & facilitators).

The participants **evaluated** the workshop on average with **4.74 points out of 5 points**, 5 points meaning strongly agreeing that the sessions were useful to the participant. **36% of the participants were female**.

Country representatives and representatives of international organisations				
Title	Given name	Family name	Country	Institution/Organisation
Ms.	Denise	Davou	Benin	MCVDD et MS
Ms.	Dorcias	Masisi	Botswana	Meteorological Services
Ms.	Kulthoum	Omari-Motsumi	Botswana	Independent
Mr.	Douglas	Machacha	Botswana	AGRI-CACTUS PTY LTD
Mr.	Maikutlo	Mokakapadi	Botswana	Department of Meteorological Services
Mr.	Amahnui George	Amenchwi	Cameroon	University of Buea
Ms.	Khetsiwe	Khumalo	Eswatini	Ministry of Tourism and Environmental Affairs
Mr.	Nqobizwe	Dlamini	Eswatini	Ministry of Tourism and Environmental Affairs
Mr.	Sizwe	Mabaso	Eswatini	University of Eswatini
Ms.	Yeshiwork Assefa	Ejigu	Ethiopia	Environment Protection Authority
Mr.	Benti Firdissa	Dugassa	Ethiopia	Environment Protection Authority
Mr.	Meselu Mamo	Yinesu	Ethiopia	Environment Protection Authority
Mr.	Oumer	Amare Abederu	Ethiopia	Environment Protection Authority
Mr.	Yoseph	Melka	Ethiopia	Environment, Forest and Climate Change Commission
Ms.	Dominique	Biloghe	Gabon	University Omar Bongo
Ms.	Herllyca Charleine	Mapenda	Gabon	
Ms.	Maggy Linda	Bourdettes	Gabon	
Mr.	Madhy	Poba	Gabon	
Mr.	Kebba Ngumbo	Sima	Gambia	Ecosystem-based Adaptation Project (EbA Gambia)



Ms.	Nikola	Zug	Germany	Zukunft – Umwelt – Gesellschaft (ZUG) gGmbH
Mr.	Jeremy	Schlickerieder	Germany	German Federal Foreign Office
Ms.	Edwina	Quist	Ghana	Ministry of Food and Agriculture
Mr.	Amoah	Richmond Konadu	Ghana	Ministry of Food and Agriculture
Mr.	Richard	Owusu	Ghana	Ministry of Food and Agriculture
Mr.	Lerenten Thomas	Lelekoitien	Kenya	Ministry of Environment and Forestry
Mr.	Kimoro	Bernard	Kenya	State Department for Livestock, MOALFC
Mr.	James	Thonjo Maina	Kenya	Ministry of Environment and Forestry
Mr.	Nobert	Nyandire	Kenya	Sustainable Environmental Development Watch (Suswatch Kenya)
Mr.	Victor	Orindi	Kenya	Adaptation Consortium
Mr.	Fredrick	Ouma	Kenya	Transparency International Kenya
Mr.	Lekhoaa	Letsatsi	Lesotho	Lesotho Meteorological Services
Ms.	Isaac Nyaneyon	Kannah	Liberia	Forestry Development Authority
Ms.	Vannah	Johnson Gbaye	Liberia	University of Liberia
Ms.	Molley	Paasewe	Liberia	Environmental Protection Agency
Mr.	Arthur R.M.	Becker	Liberia	Environmental Protection Agency
Ms.	Roberta	Makoko	Malawi	Environmental Affairs Department
Ms.	Hannah	Siame	Malawi	Environmental Affairs Department
Ms.	Chikondi	Chabvuta	Malawi	CARE
Mr.	Geoffrey	Chavula	Malawi	University of Malawi - The Polytechnic, now Malawi University of Business and Applied Sciences (MUBAS)
Mr.	Yamikani	Idriss	Malawi	Environmental Affairs Department
Mr.	Clifford	Mkanthama	Malawi	Malawi Climate Transparency Framework Project (MCTFP)
Mr.	Golivati	Gomani	Malawi	Environmental Affairs Department
Mr.	Christopher	Manda	Malawi	Environmental Affairs Department
Mr.	Wilfred	Kadewa	Malawi	Malawi University of Science and Technology
Mr.	Patrick	Mkwapatira	Malawi	Environmental Affairs Department
Mr.	Diallo	Alassane	Mali	DNEF/SIFOR
Ms.	Anita	Kawol	Mauritius	Ministry of Environment, Solid Waste Management and Climate Change
Ms.	Vimla	Kanhye	Mauritius	Ministry of Environment, Solid Waste Management and Climate Change



