

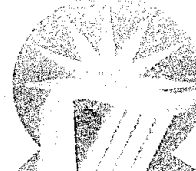
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(6) Capacity Development for the Clean Development Mechanism (CDM) in the Philippines

Work Plan (2003-2005)

CCIC 提供

FINAL VERSION  
(April 2003)



# **CD4CDM – Philippines**

**CAPACITY DEVELOPMENT  
for the  
CLEAN DEVELOPMENT MECHANISM (CDM)  
in the  
PHILIPPINES**

**WORK PLAN**  
*(2003- 2005)*

**UNEP Collaborating Centre on Energy and Environment  
Risø National Laboratory  
Philippine Inter-Agency Committee on Climate Change  
Climate Change Information Center (Philippines)  
Manila Observatory**

**February 2003**

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# CAPACITY DEVELOPMENT for the CLEAN DEVELOPMENT MECHANISM in the PHILIPPINES

## WORK PLAN (2003-2005)

### 1. Background and Context

Financially supported by the Dutch Government, the United Nations Environment Programme has launched the project Capacity Development for the Clean Development Mechanism. The UNEP Collaborating Centre on Energy and Environment (UCCEE), at the Risø National Laboratory, Denmark is the supporting organization contracted by UNEP to implement the project.

The project will help to establish greenhouse gas (GHG) emission reduction projects that are consistent with sustainable development goals, particularly projects in the energy sector. It will develop national capabilities so that persons in the countries are at the project's conclusion capable of analyzing the technical and financial merits of projects and negotiating possible finance agreements with Annex I (developed) countries or investors.

The project aims at 1) generating in participating developing countries a broad understanding of the opportunities offered by the Clean Development Mechanism (CDM), and 2) developing the necessary institutional and human capabilities that allow them to formulate and implement projects under the CDM.

Twelve countries have been selected to participate in the project. Cambodia, Vietnam and the Philippines are Asian countries participating in the project.

In the Philippines, the project is being implemented by the Inter-Agency Committee on Climate Change (IACCC), which is the focal point for climate change in the country. UCCEE has contracted the Climate Change Information Center, Manila Observatory (CCIC-MO), Ateneo de Manila University to assist the IACCC in carrying out the project and to conduct the day-to-day implementation of the project.

The project preparation phase was conducted from September to December 2002. The main output of this phase is a **Work Plan** for Capacity Development for the CDM in the Philippines. This multi-year Work Plan covering 2003-2005 is the blueprint for the activities that will be conducted under this project.

CCIC-MO is responsible for drafting this Work Plan. The Work Plan is a consolidation of elements gathered through research, data gathering, interviews, consultations, meetings, seminars and conferences.

A draft Work Plan was presented as the principal document for discussion and comment at a National Workshop held from 9<sup>th</sup> to 11<sup>th</sup> December 2002. This draft was revised taking into account the comments and suggestions made during the National Workshop.

## 2. Tasks of Capacity Development

The Work Plan aims to carry out the following tasks of Capacity Development for CDM in the Philippines arranged under five broad categories.

- 1 Conduct information campaign and awareness raising.
- 2 Strengthen the capacity of policy-makers
  - 2.1 Generate the interest and support of senior national policy-makers
  - 2.2 Develop the capacity of mid-level policy-makers
- 3 Establish the institutional framework for the CDM
  - 3.1 Establish the CDM National Authority
  - 3.2 Develop the capacity of the CDM National Authority
- 4 Strengthen the capacity of private and public sector players
  - 4.1 Develop the capacity of project developers
  - 4.2 Develop the capacity of project financiers
  - 4.3 Develop the capacity of NGOs, Local Communities, National Research Institutions, and Academe
- 5 Create a pipeline of CDM projects
  - 5.1 Establish a CDM promotions office
  - 5.2 Facilitate the development of CDM-Eligible Projects

For each of these tasks, an objective is defined, an indicator is formulated, expected outputs are stated.

For each output, a list of activities that will produce this output is presented.

For each activity, the purpose, target beneficiaries, responsible entities and timeline are outlined.

## **TASK 1 CONDUCT INFORMATION CAMPAIGN AND AWARENESS RAISING**

### **Objective**

Sensitize relevant stakeholders on the benefits of CDM and encourage their participation in the CDM.

