



Terminal Evaluation

“Enhancing Namibia’s capacity to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement”.

UNDP-GEF PIMS+ ID number: 6337

GEF Project ID number: 10157

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Region:	Africa
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GEF Implementing Agency:	United Nations Development Programme (UNDP)
Implementing Partner/Executing Agency:	Ministry of Environment, Forestry and Tourism (MEFT)
Project Timeframe:	January 2021 – July 2024
Timeframe of TE	February – June 2024
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It is hoped that this report will inform the design and implementation of subsequent projects in Namibia and beyond.

DISCLAIMER

This report has been prepared by an independent consultant evaluator and is a product of the Independent Evaluation Office of UNDP. The findings and conclusions expressed herein do not necessarily reflect the views of UNDP Country Office or the UNDP Senior Management.

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ACRONYMS AND ABBREVIATIONS

AFOLU	Agriculture, Forest and Other Land Use
AWPs	Annual Work Plans
NAB	Namibia Agronomic Board
BTR	Biennial Transparency Report
BUR2	Second Biennial Update Report
BUR3	Third Biennial Update Report
BURs	Biennial Update Reports
CBIT	Capacity Building Initiative for Transparency
CBNRM	Namibian Association of Community Based Natural Resource Management
CCIU	Climate Change and Inclusive Use of Natural Resources
CCVAA	Climate Change Vulnerability Risk and Adaptation Assessment
CDR	Combined delivery reports
CO	Country Office
COP	Conference of the Parties
CPD	Country Programme Document
CSOs	Civil society organisations
DFA	Development Finance Assessment
ECB	Electricity Control Board
EIF	Environmental Investment Fund
EMU	Emergency and Management Unit
ETF	Enhanced Transparency Framework
FAO	Food and Agriculture Organisation
GACMO	Greenhouse Gas Abatement Model
GEF	Global Environment Facility
GHG	Greenhouse Gas
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit
GRN	Government of the Republic of Namibia
GSP	Global Support Platform
INC	Initial National Communication
IP	Implementing Partner
IPCC	Intergovernmental Panel on Climate Change
LOA	Letter of Agreement
M&E	Monitoring and Evaluation
MAWLR	Ministry of Agriculture, Water and Land Reform
MEFT	Ministry of Environment, Forestry and Tourism
MME	Ministry of Mines and Energy
MoA	Memorandum of Agreement
MoU	Memorandum of Understanding
MRV	Measurement, reporting and verification
MTI	Ministry of Trade and Industrialization
MTR	Midterm Review
MWT	Ministry of Works and Transport
NCAA	Namibia Civil Aviation Authority
NACSO	Namibia Association of Community Based Natural Resource Management Support Organisations
MISA	Media Institute of Southern Africa
NAYoRE	Namibia Youth on Renewable Energy
NC4	Fourth National Communication
NCCC	National Climate Change Committee
NCCP	National Climate Change Policy
NCs	National Communications
NDC	Nationally Determined Contribution
NDP	National Development Plan

NDP 5	Fifth National Development Plan
NGO	Non-governmental Organisation
NPC	National Planning Commission
NRA	Namibia Roads Authority
NSA	Namibia Statistics Agency
OFP	Operational Focal Point
PA	Paris Agreement
PIR	Project Implementation Report
PMU	Project Management Unit
ProDoc	Project Document
PSC	Project Steering Committee
QA/QC	Quality Assurance and Quality Control
RTA	Regional Technical Advisor
SASSCAL	Southern African Science Service Centre for Climate Change and Adaptive Land Management
SEMER	Sustainable Environment, Management and Energy and Resilience
SMART	Specific, Measurable, Achievable, Relevant and Time-bound
SNC	Second National Communication
TE	Terminal Evaluation
TNC	Third National Communication
ToC	Theory of Change
ToR	Terms of Reference
UNDP	United Nations Development Programme
UNFCCC	United Nations Framework Convention on Climate Change
UNIDO	United Nations Industrial Development Organisation
USD	United State Dollar
WAD	Women's Action for Development
YWCA	Namibian Women Association

1. EXECUTIVE SUMMARY

Project Information

Project Details		Project Milestones	
Project Title	Enhancing Namibia’s capacity to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement	PIF Approval Date:	Aug 8, 2019
UNDP Project ID (PIMS #):	6337	CEO Approval date (MSP):	Nov 25, 2020
GEF Project ID:	10157	ProDoc Signature Date:	Jan 21, 2021
UNDP Quantum Award ID:	00120120.1	Date Project Manager hired:	N/A
Project ID:	00120120		
Country/Countries:	Namibia	Inception Workshop Date:	Jan 29, 2021
Region:	Africa	Mid-Term Review Completion Date:	Not Applicable
Focal Area:	Climate Change	Terminal Evaluation Completion date:	June 30, 2024
GEF Operational Programme or Strategic Priorities/Objectives:	GEF-7 Global Capacity Building Initiative for Transparency (CBIT)	Planned Operational Closure Date:	January 21, 2024 (original) July 31, 2024 (following the approval of 6-month project extension)
Trust Fund:	GEF Trust Fund		
Implementing Partner (GEF Executing Entity):	UNDP, MEFT		
NGOs/CBOs involvement:	<ul style="list-style-type: none"> • Namibia Medical Society • Namibia Red Cross Society (NRCS) • Legal Assistance Center • Women’s Action for Development (WAD) • Namibian Women Association (NAWA) • National Youth Council of Namibia • Ombetja Yehinga Organisation (OYO) 		
Private sector involvement:	<ul style="list-style-type: none"> • Agribank of Namibia • Nampower • Ohorongo • Development Bank of Namibia 		
Geospatial coordinates of project sites:	Namibia is located at latitude -22.95764 and longitude 18.49041		
Financial Information			
PDF/PPG	at approval (US\$)	at PDF/PPG completion (US\$)	
GEF PDF/PPG grants for project preparation	50,000	50,000	
Co-financing for project preparation	N/A	N/A	
Project	at CEO Endorsement (US\$)	at TE (US\$)	

[1] UNDP TRAC resources	10,000	10,000
[2] GoE (Ministry of Environment, Forestry and Tourism)	50,000	50,000
[3] Total co-financing [1 +2]:	60,000	60,000
[4] Total GEF funding:	1,100,000	1,100,000
[5] Total Project Funding [3 +4]	1,160,000	1,160,000

Project Description

Namibia ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1995 and acceded to its Kyoto Protocol in 2003, as a non-Annex I (NAI) Party. Namibia also ratified the Paris Agreement (PA) in 2016. In fulfilment of its reporting obligations under the convention, Namibia has prepared and submitted three National Communications (NCs) and three Biennial Update Reports (BURs) to the United Nations Framework Convention on Climate Change (UNFCCC). In this process, Namibia made significant progress in establishing sustainable Institutional Arrangements (IAs), setting up, strengthening and capacitating working groups to undertake mitigation and GHG inventories. Despite this progress, the new transparency provisions defined in the Paris Agreement (PA), pose additional challenges to countries such as Namibia, specifically regarding the reporting on Nationally Determined Contribution (NDC) implementation, support received and Greenhouse Gas (GHG) emission inventories. To address these challenges, this project "CBIT: Enhancing Namibia's capacity to establish a comprehensive transparency framework for measurement, reporting and verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement" was initiated to contribute to: i) strengthening the institutional arrangements in place for the establishment of a national transparency MRV system ; ii) enhancing the current GHG emission inventory as well as the national capacities on MRV of support; and iii) developing a tracking tool to enable reporting on progress of Nationally Determined Contribution (NDC). Complementary, this project will aim at enhancing the national capacity on all the MRV elements and increasing the gender balance and gender mainstreaming in transparency activities.

The Namibia project "CBIT" (PIMS+ 6337), supported by the United Nations Development Programme (UNDP), is funded by the Global Environment Facility (GEF). According to the project document (ProDoc), the project's planned start and end dates are 21 January 2021 and 21 January 2024, respectively. The project Inception workshop was held on the 29th of January 2021. Due to delays caused by Covid19, the government's lengthy procurement process which culminated in delayed recruitment of consultants, and UNDP's transition from Atlas to Quantum system¹, the project secured a 6-month extension, and the official project completion date is now 31st July 2024. The project's implementing partner is the Namibian Ministry of Environment, Forestry and Tourism (MEFT) under national implementation modality (NIM). The CBIT project was implemented in three main components:

- **Component 1:** Enhancing and Strengthening Namibia's Institutional Arrangements for robust greenhouse gas (GHG) inventories and Transparency MRV System/ Framework for climate actions and NDC.
- **Component 2:** Provision of tools, training, and assistance for meeting the transparency provisions established in the Paris Agreement
- **Component 3:** NDC tracking.

The purpose of the terminal evaluation was to promote accountability and transparency; to synthesize lessons that can help improve the selection, design and implementation of future United Nations Development Programme (UNDP)-supported Global Environment Facility (GEF)-financed initiatives; to enhance the sustainability of benefits and contribute to the overall improvement of UNDP programming; to assess and document project results and the contribution of these results to the achievement of the GEF's strategic objectives for global environmental benefits; and to assess the extent of project convergence with other priorities within the UNDP country programme, and cross-cutting issues such as gender equality, women's empowerment and support for human rights.

¹ The United Nations Development Programme (UNDP) has a corporate management system known as Quantum. Quantum is a cloud-based digital engagement platform that was launched to replace the previous enterprise resources planning (ERP) system, ATLAS. Quantum aims to deliver business processes in a smarter, faster, and more intuitive manner. It provides access to various services including Human Resources (HR), Finance, Project Management, and Procurement.

The objective of the terminal evaluation (TE) was to enable the Global Environment Facility (GEF), UNDP and the Government of Namibia to assess the relevance, efficiency, effectiveness, impact and sustainability of the CBIT.

Data collection for this assignment was carried out using a mixed methods approach, consisting of a review of secondary literature to generate both qualitative and quantitative data, and primary data collection through virtual interviews and consultations. These data were synthesized and reported.

Evaluation Ratings

Criteria	Rating	Comments
1. Monitoring & Evaluation (M&E)		
M&E design at entry	6: Highly Satisfactory (HS)	A monitoring and evaluation plan for the CBIT project was designed during the preparation phase. The plan included details on how the project would be monitored at different levels and by different actors: MEFT, Programme Management Unit (PMU) and UNDP, as well as the cost of M&E activities for each monitoring activity.
M&E Plan Implementation	6: Highly Satisfactory (HS)	The project team began collecting data for the various project indicators, which were used to prepare the annual PIRs and quarterly progress reports. Where relevant, M&E collected and presented gender-disaggregated data. During the implementation of the project, M&E was carried out through the following activities: organisation of an inception workshop; preparation of Annual Work Plans (AWPs) and organisation of Project Steering Committee meetings to validate the AWPs and the budget and to take stock of the progress of project implementation, including the provision of recommendations for improved project implementation; spot checks; audits; and project terminal evaluation (TE). Overall, project M&E provided feedback to improve implementation. The project team provided updates to the Steering Committee and the project office to discuss the main challenges identified and to identify proposed actions to be taken by the project. The budget allocated to M&E was considered sufficient by the project team and the evaluator.
Overall Quality of M&E	6: Highly Satisfactory (HS)	The overall M&E quality rating is Highly Satisfactory. This is a combination of the ratings for M&E design at entry and M&E plan implementation, both of which were rated highly satisfactory.
2. Implementing Agency (IA) Implementation & Executing Agency (EA) Execution		
Quality of UNDP Implementation / Oversight	6: Highly Satisfactory (HS)	UNDP played a key role as the GEF Implementing Agency by providing implementation oversight. UNDP made all financial payments to all project service providers and consultants. UNDP's internal project and financial management system supported the

Criteria	Rating	Comments
		<p>implementation of the CBIT project. The UNDP team provided technical backstopping and project implementation oversight support including project launch, project assurance, monitoring of work plan, financial managements, monitoring and evaluation, etc. Annual Project Implementing Reports (PIRs) have been an important oversight tool to assess progress of the project implementation, including all aspects of the project governance, risk and adaptive management providing feedback and recommendations to the project team. However, delays in the financial transaction were caused by the transition from Atlas to Quantum.</p>
<p>Quality of Implementing Partner Execution</p>	<p>6: Highly Satisfactory (HS)</p>	<p>The project implementing partner, Ministry of Environment, Forestry and Tourism (MEFT) worked with UNDP and the Project Management Unit (PMU) to implement the project. Government support emerged as a factor contributing to the successful implementation of the CBIT project. The national office was very committed to the project and successfully mobilised the relevant stakeholders involved in the project design to participate in the implementation of the project.</p> <p>However, staff turnover within MEFT, delay in procurement and workload negatively impacted the project implementation.</p>
<p>Overall Quality of Implementation / Execution</p>	<p>6: Highly Satisfactory (HS)</p>	<p>The overall quality of implementation/execution is Highly Satisfactory.</p> <p>This is a combination of the ratings for the quality of UNDP's implementation and the quality of the implementing partner's implementation, both of which were rated Highly Satisfactory.</p>
<p>3. Assessment of Outcomes</p>		
<p>Project Objectives</p>	<p>5: Satisfactory (S)</p>	<p>The CBIT project has made significant progress towards achieving its objectives. The project objective consisted of 11 indicators. Indicator 2 (Indicator 3 of CBIT tracking tool) was achieved: Quality of MRV Systems. Indicator 3 (Indicator 4 of the CBIT tracking tool) was achieved: Meeting United Nations Framework Convention on Climate Change (UNFCCC) reporting requirements and including mitigation contributions.</p> <p>Indicator 7 was exceeded: All data providers are trained in the use of templates and tools for reporting relevant information for GHG inventory and mitigation.</p> <p>Indicator 9 was met: All data providers are trained in the use of templates and tools for reporting relevant information on support.</p> <p>Indicator 10 achieved: Submission of a verified NDC. For the nearly completed indicators, the</p>

Criteria	Rating	Comments
		values recorded at the Terminal Evaluation (TE) represent a significant improvement over the baseline values. Most will be completed by the end of project implementation.
Relevance	6: Highly Satisfactory (HS)	<p>The CBIT project was relevant to Namibia's national and global priorities. The Government of Namibia is a signatory to the UNFCCC and its Paris Agreement (PA). The project is strongly aligned with the needs of Namibia relating to reporting under the UNFCCC. The project has enhanced the capacity of the country relating to adhering to the reporting requirements under the enhanced transparency framework (ETF) under the Paris Agreement.</p> <p>The project is also strongly aligned with existing national development plans and strategies. By contributing to strengthening the capacity of Namibian stakeholders in GHG inventory for mandatory reporting, the CBIT project is aligned with Namibia's Environmental Policy (Environmental Management Act of 2007 (EMA, 2007)), which provides a multi-faceted insight into environmental law and policy in Namibia. The CBIT project is aligned with the National Climate Change Policy, which emphasises that all climate change interventions must adequately address gender issues. It commits in Guiding Principle 3.1 (Integrating climate change into policies, legal frameworks, and development planning) to mainstream gender into climate change responses at local, regional, and national levels.</p> <p>The CBIT project is aligned with the National Climate Change Strategy & Action Plan (2013-2020), which recognises the importance of gender perspectives in climate change action.</p>
Effectiveness	5: Satisfactory (S)	The rating of the project's effectiveness is based on the progress made towards achieving the project's objectives and results. The rating of the achievement of the project results is as follows Outcome 1 (Satisfactory), Outcomes 2, 3 and 4 (Highly Satisfactory).
Efficiency	5: Satisfactory (S)	For each financial year, the project team prepared the annual work plan and budget, accompanied by reflections on how to achieve the work plans through efficient use of project resources. In the implementation of some capacity building events, the project ensured efficiency by liaising with the GIZ-funded Climate Change and Inclusive Use of Natural Resources (CCIU) project on gender mainstreaming into the NDC. The project also used the office space in the MEFT and existing equipment. Housing the MRV database in the

Criteria	Rating	Comments
		<p>Namibia Statistical Agency (NSA) also resulted in the efficient use of resources. The project used government-hired staff for data collection and entry into the portal, working groups and reporting, and promoting efficiency as these actors are already on the government payroll.</p> <p>The PMU followed the government procurement procedures, while integrating UNDP's financial management requirements. Some delays in procurement were experienced during the delivery of the project, affecting the project implementation. The UNDP system ensured strict control and monitoring of the use of the budget for each project activity. The payment of service providers and consultants hired during the project implementation phase was carried out by the UNDP and the evaluation identified delays in the payment of consultants.</p> <p>The project was subjected to an external audit in April 2024 and the auditor's findings revealed good financial management and use of project resources. Efficiency is rated Satisfactory.</p>
Overall Project Outcome Rating	5: Satisfactory (S)	The overall outcome assessment is based on the combined ratings for effectiveness (Satisfactory), efficiency (Satisfactory) and Relevance (Highly Satisfactory).
4. Sustainability		
Financial Sustainability	3: Moderately Likely (ML)	The project does not foresee any financing risk. This could only happen as the economic downturn (worldwide) puts financial pressure on governments, causing management to make budget cuts. This may have an impact on staffing levels in certain positions in the institutions, which may have to take on additional responsibilities.
Socio-political Sustainability	4: Likely (L)	Namibia was peaceful during the project period, with no socio-political upheaval of any significance and it remains peaceful with no foreseeable socio-political unrest.
Institutional Framework and Governance Sustainability	2: Moderately Unlikely (MU)	<p>Lack of political and management commitment can be a problem. Staff dedicated to collecting key data in the respective GHG emissions inventory, juggled between several different tasks. The Ministry of Works and Transport did not join the working groups, although it is a major GHG emitting sector in the country.</p> <p>The signed Memorandum of Agreement (MoA) may not be strong enough to oblige the relevant sectors to comply with data collection and entry into the MRV portals. This may pose an institutional risk to the sustainability of the project.</p>

Criteria	Rating	Comments
Environmental Sustainability	4: Likely (L)	The evaluation did not identify any environmental risk that could jeopardise the sustainability of the project results.
Overall likelihood of Sustainability	3: Moderately Likely (ML)	The overall sustainability risk is based on the combination of the individual sustainability ratings: financial, environmental, institutional and governance, and socio-political.

Terminal evaluation rating scales

Ratings for Outcomes, Effectiveness, Efficiency, M&E, Implementation/Oversight, Execution, Relevance:	Sustainability ratings:
6 = Highly Satisfactory (HS): exceeds expectations and/or no shortcomings	4 = Likely (L): negligible risks to sustainability
5 = Satisfactory (S): meets expectations and/or no or minor shortcomings	3 = Moderately Likely (ML): moderate risks to sustainability
4 = Moderately Satisfactory (MS): more or less meets expectations and/or some shortcomings	2 = Moderately Unlikely (MU): significant risks to sustainability
3 = Moderately Unsatisfactory (MU): somewhat below expectations and/or significant shortcomings	1 = Unlikely (U): severe risks to sustainability
2 = Unsatisfactory (U): substantially below expectations and/or major shortcomings	Unable to Assess (U/A): Unable to assess the expected incidence and magnitude of risks to sustainability
1 = Highly Unsatisfactory (HU): severe shortcomings	
Unable to Assess (U/A): available information does not allow an assessment	

A. Concise Summary of Conclusions, Lessons, and Recommendations

The Enhancing Namibia's Capacity to Establish a Comprehensive Enhanced Transparency Framework (ETF) for Measurement, Reporting and Verification (MRV) of Climate Actions and Reporting on NDC Implementation under the Paris Agreement (PIMS+ ID 6337) was implemented in Namibia with positive results. The project was firmly anchored to the global environmental benefits with innovations such as mobilising a broad gender-sensitive range of stakeholders and building the capacity of high-level government officials, the private sector, development partners, academia, civil society organisations and international and local NGOs on the Enhanced Transparency Framework (ETF), MRV of Namibia's GHG emissions. Three working groups and eight government institutions were trained on data management on the MRV system platform and their user rights. These institutions were mandated to submit data to the national MRV portal on a regular basis. A framework for gender-sensitive indicators was developed and integrated into the MRV portal. The quality control checklist developed as part of the country's quality assurance/quality control (QA/QC) plan, were completed for all sectors of the inventory to ensure the quality of the data to be keyed into the MRV portal. The capacity of the reporters of data in the MRV system portal has been enhanced on how to analyse funds or support needed and/or received. Finally, the project updated the NDC and submitted it to the UNFCCC system portal. CBIT generated innovations such as - online training, involving the Namibia Statistical Agency, creating modules for teaching climate change in universities, using Intergovernmental Panel on Climate Change (IPCC) 2006 guidelines to help develop models for the country and the establishment of the MRV system. However, the Covid-19 pandemic, lengthy government procurement procedures and the transition from UNDP's Atlas to Quantum corporate management system delayed the timely completion of the project, which led to a 6-month extension of the project.