Mr.	Rayd	Moniaruch	Mauritius	Ministry of Environment, Solid Waste Management and Climate Change
Ms.	Marilia	Manjate	Mozambique	Ministry of Land and Environment
Mr.	Quenhe	Claudio	Mozambique	Ministry of Land and Environment - National Directorate of Climate Change
Mr.	Johannes	Munango	Namibia	Ministry of Environment, Forestry and Tourism
Mr.	Reagan	Chunga	Namibia	Ministry of Environment, Forestry and Tourism
Mr.	Daoura	Neino	Niger	CONCIL ENVIRONNEMENT NATIONAL ET DÉVELOPPEMENT
Ms.	Bawa-Bwari	Halima	Nigeria	Department of Climate Change, Federal Ministry of Environment
Mr.	Isiaka Tolani	Ishola	Nigeria	Federal Ministry of Environment
Ms.	Ahmed	Randa	not applicable	UNOPS/ICAT
Ms.	Matiwane	Sihle	not applicable	SouthSouthNorth
Ms.	illari	Aragon	not applicable	IIED
Ms.	Elisa	Distefano	not applicable	FAO
Ms.	Ina	Lambert	not applicable	UNFCCC Secretariat
Ms.	Susanne	Konrad	not applicable	UNEP CCC
Ms.	Sousan	Torabiparizi	not applicable	FAO-UNFCCC
Ms.	Yara	Hazzory	not applicable	FAO
Ms.	Fernanda	Alcobe	not applicable	IIED
Ms.	Monnapula	Mookho	not applicable	Zutari, South Africa
Ms.	Ruth Nyamasage	Moraa	not applicable	GIZ Kenya
Mr.	Alan	Ichilevici de Oliveira	not applicable	UNOPS/ICAT
Mr.	Siveun	Nhak	not applicable	FAO Cambodia
Mr.	Nalin	Srivastava	not applicable	UNFCCC
Mr.	Dale	Thomas	not applicable	UNEP DTU Partnership
Mr.	Motsomi	Maletjane	not applicable	UNFCCC
Mr.	Janto Simon	Hess	not applicable	ZUG - IKI Secretariat
Mr.	Maik	Winges	not applicable	GIZ - Climate Policy Support Project
Ms.	Kristin	Diederich	not applicable	GIZ - Climate Policy Support Project
Mr.	Ambe Emmanuel	Cheo	not applicable	UNU-ViE Bonn, Germany
Mr.	Timo	Leiter	not applicable	London School of Economics and Political Science