### **Indicator**

Agreement by relevant stakeholders to participate in a CDM capacity building program.

**Output:** Multi-year program of various activities which provides information and raise awareness of the different stakeholders regarding the benefits of CDM and of the ways by which they can participate.

For Year 2003, the following information materials will be prepared:

- a. 2 Brochures: One on the CD4CDM Project in the Philippines and another on the program and schedule of seminars/workshops that will be offered in 2003
- b. 1 Primer: Questions and Answers on CDM in the Philippines with glossary
- c. 1 Booklet: Introduction to the CDM (published by UNEP) supplemented with information relevant to the Philippines.

Information materials for the subsequent years, 2004 & 2005 will be specifically planned for towards the end of the previous year.

For Year 2003, five (4) public briefings or roundtable discussions will be conducted, with at least one (1) each in Metro Manila, Luzon, Visayas and Mindanao. The briefing and discussion will focus on "**Introduction to CDM**" covering the following topics:

- a. Climate Change: Science and Impacts
- b. UNFCCC and the Kyoto Protocol
- c. Overview of the CDM – Players, Benefits and Costs
- d. Overview of the CDM Project Cycle

Public briefings and roundtable discussions for the subsequent years, 2004 and 2005 will be specifically planned for towards the end of the previous year.

### **Activities:**

- 1.1 Identify relevant stakeholders.
- 1.2 Formulate a strategy for awareness-raising
- 1.3 Prepare information materials (e.g., primers, brochures, general guidebooks).
- 1.4 Identify priority areas for public briefings and consultations (at national and regional levels).
- 1.5 Conduct public briefings or roundtable discussions.
- 1.6 Prepare an illustrative set of example CDM projects that clearly demonstrate the national value and benefits associated with CDM projects.
- 1.7 Develop and maintain a CDM website.
- 1.8 Write feature articles on CDM for national newspapers and magazines. Issue press releases on CDM projects.

## **TASK 2            STRENGTHENING THE CAPACITY OF POLICY MAKERS**

### **Task 2.1        GENERATE THE INTEREST AND SUPPORT OF SENIOR NATIONAL POLICY- MAKERS**

#### ***Objective***

Sensitize senior level policy makers on the benefits of CDM and generate their support.

#### ***Indicator***

Emergence of CDM Champions; senior level government officials (e.g. cabinet secretaries, undersecretaries, bureau directors) who support CDM in general and a CDM capacity building program in particular.

***Output 2.1.1:*** Documentation that helps demonstrate the national value and benefits of participation in the CDM and the procedures involved.

#### ***Activities:***

- 2.1.1.1        Prepare a briefing kit for senior level government officials on the CDM (using materials prepared in Task 1.3, 1.4 and 1.5).
- 2.1.1.2        Prepare an executive summary of the CDM Project Cycle.

***Output 2.1.2:*** Senior level government officials who are aware of the benefits of CDM for the Philippines and the CDM Project Cycle.

#### ***Activities:***

- 2.1.2.1        Conduct executive briefings with senior policy-makers on the opportunities and challenges of CDM in the Philippines.
- 2.1.2.2        Solicit the concurrence of senior policy-makers for their departmental staff to participate in a CDM capacity development program.
- 2.1.2.3        Conduct action planning with senior policy-makers on steps they can take to make CDM viable and successful in the Philippines (e.g. ratification of the Kyoto Protocol, assignment of key departmental staff to specialize in CDM, creation of CDM National Authority, etc.).

For the Year 2003, at least three (3) executive briefings on CDM will be conducted. Target audience for these executive briefings would be the senior officials of the following entities: Cabinet Investment Coordinating Committee, Department of Trade and Industry, Land Bank of the Philippines, Department of Environment and Natural Resources, National Economic and Development Authority, and Department of Foreign Affairs.

Executive briefings for the subsequent years, 2004 & 2005 will be specifically planned for towards the end of the previous year.

## **Task 2.2 DEVELOP THE CAPACITY OF MID-LEVEL POLICY-MAKERS**

### **Objective**

Develop the capacity among mid-level policy makers to formulate a regulatory framework to deal with the regulatory, legal, financial and technical issues that are unique to CDM projects.

### **Indicator**

Existence of a trained cadre of mid-level policy makers and government representatives who are available to support the CDM framework.