Lessons learnt

This study generated a number of practices that can be replicated in other projects. These include:

- **A multi-stakeholder approach is important for achieving Enhanced Transparency in reporting GHGs:** The effective engagement of stakeholders from different data needs sectors during this project was essential throughout the project implementation as it created a sense of ownership and ensured support for the activities undertaken.
- **The strong stakeholder engagement from project preparation through to implementation was a contributor to the successful implementation of the CBIT project.** The stakeholder engagement was instrumental in highlighting the capacity issues of institutions relating to climate reporting. Thus, the measures used to engage stakeholders for this project constitute lessons to be replicated in future projects in order to achieve good representation of stakeholders in project implementation.
- **Government ownership of the climate reporting process is key to success.** During project implementation, the Government demonstrated ownership and took the lead in ensuring the sourcing of relevant data for GHG inventory from different institutions. The approach included establishing data sharing protocols between MEFT and other relevant institutions to enhance data access.
- **Transparent communication during project implementation:** Open and transparent communication has built credibility and enhanced the project's reputation.
- **Collaboration between CBIT and other projects:** Stakeholder engagement efforts have facilitated collaboration and partnerships with external projects such as the GIZ-funded CCIU and the UNDP Climate Promise 2, leading to joint initiatives and shared resources on Climate Change Enabling Activities such as National Communication, Biennial Update Reports and most recently Biennial Transparency Report projects were also enhanced.
- **Capacity building of project stakeholders involved in project implementation at different levels is important for project success.** The central objective of this project is to build the capacity of the various stakeholders involved in the issue of climate change. This includes building the capacity of senior government officials in the MEFT, National Committee on the Rio Conventions (NCRC), all ministries through their various departments, institutions and agencies that actively collaborate and contribute to the implementation of climate change activities at local, regional and national levels, as well as the private sector, civil society organisations, International non-governmental Organisations (INGOs) and development agencies.
- **Introducing MRV module in University curriculum to enhance capacity of scholars on ETF and related issues:** CBIT proposed a module for the ETF to be included in the curriculum of the country's academic system. This will further enhance the capacity of citizens who want to specialise and become experts in this field. The government could recruit graduates to work in the specialised units within the institutions responsible for reporting GHG emissions using the MRV system platform.
- **Gender mainstreaming during this project offered women and youths the opportunity to be trained in the climate change domain and be considered in the working groups of GHGs inventory obligatory reporting of Namibia.** During the project implementation, women were given opportunity to participate (about 50% of participants) in every capacity building and decision-making meetings for which their plights were considered and integrated into the updated NDCs. They were well represented in the three working groups (WGs) and eight government agencies that will be reporting the country's GHGs emissions in the MRV system platform or portal.

Recommendations and Summary Table

NO.	FINDING/CHALLENGE	RECOMMENDATIONS
Project Governance		
1.	The TE highlighted as the main challenge the delays in recruiting consultants. This was due to lengthy and complex government procurement procedures. TE identified a committee that was appointed to speed up the project recruitment process.	It is important that the project and the government set up a committee prior to the start of the project to expedite the procurement of goods and services during project implementation, or that the GRN revises and simplifies this procedure to make this process easy for all projects in Namibia. Responsibility: Government of Namibia Timeline: Subsequent projects
2.	The CBIT project has successfully implemented its activities as planned. However, CBIT has identified other issues that need to be addressed before the long-term impact of the project can be achieved. For example, CBIT has updated the NDC, and this policy cannot be successfully implemented without other policies such as updated Environmental Management Act of 2007 (EMA,2007)), National Policy on Climate Change for Namibia (2011), etc.	CBIT 2: The government and relevant stakeholders should continue the dialogue to push for CBIT 2. CBIT has started well but will not be successfully completed without the second phase. CBIT 2 will need to complete the activities started in CBIT 1, structuring it to include components that were not in Phase 1 and carry over activities that were not fully completed to Phase 2. For example, the policy environment needs to be strengthened Environmental Management Act of 2007 (EMA,2007)), National Policy on Climate Change for Namibia (2011), etc.). Responsibility: Government of Namibia and UNDP Timeline: Subsequent projects
Sustainability		
3.	The project has been instrumental in building the capacity of 200 direct beneficiaries, 100 of whom are women from government departments and other stakeholders at the ETF. However, the turnover of beneficiaries (88) was identified as an issue that could affect the sustainability of the project.	For a subsequent project of this type, it will be important for the project to partner with a national institute that has a mandate to provide capacity building to public institutions. In this way, the institution could continue to provide capacity building beyond the project based on requests from institutions. The national institute could therefore act as a relay for the ETF in providing capacity building to government agencies responsible for GHG MRV. This will cover the period it will take for the modules proposed for the academic curriculum to be put into practice. Responsibility: UNDP, Government of Namibia Timeline: Subsequent projects
4.	While the project provided support towards the integration of climate change reporting into academic curricular, it will be beneficial for remote training options to be explored.	Short online courses on MRV for continuous improvement of the capacity individuals working on MRV related issues would generate benefits. Alternatively, an online training programme where individuals, especially non-academics, can improve their skills without necessarily sitting in a formal classroom could be explored. Responsibility: UNDP, Academia, Government of Namibia Timeline: Subsequent projects

NO.	FINDING/CHALLENGE	RECOMMENDATIONS
5.	A smart strategy for coordinating, collaborating, and communicating both internally and externally should not be overlooked.	<p>Stakeholder involvement in this project has been appreciated by the different stakeholders. For a better success of this project beyond its mandate, coordination, cooperation and communication among various stakeholders (public, private, CSOs, individuals, etc.) will be key. It will be a great initiative to involve the Ministry of Works Transport and get them on board. Their involvement in the project and the overall climate reporting process will further enhance the robustness of the nation's GHG inventory.</p> <p>Responsibility: Government of Namibia Timeline: Before project closure</p>
6.	The ETF reporting tools (ETF GHG inventory reporting tool; ETF progress reporting tool; and ETF support reporting tool) for use by Parties for reporting information as required has been under development by the UNFCCC Secretariat and the final versions of these tools were planned to be made available to Parties in June 2024 ² . The tools are meant to be used for electronic reporting. The CBIT Namibia project operational closure is July 31, 2024, hence, there is insufficient time available for national stakeholders to receive training from the project on the use of the reporting tools and on electronic reporting.	<p>It will be beneficial for national stakeholders to be trained on electronic reporting and the use of the ETF reporting tools following availability of their final versions.</p> <p>Responsibility: Government of Namibia, UNDP Timeline: Subsequent projects (CBIT 2)</p>
7.	Operationalise the pursuit of advanced academic degrees in the field of climate change.	<p>Operationalise the pursuit of advanced academic degrees (B.Sc., M.Sc., Ph.D., diplomas, etc.) from higher education institutions (universities, professional higher education, research institutions) in climate change management (mitigation, adaptation, financing, MVR, etc.).</p> <p>Responsibility: Government of Namibia, Academia, PMU Timeline: Subsequent projects</p>
8.	The project supported training on gender mainstreaming in processes related to Namibia's MRV framework. A draft document on gender mainstreaming in the NDC has been prepared and a	<p>The Government of Namibia should ensure the strict implementation of the gender mainstreaming document in the NDC, the framework of gender-sensitive indicators in the MRV platform portal by all government agencies, the reporting of key data in the portal and sanctions for defaulters. This will play an important role in deterring others from indulging in non-compliance with gender action plans in the country.</p>

² UNFCCC. ETF Reporting tools. [LINK](#)

NO.	FINDING/CHALLENGE	RECOMMENDATIONS
	framework for gender-sensitive indicators has been developed and included in the MRV portal.	<p>Responsibility: Government of Namibia Timeline: Ongoing basis</p>
Communication/knowledge management		
9.	The project entailed several training events which generated a good volume of training materials. However, these materials were not adequately packaged for further dissemination.	<p>Training materials and other relevant project outputs should be archived in appropriate formats for storage and dissemination to relevant stakeholders. This will ensure that national stakeholders have access to relevant project documentation beyond the life of the project. Dissemination of the materials could be achieved through publishing them on MEFT and UNDP’s websites among other channels.</p> <p>Responsibility: Implementing partners (UNDP, MEFT, etc). Timeline: Future projects (CBIT 2)</p>
Environmental and social safeguards		
10.	Evidence of inclusion of people with disabilities and, Indigenous people in interventions, were not found in the evaluation.	<p>For subsequent projects, special efforts or strategies should be adopted during the project design and implementation phases to ensure the participation of people with disabilities. This will enhance the inclusiveness of the project. While it is understandable that it can sometimes be a challenge to ensure the participation of people with disabilities in project activities, in the case of the CBIT project, no effort was made to achieve this.</p> <p>Responsibility: Implementing partners (UNDP, MEFT, DEA, NSA, etc). Timeline: Future projects</p>

1. INTRODUCTION

1.1. Purpose and objective of the Terminal Evaluation

The objective of the terminal evaluation (TE) is to enable the Global Environment Facility (GEF), UNDP and the Government of Namibia to assess the relevance, efficiency, effectiveness, impact and sustainability of the project entitled “Enhancing Namibia's Capacity to Establish a Comprehensive Transparency Framework for Measuring, Reporting and Verification (MRV) of Climate Action and Reporting on NDC Implementation under the Paris Agreement.” The TE assessed the project's achievements against its objectives. It also identified factors that facilitated or hindered the achievement of the objectives. While a thorough review of the past is very important in itself, an in-depth evaluation provides a detailed overview and lessons learned for the future and recommendations that will contribute to the sustainability of the project's results for stakeholders in the country. The TE report assesses the achievement of the project results against expectations and draws lessons that can both improve the sustainability of the benefits of this project and contribute to the overall improvement of UNDP programming.

The purpose of the terminal evaluation is to promote accountability and transparency; to synthesise lessons that can help improve the selection, design and implementation of future UNDP-supported GEF-financed initiatives. The TE process followed a collaborative and participatory approach, ensuring close engagement with key stakeholders. Ideally, the TE should take place during the last few months of project activities, allowing the TE team to work while the project team is still in place, but ensuring that the project is close enough to completion for the evaluation team to draw conclusions on key aspects such as project sustainability activities. The TE was conducted within the recommended timeline with the PMU in place and the project approaching to its operational closure, permitting the evaluator to sufficiently capture the project's progress towards attaining its set results. The results of the evaluation will be of significant benefit to the Government of Namibia. The best practices, approaches and principles from the TE can be adopted/adapted to similar areas for similar purposes. The recommendations from the evaluation can be used to inform the design of future projects and programmes.

1.2. Scope and Methodology

1.2.1. Scope of the TE

The overall approach and methodology of the evaluation followed the guidelines and requirements outlined in [UNDP Guidance for TEs of UNDP-supported GEF-financed projects](#), which guided the assessment of results. The TE findings are evidence-based, based on feedback from individuals or stakeholders involved in the design, implementation, and monitoring of the CBIT Namibia project. The TE evaluator reviewed extensive relevant project documentation made available by the project team and conducted stakeholder consultations to collect primary data. These documents included those prepared during the preparation phase, the project document (ProDoc), project reports such as annual PIRs, project budget, annual work plans and other relevant project related materials.

The TE process followed a participatory and consultative approach, ensuring close engagement with the project team, government counterparts, UNDP Namibia Country Office, and UNDP Regional Technical staff.

The findings section of the TE report covers the following, as suggested in the Terms of Reference (ToR)

- Project Design / Formulation
- Project Implementation

- Project Results
- Main findings, conclusions, recommendations, and lessons learned.

1.2.2. Methodology

The TE of the CBIT Namibia project was conducted in accordance with GEF-UNDP evaluation guidelines, evaluation norms and ethical standards. The report is a summative evaluation using both qualitative and quantitative methods to assess project performance, document lessons learned, and make recommendations. The approach for the TE was participatory, with discussions with key stakeholders informing and validating the findings, while ensuring close engagement with the project team, government agencies, relevant regional and local stakeholders, and project beneficiaries.

Stakeholder engagement is central to a successful TE assignment, and this was done through virtual interviews with relevant stakeholders with project responsibilities, key experts in the project subject area, project team leaders, local communities, and senior officials. The evaluator assessed the impact of the project activities on the project's beneficiaries and the country (Annex B).

Overall, the evaluation was conducted in three phases: i) an inception phase, ii) a data collection and analysis phase, and iii) a concluding or reporting phase. The evaluation framework with key questions by category is presented in the Annex F.

Inception phase

The purpose of the inception phase was to bring both the project stakeholders and the evaluator to a common understanding of the objectives and scope of the assignment. This phase started with an initial virtual inception meeting between the international consultant and staff from UNDP Namibia and the project management unit, which took place in February 2024. During the meeting, relevant project documents, UNDP's expectations relating to the evaluation and timelines for the assignment were discussed. It was agreed that interviews would be conducted virtually. An inception report was prepared in accordance with the GEF-UNDP guidelines for TEs and submitted to the client, outlining the proposed approach to the assignment, a detailed work plan of activities and the methodology, and this marked the end of the inception phase of the assignment. During the inception phase, an evaluation matrix and an interview guide were developed, both of which were used for the interviews.

Data collection and analysis phase

Data collection for this assignment included desk review, research, and analysis, which formed the core of the TE. Project documents were reviewed in order to assess the project's contributions to the country's national priorities and environmental objectives. Documents (Annex C) such as the Project Document, Results Framework, Annual Work Plans and Budgets, Progress Reports, Workshop and Meeting Reports, Quarterly Monitoring and Evaluation Plans and Reports, Project Assurance Reports, Combined Delivery Reports (CDR), and other national documents were reviewed to provide secondary data for the assignment.

Desk study and deeper dive of documentation

Once the inception phase of the TE was completed, the evaluator undertook a thorough review of the relevant documentation provided. Data analysis for this TE included content analysis in the review of secondary data, while data from interviews and discussions were recorded and transcribed and/or translated where necessary. The mixed methods approach allowed the evaluation team to triangulate findings in the field to ensure that the findings were reliable and robust.

Stakeholder consultation

Regarding the qualitative approach, the evaluator collected data through virtual interviews with identified key partners and stakeholders, based on the list of stakeholders agreed during the inception phase. The interviews with stakeholders were conducted using the data collection instruments from the validated inception report which are appended to Annex F. The list of the TE respondents is presented in Annex B.

Reporting phase – draft and final terminal evaluation report elaboration

Data collected during interviews were analysed, content analysis was carried out and triangulation techniques were used to ensure the validity and reliability of the findings. Each of the three project components was assessed in terms of efficiency, relevance, effectiveness, and sustainability, as well as the quality of project implementation, environmental and social safeguards, gender, stakeholder engagement, and accountability and grievance redress mechanisms. The draft report is based on the outline provided in the ToRs (Annex A) and the GEF-UNDP template for terminal evaluations.

1.3. Ethics

Ethics and norms

The evaluator adhered strictly to the ethical and professional requirements of the United Nations Evaluation Group, accepting and scrupulously respecting its Code of Conduct (see Annex I). More specifically, to ensure the highest standard of the mission, the following attitudes were observed:

- Ensuring sources all necessary confidentiality and anonymity
- Giving equal respect to interviewed stakeholders.
- Respect the freedom of speech of interviewees.
- Respect the diversity of stakeholders and reflect it in an inclusive sampling, with special attention towards women and vulnerable parties.
- Use appropriate protocols to adequately reach women and the most disadvantaged groups.
- Make it clear, at the outset, to all interlocutors that the Evaluator is neither a UNDP staff member nor a member of any other stakeholder, but an external and independent professional seeking feedback on the Programme and its implementation, and that information shared is done so anonymously.
- Dealing with all in a transparent, respectful, and calm manner.
- To refrain from any practices prohibited by law and morality.

1.4. Limitations to the Evaluation

- The response rate of the respondents invited for interview was low despite the efforts made by the evaluator, and this could have been associated with the virtual nature of the interviews conducted.
- Interviews were done virtually, which faced limitations in internet connection. Communication line kept on witnessing breakage and resulting to poor messages received for analysis.

1.5. Structure of the Evaluation Report

This TE report has four major sections. Section 1 is the executive summary which presents information on the project and a summary of the evaluation findings. In section 2 (introduction), the objectives and purpose of the TE as well as its scope and methodology are presented. The findings of the TE are discussed in section 3 of the report under the different evaluation criteria. In section 4, the main findings, conclusions, recommendations, and lessons learnt from the TE are presented.

2. PROJECT DESCRIPTION AND BACKGROUND

2.1. Project start and duration, including milestones

The GEF-funded UNDP-supported project "Enhancing Namibia's capacity to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement" (PIMS+ 6337) was designed to be implemented over three years through the National Implementation Modality (NIM). The project was implemented by the Ministry of Environment, Forestry and Tourism of Namibia. The project started in January 2021 and is expected to be operationally completed in July 2024, after a request for a 6-month extension of the project duration was approved. The total project funding was USD 1,160,000, with USD 1,100,000 from the GEF Trust Fund, USD 10,000 from UNDP TRAC, and USD 50,000 parallel co-financing from the Government of Namibia (GRN).

The Project Identification Form (PIF) and Project Preparation Grant (PPG) approval were received on August 8, 2019, and the CEO approval was granted on November 25, 2020. The ProDoc was signed on January 21, 2021, and the project was officially launched in January 2021, with an inception workshop held on January 28-29, 2021 at Midgard Country Lodge, Namibia (**Table 1**). The project experienced certain delays due to COVID 19, lengthy government procurement procedures and the UNDP system change from Atlas to Quantum, necessitating the 6-month extension secured by the project.

Table 1: Project timeline and key milestones

Timeline	August 2019	January 2021	January 2021	28-29 January 2021	April 2024	July 2024
Milestones	PIF and PPG approved	Full project approved (CEO approval)	ProDoc signed; Official project start	Inception workshop	Terminal evaluation (TE)	Revised expected date of operational closure (Note: Original Expected Date of Operational Closure: January 2024)

2.2. Development context: environmental, socio-economic, institutional, and policy factors relevant to the project objectives and scope

2.2.1. Environment, and Socio-Economic context

As a Party to the UNFCCC, Namibia is required to communicate relevant information on the implementation of the Convention on a regular basis. As stipulated in the ProDoc, Namibia has indeed submitted the required reports to the UNFCCC, e.g. The Initial National Communication (INC) in 2002, the Second National Communication (SNC) in 2011, the First Biennial Update Report (BUR1) in 2014, the Third National Communication (TNC) in 2015, the National Determined Contributions (NDC) in 2015, the Second Biennial Update Report (BUR2) submitted in 2016, the Third Biennial Update Report (BUR3) in 2019, and BUR4 submitted in 2021, and the Fourth National Communication (NC4) in 2020. However, most of these reports were prepared on an ad hoc, project-by-project basis and did not integrate gender

considerations. It is worth noting that Namibia is currently in the process of preparing its first Biennial Transparency Report together with the Fifth National Communication as a combined report expected to be submitted to the UNFCCC by December 2024. Since 2015, Namibia has made commendable efforts to build national capacity and put in place the institutional arrangements needed to produce the reports in a sustainable manner. To consolidate the efforts made so far by the Government of Namibia, it was appropriate to strengthen the national capacity to meet the requirements of Namibia as a Party to the UNFCCC and a signatory to the Paris Agreement.