Mr.	Matti	Goldberg	not applicable	UNFCCC
Mr.	Binyam	Gebreyes	not applicable	IIED
Mr.	Bouwer	Roy	not applicable	SouthSouthNorth
Mr.	Joel	Ayala	Paraguay	Ministerio del Ambiente - Dirección de Cambio Climático
Ms.	Pearl	Nkusi	Rwanda	Environment Management Authority
Mr.	George	Uzice	Seychelles	Ministry of Agriculture, Climate Change and Environment
Mr.	Theodore	Margurite	Seychelles	CCSquare Consulting
Mr.	Amara	Salami Kanu	Sierra Leone	Climate Change Forum Network
Mr.	Maesela	Kekana	South Africa	Department of Forestry, Fisheries and the Environment
Ms.	Funanani	Muremi	South Africa	Department of Forestry, Fisheries and the Environment
Ms.	Murendeni	Netshaulu	South Africa	Department of Forestry, Fisheries and the Environment
Ms.	Delani	Mathevula	South Africa	Department of Forestry, Fisheries and the Environment
Ms.	Tsepang	Makholela	South Africa	Department of Environmental Affairs
Mr.	Mkhuthazi	Steleki	South Africa	Department of Forestry, Fisheries and the Environment
Mr.	Lindelani	Mudau	South Africa	Department of Forestry, Fisheries and the Environment
Mr.	Ramaru	Tlou	South Africa	Department of Forestry, Fisheries and the Environment
Mr.	Thuso	Tserane	South Africa	Department of Forestry, Fisheries and the Environment
Mr.	Sello	Chuene	South Africa	Department of Forestry, Fisheries and the Environment
Ms.	Hana	Hamadalla	Sudan	Higher council for Environment and Natural Resources
Ms.	Awatif	Sugga	Sudan	Higher council for Environment and Natural Resources
Ms.	Dr. Donia	Rahamtalla	Sudan	Ministry of Agriculture and Natural Resources
Mr.	Tarig	Ibrahim	Sudan	The National Centre for Research
Mr.	Jimmy	Byakatonda	Uganda	Gulu University
Mr.	Davies	Wambwa	Zambia	Copperbelt University
Mr.	Michael	Phiri	Zambia	Environmental Management Agency
Mr.	Mashungu	Lawrence	Zimbabwe	Climate Change Management Department



Mr.	Walter	Svinurai	Zimbabwe	Marondera University of Agricultural Sciences & Technology
Mr.	Wellington	Dzvairo	Zimbabwe	Glimss Consulting
Mr.	Washington	Zhakata	Zimbabwe	Ministry of Environment, Climate, Tourism and Hospitality Industry

PATPA Secretariat and facilitators			
Ms.	Catarina	Tarpo	PATPA Secretariat, coordinator Anglophone African Regional Group
Ms.	Mijako	Nierenkoether	PATPA Secretariat, coordinator Cluster Francophone
Mr.	Aaron	Bening	PATPA Secretariat, intern
Mr.	Alexander	Dohms	GIZ IKI Support Project for the Implementation of the Paris Agreement
Ms.	Clémence	Moinier	Facilitator, Ricardo E&E
Ms.	Clare	McGuire	Note taker, Ricardo E&E

## 5 Related Links

ADCOMs submitted to the UNFCCC: <https://unfccc.int/topics/adaptation-and-resilience/workstreams/adaptation-communications>

Adaptation Committee. Draft supplementary guidance on Adaptation Communications: <https://unfccc.int/documents/302833>

[Action Recommendations on Adaptation Communications](#) developed by the COP26 Catalyst for Climate Action

[Adaptation Communication Drafting Assistance Tool](#) (AdComm-Dat)

REPORTING ADAPTATION THROUGH THE BIENNIAL TRANSPARENCY REPORT, A practical explanation of the guidance: [https://climateactiontransparency.org/wp-content/uploads/2020/09/Reporting-adaptation-through-the-biennial-transparency-report\\_an-explanation-of-the-guidance\\_ICAT\\_UNEP-DTU-PARTNERSHIP-min.pdf](https://climateactiontransparency.org/wp-content/uploads/2020/09/Reporting-adaptation-through-the-biennial-transparency-report_an-explanation-of-the-guidance_ICAT_UNEP-DTU-PARTNERSHIP-min.pdf)

## 6 Contact

Please contact Ms. Catarina Tarpo ([catarina.tarpo@giz.de](mailto:catarina.tarpo@giz.de)) and Ms. Mijako Nierenkoether ([mijako.nierenkoether@giz.de](mailto:mijako.nierenkoether@giz.de)) of the PATPA Secretariat in case of further questions.

All presentations can be downloaded [here on the PATPA website](#)

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