**Output:** Government policy makers in key departments and agencies with the requisite skills and capabilities to formulate regulatory and legal frameworks needed for operationalizing the CDM at the national level.

### **Activities:**

- 2.2.1 Define capacity needs of key government departments and agencies with regard to the formulation of the regulatory and legal framework for operationalizing the CDM at the national level.
- 2.2.2 Carry out capacity assessments and identify and inventory capacity needs within key government departments and agencies.
- 2.2.3 Develop training materials that relate to the capacity needs and necessary regulatory and legal requirements for establishing an operational CDM at the national level.
- 2.2.4 Conduct training workshops that make it possible for government policy makers to formulate the regulatory and legal policies necessary for operationalizing the CDM at the national level.

***Task 2.2 will be carried out by a separate and specific project sponsored by the United Nations Development Program (UNDP) funded by the Dutch Government and conducted by the Philippine Inter-Agency Committee for Climate Change.***

***Details of how Task 2.2 will be carried out are found in the work plan for this specific project.***

***The UNEP Project needs to be coordinated closely with the UNDP Project so as to avoid overlaps and maximize the synergies between the two projects.***



**TASK 3 ESTABLISH INSTITUTIONAL FRAMEWORK FOR THE CDM**

**Task 3.1 ESTABLISH THE CDM NATIONAL AUTHORITY**

*Task 3.1 will be carried out by a separate and specific project sponsored by the United Nations Development Program (UNDP) funded by the Dutch Government and conducted by the Philippine Inter-Agency Committee for Climate Change.*

*Details of how this task will be carried out are found in the work plan for this specific project.*

*The UNEP Project needs to be coordinated closely with the UNDP Project so as to avoid overlaps and maximize the synergies between the two projects.*

*The UNEP Project should fill the capacity building gaps of the UNDP Project.*

### **Task 3.2 DEVELOP THE CAPACITY OF THE CDM NATIONAL AUTHORITY**

#### **Objective**

Support the establishment of a national and institutional framework to identify, assess, validate, and implement CDM projects; that also facilitates subsequent project monitoring, verification and certification.

#### **Indicators**

Adoption of regulatory, legal, financial, and technical guidelines for defining baselines, determining project additional and assessing CDM projects; baseline parameters. Existence of a functioning CDM National Authority that helps identify, develop and approve eligible CDM projects and that is capable of assessing proposed CDM projects against established international guidelines for approving CDM projects.

**Output 3.2.1:** Clearly defined national procedures [regulatory, legal, financial and technical guidelines that will govern the development, validation, implementation, monitoring, verification and certification of] for CDM project activities.

#### *Activities:*

- 3.2.1.1 Study guidelines developed by other National Authorities and CDM-EB
- 3.2.1.2 Develop with the CDM National Authority specific regulatory, legal, financial and technical guidelines that can be applied to the key activities in the CDM project cycle.
- 3.2.1.3 Present, discuss and amend the guidelines through consultative national and regional workshops that bring the key stakeholders and CDM project proponents.
- 3.2.1.4 Prepare and issue the operational guidelines for proposed CDM projects that apply at the national level.

**Output 3.2.2:** Clearly defined baseline parameters for CDM projects.

#### *Activities:*

- 3.2.2.1 Work with the CDM National Authority to develop guidelines for defining and projecting national, sectoral, and project baseline parameters in a manner that is consistent with the decisions of the parties to UNFCCC and Kyoto Protocol and the CDM Executive Board on determining "additionality" and baselines.
- 3.2.2.2 Study guidelines and other documents prepared in other countries on baseline parameters.
- 3.2.2.3 Identify where country specific approach is required, analyze alternative approaches, prepare the guidelines and present in a workshop to the different stakeholders to generate concurrence with CDM stakeholders on the baseline parameters to be used.

***Outputs 3.2.1 and 3.2.2 will be produced by a separate and specific project sponsored by the United Nations Development Program (UNDP) funded by the Dutch Government and conducted by the Philippine Inter-Agency Committee for Climate Change.***

***Details of how these outputs will be produced are found in the work plan for this specific project.***

**Output 3.2.3:** Operational CDM National Authority that is responsible for the evaluation and approval of CDM projects and tracking the subsequent monitoring, verification, and certification of resulting emission reductions.