2.2.2. Institutions and policy factors

Successive legislative frameworks, such as the National Climate Change Policy (NCCP) of 2011, have been formulated to provide the national strategic framework on climate change. The NCCP emphasises the importance of mainstreaming gender into climate change responses at local, regional, and national levels and the need to ensure that climate change responses are gender sensitive. In line with the PA and the country's ongoing efforts to address climate change, the Government of Namibia has agreed to increase its ambition on both mitigation and adaptation for the update of its NDC by updating the baseline figures based on the latest GHG emissions inventory and conducting new emission projections. Robust MRV will be required to achieve and monitor this ambition. The implementation and reporting of the NDC update will be a major challenge for the Government of Namibia. It will need to overcome multiple shortcomings and constraints, while addressing systemic, institutional, and human capacity building needs. This project addresses all these needs and represents an important milestone that will enhance Namibia's readiness for NDC implementation.

2.3. Problems that the project sought to address: threats and barriers targeted

Namibia has a monitoring and evaluation (M&E) system in place to support its development agenda as set out in the National Development Plan (NDP). This M&E system has been very useful in tracking progress in the implementation of the NDP and in informing the government in revising, updating, and developing new plans and policies.

Government departments and private sector organisations regularly measure, collect and review data on their activities to track progress, productivity, quality assurance and compliance with legislation, among other things. These data are then analysed and reported to the parent ministries for transmission to the NPC and administrative units to inform them of progress and achievements for sustainable decision making and to guide the implementation and review of policies and strategies within the NDP. Most of the data are then stored in private databases and/or centralised in the National Statistics Agency (NSA) for further analysis and eventual archiving.

However, while this system appears to be working well to some extent and has contributed to the sustainable development of the country, this has been achieved according to the capabilities of the government and institutions, considering financial, technical, and technological capacities, including the availability of funds, the level of knowledge required, the availability of appropriate staff and the necessary tools. Unfortunately, the data specifically required to compile GHG inventories, track mitigation and adaptation actions, assess needs and report on assistance received have not been integrated into the system during its development. These data are mostly scattered across individual public and private sector institutions and organisations, requiring collection on an ad-hoc basis as the BURs and NCs are prepared. Where the data is available, it is not collected in a format that is useful for NC reporting purposes, or future BTR reporting.

Gender considerations are not yet strongly integrated into the existing MRV framework and there is a need to promote gender equality, intergenerational equity and the empowerment of women and youth as part of the strengthened MRV framework. The ProDoc further notes that gender inequality is high, with Namibia ranking 115th out of 160 countries in the 2017 Index with a Gender Inequality Index score of 0.472. Due to entrenched gender inequalities, women bear the brunt of climate change. This is because they are more dependent on natural resources for their (and their family members') livelihoods, while having limited access to and control over land, assets, and technologies - and are therefore less likely to have the means to respond effectively to climate change.

The ProDoc identified strategic barriers to the expanded transparency framework at systemic, institutional, and individual levels:

- Systemic: Namibia's systemic barriers emanate from having (a) an unequal society that faces persistent development challenges, leaving some groups behind due to imbalanced power relations, lack of social and economic opportunities including unequal access to climate information. Such negatively impacts (b) rural and urban' men and women's economic empowerment, participation and decision-making, and access to climate information to make informed decisions to transform their societal needs. To achieve long-term impacts, the CBIT framework, will strengthen and build-upon the existing strong enabling framework (policy, legislations, and strategies in place) to address these systemic and societal gaps, such as intersectoral approach to mainstreaming gender in the NDC implementation framework; and specific capacity aiming at improving the performance and stability of critical national institutions -catalysing transparency and accountability in the MRV systems.
- Institutional: Lack of interest from key stakeholders to participate in the BTRs and NCs processes, resulting from exclusion in their mandates. Creation of Institutional Arrangements with focal points within the mandated national institutions is needed. Formalize the engagement with stakeholders through MOAs.
- Individual/technical: Inadequate technical capacity of WG members, necessitates the building of essential skills for GHG inventory exercise. Enhancement of Namibia's ability to quantify emissions of indirect GHG emissions by better understanding of CBIT.
- Financial: Inadequate framework for provision and management of financial resources, and constraints from central government to carry out the assessments at regional and local levels. Utilization of the Development Finance Assessment (DFA) results and building upon the NDC Partnership mechanism.

2.4. Project area and key sites

This project covered the entire territory of the country (**Figure 1**). The project aims to strengthen national capacity in all elements of MRV and to improve gender balance and gender mainstreaming in transparency activities. The beneficiaries are mainly from key line ministries such as Ministry of Mines and Energy (MME); Ministry of Environment, Forestry and Tourism (MEFT); Ministry of Agriculture, Water and Land Reform (MAWLR); Ministry of Works and Transport (MWT); Ministry of Trade and Industrialisation (MTI); National Planning Commission (NPC); Environmental Investment Fund (EIF) and Namibia Statistics Agency (NSA).



Figure 1: Map of the project area³

³ [Namibie carte afrique » Vacances Arts Guides Voyages \(ancientfootsteps.net\)](http://Namibie carte afrique » Vacances Arts Guides Voyages (ancientfootsteps.net))

2.5. Immediate and development objectives of the project

The main objective of this project is to strengthen Namibia's institutional and technical capacity to establish a comprehensive transparency framework for measuring, reporting, and verifying (MRV) climate change actions and to report on the implementation of NDCs under the Paris Agreement. Specifically, the project aimed to: i) strengthen institutional arrangements for the establishment of a national transparency MRV system; ii) improve the current GHG emissions inventory and national MRV capacity; and iii) develop a tracking tool to enable reporting on NDC progress. To achieve this objective, the project designed three interrelated components and three outputs.

Component 1 - *Enhancing and Strengthening Namibia's Institutional Arrangements for robust GHG inventories and Transparency MRV System/ Framework for climate actions and NDC.* This will be achieved by ensuring that the working groups on mitigation, GHG emission inventories and adaptation are strengthened and function as entities for data collection and processing; drafting and adopting legal and/or regulatory requirements for a national transparency framework; establishing an integrated MRV system (hardware and software) with tools to track transparency-related actions and progress; and mainstreaming gender issues into transparency activities, while sharing lessons learned at the regional and global levels through the CBIT Academies and Global Coordination Platform.

Component 2 - *Provision of tools, training, and assistance for meeting the transparency provisions established in the Paris Agreement.* The two outcomes of this component are to improve GHG inventories, as per previously identified gaps and needs, and to build MRV support capacity. Outcome 1 was achieved through the development and implementation of a quality control management system, including improved documentation management, improvement of activity data in key sectors as per the findings of the Global Support Programme (GSP)-UNFCCC QA exercise in July 2018, in particular prioritising the improvement of data used to estimate Agriculture, Forestry and Other Land Use (AFOLU) emissions, and improving the completeness of the inventory by estimating emissions from waste incineration, emissions from the use of products as substitutes for ozone depleting substances and the use of Nitrogen dioxide (N₂O) in anaesthesia; Training relevant entities on GHG inventories and the use of the IPCC 2006 Guidelines and software. Outcome 2 was attained through the development of guidelines and data collection templates to track support, also considering existing experiences; the provision of training to relevant stakeholders from the public and private sectors to facilitate the implementation of the enhanced transparency framework and its components; and the inclusion of data on support received and provided in future NCs, BURs and BTRs.

Component 3: *NDC tracking.* The main outcome of this component is the Progress Tracking Tool on NDCs and Transparency in Place. This was to be achieved by reviewing the information provided in the NDCs, including a quality review of the baseline projections, and by developing and implementing a methodology to track progress on NDC implementation and transparency.

Expected results

The CBIT proposal has been designed to address Namibia's short- and long-term capacity building needs, including strengthening the technical capacity of key stakeholders to address the linkages between gender and climate change. Capacity building was designed to take place at institutional, individual and policy (systemic) levels. This was to ensure the establishment of a robust, transparent, and sustainable system that will facilitate the management of data and information on climate change mitigation and adaptation and be used to track progress towards achieving Namibia's Nationally Determined Contributions. It was also envisaged to provide an enabling environment for the National Statistical Office to perform the functions of a quality control body, while enabling national leadership to fully utilise and benefit from external and independent quality assurance in meeting its national and international reporting obligations for

transparency actions and support. The established mechanisms under the National Climate Change Committee (NCCC) will be strengthened, building on the cross-sectoral membership and the role of academia and think tanks.

The short-term project results include:

- the coordination between stakeholders and the institutional arrangements in place through implementation of the appropriate legislative and regulatory framework improved (outputs 1.1.1 and 1.1.2).
- the National GHG emissions Inventories through the implementation of a QA/QC system and enhancing the completeness improved (output 2.1.1 and 2.2.2).
- monitoring and assessment of support needed, and support received improved (outcome 2.2).
- good practices and lessons learned are communicated nationally and internationally ensured (output 1.1.5).
- institutional and technical capacities to integrate gender equality considerations into the MRV system improved (output 1.1.4).
- an integrated MRV system, which will include guidelines, templates, methodologies, and software, which will be used for tracking and updating the NDC implemented (outputs 1.1.3 and 3.1.2).
- the technical capacity on the different MRV components and on the enhanced transparency framework (transversal activity considered in all outcomes of the CBIT project), and how to mainstream gender considerations into the MRV components and framework improved.

The long-term impacts of the project were planned to be realised through the achievement of the target level outcomes: By 2035, vulnerable populations in disaster-prone areas and biodiversity-sensitive areas are resilient to shocks and climate change impacts (and benefit from natural resource management).

The project was also expected to achieve four key outcomes during the project period (3 years) to achieve the project objective and contribute to global environmental benefits in the long term (10-15 years).

2.6. Total resources for the CBIT project

The Namibia CBIT project had a budget of 1,100,000 USD (GEF financing) disaggregated across four components as presented in Table 2. The project was co-financed by UNDP (10,000 USD) and MEFT (50,000 USD), amounting to a total budget of 1,160,000 USD.

Table 2: Total project budget (ProDoc)⁴

Project component	Budget (USD)
Component 1 - Enhancing and Strengthening Namibia's Institutional Arrangements for robust GHG inventories and Transparency MRV System/ Framework for climate actions and NDC	450,000
Component 2 - Provision of tools, training, and assistance for meeting the transparency provisions established in the Paris Agreement.	300,000
Component 3: NDC tracking	250,000
Component 4: Monitoring and evaluation	44,900
Project Management Unit	65,100
Total	1,100,000

⁴ Source: Project Document (ProDoc)

2.7. Main stakeholders

The project identified implementing partners (IPs) and key stakeholders at national and regional levels and strengthened and utilised existing government structures at all levels for the effective implementation of project activities. The UNDP Namibia CO played an overall oversight role in the implementation of the project. The project was implemented under NIM modality, in close cooperation and coordination with existing and ongoing initiatives. Due to their common objectives with the CBIT project, explicit and regular coordination was pursued with the GEF's BUR/ National Communications and BTR1/NC5 projects, GIZ-CCIU and Climate Promise, a key implementing partner leading the NDC Partnership activities to support Namibia's NDC implementation. The project stakeholders according to the ProDoc are categorized into five categories as presented in Table 3.

Table 3: Categories of CBIT project stakeholders and institutions

Stakeholder category	Institutions
Government	<ul style="list-style-type: none"> • Ministry of Environment, Forestry and Tourism (MEFT) • Ministry of Agriculture Water and Forestry (MAWF) • Ministry of Gender Equality and Child Welfare (MGECW) • National Climate Change Committee (NCCC) • Ministry of Mines and Energy (MME) • Ministry of Industrialisation Trade and SME Development (MITSMED) • Office of the Prime Minister (OPM) • Environmental Investment Fund (EIF) • Namibia Statistic Agency (NSA) • National Planning Commission (NPC) • Namibia Agronomic Board (NAB) • Namibia Civil aviation office • Electricity Control Board (ECB) • Namibia Roads Authority (NRA) • Meat Cooperation of Namibia (Meatco) (Parastatal) • Namibia Meteorological Services • Air Namibia • Namibia Civil Aviation Authority (NCAA)
Private sector	<ul style="list-style-type: none"> • Agribank of Namibia • City Council of Windhoek, Swakopmund and Walvis Bay councils, Agra • FeedMaster • TransNamib • Nampower • Namibian Breweries • Namibian Dairies • Ohorongo • Ohlthaver & List Group of Companies • Baobab Capital • Development Bank of Namibia
Academia	<ul style="list-style-type: none"> • University of Namibia (UNAM) • National Commission on Research Science and Technology (NCRST) • Namibia University of Science & Technology (NUST) • Namibia Energy Institute (NEI) • International University of Management (IUM) • Southern African Science Service Centre for Climate Change and Adaptive Land Management (SASSCAL)

Stakeholder category	Institutions
NGOs/CSOs	<ul style="list-style-type: none"> • Desert Research Foundation of Namibia (DRFN) • Namibia Medical Society • Namibia Red Cross Society (NRCS) • Legal Assistance Center • Women’s Action for Development (WAD) • Sister Namibia • Namibian Women Association (NAWA) • Out-right Namibia • Namibia Women's Health Network • NamRights, Young Women’s Christian Association (YWCA) • National Youth Council of Namibia • Ombetja Yehinga Organisation (OYO) • Namibia Youth on Renewable Energy (NAYoRE) • Desert Soul • The Namibian Association of Community Based Natural Resource Management (CBNRM) • Support Organisations (NACSO) • Integrated Rural Development and Nature Conservation • Namibian Development Trust • Media Institute of Southern Africa (NAMIBIA) • NBC media.
International Organizations	<ul style="list-style-type: none"> • United Nations Food and Agriculture Organisation (FAO) • International Organisation for Migration (IOM) • United Nation Industrial Development Organisation (UNIDO) • Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and • Friedrich-Ebert Stiftung.

2.8. Theory of change

This project provided an alternative approach that is structured around three main components, which have related outcomes and several outputs designed to achieve the objective of the project. Altogether these three components were set to enhance capacities to meet the provisions stipulated in Article 13 of the Paris Agreement. The three components in which the project was structured were the following:

- Enhancing and Strengthening Namibia’s Institutional Arrangements for robust GHG inventories and Transparency MRV System/ Framework for climate actions and NDC
- Provision of tools, training, and assistance for meeting the transparency provisions established in the Paris Agreement
- NDC tracking.

All three components of the project were focused on developing tools, training, and assistance for meeting the provisions stipulated in Article 13 of the Paris Agreement. Components contributed to the design and establishment of a domestic MRV system for climate change mitigation and adaptation measures, GHG emission inventories and support.

To this end, the project’s Theory of Change (ToC) was embedded within the overall ToC underlying the NDC implementation under the Article 13 of the Paris Agreement (**Figure 2**).

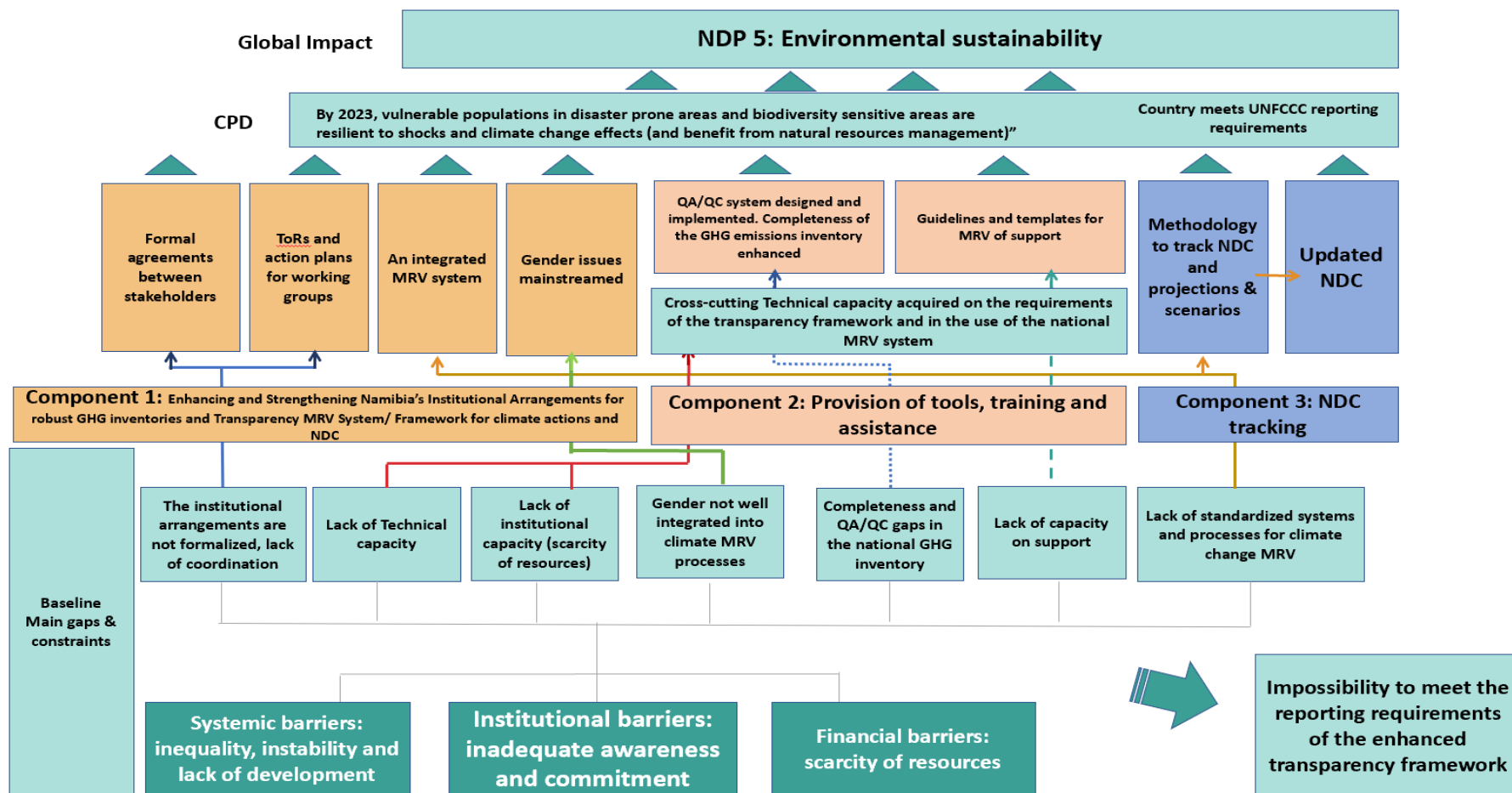


Figure 2: Illustration on the theory of change of the project

Namibia's CBIT project was designed and implemented to build capacity to establish a comprehensive, gender-responsive transparency framework for MRV of climate actions and reporting on NDC implementation under Article 13 of the Paris Agreement. Without this, the methodologies and tools required to enhance transparency under Article 13 of the Agreement will not be implemented in the country. Furthermore, Namibia will not be able to establish an MRV system that facilitates and facilitates the provision of accurate information, monitoring, and evaluation of the instruments that the country has chosen to address climate change. Finally, Namibia will not be able to increase the ambition of its NDCs because of the need to improve its institutional capacity and establish sustainable institutional arrangements. The establishment of a gender-responsive transparency framework for MRV was essential to ensure that the different needs, challenges and priorities of women and men are addressed. Failure to adopt a gender-responsive approach would result in overlooking the differences between men and women described above, inadvertently reinforcing existing gender inequalities and women's increased vulnerability to climate change.