*Activities:*

- 3.2.3.1 Develop capacity within the CDM National Authority for: 1) approving CDM projects, 2) development of procedures for dealing with cases by the National Authority in a transparent manner, 3) information management of the National Authority and 4) tracking subsequent project support activities (monitoring, verification, and certification of resulting emission reductions) through the following:
  - 3.2.3.1.1 Identification of the capacity needs of the National Authority.
  - 3.2.3.1.2 Preparation of a set of strategies to address the identified needs.
  - 3.2.3.1.3 Preparation of training materials to address the needs.
  - 3.2.3.1.4 Training workshops and seminars for the National Authority personnel.
- 3.2.3.2 Periodically review the operation of the CDM National Authority and identify areas for strengthening of capacity through specific training.
- 3.2.3.3 Assist the CDM National Authority in developing a fee for service structure that ultimately allows these entities to be financially sustainable.
- 3.2.3.4 Design and carry out periodic national workshops and participate in Asian regional training workshops that allow members of national CDM entities to share their respective experiences and lessons learnt as well as to build their knowledge base and capacity and improve their operational roles.

#### **TASK 4 STRENGTHEN THE CAPACITY OF PUBLIC AND PRIVATE SECTOR PLAYERS**

For Year 2003, seven (7) training workshops will be conducted to build the capacity of public and private sector players. These workshops will be offered to project developers, project financiers, NGOs, academe, local community organizations and government officials interested in CDM. One (1) workshop will be conducted for each of the following topics:

- 1. CDM Project Design Document**
- 2. GHG Emissions Reductions Calculations**
- 3. Baselines and Monitoring Plans**
- 4. Sustainable Development Indicators**
- 5. Financial Mechanisms for CDM**
- 6. Small-scale CDM Projects**
- 7. Technology Needs Assessment**

Once the CDM National Authority has promulgated the guidelines and procedures for CDM in the Philippines, four (4) seminars will be conducted on the "**Legal and Regulatory Framework for CDM**". The workshops will be conducted in Metro Manila, Luzon, Visayas, and Mindanao.

Training workshops for the subsequent years, 2004 and 2005 will be specifically planned for towards the end of the previous year.

Possible topics to be covered in the subsequent years, 2004 and 2005 could include:

1. Project Negotiation Skills
2. Uncertainty and Risk Analysis
3. Data Acquisition and Knowledge Banking

## **Task 4.1 DEVELOP THE CAPACITY OF PROJECT DEVELOPERS**

### **Objective**

Strengthen the capabilities of public and private sector, big and small scale project developers to identify, formulate, develop and implement CDM projects.

### **Indicator**

Existence of public and private sector, big and small scale project developers who are committed to the process of identifying, developing and implementing CDM eligible projects; existence of CDM project developers/brokers at the national level.

**Output:** Better information about existing skills and specific needs of CDM project developers; high quality training materials for improving skills/capabilities on a variety of CDM topics; and developers whose capabilities are strengthened by participating in workshops.

### **Activities:**

- 4.1.1 Conduct public briefings on sustainable development goals of the Philippines.
- 4.1.2 Develop a manual on the required CDM Project Design Document.
- 4.1.3 Conduct a series of training workshops on CDM-related topics such as:
  - 1) **CDM Project Design Document**
  - 2) **GHG Emissions Reductions Calculations**
  - 3) **Baselines and Monitoring Plans**
  - 4) **Sustainable Development Indicators**
  - 5) **Financial Mechanisms for CDM**
  - 6) **Small-scale CDM Projects**
  - 7) **Technology Needs Assessment**
- 4.1.4 Develop a manual on detailed procedures in meeting CDM-related requirements of the Philippine government.
- 4.1.5 Conduct seminars on regulatory and policy framework and legal issues confronting CDM-eligible projects.
- 4.1.6 Maintain a registry of big and small scale project developers.
- 4.1.7 Conduct workshops on enhancing the participation of local communities in CDM projects.

## **Task 4.2 DEVELOP THE CAPACITY OF PROJECT FINANCIERS**

### **Objective**

Strengthen the capabilities of the financial sector to identify and provide financing for CDM projects.