3. FINDINGS

3.1. Project Design and Formulation

3.1.1. Analysis of Results Framework

An analysis of the results framework of the CBIT project was carried out to assess the extent to which the project indicators and targets are Specific, Measurable, Achievable, Relevant and Time-bound (SMART) (Table 4). One (indicator 3) of four of the objective indicators was fully compliant to the SMART criteria while the other three were not fully compliant to the Specific criterion. While the indicators for outcomes 1 and 3 were fully SMART-compliant, outcomes 2 and 4 each had an indicator that was not fully compliant to the Specific criterion.

Table 4: SMART analysis of project indicators

Indicator	End-of-project Target	Terminal evaluation SMART analysis					Evaluator's Feedback
		S	M	A	R	T	
Project Objective: To enhance Namibia's institutional and technical capacities to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and to report on NDC implementation under the Paris Agreement							
Indicator 1: direct project beneficiaries disaggregated by sex (individual people)	200 direct beneficiaries, of whom 100 are women						The framing of the indicator does not make it consistent with the specific criterion. What about "direct beneficiaries of the project, disaggregated by gender"? It would be more specific to say, "Number of direct project beneficiaries by gender (individuals)".
Indicator 2 (Indicator 3 of CBIT tracking tool): Quality of MRV Systems*	9						The framing of the indicator does not make it consistent with the specific criterion. What about "quality of MRV systems"? It would be more specific if it were framed as "different tracking tools (templates, guidelines and portal) for quality MRV systems".
Indicator 3 (Indicator 4 of CBIT tracking tool): Meeting Convention reporting	Updated NDC submitted to the UNFCCC						Indicator is fully SMART compliant

requirements and including mitigation contributions							
Indicator 4 (Indicator 5 of CBIT tracking tool): Qualitative assessment of institutional capacity for transparency-related activities**	4						The framing of the indicator does not make it consistent with the specific criterion. What about 'Qualitative assessment of institutional capacity for transparency-related activities'? It would be more specific to say, "Number of qualitative assessments of institutional capacity for transparency-related activities".
Outcome 1: Institutional arrangements for a national transparency (MRV) framework are in place							
Indicator 5: Number of trainings on gender mainstreaming in processes related to MRV framework	At least 3 workshops on gender mainstreaming have been developed under the project. The technical capacity and expertise in gender mainstreaming of the NCCC and working groups per theme and sector is enhanced.						Indicator is fully SMART compliant. At least 3 gender mainstreaming workshops organized.
Indicator 6: Number of government agencies reporting data to the national MRV platform on a regular basis	At least 10 government agencies have used the national MRV platform for providing data on GHG emission inventories and mitigation.						Indicator is fully SMART
Outcome 2: Enhancement of greenhouse gas inventories as per gaps and needs previously identified							
Indicator 7: All data providers are trained in the use of templates and tools for reporting relevant information for the GHG inventory and mitigation.	All data providers are trained to use the questionnaires and templates for providing data to the MRV system in line with 2006 IPCC methodologies.						Indicator is fully SMART compliant
Indicator 8: Implementation of the QA/QC plan of the inventory	The quality control checklist developed within the QA/QC plan of the country is filled in						The wording of the indicator does not make it consistent with the specific criterion.

	for all sectors of the inventory (Energy, IPPU, Waste and AFOLU).						What about the implementation of the QA/QC plan of the inventory? It would be more specific if it were framed as "proportion or rate of implementation of the inventory QA/QC plan".
Outcome 3: Building MRV capacities of support							
Indicator 9: All data providers are trained to use the templates and tools for reporting relevant information on support.	All data providers are trained to use the templates for providing data on support to feed the MRV system. The information on support is integrated in the future BTR.						Indicator is fully SMART compliant
Outcome 4: Progress tracking tool on NDC and transparency in place							
Indicator 10: Submission of a reviewed NDC	A reviewed NDC is submitted to the UNFCCC						Indicator is fully SMART compliant
Indicator 11: Reporting of progress in the implementation of the NDC	The MRV system is in full operation enabling the obtainment of information on the progress of implementation of the NDC. Information on progress in the implementation of the NDC is included in the first BTR of Namibia.						The framing of the indicator does not render it compliant to the Specific criterion. What about Reporting of progress in the implementation of the NDC? It would be more specific if framed "Number of report submissions on progress reporting on the implementation of the NDC."

Legend

SMART criteria compliant	Questionably compliant to SMART criteria	Non-compliant to SMART criteria

3.1.2. Risks and mitigation strategies

The main identified risks to the successful implementation of the project are identified in **Table 5**.

Table 5: Risks to the successful implementation of CBIT

No	Risk	Rating	Mitigation strategy
1	Lack of buy-in from Government/ Ministries and lack of interest from key stakeholders to participate in the BURs and NCs process, as it's seen as falling out of their core mandates	Medium	Engaging with Government/ Ministries throughout the project and involving stakeholders from the inception to help build ownership and buy-in through awareness raising and consultation. It is envisaged that the proposed more formal arrangements in terms of MOAs will strengthen the institutional arrangements and enhance buy-in.
2	Staff turnaround at the national level providing an inconsistent pool of experts throughout the project.	Medium	Provide incentives to encourage participation of working group members, like capacity building through the implementation of the Training and Capacity Development Plan, and acknowledge partners' contributions on the processes (MRV, GHG, CBIT) and contributions made to project outputs, among others. Encourage stakeholders to nominate more than one participant to the working groups, so at least one can represent the institution at meetings should the other not make it.
3	Lack of data availability may impact on the completeness and accuracy of the analyses that are performed (GHG inventories and policy analysis).	Medium	Activity data availability in some sectors is limited and scattered across many institutions. Hence, the proposed formal institutional arrangements that are to be supported through this project will ultimately mitigate this risk. The crucial initial steps through the previous NCs and BURs will be followed to ensure that there are no data acquisition gaps. Where data is non-existent, through the design of the GHG System, the gaps will be filled.
4	Data confidentiality could mean that useful data are not available to the project team.	Low	Formalised Institutional Arrangements are aimed to address these risks by having clear TOR for data quality control and formal agreements with data providers.
5	No agreement between stakeholders on roles and responsibilities	Medium	Develop case studies to show the competences and roles of similar entities in other countries (ideally neighbouring countries). Analysis of competences of different entities from a legal point of view to identify the most suited roles and responsibilities
6	Overlapping between projects, given the project management is the same	Low	The project assistance for each project was envisaged to be specifically contracted for each individual project. This means that there will be a dedicated project assistance exclusively for the CBIT.

As a GEF-CBIT project, the project was exempted from an environmental and social assessment, and the overall risk rating for the project is "low", as the project does not involve investments in infrastructure. In

addition, the project design included specific activities and approaches to promote women's equality and empowerment, and explicitly promotes environmental sustainability.

3.1.3. Lessons from other Relevant Projects

The CBIT project in Namibia followed policies and drew lessons from other projects in Namibia. The TNC helped Namibia to mainstream climate change concerns into sectoral and national development priorities, as the project sought to increase the Namibian public's knowledge and awareness on climate change.

Under the TNC, the development of a national policy helped to mainstream climate change issues into national planning and development mechanisms. Most importantly, most of the anticipated long-term institutional arrangements were properly initiated under the TNC, although they built strongly on the lessons learned from the previous NCs.

The TNC project worked synergistically with existing national climate change projects and programmes to coordinate efforts and avoid duplication where possible. Together with the Namibia component of the Africa Adaptation Programme, the TNC contributed to training and capacity building for senior policy makers and to promoting public education on climate change, thereby raising awareness at national and sub-national levels. Little use was made of technical working meetings, conferences, seminars, and other platforms for knowledge exchange and sharing.

The three BURs supported the existing institutional arrangements initially established under the TNC (in terms of GHG inventory and mitigation analysis and impacts). Prior to BUR1, Namibia had outsourced its first two GHG inventories, but during BUR1, Namibia and the TNC decided to move from full outsourcing to in-house reporting, including GHG inventory compilation.

The UNDP-GEF Namibia BUR3 project (GEF ID 9838) aimed to build and strengthen Namibia's capacity to fulfil its reporting obligations as a Party to the Convention in accordance with Articles 4 and 12. The project enabled the country to carry out assessments and studies, including an update of the national GHG inventory (inventory year used is 2014), an update on national circumstances, constraints and gaps, related financial, technical and capacity needs, and an analysis of mitigation options and their impacts, as well as national measuring, reporting and verification (MRV) systems.

The UNDP-GEF Namibia Fourth National Communication (NC4) project, which built on the BUR3 and other previous NCs in terms of further strengthening the institutional arrangements for NCs and BURs enabled Namibia to update its national GHG inventory from 1991, as recommended by the ICA process, to the most recent year 2015. In contrast to BURs, NC4 also undertook a vulnerability and adaptation assessment. The assessment took a human-centred approach by combining three variables: exposure, vulnerability, and adaptive capacity to produce a vulnerability hotspot map for Namibia. NC4 was submitted on 19 March 2020. Gender considerations were only superficially included in previous NCs and BURs.

The project design was informed by the development agenda as set out in the National Development Plan (NDP). The government, under the leadership of the National Planning Commission (NPC), implemented a continuous M&E process for all socio-economic development engines to track progress on the various goals and strategies set out in the NDP, including those of the Ministry of Environment, Forestry and Tourism, which has the lead role on climate change.

The project was also in line with the UNPAF (2019-2023) vision: "By 2030, Namibia is a developing nation with an equitable, inclusive, peaceful and sustainable social and economic fabric, a resilient environment and transformative governance in line with the Sustainable Development Goals (SDGs)" and the Country

Programme Document for Namibia (CPD) 2019-2023, the CBIT project will continue to strengthen the capacity of the Ministry of Environment, Forestry and Tourism and other government agencies to formulate and implement policies and measures for climate change mitigation and adaptation, as well as monitoring and reporting under international treaties. The CBIT project falls under CPD Outcome 3 "Building resilience to shocks and crises" and Output 2.2. Scale up integrated climate change adaptation and mitigation actions across priority sectors that are funded and implemented.

3.1.4. Planned Stakeholder Participation

The CBIT project had a sophisticated stakeholder engagement component developed during the PPG phase of the project. The involvement of stakeholders was defined and communicated prior to project implementation. Roles and responsibilities of all stakeholders were defined and established for project implementation.

According to the ProDoc, the project had prepared a stakeholder engagement plan for implementation. Stakeholders involved in the implementation of the project (Public, Private, Civil society Organisations, Academia, International Organisations) alongside their planned and actual roles and responsibilities during project implementation are presented in **Table 7**.

3.1.5. Linkages between Project and other Interventions within the Sector

Recognising that partnerships are key to both the success of the project and to long-term sustainability and impact under the MVR and Article 13 of the PA, the project established collaboration with several ongoing projects and programmes in the country to leverage funding and avoid duplication (**Table 6**).

Table 6: Summary of Partnership with Similar Projects/Programmes

Project/Programme	Synergies and/or relationship with project as outlined in the ProDoc	Actual relationship with the project during implementation
UNDP-GEF Namibia’s Third Biennial Update Report (BUR3 NAM) to the United Nations Framework Convention on Climate Change (UNFCCC) (2018) ⁵	It built on and strengthened Namibia's capacity to meet its reporting obligations as a Party to the Convention in accordance with Articles 4 and 12. The project enabled the country to carry out assessments and studies, including an update of the national GHG inventory (inventory year since 2014), an update on national circumstances, constraints and gaps, related financial, technical and capacity needs, and an analysis of mitigation options and their impacts, as well as the national measurement, reporting and verification (MRV) systems.	Like the previous NCs and BURs, the MEFT, through the Department of Environmental Affairs, is responsible for the implementation of these projects, using the already existing NCs/BURs Project Management Unit, which is hosted by the Climate Change Unit, with the NCCC acting as the project steering committee. The Climate Change Unit currently has four staff members who support the PMU in BURs and NCs reporting and other climate change related issues.
UNDP-GEF Namibia’s Fourth National Communication (NC4) Project (2020) ⁶	It built on BUR3 and other previous NCs to further strengthen the institutional arrangements for NCs and BURs. The project enabled	Gender considerations were only superficially included in previous NCs and BURs. Gender considerations will be firmly

⁵ Namibia. Biennial update report (BUR). BUR 3. | UNFCCC: <https://unfccc.int/documents/192581>

⁶ Namibia. National communication (NC). NC 4. | UNFCCC: <https://unfccc.int/documents/210615>

Project/Programme	Synergies and/or relationship with project as outlined in the ProDoc	Actual relationship with the project during implementation
	Namibia to update its national GHG inventory from 1991 to 2015, as recommended by the ICA process.	integrated into the development of future NCs reports to better reflect the situation of women and to identify gender-responsive mitigation and adaptation measures.
GEF-UNDP-Namibia's Fourth Biennial Update Report (BUR4 NAM) to the United Nations Framework Convention on Climate Change (UNFCCC) (2019-20121) ⁷	The goal of the BUR4 is to fulfil the decisions of COP 16&17, which requires developing countries to submit BURs containing updated national greenhouse gas inventories, including a national inventory report and information on mitigation actions and their effects, and support needed and received. The objective is to "Enable Namibia to prepare and submit its Fourth Biennial Update Report in line with COP 16 & 17 decisions and the guidelines for the preparation of BURs from non-Annex I Parties contained in annex III of decision 2/CP.17".	The project's linkage with the CBIT project is related to strengthening the existing institutional arrangements and updating information on national circumstances, with respect to climate change; Support to the enhancement of the GHG data collection system, Include information on domestic MRV.
GEF-UNDP- Namibia's First Biennial Transparency Report (BTR1) and Fifth National Communication (NC5) to the UNFCCC (2022-2025) ⁸	The project will enable Namibia to prepare and submit its first Biennial Transparency Report (BTR1) and fifth National Communication (NC5) document for the fulfilment of its obligations under the United Nations Framework Convention on Climate Change (UNFCCC), in line with the Modalities, procedures and guidelines for the transparency framework for action and support referred to in Article 13 of the Paris Agreement (Decision 18/CMA.1) along with the guidance on operationalizing the MPGs as per Decision 5/CMA.3.	The preparation of the BTR1/NC5 with the financial assistance of the GEF will serve to further strengthen institutional and technical capacities of Namibia for implementing the Convention, Paris Agreement and reporting thereon to the UNFCCC. The project will provide the platform for furthering the development and implementation of the MRV systems for tracking emissions, mitigation and support within the Enhanced Transparency Framework of the PA. These efforts will be pursued concurrently with the Capacity Building Initiative for Transparency (CBIT) project.
GIZ-Funded-Climate Change and Inclusive Use of Natural Resources (CCIU) ⁹ (2021-2024)	Strengthening the capacity of communities and responsible institutions to manage natural resources in a resilient, inclusive, and climate-adapted manner is achieved through??	Collaborated with CBIT in the mainstreaming of the gender sensitive response to climate change.

⁷ Namibia's Fourth Biennial Update Report (BUR4 NAM) to the United Nations Framework Convention on Climate Change (UNFCCC)

⁸ Namibia's First Biennial Transparency Report (BTR1) and Fifth National Communication (NC5) to the UNFCCC

⁹ [Climate Change and Inclusive Use of Natural Resources \(CCIU\) - GIZ.de](https://www.giz.de/en/press-releases/2021/04/Climate-Change-and-Inclusive-Use-of-Natural-Resources-CCIU)

Project/Programme	Synergies and/or relationship with project as outlined in the ProDoc	Actual relationship with the project during implementation
GIZ-Funded- Farming for Resilience (F4R): Improving rural livelihoods in Namibia (2022) ¹⁰	The Namibian agricultural and food sector is more resilient to the climate and other external influences	Agricultural production is a source of GHG emission production.
FAO-Funded: GCP/INT/1005/USA - Improved yield estimates to inform agricultural and food security interventions (NTE: 31-Aug-2023) ¹¹	Building a resilient food system in a changing climate and environment and end rural poverty and promote inclusive economic growth.	Better production and better livelihoods, in a climate resilience manner
FAO-funded-TCP/NAM/3807/C6 - TCPF: Strengthening of Land Administration within the Ministry of Agriculture, Water and Land Reform and VGGT awareness creation of Parliamentarians (NTE: 31-Dec-2022) ¹²	Strengthen the capacity of Members of Parliament and officials from the Ministry of Land Reform, Ministry of Agriculture, Water and Forestry and Ministry of Urban and Rural Development in applying the VGGT to achieve responsible governance of tenure.	Stakeholder or institutional capacity building in Namibia
IOM-funded project: Strengthening Migration Management in Namibia (2018-2020) ¹³ .	Support to the GRN in the development of a comprehensive national migration policy	The development of a roadmap for the implementation of a national migration policy
UNIDO-Funded: Promoting sustainable bush-processing value chains in Namibia (2019) ¹⁴	The land degradation in the form of bush encroachment reduces the carrying capacity for livestock	GHG emission reduction
GCF-EIF-FP: SAP001: Improving rangeland and ecosystem management practices of smallholder farmers under conditions of climate change in Sesfontein, Fransfontein, and Warmquelle areas of the Republic of Namibia ¹⁵ (2019-2025)	To reduce the vulnerability of smallholder famers, this project seeks to address the impacts of increasing temperatures and higher water evaporation on crop production and bush encroachment on land and livestock productivity. It will increase the efficiency with which rainfall is used to maintain agricultural and rangeland production.	Reducing the climate change vulnerability of the population and gender response action targeting more than 50 % women in all activities
GCF-EIF FP024: Empower to Adapt: Creating Climate-Change Resilient Livelihoods through Community-Based Natural Resource Management (CBNRM) in Namibia ¹⁶	The Community-Based Natural Resource Management (CBNRM) program makes an enormous contribution to both ecosystem conservation and rural development in the communal areas of Namibia but are threatened by CC impacts.	The executing partner is MEFT and has acquired enormous skills in this CBNRM project that CBIT benefited from during its implementation in Namibia. A strong gender action plan that provided very strong participation to women and IPs.
GEF-UNDP- Promotion of Carbon Markets in Namibia for an enhanced	The Promotion of Carbon Markets in Namibia project is designed to	Promoting an enhanced NDCs in Namibia

¹⁰ [Improving rural livelihoods in Namibia - GIZ.de](#)

¹¹ [Project List | FAO in Namibia | Food and Agriculture Organization of the United Nations](#)

¹² [ibid3](#)

¹³ [Strengthening Migration Management in Namibia | International Organization for Migration \(iom.int\)](#)

¹⁴ [Projects in Namibia 170017 \(unido.org\)](#)

¹⁵ [SAP001: Improving rangeland and ecosystem management practices of smallholder farmers under conditions of climate change in Sesfontein, Fransfontein, and Warmquelle areas of the Republic of Namibia | Green Climate Fund](#)

¹⁶ [funding-proposal-fp024-cif-namibia.pdf \(greenclimate.fund\)](#)

Project/Programme	Synergies and/or relationship with project as outlined in the ProDoc	Actual relationship with the project during implementation
implementation of the nationally determined contributions (NDC) towards net-zero emissions and climate-resilient development, in response to the climate emergency ¹⁷	establish an enabling environment for Namibia to pursue Article 6 on Carbon Market-based opportunities under the Paris Agreement. Article 6, particularly Article 6.2 provides guidance for voluntary cooperation between Parties in the implementation of NDCs to allow for higher climate ambition and to achieve greenhouse gas (GHG) emission reductions through Carbon Markets.	