### **Indicators**

Existence of players from private and public financial institutions who are committed to the process of identifying and financing CDM eligible projects; an active market for CDM projects and their resulting emission credits; existence of CDM project financial brokers.

**Output 4.2:** Better information about existing skills and understanding and specific needs regarding the CDM in financial institutions, high quality training materials for improving skills/capabilities on a variety of CDM topics tailored to financial decision-makers; and finance sector individuals whose capabilities are strengthened by participating in workshops.

### **Activities:**

- 4.2.1 Prepare papers on financing issues, policies, mechanisms (e.g. carbon funds, carbon risk funds, etc.) and instruments for CDM projects.
- 4.2.2 Conduct a series of training workshops on CDM-related topics such as:
  - 1) **CDM Project Design Document**
  - 2) **GHG Emissions Reductions Calculations**
  - 3) **Baselines and Monitoring Plans**
  - 4) **Sustainable Development Indicators**
  - 5) **Financial Mechanisms for CDM**
  - 6) **Small-scale CDM Projects**
  - 7) **Technology Needs Assessment**
- 4.2.3 Conduct seminars on regulatory and policy framework and legal issues confronting CDM-eligible projects.
- 4.2.4 Organize and conduct forums on range of funding sources for CDM-eligible projects.

**Task 4.3 DEVELOP THE CAPACITY OF NGOs, LOCAL COMMUNITIES, NATIONAL RESEARCH INSTITUTIONS AND ACADEME**

**Objective**

Strengthen the capabilities of non-governmental organizations, local communities, academe, and national research institutions to identify, formulate, develop and implement CDM projects.

**Indicator**

Existence of players from NGOs, local communities, academe, and national research institutions who are committed to provide assistance and facilitation of the process of identifying, developing and implementing CDM eligible projects

**Output 4.3:** Better information about existing skills and specific needs for CDM of NGOs, local communities, academe, and national research institutions; high quality training materials for improving skills/capabilities on a variety of CDM topics; and individuals from the NGOs, local communities, academe and national research institutions whose capabilities are strengthened by participating in workshops.

**Activities:**

- 4.3.1 Prepare a paper on the role of NGOs, local communities, academe and national research institutions in the CDM process.
- 4.3.2 Conduct a series of training workshops on CDM-related topics such as:
  - 1) **CDM Project Design Document**
  - 2) **GHG Emissions Reductions Calculations**
  - 3) **Baselines and Monitoring Plans**
  - 4) **Sustainable Development Indicators**
  - 5) **Financial Mechanisms for CDM**
  - 6) **Small-scale CDM Projects**
  - 7) **Technology Needs Assessment**
- 4.3.3 Conduct seminars on regulatory and policy framework and legal issues confronting CDM-eligible projects.
- 4.3.4 Organize a national exhibit and forum on clean technologies in the Philippines.
- 4.3.5 Conduct workshops on enhancing capabilities of NGOs and local community organizations for promoting cleaner technologies in their localities.
- 4.3.6 Assist in consultations with local communities for CDM projects in different localities.

## **TASK 5      CREATE A PIPELINE OF CDM PROJECTS**

### **Task 5.1      ESTABLISH A CDM PROMOTIONS OFFICE**

#### ***Objective***

Establish an office that will promote CDM projects.

#### ***Indicator***

Existence of a functioning CDM promotions office that encourages the development of CDM projects; that serves as a link among the public, private, and the financial sectors in the development and financing of CDM projects; that links project developers and CDM investors from Annex I countries.

**Output 5.1:** A CDM promotions office established to promote CDM projects in the Philippines.

#### ***Activities:***

- 5.1.1 For the duration of the CD4CDM project (2003-2005), CCIC will serve as a promotions office for CDM Projects
- 5.1.2 Identify an appropriate agency which can serve as a CDM promotions office after 2005. Help prepare terms of reference and determine the organizational structure for this office.

**Output 5.2:** A multi-year program of promotion activities for CDM projects.

#### ***Activities:***

- 5.2.1 Identify primary and secondary target markets (local or foreign investors; private or government institutions; CER brokers).
- 5.2.2 Prepare promotional materials
- 5.2.3 Develop a CDM Investment Guide in the Philippines.
- 5.2.4 Organize a CDM market forum for local investors and project developers (including Visayas and Mindanao).
- 5.2.5 Organize a CDM market forum for foreign investors and project developers.
- 5.2.6 Facilitate the participation of project developers and investors in Asian and international CDM market forums and in promoting the Philippine portfolio of CDM eligible project in such forums.
- 5.2.7 Provide consultancy services on pre-feasibility studies and research on specific investment prospects; and aligning such prospects with investor's plans and profile.