3.1.6. Gender responsiveness of project design

This project was designed to comply with the Guidance to Advance Gender Equality in GEF Projects and Programs (2018)¹⁸ and met the following requirements for actions prior to approval by the GEF CEO.

- Annex 9.1 refers to a gender analysis as recommended by GEF procedures.
- A gender action plan was included as Annex 9.2 to ensure that identified disparities are addressed.
- The project results framework includes gender-specific activities and targets for women's meaningful participation, and the project monitoring and evaluation budget supports the collection of gender-disaggregated data.

The project analysed different areas of life in the country. According to the ProDoc, women face multiple and intersecting forms of discrimination and gender inequality remains deeply entrenched in Namibia. Women's access to land, resources, credit, technology, and decent work is limited, and women are paid less for work of equal value. In the context of climate change mitigation and adaptation, social norms on the sexual division of labour are slowly changing, limiting women's decision-making power. They carry out the bulk of unpaid care work, which exacerbates their time poverty and consequently reduces their capacity to participate meaningfully in climate change mitigation and adaptation. They have fewer resources to contribute to climate action because they are underrepresented in economic and political decision-making. They face high levels of sexual and gender-based violence during and after natural disasters. Women's resilience to climate-related shocks is reduced by their limited access to health care, including sexual and reproductive health services. Rural women, especially those from ethnic minorities, are particularly disadvantaged as they lack access to health, social protection, education, decision-making and means and opportunities for economic survival in the face of climate change.

The project outlined the following recommendations for gender-responsive actions to be implemented by the project. These recommendations were:

- Recognize and increase women's leadership in climate action
- Strengthen national capacities on mainstreaming gender equality considerations.
- Collecting sex-disaggregated data and gender statistics
- Gender mainstreaming in NCs and BURs

¹⁷ <https://www.undp.org/namibia/press-releases/promotion-carbon-markets-namibia-enhanced-implementation-nationally-determined-contributions-ndc-towards-net-zero-emissions>

¹⁸ https://www.thegef.org/sites/default/files/publications/GEF_GenderGuidelines_Dec2018_CRA_web.pdf

- Setting up gender-capacitated institutional arrangements for the Transparency Framework for Measurements Reporting and Verification (MRV)
- Developing a gender responsive MRV Framework
- Engendering Greenhouse Gas (GHG) inventory processes
- Gender-responsive knowledge production
- Gender-responsive policy making and programming, and
- Awareness-raising

3.2. Project Implementation

3.2.1. Adaptive Management

The project demonstrated adaptive management throughout its implementation. With the onset of the Covid-19 pandemic, the Namibian government-imposed lockdown measures, and restrictions on face-to-face meetings. In response to the pandemic, the project shifted most of its activities to virtual mode and provided supportive training workshops through the provision of hydroalcoholic gels and face masks. The project's work plans were also revised to reschedule activities that could not be implemented at the time. Second, the Ministry's lengthy procurement processes culminated in delays in contracting consultants to work on the various components of the project. The Project Management Unit and Ministry counterparts established a Procurement Committee and a Procurement Board, chaired by the Environmental Commissioner (National Project Director), to facilitate the speedy recruitment of consultants.

3.2.2. Actual Stakeholder Participation and Partnership Arrangements

During the PPG phase, the project document identified a list of project stakeholders and outlined their roles and responsibilities regarding the implementation of the project activities. The list includes key stakeholders from the Ministry of Environment, Forestry and Tourism (MEFT), Ministry of Gender Equality and Child Welfare (MGE CW), National Climate Change Committee (NCCC), Ministry of Mines and Energy (MME), Ministry of Water, Agriculture and Forestry (MAWF), Ministry of Industrialisation, Trade and SME Development (MITSMED), Office of the Prime Minister, Environmental Investment Fund (EIF), National Planning Commission (NPC), Namibia Statistics Agency (NSA), Namibia Agronomic Board (NAB), Civil Aviation Authority, Electricity Control Board (ECB), Namibia Roads Authority (NRA), Namibia Airports Authority (NAA), Agribank of Namibia, Meat Cooperation of Namibia (Meatco) (parastatal), National Commission on Research Science and Technology, Namibia Meteorological Services, Windhoek City Council, Swakopmund and Walvis Bay Municipal Councils, Agra, etc. The key stakeholders and their roles and responsibilities according to the ProDoc and their actual role during project implementation are presented in **Table 7**.

Table 7: Summary of stakeholder analysis

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
Ministry of Environment, Forestry and Tourism (MEFT)	<p>The MEFT was the designated implementing partner of the CBIT project.</p> <p>The MEFT is the executive of the Project Board, as detailed in the Governance and Management Arrangements of the ProDoc. The specific roles and responsibilities of the</p>	<p>Same role as in ProDoc. Due to the transfer of the Department of Forestry (DoF) from the then Ministry of Agriculture, Water and Forestry (MAWF) to the current MEFT, the role of coordinating forestry activity data for GHG and mitigation activities became that of MEFT. In addition, the</p>

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
	<p>MEFT are described in Section VII of the ProDoc, page 63.</p>	<p>establishment of the Solid Waste Management and Pollution Control Division under MEFT also made it the sector lead for the waste sector.</p> <p>The MEFT is responsible for collecting activity data for the GHG inventory and for energy mitigation and adaptation actions as outlined in the Nationally Determined Contributions (NDCs).</p> <p>The MEFT has been involved in all capacity building activities of the CBIT. The MEFT also participated in the pilot exercise of the MRV IT system (Output 1.1.3) to ensure that the system is adapted to the circumstances of the Ministry.</p>
<p>Ministry of Gender Equality and Child Welfare (MGECW)</p>	<p>The involvement of the MGECW in the project is addressed under Output 1.1.4. There are specific activities under this output to promote the participation of the MGECW in the NCCC and MRV working groups (GHG, mitigation/adaptation, support). The CBIT gender specialist will liaise with the MGECW from the start of the project to ensure that the MGECW provides technical expertise on promoting gender equality and women's empowerment in climate change mitigation, adaptation and reporting.</p> <p>The involvement of the MGECW in national climate change management through the CBIT will result in</p> <ul style="list-style-type: none"> - A Better integration of gender considerations in climate change planning and decision-making. - Improved intersectoral coordination on gender and climate change. 	<p>The Ministry of Gender and Child Welfare was involved during the implementation phase of the CBIT project to provide advice and guidance to ensure that the project addressed the specific needs and vulnerabilities of women and children in relation to the impacts of climate change, and that the project promoted women's participation in project activities and capacity building initiatives. This formed the basis of all activities, especially the capacity building initiatives of the project.</p>
<p>National Climate Change Committee (NCCC)</p>	<p>The NCCC is included in the Project Board and was envisaged to act as the Project Steering Committee, providing policy and strategic guidance for the implementation of project activities, as well as an oversight role for the project as a whole.</p> <p>The members of the NCCC were to be targeted for the capacity building exercises</p>	<p>In line with the findings and recommendations of the PPG phase, a broader Sustainable Environmental Management and Enhanced Resilience to Shocks and Crises (SEMER) Board, including members of the NCCC (now known as the National Committee on Rio Conventions (NCRC)), served as</p>

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
	<p>included in the CBIT, specifically within outcomes 1.1.3. on the use of the MRV system developed, 1.1.4 on gender mainstreaming, 2.1.3 on the use of 2006 IPCC guidelines and its software, 2.2.2 on the tracking of climate finance and in 3.1.2 on the methodology for tracking the NDC.</p> <p>The stakeholders identified in the PPG phase but not part of the NCCC will be invited to join the committee to ensure their follow up on the activities to be carried out within the CBIT project.</p> <p>The Project Manager and the National Project Leader from the MEFT will set up a mailing list and communicate regularly on the CBIT work plan in order to promote the participation of national stakeholders in all activities.</p> <p>The roles and responsibilities of the participants in the NCCC and MRV working groups will be analysed and strengthened in outputs 1.1.1 and 1.1.2.</p>	<p>the Project Steering Committee and provided policy and strategic guidance for the implementation of project activities, as well as oversight of the project as a whole.</p> <p>The members of the NCRC were targeted for the capacity building exercises included in the CBIT, specifically within outcomes 1.1.3. on the use of the MRV system developed, 1.1.4 on gender mainstreaming, 2.1.3 on the use of 2006 IPCC guidelines and its software, 2.2.2 on the tracking climate finance and in 3.1.2 on the methodology for tracking the NDC.</p> <p>The NCRC and the SEMER Board met twice a year, where the project manager presented an update on the project activities, work plan and budget. Some members of the NCRC also participated in the various working groups of the CBIT project, which benefited from the various capacity building initiatives of the project.</p>
<p>Ministry of Mines and Energy (MME)</p>	<p>The MME is a key stakeholder for the MRV due to its involvement in the GHG emission inventory and its role in implementation of energy mitigation and adaptation projects in the country.</p> <p>The MME will be involved in all capacity building exercises of the CBIT.</p> <p>The MME will participate in the pilot exercise of the IT system of the MRV (output 1.1.3), to ensure the system is adapted to the circumstances of the ministry.</p>	<p>MME is the lead for the energy sector in the GHG/Mitigation Working Group. MME is responsible for the collection of activity data for the GHG inventory and for energy mitigation and adaptation actions as outlined in the Nationally Determined Contributions (NDCs).</p> <p>The MME has been involved in all capacity building activities of the CBIT. The MME also participated in the pilot exercise of the MRV IT system (Output 1.1.3) to ensure that the system is adapted to the circumstances of the Ministry.</p>
<p>Ministry of Water, Agriculture and Forestry (MAWF)</p>	<p>The MAWF is a key stakeholder for the MRV due to its role in implementation of mitigation and adaptation projects in the country.</p>	<p>MAWF, now known as the Ministry of Agriculture, Water and Land Reform (MAWLR), leads the Agriculture, Forestry and Other Land Use (AFOLU) sector within the GHG/Mitigation Working Group, except for the forestry part which has moved to MEFT. The</p>

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
	<p>The MAWF was to be involved in all capacity building exercises of the CBIT project.</p> <p>The MAWF was envisaged to participate in the pilot exercise of the IT system of the MRV (output 1.1.3), to ensure the system is adapted to the circumstances of the ministry.</p>	<p>MAWLR is responsible for the collection of activity data for the GHG inventory and for energy mitigation and adaptation actions as outlined in the NDC.</p> <p>The MAWLR has been involved in all capacity building activities of the CBIT. The MAWLR also participated in the pilot exercise of the MRV IT system (Output 1.1.3) to ensure that the system is adapted to the circumstances of the Ministry.</p>
<p>Ministry of Industrialisation Trade and SME Development (MITSMED)</p>	<p>The MITSMED is a key stakeholder for the MRV due to its involvement in the GHG emission inventory.</p> <p>The MITSMED was envisaged to be involved in all capacity building exercises of the CBIT project.</p> <p>The MITSMED was to participate in the pilot exercise of the IT system of the MRV (output 1.1.3), to ensure the system is adapted to the circumstances of the ministry.</p>	<p>The Ministry of Industrialisation and Trade (MIT), formerly known as MITSMED, leads the Industrial Processes and Product Use (IPPU) sector under the GHG/Mitigation Working Group. MIT is responsible for the collection of activity data for the GHG inventory and for energy mitigation and adaptation actions as outlined in the NDC.</p> <p>The MIT has been involved in all capacity building activities of the CBIT. The MIT also participated in the pilot exercise of the MRV IT system (Output 1.1.3) to ensure that the system is adapted to the circumstances of the Ministry.</p>
<p>Office of the Prime Minister</p>	<p>The office of the prime minister was envisaged to be involved in all capacity building exercises of the CBIT project.</p>	<p>As planned, the Office of the Prime Minister has been involved in the capacity building initiative of the CBIT project, particularly in the area of climate change vulnerability and adaptation assessment.</p>
<p>Environmental Investment Fund (EIF)</p>	<p>During the PPG phase, the EIF agreed to be involved in the working group of support, which was to be created in output 1.1.1 and for which templates for data collection was to be developed under output 2.2.1.</p> <p>The EIF was to be involved in all capacity building exercises of the CBIT project.</p> <p>The EIF was to participate in the pilot exercise of the IT system of the MRV</p>	<p>Some EIF staff are part of the GHG/Mitigation Working Group and have been involved in capacity building initiatives under the CBIT project.</p>

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
	(output 1.1.3), to ensure the system is adapted to the circumstances of the ministry.	
National Planning Commission (NPC)	<p>The NPC is part of the project board of the CBIT project as a senior beneficiary. The roles of the NPC as part of the project board are specified in section VII of the ProDoc, page 62.</p> <p>The NPC was to be involved in all capacity building exercises of the CBIT project and participate in the pilot exercise of the IT system of the MRV (output 1.1.3), to ensure the system is adapted to the circumstances of the ministry.</p>	<p>The NPC is part of the CBIT project board as a senior beneficiary. The role of the NPC as part of the Project Board is specified in Section VII of the ProDoc, page 62.</p> <p>The NPC co-chairs the SEMER Board together with MEFT.</p> <p>The NPC has also been involved in all capacity building activities of the CBIT project. The NPC is part of the GHG Inventory Working Group and reports on the support received and needed.</p> <p>In order to ensure that the system is adapted to the circumstances of the Ministry, the NPC participated in the pilot of the IT system for MRV (Output 1.1.3).</p>
Namibia Statistics Agency (NSA)	<p>The MRV system was to be built from the existent IT system in NSA. NSA was to be involved along the MTE to develop a roadmap for the implementation of the MRV system (see output 1.1.3). Furthermore, the NSA was to be specifically designated as responsible for archiving information for the GHG emissions inventory and to be involved in all capacity building exercises of the CBIT project (see role of NCCC members above).</p> <p>It was planned for the NSA to participate in the pilot exercise of the IT system of the MRV (output 1.1.3), to ensure the system is adapted to the circumstances of the ministry.</p>	<p>NSAs are an integral part of the GHG Working Group under the CBIT. They have been active in providing data for the GHG inventories. The NSA worked very closely with the consultant who developed the MRV system that will be handed over to the NSA. However, there have been delays due to delays in the national census and delays in the procurement of IT equipment to support the NSA.</p> <p>The NSA has been involved in all capacity building exercises of the CBIT project (see role of NCCC members above).</p> <p>The NSA participated in the pilot exercise of the MRV IT system (Output 1.1.3) to ensure that the system was adapted to the circumstances of the Ministry.</p>
Namibia Agronomic Board (NAB)	The NAB was planned to be involved in all capacity building exercises of the CBIT project	NAB was invited and is currently a member of the NCRC.

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
Civil aviation office	The Civil aviation office was to be involved in all capacity building exercises of the CBIT project (see role of NCCC members above).	Civil aviation is represented by the parent ministry, the Ministry of Works and Transport (MWT). MWT is part of the Energy Sector Working Group and also sits on the NCRC and SEMER Boards. Through MWT, civil aviation provided activity data for the GHG inventories.
Electricity Control Board (ECB)	The ECB was planned to be involved in all capacity building exercises of the CBIT project	<p>The ECB is part of the NCRC and the energy sector in the GHG/Mitigation Working Group.</p> <p>The ECB was involved in all capacity building exercises of the CBIT project (see role of NCCC members above).</p> <p>The ECB participated in the pilot exercise of the MRV IT system (Output 1.1.3) to ensure that the system is adapted to the circumstances of the Ministry.</p>
NAMPOWER	The Nampower was to be involved in all capacity building exercises of the CBIT project.	<p>NAMPOWER is part of the NCRC and the energy sector under the GHG/Mitigation Working Group.</p> <p>NAMPOWER was involved in all capacity building exercises of the CBIT project (see role of NCCC members above).</p> <p>NAMPOWER participated in the pilot exercise of the MRV IT system (Output 1.1.3) to ensure that the system is adapted to the circumstances of the Ministry.</p>
Namibia Roads Authority (NRA)	The NRA was planned to be involved in all capacity building exercises of the CBIT project	Like the Civil Aviation Authority, the NRA is represented by the parent ministry, the MWT.
Namibia Airports Authority (NAA)	It was planned that the NAA will be involved in all capacity building exercises of the CBIT project	Same as civil aviation office
Agribank of Namibia	The Agribank of Namibia was planned to be invited to participate in the NCCC within output 1.1.1 and 1.1.2.	Agribank was invited and is currently an active member of the NCRC.

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
	The bank was planned to be specifically involved in the support component of the MRV within outcome 2.2.	
Meat Cooperation of Namibia (Meatco) (Parastatal)	It was planned for Meatco to be involved in all capacity building exercises of the CBIT project	Meatco is part of the AFOLU sector under the GHG/Mitigation Working Group. Meatco has been involved in all capacity building activities of the CBIT project.
National Commission on Research Science and Technology	The academia was planned to be involved in output 1.1.4 for developing a module on MRV to train national alumni on the enhanced transparency framework and the national climate change MRV. The national Commission on Research, Science and Technology was envisaged to be consulted for adapting the module to national circumstances.	NCRST is a member of the board of NCRC and SEMER and has been involved in the capacity building activities of the CBIT project.
Namibia Meteorological Services	The Namibian Meteorological Services was planned to be involved in all capacity building exercises of the CBIT project.	Was not involved
City Council of Windhoek	The city council was envisaged to be involved in all capacity building exercises of the CBIT project	The City of Windhoek is a member of the NCRC and is part of the waste sector in the GHG/Mitigation Working Group and has benefited from some of the capacity building activities of the CBIT project.
Swakopmund and Walvis Bay, Oshakati councils	The city council was to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project	The three municipalities were involved in the waste sector of the GHG inventory. They were trained on the data collection templates.
Local Authorities	N/A	Awareness-raising about the project and training on the basic data collection templates were provided to all local authorities in Namibia.
Agra	Agra was envisaged to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	Despite several invitations, Agra has not been active, but has been invited to join the NCRC.
FeedMaster	FeedMaster was planned to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	As they are reported and covered under MAWLR, they are not yet members of NCRC.

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
TransNamib	TransNamib was envisaged to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	TransNamib did not have an invitation to the NCRC because it already has representation through the parent ministry, which is MWT.
Ohlthaver & List Group of Companies (Namibian Dairies and Namibia Breweries)	The Ohlthaver & List Group of Companies was planned to be involved in all capacity building exercises of the CBIT project	The O&L group has had little success in getting involved in the capacity building activities of the CBIT project due to limited staff.
Ohorongo Cement	Ohorongo was envisaged to be involved in all capacity building exercises of the CBIT project	In providing activity data for the IPPU sector of the GHG inventory, Ohorongo Cement has been an active collaborator.
Development Bank of Namibia	The Development Bank of Namibia was planned to be involved in all capacity building exercises of the CBIT project	DBN is part of the NCRC.
University of Namibia	The academia was to be involved in output 1.1.4 for developing a module on MRV to train national alumni on the enhanced transparency framework and the national climate change MRV. Additionally, the academia was to be involved in research on gender mainstreaming and on the consideration of gender in the assessment of mitigation and adaptation impact of policies and measures. Furthermore, as part of the NCCC, the academia will be involved in all capacity building exercises of the CBIT project (see role of NCCC members above). The academia was to be involved in all capacity building exercises of the CBIT project (see role of NCCC members above). The entities not involved in the NCCC yet were to be invited to join in the NCCC within output 1.1.1 and 1.1.2.	The academia was involved in Output 1.1.4 for the development of a module on MRV to train national alumni on the enhanced transparency framework and national climate change MRV. As part of the NCCC, the academia was involved in all capacity building activities of the CBIT project, in some cases as trainers.
Namibia University of Science & Technology		
Namibia Energy Institute		
International University of Management IUM		
Southern African Science Service Centre for Climate Change and Adaptive Land Management (SASSCAL)		
Desert Research Foundation	The Desert Research Foundation was envisaged to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and will be involved in all capacity building exercises of the CBIT project	DRF is a member to the NCRC
Namibia Medical Society	Better institutional collaboration.	To collect data on medical waste for the GHG inventory, hospitals were

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
		consulted through the Ministry of Health and Social Services.
Red Cross Society	Better institutional collaboration. Increased engagement in GHG and MRV activities.	Red cross society is a member to the NCRC
Legal Assistance Center	The Legal assistance center was planned to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	Legal Aid was involved in the drafting of the data collection MOAs. The MOA has been submitted to the Office of the Attorney General for legal review and opinion.
Women’s Action for Development (WAD)	The WAD was to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project	WAD is a member of the NCRC and is also part of the gender roster of experts.
Namibian Women Association (NAWA)	NAWA was envisaged to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	NAWA is part of the gender roster of experts
National Youth Council of Namibia	National Youth Council of Namibia was envisaged be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	The NYC is part of the NCRC. Active members of NYC have been engaged and encouraged to participate in capacity building initiatives under the CBIT project. Although their participation was minimal, some members made an effort to attend some of the workshops.
Ombetja Yehinga Organisation (OYO)	OYO was to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	OYO is part of the NCRC
FAO	The FAO was envisaged to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	FAO was invited to join the NCRC and is currently an active member.
IOM	IOM was to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project.	IOM was invited to join the NCRC and is currently an active member.
GIZ	GIZ was envisaged to be invited to join the NCCC within outputs 1.1.1 and 1.1.2 and to be involved in all capacity building exercises of the CBIT project (see role of NCCC members above).	GIZ was invited to join the NCRC and is currently an active member and has been involved in all capacity building activities of the CBIT project.

Stakeholder	Roles and Responsibility as per the ProDoc	Roles and Responsibility during Project Implementation
	Specific coordination was envisaged to be pursued with the GIZ since the beginning of the CBIT project to ensure the CBIT project is in line with GIZ and NDC Partnership activities in the country.	Since the beginning of the CBIT project, specific coordination has been agreed with GIZ to ensure that the CBIT project is in line with GIZ and NDC partnership activities in the country.

Consultations with project stakeholders revealed that most stakeholders were involved in project implementation, except for the limited participation of the private sector, not because they were not involved in the formulation of the project document, but because their interest is business and making profits. The Ministry of Works and Transport, one of the key stakeholders, did not participate fully due to staffing issues. Nevertheless, a lot of awareness raising is still needed to mobilise stakeholders on climate change issues, such as holding a national conference on climate change. This will influence the mindset of those who still do not see its importance¹⁹.

3.2.3. Knowledge Management & Communications

The project has developed a module on the components of climate change MRV, which will be adopted by national academic institutions to train students on the different components of MRV and to support compliance with the reporting obligation under the ETF of the Paris Agreement. The CBIT project is by nature a knowledge management project. The MRV portal that has been developed will also contribute in filling the knowledge management gap in the country, as currently there is no centralised repository of data related to the ETF. In order to close this gap and to facilitate the dissemination of good practices, the whole process of project implementation has been documented to be shared as good practices and lessons learnt. The PMU was invited to several UNFCCC ETF regional workshops to share their lessons learned and best practices on the transition to the ETF. The PMU was equally invited to give lectures and seminars at local universities on the country's reporting obligations under the ETF and climate change in general²⁰.

From the interviews conducted with project stakeholders relating to knowledge management and the opportunities for experience sharing provided by the project, respondents opined that the knowledge generated by CBIT project was managed in a number of ways²¹. These include:

- The Updated NDC, first adaptation communication, and baseline report for agriculture sector were published on the UNFCCC secretariate website and in the Naval network.
- All workshops’ reports, quarterly and annual reports are submitted to UNDP's control office website and uploaded on different platforms of their social media channels.
- Some of these publications and the project documents were printed out and shared with the stakeholders and;
- Some of them were taken to the Resource Centre within the ministry which is the library for extensive dissemination; and
- There was peer-to-peer learning component in this climate space.

¹⁹ Interview with staff of MEFT, UNDP, PMU, MME, NCCC

²⁰ PIR 2021, 2022, 2023.

²¹ Interviews with MEFT, PMU, UNDP, and CCI

CBIT Namibia engaged with CBIT Global Support Programme (GSP)²² to package lessons learnt and challenges which could constitute a source of learning to countries implementing CBIT projects in the future. The project laid emphasis on the involvement of academia and the encouragement of students or interested persons to be engaged more in the MRV system and climate change transparency for more experts to be groomed in the domain²³.

Opportunities for sharing experiences and documenting lessons have been provided through a Global Support Programme (GSP) and others. For example, Johannesburg and six other countries shared experiences and similar experiences were observed from Tokyo. Namibia has participated in some regional workshops to basically disseminate its knowledge and apart from that, GSP platform events regularly invite different countries to present their findings. There are many online webinars, especially on the CBIT GSP platform as a global CBIT support programme, where countries come and share their experiences in implementing the CBIT project. "There are already some events for different CBIT projects, so I believe that towards the end of the project, they will contact Namibia to present their project results to the wider community," reported a respondent from UNDP.

3.2.4. Project Finance and Co-finance

The total financial budget for the project was US\$1,160,000 from the various donors, all with the aim of achieving the project objectives. Funding for the project came from the GEF Trust Fund of US\$1,100,000; UNDP provided US\$10,000; US\$50,000 was contributed by the Government of Namibia (GRN (MEFT)). The total co-financing was US\$ 60,000 of the total budget (Annex G).

3.3. Monitoring and Evaluation

Monitoring and Evaluation of the CBIT project is rated **Highly Satisfactory**.

3.3.1. M&E Design at Entry

During the project preparation phase of the CBIT project, a monitoring and evaluation plan was developed as part of the project document, which clearly outlined how the project would be monitored at the federal and regional levels and the costs of the various M&E activities, in accordance with the UNDP POPP and UNDP Evaluation Policy, as well as the GEF M&E Policy and other GEF guidelines. The M&E plan should also facilitate learning and ensure that knowledge is shared and disseminated widely to support the scaling up and replication of project results. The M&E package comprised of the following elements:

- Inception workshop and report;
- Quarterly progress reports (both technical and financial);
- GEF Project Implementation Reports;
- Quarterly Risk Log
- Lessons learned and knowledge generation;
- GEF Focal Area Tracking Tools
- Monitoring Schedule Plan in project results framework;
- Annual Review Report;
- Project steering committee meetings;
- Stakeholder engagement plan;
- Terminal evaluation

²² GSP is a GEF-funded UNEP-led programme.

²³ Interviews with MEFT, PMU, UNDP, and CCI

- Final Report (final PIR).

The M&E plan outlined the responsibilities of the different parties involved in the project as presented in **Table 8**.

Table 8: CBIT M & E roles and responsibilities

Actor	M&E Responsibility
Project Manager	<ul style="list-style-type: none"> • Responsible for day-to-day project management and regular monitoring of project results and social and environmental risks. • Ensures a high level of transparency, responsibility and accountability among staff in M&E and reporting of project results; • informs the PB, UNDP CO and UNDP-GEF RTA of any delays or difficulties encountered during implementation for appropriate support and corrective action; • Develops annual work plans based on the multi-annual work plan; • Ensures that UNDP standard and GEF M&E requirements are met to the highest quality; and • Play a technical role in the project, providing oversight of technical M & E for the project.
Project Board	<ul style="list-style-type: none"> • Takes needed corrective action to ensure desired results are achieved; • Hold reviews to assess project performance and appraise AWP; • Hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and highlighting project results and lessons learned
Project Implementing Partner	<ul style="list-style-type: none"> • Responsible for providing any required information and data to ensure a timely comprehensive and evidence-based project reporting; • Ensures project-level M & E is undertaken by national institutes
UNDP Country Office	<ul style="list-style-type: none"> • Annual supervision missions; • Initiates and organizes key GEF M & E activities including the GEF PIR, the independent mid-term review and independent terminal evaluation; • Ensures UNDP and GEF M & E requirements are fulfilled to highest quality; • Ensures compliance with all UNDP project-level M & E requirements while making sure any quality concerns highlighted are addressed; • Retains all M & E records for the project for up to 7 years after project closure
UNDP-GEF Unit	<ul style="list-style-type: none"> • Provides additional M & E and project implementation quality assurance and troubleshooting support

The M&E design at entry of the CBIT project is rated **Highly Satisfactory**.

3.3.2. M & E implementation

Following interviews with project stakeholders as part of this TE, it emerged that the resources allocated to M&E were sufficient. Data on the progress against the various indicators were collected and reported in the project's annual PIR, disaggregated by gender where appropriate.

Overall, M&E during project implementation was carried out through the following activities:

Inception

- Organization of inception workshop and elaboration of inception workshop report

Planning

- Annual Workplans (AWPs) preparation; and
- Organization of project steering committee meeting to validate the AWP and budget.

Monitoring and review

- Project steering committee meetings to take stock of project implementation progress and for the provision of recommendations and/or endorsement of any changes; and
- Field monitoring missions

Quality assurance

- Spot check - implementing partner's technical and financial reports.

Evaluation

- Project terminal evaluation

Reporting

- Project specific reporting (PIRs)

In an interview with the relevant project stakeholders involved in M&E, it was confirmed that the M&E system has been operating as per the M&E plan and progress reports have been completed and submitted to UNDP and the Government on time. From the outset of the project implementation, the project management team and the country office received guidance from the Regional Technical Advisor on the UNDP and GEF reporting requirements. Quarterly reports, annual reports, and workshop reports were elaborated and where applicable, the number of participants was disaggregated by gender in the elaborated reports. M&E was done by UNDP and not necessarily by the project management unit or the Ministry of Environment. UNDP took charge for the M&E of the project and no major challenges were identified pertaining to M&E of the project²⁴. The budget allocated to M&E was considered sufficient to cover the project's M&E activities.

Regarding the use of M&E data to inform and improve the implementation of the project, the interviewees opined that feedback on the elaborated PIRs was provided by the UNDP regional team, which provided basis for not only enhancing the quality of reporting but equally the delivery of the project. The Project Board was equally informed on the progress of the project and challenges faced, enabling the board to provide orientations and recommendations for an improved delivery of the project. Although the Covid-19 pandemic affected the scheduling of project board meetings from the outset, this improved later during project implementation²⁵.

The M&E implementation of the CBIT project is rated **Highly Satisfactory**.

3.4. Project Implementation and Execution

3.4.1. UNDP Implementation oversight

UNDP's implementation monitoring role is rated as **Highly Satisfactory**.

UNDP and the implementing partners, MEFT, PMU, NCCC, in close cooperation with the other key stakeholders, played an important role in the implementation of the CBIT project by closely monitoring the implementation process and ensuring that the project activities were carried out as expected. UNDP was responsible for recruiting project staff and ensuring that financial and technical reports were prepared and submitted to the Project Board as expected, and this was done. Stakeholder consultations as part of the TE generated mixed views as some respondents opined that UNDP performed its oversight role in the implementation of the CBIT project "very well" while a few stakeholders did not share this view.

²⁴ Interview with PMU, MEFT and UNDP

²⁵ Interview with MEFT and UNDP

Stakeholders who felt UNDP could have done better cited that UNDP did not have sufficient staff to handle several projects simultaneously culminating in delays in project implementation. UNDP attributed these delays to the transition period of its corporate management and resource planning system, which changed during the delivery of the project from Atlas to Quantum. This transition delayed processing of payments for staff and service providers to UNDP not only in Namibia but globally. Despite the delays, UNDP was able to deliver on its mandates under CBIT project. As a GEF implementing agency, UNDP's internal project and financial management system was instrumental in supporting the implementation of the CBIT project. UNDP provided financial management support as well as assistance in the procurement of services under the project. In the preparation of the annual progress reports, UNDP through the regional technical team provided technical assistance in the review of the PIRs, providing comments and feedback to the Country Office and project team.

UNDP also provided technical support for the adaptive management of project activities during the Covid-19 pandemic period. These measures included restricting the organisation of physical or face-to-face meetings and/or limiting the number of people who could attend physical meetings or gatherings. The imposition of these measures affected project activities as they could not be carried out in a timely manner. The possible solution was to use virtual platforms instead of traditional face-to-face meetings. However, the PIRs indicated that despite the delays caused by Covid-19, the planned activities were still achieved as expected²⁶.

The oversight role of the UNDP in project implementation as **Highly Satisfactory**

3.4.2. Implementing Partner execution

The main implementing partner for the CBIT project was the Ministry of Environment, Forestry and Tourism (MEFT) in close cooperation with UNDP. This implementing partner was expected to work closely with the PMU, which was tasked with preparing the consolidated annual and quarterly work plans for the project, as well as the M&E plans with the indicators to be used by the government and UNDP to monitor the progress of the programme and draw lessons for possible replication.

The evaluation found that government support was critical to the successful implementation of the CBIT project. However, this was fraught with challenges, as the national unit was experiencing staff turnover just prior to the start of the project. In addition, staff were also small, new and working on many projects at the same time, so they were overwhelmed with work²⁷. About 75% respondents opined that implementing partners performed their task very well while 25% said it was poor. MEFT ensured that diverse stakeholders were engaged in the project and communication between the different partners involved in the project implementation was well coordinated and effective, as everyone tried to fulfil their respective roles and responsibilities.

The execution role of the government counterparts is rated **Highly Satisfactory**.

3.4.3. Risk Management

As a GEF CBIT project, the project was exempted from environmental and social screening, and the overall risk rating for the project is "low", as the project activities fell under the SESP exemption criteria. In addition, the project design includes specific activities and approaches to promote gender equality and empowerment, and explicitly promotes environmental sustainability. The project has been continuously monitored during implementation to allow for mitigating actions to be taken if risks are identified. A review of the project implementation reports showed that few of the risks identified during project design

²⁶ 2021 PIR; 2022 PIR

²⁷ Interview with staff of PMU

materialised during project implementation. However, other risks emerged during project implementation that had not been identified earlier. These were identified and mitigating actions were taken where possible. **Table 9** presents the identified risk and mitigation measures taken.

Table 9: Risks identified during project implementation²⁸

Risk	Mitigation measure
The implementation of the project was hampered by Covid 19.	Instead of traditional face-to-face meetings, virtual platforms were used.
There have been delays in the recruitment of additional staff to the PMU. This has hampered implementation progress during quarter 3 of 2021 ²⁹ .	The implementation of CBIT Q4-2021 was improved by hiring additional staff.
Delays in appointing consultants to work on the various components of the project due to lengthy procurement processes by the ministry ³⁰	The Project Management Unit and Ministry counterparts have since established a Procurement Committee and Board, chaired by the Environmental Commissioner (National Project Director), to facilitate the rapid recruitment of consultants.
Despite the PMU's efforts to submit payment requests in a timely manner, payments still take a long time to process, and this usually slows down project implementation.	The PMU engaged and reminded all implementing parties of the deadlines and the urgency of processing payments on time.
UNDP corporate management system transitioning from Atlas to Quantum	UNDP responded promptly to the payment request when the opportunity arose, particularly in relation to the delays caused by the transition.

3.4.4. Social and Environmental Standards

The project was exempted from an environmental and social assessment, and the overall risk rating for the project is "low", as the project activities fell under the SESP exemption criteria. In addition, the project design includes specific activities and approaches to promote women's equality and empowerment, and explicitly promotes environmental sustainability.

3.4.5. Accountability and Grievance Mechanism (AGM)

The project did not have a dedicated AGM for the identification and resolution of project-related grievances, and this was because the project was exempted from environmental and social assessment³¹. The evaluator is of the opinion that it would have been appropriate for the project to have an AGM as grievances could still emanate from very low risk projects. However, the evaluation did not identify any complaint that emerged during the implementation of the project³².

3.5. Project Results

3.5.1. Relevance

The relevance of the project is rated by the evaluator as **Highly Satisfactory**

Relevance to Global and National Priorities of Namibia

²⁸ PIRs

²⁹ CBIT Q3 Narrative Quarterly Report 2021

³⁰ CBIT Q4 Narrative Quarterly Report 2023

³¹ Interview with a staff of PMU

³² Interview with the staff of MEFT and PMU.

As a signatory to various environmental initiatives, including the three RIO conventions, Namibia has made significant efforts to demonstrate its commitment to address climate change. Namibia is a signatory to many international climate change reference frameworks including the Paris Climate Agreement³³. The Paris Agreement in its Article 13 introduced the enhanced transparency framework (ETF), building on existing transparency initiatives under the UNFCCC. The ETF provides clarity on each countries' individual climate actions and support. This involves the tracking of parties' progress towards the attainment of the mitigation and adaptation goals of their respective nationally determined contributions, including good practices, priorities, needs and gaps to inform the global stocktake under Article 14 of the Agreement. Specifically, the ETF requires Parties to regularly provide the following information:

- A national anthropogenic greenhouse gas (GHG) inventory report prepared using good practice methodologies developed by the Intergovernmental Panel on Climate Change;
- Information required to track progress realized towards implementing and achieving its NDCs;
- Information related to climate change impacts and adaptation;
- Developed countries to provide information on financial, capacity building and technology transfer support to developing countries; and
- Developing countries to provide information on financial, technology transfer and capacity building support needed and received from developing countries.

The CBIT project provided capacity building support to Namibia on the reporting under the Paris Agreement and the climate convention. Through the project, national stakeholders in Namibia had their capacities strengthened on the reporting requirements of the ETF. The CBIT project is therefore strongly aligned with the priorities of Namibia pertaining to climate change reporting as the nation is under obligation to report to the UNFCCC.

Beneficiaries confirmed that the CBIT was very relevant as it is indeed aligned with the national priorities of the country. The priority of Namibia is to remain compliant to the ETF reporting as they have been before this project. The capacity gaps were identified way back in the first National Communication, and the Ministry decided to move away from outsourcing experts for the reporting requirement to having a better and more robust system of institutional arrangements and local experts to help with the reporting requirement under the ETF through CBIT. This has really improved reporting accuracy and compliance as well as the broader picture of the global goal which is institutional arrangement and all the PA under implementation³⁴.

Alignment of project activities and the needs of target beneficiaries

The CBIT project supported national environmental stakeholders to improve their capacity through capacity building programmes on the Enhanced Transparency Framework. During implementation, the project considered the participation of females as paramount to ensure that women take the lead in climate action in the country as they are the most vulnerable. The project also worked to fill the policy and legal gaps in women's participation and benefits from environmental issues, as the previous National Communications, NDCs and BURs neglected the gender aspect in the process. In this way, women would henceforth play a key role in the processes of the enhanced transparency framework, as has already been witnessed in the working groups. National stakeholders had inadequate knowledge on transparency and reporting under the climate convention. Through the project, stakeholders' capacity building gaps relating to aspects including but not limited to data collection, analysis and reporting were strengthened, enabling the public sector

³³ United Nations. List of Parties that signed the Paris Agreement. [LINK](#)

³⁴ Interview with PMU, MEFT, UNDP, NCCC, Min of Energy

(administration) to prepare the required reporting documents using in-house expertise as opposed to outsourcing to consultants.

Synergies of CBIT with other projects

The CBIT project developed synergies with government activities in its intervention zone. By responding to PA Article 13, the project contributes to building the capacity of national stakeholders to monitor and report their GHG emissions in line with their National Climate Change Strategy and Action Plan (2013-2020). The MEFT works in synergy with other government ministries and agencies to operationalise the MRV portal. They use a memorandum of understanding (MoU) to enforce obligatory participation of all relevant stakeholders trained for data collection and entry into the MRV portal. Throughout its implementation, the CBIT project team worked synergistically with various development agencies such as GIZ, national private sector and civil society organisations (CSOs), academia (research institutions, universities) to ensure better monitoring and reporting under the ETF MRV³⁵.