## **Task 5.2 FACILITATE THE DEVELOPMENT OF CDM-ELIGIBLE PROJECTS**

### **Objective**

Facilitate the development of a pipeline of CDM eligible projects that are attractive to potential CDM investors and that are approved by the CDM National Authority.

### **Indicators**

List of CDM eligible projects that have been validated and approved; number of investments made in CDM projects.

**Output 5.2.1:** Published national portfolios of validated CDM eligible projects.

#### *Activities:*

- 5.2.1.1 Provide initial technical assistance to proponents so they can identify, develop, and validate CDM eligible projects.
- 5.2.1.2 Provide assistance to project developers in preparing Project Design Documents for specific projects.
- 5.2.1.3 Help project developers identify and secure financial resources necessary to develop proposals for CDM projects.

**Output 5.2.2:** Investments in CDM eligible projects.

#### *Activities:*

- 5.2.2.1 For financially sound projects, conduct investment promotion visits to Annex I countries that have stated an interest in investing in CDM projects.

**Output 5.2.3:** National public and private sector financial institutions with international counterparts support potential CDM projects.

#### *Activities:*

- 5.2.3.1 Organize and conduct national CDM investment promotion seminars in which international parties interested in the development, financing and brokering of CDM projects are introduced to national CDM project opportunities and counterpart project developers and bankers.

### **3. National and Regional Workshops**

The national workshops aim to bring together various CDM stakeholders in order to develop and reinforce collaborative partnerships; and to provide a venue for the exchange of ideas, information and experiences on CDM implementation in the Philippines, in particular and CDM developments, in general.

The regional workshops aim to establish cross-country links between the different national project teams. These workshops provide a venue for the exchange of ideas among the different participating countries so that they can learn from the experiences of each country and effectively build synergies from the activities conducted in the national levels.

For year 2003, two (2) national workshops will be conducted in the Philippines for the CD4CDM project. The Philippine project team will also participate in the various regional workshops convened by the UNEP-UCCEE for the CD4CDM project.

The first national workshop specifically aims to present an inception report on the activities to be conducted or are being conducted for the CD4CDM project in the Philippines. The 2<sup>nd</sup> national workshop which will be held at the end of the year, aims to present, discuss and evaluate the activities done for 2003 and present future plans for the CD4CDM project implementation in the Philippines.

The national team will then present the results of these national workshops as well as discuss the activities done for the Philippines in the regional workshops to be held on June, 2003 in Vietnam and January, 2004 in Cambodia respectively.