Beneficiaries claim that CBIT created synergies with the GIZ-funded climate change-inclusive use of natural resources (CCIU) project. This collaboration was visible in the NDC update as it covered certain sectors of the gender mainstreaming process. This project had synergies with previous and ongoing projects focus ed on reporting (national communication, BUR³⁶, BTR, NC5). It also had synergies with academic institutions (universities and research) and various stakeholder groups and civil society organisations, which improved their reporting obligations under the PA for the BTR support projects, as well as the work done at national level by academia and CSOs.

The relevance of the project was rated by the evaluator as **Highly Satisfactory**

3.5.2. Effectiveness

The effectiveness of the CBIT project is rated **Satisfactory** based on the level of progress made by the project towards the achievement of its objectives and outcomes.

Progress towards objectives

The CBIT project made reasonable progress towards achieving its objectives. An analysis of the target indicators and the actual achievement of the indicators at the end of the project (**Table 10**) showed that some of the indicator targets were almost achieved, achieved, or exceeded. However, the indicators whose achievement was rated as close to target showed a significant improvement over the baseline situation and are still being implemented as the project benefited from a 6-month extension.

The progress towards attainment of the project's objective is rated as **Satisfactory**.

³⁵ PIR, 2023.

³⁶ Namibia has submitted its last BUR 4 and since then it has been working on the transition to the ETF with first BTR expected to be submitted by Dec 2024 and then every 2 years thereafter

Table 10: Results analysis of level of attainment of objectives indicators (Source: 2021 PIR; 2022 PIR; 2023 and current status)

Outcome Indicator	End-of-project Target	Actual achievement at TE	Rating
To enhance Namibia’s institutional and technical capacities to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and to report on NDC implementation under the Paris Agreement			
Indicator 1: direct project beneficiaries disaggregated by sex (individual people)	200 direct beneficiaries, of whom 100 are women	<p>The number of direct beneficiaries was 88, of which 40 were women. These beneficiaries were mainly from key line ministries such as the Ministry of Mines and Energy (MME), Ministry of Environment, Forestry and Tourism (MEFT), Ministry of Agriculture, Water and Land Reform (MAWLR), Ministry of Works and Transport (MWT), Ministry of Trade and Industrialisation (MTI), National Planning Commission (NPC), Environmental Investment Fund (EIF), Namibia Statistics Agency (NSA) and the private sector such as Ohorongo Cement.</p> <p>Given the capacity building nature of the project, most of these stakeholders benefited from workshops and training on the various software, tools and guidelines that will help the country meet its reporting obligations under the Enhanced Transparency Framework (ETF).</p> <p>Some of the interactions were simply consultations to raise awareness of the different components of the ETF.</p>	Not Achieved
Indicator 2 (Indicator 3 of CBIT tracking tool):	9	During the reporting period, a training was organised with key stakeholders on the Monitoring, Reporting and Verification (MRV) portal developed during the previous reporting period. The training was held on 3-5 April, 2023 and was attended by a total of 20	Level of progress rating: 9 ³⁷

³⁷ Guidance for Ratings (1-10):

1. Very little measurement is done reporting is partial and irregular and verification is not there
2. Measurement systems are in place but data is of poor quality and/or methodologies are not very robust; reporting is done only on request or to limited audience or partially; verification is not there
3. Measurement systems are in place for a few activities, improved data quality and methodologies, but not cost or time efficient; wider access to reporting is still limited and information is partial; verification is rudimentary/non-standardized
4. Measurement systems are strong in a limited set of activities however, analyses still needs improvement; periodic monitoring and reporting although not yet cost/time efficient; verification is only upon specific request and limited
5. Measurement systems are strong for a limited set of activities and periodically report on key GHG related indicators i.e. mainstreamed into the activity implementation; reporting is improved through few pathways but limited audience and formats; verification limited
6. Measurement systems are strong and cover a greater percentage of activities – feedback loops exist even if they are not fully functioning; reporting is available through multiple pathways and formats but may not be complete/transparent; verification is done through standard methodologies but only partially (i.e. not all data is verifiable)
7. Measurement regarding GHG is broadly done (with widely acceptable methodologies), need for more sophisticated analyses to improve policy; Reporting is periodic with improvements in transparency; verification is done through more sophisticated methods even if partially
8. Strong standardized measurements processes established for key indicators and mainstreamed into institutional policy implementation; reporting is widely available in multiple formats; verification is done for a larger set of information
9. Strong Monitoring and Reporting systems – robust methodologies, cost effective and efficient, periodic; verification done to a significant degree
10. Strong MRV systems that provide quality GHG related information in a transparent, accurate and accessible to a wide audience, with feedback of information from MRV flowing into policy design and implementation

Outcome Indicator	End-of-project Target	Actual achievement at TE	Rating
Quality of MRV Systems*		<p>experts representing key institutions such as MEFT, MME, MAWLR, NSA and the United Nations Development Programme (UNDP), half of whom were women.</p> <p>Minor adjustments were identified by the stakeholders that needed to be incorporated before the official handover of the portal to MEFT as the coordinating institution and NSA as the host of the portal. The handover was planned for the 2nd week of September 2023.</p> <p>During the current reporting period, the Project Management Unit (PMU) advertised for a consultancy service to develop a quality assurance and quality control (QA/QC) plan for the data to be collected and fed into the MRV portal for GHG inventory compilation.</p> <p>The QA/QC plan has been developed and validated; the plan is available for the implementation of the MRV tool.</p>	<p>Strong Monitoring and Reporting systems – robust methodologies, cost effective and efficient, periodic; verification done to a significant degree</p> <p>Achieved</p>
Indicator 3 (Indicator 4 of CBIT tracking tool): Meeting Convention reporting requirements and including mitigation contributions	Updated NDC submitted to the UNFCCC	<p>The updated Nationally Determined Contribution (NDC) had been validated by technical stakeholders and was awaiting submission and approval by the Cabinet of the Republic of Namibia. Namibia hoped to submit the revised NDC during the 28th Conference of the Parties (COP28) in Dubai in December 2023.</p> <p>A policy brief on the NDC has also been prepared, which summarises the key components of the NDC for policy makers.</p> <p>Currently, the Fifth National Communication (NC5) and the First Biennial Transparency Report (BTR1) to the UNFCCC are being prepared as a combined report. The inception phase of the BTR1/5NC project has been completed and the implementation of the project has commenced with the launch of a call for proposals for consultancy services required under the various components of the project.</p>	Achieved
Indicator 4 (Indicator 5 of CBIT tracking tool):	4 ³⁸	Namibia has made progress in strengthening the capacity of working groups under the different components of the ETF. During the reporting period, a second training on the	Level of rating: 4

³⁸ Guidance for Ratings (1-4):

1. No designated transparency institution to support and coordinate the planning and implementation of transparency activities under Article 13 of the Paris Agreement exists.
2. Designated transparency institution exists, but with limited staff and capacity to support and coordinate implementation of transparency activities under Article 13 of Paris Agreement. Institution lacks authority or mandate to coordinate transparency activities under Article 13.
3. Designated transparency institution has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities under Article 13 of the Paris Agreement. Institution has authority or mandate to coordinate transparency activities under Article 13. Activities are not integrated into national planning or budgeting activities.
4. Designated transparency institution(s) has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities. Institution(s) has clear mandate or authority to coordinate activities under Article 13 of the Paris Agreement, and activities are integrated into national planning and budgeting activities.

Outcome Indicator	End-of-project Target	Actual achievement at TE	Rating
<p>Qualitative assessment of institutional capacity for transparency-related activities</p>		<p>Greenhouse Gas Abatement Model (GACMO) was organised. The tool has been developed to assist countries or regions in conducting an analysis of their greenhouse gas (GHG) mitigation options, such as the Nationally Determined Contributions (NDCs). The training took place from 2 to 3 May 2023 with the participation of 19 experts, including 7 women. The training targeted the energy sector, given its key role in the NDCs.</p> <p>A training on Climate Change Vulnerability Risk and Adaptation Assessment (CCVAA) was conducted from 31 January to 2 February 2023. A total of 20 participants attended, 13 of whom were women. The objectives of the training were: to enhance the participants' knowledge and skills on the key concepts of climate change risk and adaptation assessment; and to introduce the participants to the similarities and differences between the different frameworks or approaches used in climate change risk and adaptation assessment.</p> <p>During project implementation a Memorandum of Agreement (MoA) was elaborated and submitted to the Office of the Attorney General. The MoA needed to be consistent with the legal language contained in Article 13 of the Paris Agreement (the shall and the should). Once signed and implemented, the MoA will help to formalise the current ad hoc institutional arrangements. The MoA sets out the data sharing protocols, frequency and format of data to be collected and shared between data providers and the MEFT to ensure transparent reporting by Namibia.</p>	<p>Designated transparency institution(s) has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities. Institution(s) has clear mandate or authority to coordinate activities under Article 13 of the Paris Agreement, and activities are integrated into national planning and budgeting activities.</p> <p>Achieved</p>
<p>Outcome 1: Institutional arrangements for a national transparency (MRV) framework are in place</p>			
<p>Indicator 5: Number of trainings on gender mainstreaming in processes related to MRV framework.</p>	<p>At least 3 workshops on gender mainstreaming have been developed under the project. The technical capacity and expertise in gender mainstreaming of the NCCC and working groups per theme and sector is enhanced.</p>	<p>The training on GACMO took place from 2 to 3 May 2023 with a total of 19 participants, of which 7 were women.</p> <p>A training on CCVAA was held from 31 January to 2 February 2023. A total of 20 participants attended the training, 13 of whom were women.</p> <p>Several bilateral consultations were held with various other stakeholders and presentations were made at various platforms on ETF related issues to ensure gender mainstreaming. The project also served and reported to the National Committee on the Rio Convention, which</p>	<p>Achieved</p>

Outcome Indicator	End-of-project Target	Actual achievement at TE	Rating
		<p>comprises 70 members from government, the private sector, NGOs, and youth groups, more than half of whom are women.</p> <p>The Sustainable Environment, Management, Energy and Resilience (SEMER) to Shocks and Crises Board serves as the Project Steering Committee (PSC) for the CBIT project. During project implementation, a board meeting was held on 23 February 2023 with a total of 28 board members in attendance, of which 15 were women. This shows a very strong representation of women in the decision-making bodies of the project.</p> <p>The gender reporting framework and NDC gender analysis reports were provided as evidence.</p> <ul style="list-style-type: none"> - CBIT Gender action plan - GACMO, LEAP, CCVAA and GHG Inventory Training reports 	
<p>Indicator 6: Number of government agencies reporting data to the national MRV platform on a regular basis</p>	<p>At least 10 government agencies have used the national MRV platform for providing data on GHG emission inventories and mitigation.</p>	<p>Eight out of ten ministries and agencies were trained in the use of the MRV platform.</p> <p>A training workshop was held on 3-4 April, 2023 with 20 participants, 10 of whom were women. The training workshop aimed to familiarise stakeholders with the portal and train them on how to enter data in their respective sectors as well as their user rights. Eight institutions, namely: MME; MEFT; MAWLR; MWT; MTI; EIF; NPC; and NSA participated in the training. Minor adjustments to the portal were suggested to improve its user-friendliness.</p>	Not Achieved
<p>Outcome 2: Enhancement of greenhouse gas inventories as per gaps and needs previously identified</p>			
<p>Indicator 7: All data providers are trained in the use of templates and tools for reporting relevant information for the GHG inventory and mitigation.</p>	<p>All data providers are trained to use the questionnaires and templates for providing data to the MRV system in line with 2006 IPCC methodologies.</p>	<p>In addition to all data providers being trained on how to use the questionnaires and templates to submit data to the MRV system in accordance with the Intergovernmental Panel on Climate Change (IPCC) 2006 methodologies, additional training was provided on the IPCC software.</p> <p>This was an online training course organised by the Secretariat of the United Nations Framework Convention on Climate Change (UNFCCC). Namibia nominated a total of 23 experts for the training, including 9 female experts. A total of 5 participants completed the</p>	Exceeded

Outcome Indicator	End-of-project Target	Actual achievement at TE	Rating
		<p>course and were included in the Namibian roster of experts. The number of experts on the roster increased from 7 to 11 during the by August 2023 including 3 women.</p> <p>Additional capacity building training was provided to improve the capacity of the GHG Working Group to report relevant information for GHG inventory and mitigation.</p>	
<p>Indicator 8: Implementation of the QA/QC plan of the inventory</p>	<p>The quality control checklist developed within the QA/QC plan of the country is filled in for all sectors of the inventory (Energy, IPPU, Waste and AFOLU).</p>	<p>Following the development of the quality control checklist within the QA/QC plan, the Project Management Unit (PMU) advertised for consultancy services to develop a QA/QC plan to be used for data collection and input into the MRV portal for GHG inventory compilation.</p> <p>This QA/QC plan aims to improve the quality of data to be calculated in the IPCC software (MRV system portal), which will improve emission estimates.</p> <p>The QA/QC book guideline has been finalised by 13.02.2024.</p> <ul style="list-style-type: none"> - TORs and QAQC Plan. 	<p>Achieved</p>
<p>Outcome 3: Building MRV capacities of support</p>			
<p>Indicator 9: All data providers are trained to use the templates and tools for reporting relevant information on support.</p>	<p>All data providers are trained to use the templates for providing data on support to feed the MRV system. The information on support is integrated in the future BTR.</p>	<p>All data providers have participated in training sessions on the data requirements of the Enhanced Transparency Framework, in particular on the templates for recording support received and support needed.</p> <p>In the current preparation of the BTR1 and NC5, it is expected that the information on assistance will be systematically integrated into the report and will clearly outline the assistance Namibia has received and the assistance the country needs.</p> <p>A training workshop was held on 3-4 April 2023 to enable the various stakeholders who will be entering data into the MRV portal to analyse the information on support received and needed.</p>	<p>Achieved</p>
<p>Outcome 4: Progress tracking tool on NDC and transparency in place</p>			
<p>Indicator 10: Submission of a reviewed NDC</p>	<p>A reviewed NDC is submitted to the UNFCCC</p>	<p>Namibia has completed its revised NDC. In the revised NDC, Namibia aims to reduce 11.9 million tonnes of carbon dioxide equivalent by 2030.</p> <p>Namibia has also developed an NDC Policy Brief that calls for: (1) strengthening the policy and institutional framework for climate change; (2) promoting climate change mainstreaming in all sectors; (3) increasing external and domestic climate finance; (4)</p>	<p>Achieved.</p>

Outcome Indicator	End-of-project Target	Actual achievement at TE	Rating
		improving human capital and infrastructure standards; (5) raising national awareness on climate change; (6) enhancing research, innovation and investment to support livelihoods; and (7) supporting learning, knowledge management and NDC tracking (the revised NDC and NDC policy brief are provided as evidence under Indicator 3).	
Indicator 11: Reporting of progress in the implementation of the NDC	<p>The MRV system is in full operation enabling the obtainment of information on the progress of implementation of the NDC.</p> <p>Information on progress in the implementation of the NDC is included in the first BTR of Namibia.</p>	The MRV system is fully operational and enables the collection of information on the progress of NDC implementation (Weblink for MRV portal: https://mvr.nsa.org.na/auth)	Achieved

Key

Achieved	Exceeded	Not achieved
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Outcome 1: Institutional arrangements for a national transparency (MRV) framework are in place

Outcome 1 of the CBIT project focused on activities to help improve the effectiveness of existing institutional collaboration on MRV and data management within the National Climate Change Committee and with relevant stakeholders tasked with preparing GHG inventories, NCs and BTRs; formalise institutional arrangements for data collection and sharing obligations under the MRV system; create and refine an integrated tracking system; and implement a gender-responsive results-based framework, which is critical to ensure that women's and youth's needs, voices and decision-making are recognised in climate-related activities. Under this outcome, the gender-responsive reporting framework and the NDC gender analysis report have been made available, eight ministries and agencies have been trained on the use of the MRV platform (**Table 11 and Table 12**), and minor adjustments have been suggested for the proper functioning of the platform portal or user-friendliness. Progress towards achieving Outcome 1 is rated **Satisfactory**, as the end-of-project targets for its indicators was not fully met (**Table 10**).

Outcome 2: Enhancement of greenhouse gas inventories as per gaps and needs previously identified

This Outcome aims to develop the QA/QC system and QA/QC plan in accordance with the guidance provided by the 2006 IPCC Guidelines, working with data providers and key stakeholders to improve activity data in different sectors and thus the completeness and quality of the GHG inventory; train focal points in line ministries and other experts on the 2006 IPCC Guidelines for the preparation of GHG emission inventories (data analysis, emission sources, methodologies, emission factors and activity data, QA/QC, uncertainty analysis, etc.). Under this deliverable, at least 30 data providers and working group members (**Table 11 and Table 12**) were trained on the 2006 IPCC guidelines and software, as well as the refined 2019 IPCC guidelines; data collection templates were developed and integrated into the MRV portal; a module on MRV for use by academic institutions was developed; and additional capacity building was provided to enhance the capacity of the GHG Working Group to report relevant information for GHG inventory and mitigation purposes. The quality control checklist within the QA/QC plan and the QA/QC plan were developed. Progress towards the achievement of Outcome 2 is rated as **Highly Satisfactory**, as one of its indicators was exceeded and the other one achieved at the end of the project (**Table 10**).



REPUBLIC OF NAMIBIA

QA/QC and Verification system

November 2023

Figure 2: QAQC guidebook final version

Table 11: National GHG Working Group

National GHG Working Group							
#	Last Name	First Name	Sector	Affiliation (institution to which the expert belongs)	Gender (Male/Female)	Email address(es)	Country
1	Chunga	Reagan	Energy	Ministry of Environment, Forestry and Tourism	Male	sibanga@gmail.com	Namibia
2	Munango	Johannes	Waste	Ministry of Environment, Forestry and Tourism	Male	raychilunda@gmail.com	Namibia
3	Ndumba	Regina	AFOLU	Ministry of Environment, Forestry and Tourism	Female	ndregina15@gmail.com	Namibia
4	Tise	Susan	Energy	Ministry of Mines and Energy	Female	tise43@gmail.com	Namibia
5	Moyo	Mathias	Energy	Electricity Control Board	Male	mmoyo@ecb.org.na	Namibia
6	Ekandjo	Abednego	Energy	Ministry of Mines and Energy	Male	abednego.ekandjo@mme.gov.na	Namibia
7	Hiwanaame	Edison	Energy	Namibia Power Cooperation	Male	edison.hiwanaame@nampower.com.na	Namibia
8	Simwanza	Lucky	Energy	Ministry of Works and Transport	Male	luckysimwanza@gmail.com	Namibia
9	Natangwe	Nekuiyu	Energy	Ministry of Works and Transport	Male	natangwe.nekuiyu@mwt.gov.na	Namibia
10	Nekuma	Frans	IPPU	Ministry of Trade and Industrialization	Male	fnekuma@gmail.com	Namibia
11	Nangolo	Amalia	IPPU	Ministry of Trade and Industrialization	Female	nangoloa@gmail.com	Namibia
12	Djuulume	Salmo	Waste	Ministry of Environment, Forestry and Tourism	Male	salmo.djuulume@meftr.gov.na	Namibia
13	Hambia	Johannes	Waste	Ministry of Environment, Forestry and Tourism	Male	johannes.hambia@meftr.gov.na	Namibia
14	Shilimela	Sarafia	AFOLU	Ministry of Agriculture, Water and Land Reform	Female	sarafashilimela@gmail.com	Namibia
15	Nujoma	Theopolina	AFOLU	Ministry of Agriculture, Water and Land Reform	Female	theopolina.nujoma@mawlr.gov.na	Namibia
16	Kutuahupira	Josephath	AFOLU	Ministry of Agriculture, Water and Land reform	Male	josephath_tjeripo@yahoo.co.uk	Namibia
17	Shikongo	Paulus	AFOLU	Ministry of Environment, Forestry and Tourism	Male	chiccopaul79@gmail.com	Namibia
18	Munsu	Lifalaza	AFOLU	Namibia Statistics Agency	Male	lmunsu@nsa.org.na	Namibia
19	Niitenge	Saara	IPPU	Namibia Statistics Agency	Female	snitenge@nsa.org.na	Namibia
20	Masule	Nicco	Waste	Ministry of Environment, Forestry and Tourism	Male	Nicco.Masule@meftr.gov.na	Namibia
21	Thomas	Miryam	Energy	Ministry of Mines and Energy	Female	Miryam.Thomas@mme.gov.na	Namibia
22	Sichombe	Philicy	Energy	Ministry of Mines and Energy	Female	Philicy.Sichombe@mme.gov.na	Namibia
23	Kamburona	Jolanda	AFOLU	Namwater	Female		Namibia
24	Goagoses	Frieda	IPPU	Ministry of Trade and Industrialization	Female	Frieda.Goagoses@mit.gov.na	Namibia
25	Sheepo	Martha	AFOLU	Ministry of Agriculture, Water and Land reform	Female	marthasheepo@yahoo.com	Namibia
26	Makuti	Olavi	Waste	City of Windhoek	Male	olavi.makuti@gmail.com	Namibia
27	Kagogo	Petrus	AFOLU	Meatco	Male	pkagogo@meatco.com.na	Namibia

Table 12: V & A Working group participants.