#### 4. Implementation of the Work Plan

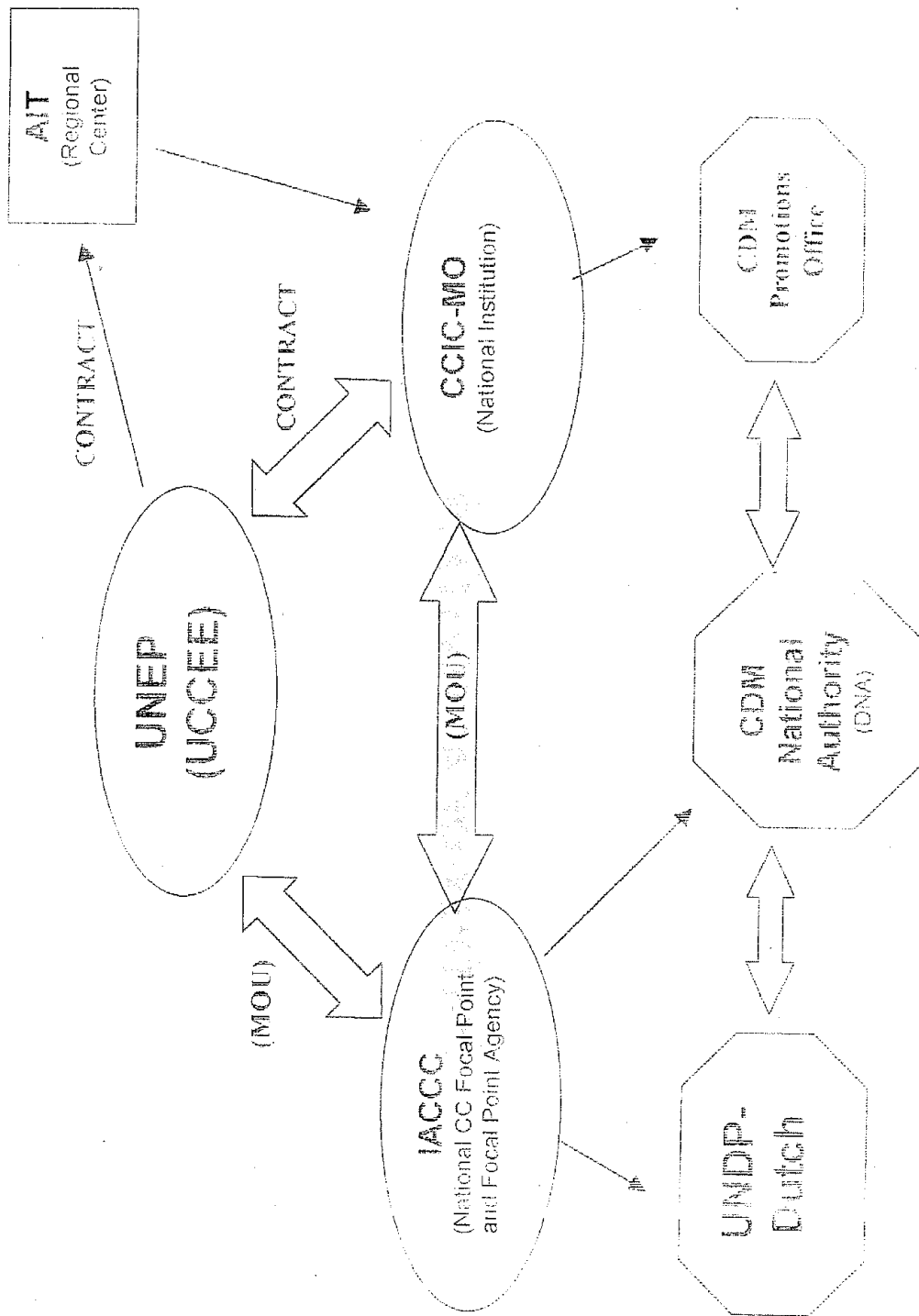
The Implementation of the Project Work Plan will be supported by the **UNEP Collaborating Centre on Energy and Environment (UCCEE)**, Risø National Laboratory, Denmark.

In Asia, project implementation will be assisted by the **Asian Institute of Technology (AIT)**, Thailand, contracted as a regional centre of excellence. AIT will act on UCCEE's behalf to assist the three Asian participating countries (Cambodia, Vietnam, Philippines) in implementing the various components of the capacity development project.

The government agency formally responsible for implementing the project in the Philippines is the **Inter-Agency Committee on Climate Change (IACCC)**. The IACCC is composed of representatives from: Department of Environment and Natural Resources, Philippine Atmospheric, Geophysical and Astronomical Services Division, Department of Energy, Department of Foreign Affairs, Department of Trade – Board of Investments, Department of Transport and Communications, National Economic Development Authority, Department of Public Works and Highways, Philippine Network on Climate Change, Institute of Climate, Energy and Environment, Greenpeace International, and Manila Observatory.

**Climate Change Information Center – Manila Observatory (CCIC-MO)**, Ateneo de Manila University is the institution in the Philippines contracted by UCCEE to assist the IACCC in carrying out the project. The day-to-day implementation of the Work Plan will be the responsibility of CCIC-MO as defined by a contract and scope of work with UCCEE and under terms of a Memorandum of Understanding with IACCC.

# Relationship between institutions in the project



**UCCEE**  
UNEP  
Collaborating  
Centre on  
Energy and  
Environment

**AIT** - Asian  
Institute of  
Technology

**IACCC**  
Inter-Agency  
Committee on  
Climate  
Change

**CCIC-MO**  
Climate  
Change  
Information  
Center-Mauritius  
Observatory