Name	Institution	Email	Gender	
Mr. Paulus Ashili	Ministry of Environment, Forestry & Tourism	paulusashili80@gmail.com		
Mr. Sion Shifa	Ministry of Environment, Forestry & Tourism	sionshifa@yahoo.com		
Ms. Martha Naanda	UNDP	martha.naanda@undp.org		
Ms. Susan Tise	Ministry of Mines and Energy	tise43@gmail.com		
Mr. Kaonzo Kaonzo	National Planning Commission	kaonzok@gmail.com		
Ms. Laina Mbongo	National Planning Commission	inambongo@gmail.com		
Mr. Petrus Kagogo	Meatco	PKagogo@meatco.com.na	Captured in GHG group	
Ms. Sarafia Ashipala	Ministry of Agriculture, Water and Land Reform	sarafiashilimela@gmail.com		
Ms. Theopolina Nuyoma	Ministry of Agriculture, Water and Land Reform	theopolina.nujoma@mawf.gov.na		
Ms. Helvi Shalongo	Ministry of Agriculture, Water and Land Reform	shalongo.helvi@gmail.com	This was not part of the GHG w	
Mr. Josephat Katuahupira	Ministry of Agriculture, Water and Land Reform	Josephath_tjeripo@yahoo.co.uk		
Mr. Lucky Simwanza	Ministry of Works and Transport	luckysimwanza@gmail.com	Captured in GHG group	
Mr. Munsu Lifalaza	Namibia Statistics Agency	lmunsu@nsa.org.na	Captured in GHG group	
Ms. Saara Niitenge	Namibia Statistics Agency	sniitenge@nsa.org.na	Captured in GHG group	
Mr. Natangwe Nekuiyu	Ministry of Works and Transport	nnekuiyu@mwtc.gov.na	Captured in GHG group	
Mr. Frans Nekuma	Ministry of Industrialisation, Trade and SME Developme	fnekuma@gmail.com	Captured in GHG group	
Ms. Amalia Nangolo	Ministry of Industrialisation, Trade and SME Developme	nangolo@gmail.com	Captured in GHG group	
Mr. Ben Nathanael	National Commission on Research Science and Technol	bnathanael@ncrst.na		
Mr. Salmo Djuulume	Ministry of Environment, Forestry & Tourism	salmo.djuulume@mefst.gov.na	Captured in GHG group	
Mr. John Hambia	Ministry of Environment, Forestry & Tourism	johannes.hambia@mefst.gov.na	Captured in GHG group	
Mr. John Munango	Ministry of Environment, Forestry & Tourism	raychilunda@gmail.com	Captured in GHG group	
Mr. Olavi Makutsi	City of Windhoek	olavi.makuti@windhoekcc.org.na	Captured in GHG group	
Mr. Alfeus Shekunyenge	Ministry of Environment, Forestry & Tourism (GIZ)	alfeus.shekunyenge@giz.de		
Mr. Paulus Shikongo	Ministry of Environment, Forestry & Tourism	chicco.paul79@gmail.com	Captured in GHG group	

Outcome 3: Building MRV capacities of support

This outcome aims to develop guidelines and data collection templates for tracking support and to develop a training programme on tracking climate change expenditures and support received for implementing climate change activities, and to integrate data on support received and provided into NCs, and future BTRs. Under this outcome, MRV templates for support required and received were developed and various stakeholders who will input data into the MRV portal were capacitated. Further activities on data on support integration in NCs, and future BTRs was planned to be undertaken. Progress towards the achievement of Outcome 3 is rated **Highly Satisfactory** as the targets of its indicator have been achieved at the end of the project (**Table 9**). Information on the different templates developed during CBIT project are highlighted including:

- i. AFOLU AD collection templates**
 - Land AD collection templates
 - Land AD monitoring
 - Livestock AD collection template
 - Livestock AD Monitoring
 - Master Checklist AFOLU
 - Urea and fertilizer use AD collection template
 - Urea and fertilizer use AD monitoring
- ii. Support needed and received templates**
 - Data and information Template-support needed and received for Article 13 of the PA
 - Data collection template- Support needed and received
- iii. Waste AD collection templates**
 - Domestic wastewater AD collection template
 - Domestic wastewater AD Monitoring
 - Industrial wastewater AD collection template
 - Industrial wastewater AD monitoring

- Master checklist Waste
 - Solid waste AD collection template
 - Solid waste AD monitoring
 - Waste incineration AD monitoring
- iv. Energy sector AD collection**
- a. Electricity generation**
- Electricity generation AD collection Template
 - Electricity generation AD monitoring
 - Heat Plants AD collection template
 - Heat Plants AD monitoring
 - Other Energy Industries AD collection template
 - Other Energy Industries AD monitoring
- b. Fugitive emissions**
- Oil exploration AD collection template
 - Oil exploration AD monitoring
- c. Manufacturing and construction**
- Construction AD collection Template
 - Construction AD monitoring
 - Food and Beverage Ind AD collection template
 - Food and Beverage Ind AD monitoring
 - Mining and quarrying AD collection template
 - Mining and quarrying AD monitoring
 - Non-metallic minerals AD collection template
 - Non-metallic minerals AD monitoring
 - Non-specified Industry AD collection template
 - Non-specified Industry AD monitoring
 - Tanning and leather AD collection template
 - Tanning and leather AD monitoring
 - Wood and wood products AD collection template
 - Wood and wood products AD monitoring
- d. Non specified**
- Non specified AD collection template
 - Non specified AD monitoring
- e. Other sectors**
- Commercial and institutional AD collection template
 - Commercial and institutional AD monitoring
 - Fishing AD collection template
 - Fishing AD monitoring
 - Off road vehicles and other machinery AD collection template
 - Off road vehicles and other machinery AD monitoring
 - Stationary use-Other sectors AD collection template
 - Stationary use-Other sectors AD monitoring
- f. Transport**
- Domestic aviation AD collection template
 - Domestic aviation AD monitoring

- Domestic waterborne Navigation AD collection template
 - Domestic waterborne Navigation AD monitoring
 - International waterborne Navigation AD collection template
 - International waterborne Navigation AD monitoring
 - International aviation AD collection template
 - International aviation AD monitoring
 - Off road AD collection template
 - Off road AD monitoring
 - Railways AD collection template
 - Railways AD monitoring
 - Road Transport AD collection template
 - Road Transport AD monitoring
- v. **IPPU AD collection templates**
- Cement AD collection template
 - Cement AD monitoring
 - Food and beverage Industry AD collection template
 - Food and beverage Industry AD monitoring
 - Master checklist IPPU
 - N2O for medical application AD collection template
 - N2O for medical application AD monitoring
 - Refrigeration and Air conditioning AD collection template
 - Refrigeration and Air conditioning AD monitoring
 - Solvent use AD collection template
 - Solvent use AD monitoring


Namibia - KCA Level Assessment Tool and
 Namibia - KCA Trend assessment Tool

Outcome 4: Progress tracking tool on NDC and transparency in place

The main objective of this outcome was to reassess the information to be reported in the NDC, with a particular focus on the assumptions and methodologies used and using the latest GHG inventory prepared under the BUR3. Equally planned under this outcome was the development of a methodology to track progress in the implementation of the NDC and the provision of capacity building on the use of the methodology to track progress in the implementation of the NDC. As a result, Namibia finalised its revised NDC (**Figure 3**) and prepared its policy brief. The MRV system is fully operational and allows for the collection of information on the progress of the NDC implementation (web link to the MRV portal: <https://mvr.nsa.org.na/auth>) (**Figure 4**). This experience has been shared among the different project partners involved, both nationally and internationally. Progress towards the achievement of Outcome 4 is rated as **Highly Satisfactory**, as both of its indicators were achieved at the end of the project (**Table 10**).



Figure 3: Namibia's First and Second Updated NDCs



Ministry of Environment, Forestry and Tourism
Measuring Reporting and Verification (MRV) System

Sign In to your Account

Don't have an account? [Sign Up](#) here.

Email

Password [Forgot your password?](#)

Show Password

Figure 4: Namibia's MRV system portal (web link to the MRV portal: <https://mvr.nsa.org.na/auth>)

Innovations in the project

The CBIT project is part of the Paris Agreement, which addresses Article 13 on the implementation of the ETF programme from 2024 in all Parties' countries in Asia, Africa and Latin America. Through the MRV system platform, the project has shared its experiences and best practices with other countries and has also learnt from the success stories and good practices of different countries in the programme. Namibia believes in the value of peer-to-peer learning from other developing countries, both to provide expertise to others and to learn from countries with advanced MRV systems to make its own transparency framework as effective as possible. The CBIT project has also facilitated the exchange of knowledge and experience outside the country through active participation in the CBIT Global Coordination Platform. The CBIT project's approach to stakeholder engagement is also an element of innovation. Firstly, the project engaged with stakeholders in the environmental sector with a strong focus on gender participation, capacity building for monitoring and reporting of GHG emissions in Namibia and the use of innovative inventory tools according to the 2006 IPCC guidelines. Secondly, the collaborative management systems established by the project enabled the engagement of different stakeholders at different levels. CBIT has formalised institutional arrangements for data collection and reporting obligations under the MRV system to ensure that illegality is curtailed. The project was also innovative in its approach to capacity building. A module on MRV was developed to train national alumni on the enhanced transparency framework and national climate change MRV, in order to improve the training of stakeholders in ETFs MRV. Rather than organising a stand-alone capacity building event, CBIT relied on integrating such training into existing or planned training for environmental officials organised by actors outside the project. This approach ensured that knowledge was transferred in a very cost-effective way and within a short period of time. Several innovations were introduced for the ETF. The project established an MRV system platform, a QA/QC system and MRV templates and the MRV training module for higher education institutions (universities)³⁹.

Beneficiaries expressed satisfaction with the many innovations brought about by the CBIT project. These innovations corroborated the information reviewed in the PIRs and ProDoc, such as⁴⁰;

- Improvement in the training (online training) as training materials are access free online.
- A remote system instituted in Namibia to change the way things were done especially with regards to collecting, analysis of data and reporting.
- Getting the Namibia statistics agency involved in this project,
- Creating modules for the climate change teaching in the Universities to bring up climate change scientists for the country,
- Using the IPCC 2006 guidelines to help develop models for the country that will be applied within the work environment especially in national Planning Commission as they really appreciated these models as it will help them in their planning on the national Planning Commission.
- The data collection process and the data depository under the MRV system is an innovation. Based on experience, data availability, data collection or getting data from different stakeholders are quite difficult.
- The MRV system established by CBIT project is innovative as it is linked with mobile phones and computer-based system. Dedicated staff will use computer to key in the data, sends to the sector leads and then to quality checks and quality control and then to the ministry of environment for the last check or before Namibian statistic agency keeps the data. MEFT ensures quality checks and quality control and see which data is needed for reporting.

³⁹ ProDoc, and PIRs, 2022,2023

⁴⁰ Interviews with MEFT, PMU, UNDP, MME, NCCC

- The quality assurance and quality control plan are in check so as to guide the way the MRV portal functions.

Contributory factors to success

- The integration of different sectors and the involvement of stakeholders who support and benefit from the project is an element that favoured the success of the project. The project included the ETF of the Paris Agreement's Article 13 on capacity building and was implemented by the MEFT, which was important for the success of the project. The MEFT manages all climate change related projects in Namibia, and the project focused on building capacity for a transparent framework for reporting on greenhouse gas emissions. Stakeholder engagement efforts have facilitated collaboration and partnerships with external projects such as the GIZ-funded CCIU and Climate Promise 2, leading to joint initiatives and shared resources.
- The project is part of the UNFCCC, Paris Agreement and NDCs Platform, which was established to enable knowledge exchange and sharing of lessons learned and best practices among countries participating in the programme. As a result, the CBIT project was able to benefit from experiences and best practices generated in other countries, which is a success factor of the CBIT project.
- The project had a dedicated and hard-working team within the PMU. The project team was good at raising the profile of the CBIT project. The team shared lessons learned with other countries and showcased the project's achievements on the platform. The project team also demonstrated adaptive management, particularly during the Covid-19 pandemic, when measures were taken to ensure continuity of project activities while complying with Covid-19 guidelines and restrictions imposed by the Government of Namibia. The project team was found to be very responsive to UNDP comments and provided feedback in a timely manner⁴¹.
- The training workshops conducted at the national level were key to the successful implementation of the project. The training was also helpful in equipping participants from different stakeholders with innovative skills in the MRV process.
- The successful project management unit, the successful supervision provided by UNDP and the National Office of Namibia, and the project outputs (finalisation of the MRV system portal, almost completion of all trainings with stakeholders and updated NDC, improvement of the institutional arrangement making it gender sensitive, introduction of legally binding Memorandum of Understanding with the different institutions required to provide data in their sectors, emerged from the evaluation as factors that greatly contributed to the success of the project⁴².

Constraining factors to success

- The Covid-19 pandemic had a negative impact on the project. During the pandemic, travel and face-to-face meetings were restricted by the Namibian government, which made the implementation of CBIT difficult as most meetings were reduced to virtual.
- The lengthy Government's procurement procedures negatively impacted on the delivery of the project as the recruitment of consultants and other service providers within the project was delayed by the procedures.
- The migration of UNDP's corporate management system from Atlas to Quantum delayed the payment of consultants and other service providers under the project and this delayed its delivery. The delay in payments from UNDP discourages some service providers from continuing to provide services to the project activities, especially during workshops.

⁴¹ Interview with a staff of UNDP

⁴² Interview with MEFT, PMU, MME, UNDP, NCCC

- The lack of participation of a key stakeholder in the CBIT project, such as the Ministry of Transport, and work, which adds to the challenge of data collection; insufficient staff in the ministries to handle the bulk of the work. As a result, ministry staff prioritise the work of their ministry first and this activity will be secondary. Although this reporting obligation is of national interest, each ministry has its priorities to deal with first. The release of staff to honour an invitation from other ministries to attend a workshop or training is the prerogative of senior management, and they may not see the importance, or they may have so much work that they cannot honour the invitation⁴³.

Synergistic relationship between CBIT and other ongoing initiatives

The project built synergistic relationships with other similar projects. The CBIT project collaborated with GIZ funded CCIU and Climate Promise 2, leading to joint initiatives and shared resources.

3.5.3. Efficiency

The efficiency of the project is rated **Satisfactory**.

Role of government in successful delivery of the project

The CBIT project would not have been completed without the role played by the Government of Namibia as the project executing partner. The achievements of the project would not have been possible without the collaboration between the Government and other stakeholders, as well as the day-to-day oversight provided by the Government and its institutions. The government was also responsible for providing co-financing support for the implementation of the project activities by providing space and other material resources. The Ministry of Environment, Forestry and Tourism (MEFT) was the executing partner, supported by other government stakeholders such as the Ministry of Gender Equality and Child Welfare (MGECW), the National Climate Change Commission, the Ministry of Mines and Energy, the Ministry of Water, Agriculture and Forestry, and served as a member of the Project Steering Committee (PSC). Through the PSC, the government provides adaptive management to address challenges encountered during project implementation to ensure that project objectives are met to a greater extent. There were delays in contracting consultants due to government procedures, and the PSC proposed the appointment of a committee to fast-track the process to meet the deadlines.

Efficiency in the use of project resources

Measures were taken by the project team to ensure the efficient use of the project's physical and financial resources. For each financial year, an annual work plan was developed for the project, accompanied by considerations of how the project's limited resources could be used efficiently. In this way, the project saved significant amounts of financial resources.

Adaptive management was used to curb the disruption caused by the Covid-19 pandemic on the project. During the pandemic, the project resorted to virtual training as preferred to physical meetings. Resources that would have been paid to participants were used to procure, for example, laptops for virtual meetings. In principle, procurement had to respect government procurement systems, although the lengthy nature of these procedures delayed the recruitment of consultants. As an alternative, a procurement committee (8-9 members) was set up with a mix of directors to shorten and speed up the process. As soon as a quorum of more than three of the committee members was reached, the procurement process proceeded.

All the funds allocated to different components of the project have been successfully used (satisfactory) to implement the activities under the respective components of the projects. The CBIT project collaborated

⁴³ Interview with staff of MEFT, PMU, NCCC, MME.

with the GIZ-funded CCIU and Climate Promise 2 in mainstreaming gender into the NDC, resulting in joint initiatives and shared resources. For communication, the project used public media (radio and TV stations) and social media such as YouTube, Facebook to reach millions of people at minimal cost. Overall, the resource efficiency of the CBIT project was good.

Financial Management

In terms of financial management, the Project Management Unit followed the approach developed by the Ministry of Finance of the Government of Namibia, while integrating UNDP's financial management requirements. The project established a strong internal audit system and used UNDP's Financial Control and Management System, which ensures strict control and monitoring of budget utilisation for each project activity. For each activity, a ToR is prepared by the PMU and funds are disbursed by UNDP in accordance with the ToR and UNDP guidelines. The project management has worked closely with the Government and UNDP to ensure that the project strictly follows the Government's and UNDP's procurement guidelines.

An annual work plan for the project is prepared by the PM and signed by the Ministry of MEFT and UNDP. Quarterly work plans are then prepared from the approved annual work plan, based on the budget of the quarterly work plan, whose project fund was managed directly by UNDP. Beneficiaries agreed that all funds allocated to different components of the project were successfully used to implement these different components of the projects⁴⁴.

The evaluation found that UNDP funds were rarely transferred to service providers on time, and that these delays were due to internal UNDP changes (migration from Atlas to Quantum). The migration of UNDP's corporate management system Atlas to Quantum in late 2022 and early 2023 caused delays in the transfer of funds. However, this was a common problem across UNDP offices worldwide.

In terms of the adequacy of funding for the project, some beneficiaries felt that the budget for the project was not adequate. For instance, prior to the project, Namibia possessed limited pool of consultants with a mastery in the use of the IPCC 2006 software and guidelines and consequently, the project was dependent on international consultants whose fees and cost of travel (flights, accommodation, etc.) to Namibia is quite expensive but the project budget did not make allocation for such additional expenses as these were not anticipated. It is expected that the budget for CBIT 2 will increase to over USD 2 million, which will cover this gap. The number of participants in workshops was limited due to budget constraints.⁴⁵

In terms of financial management controls, the project was subjected to an audit in April 2024 and UNDP was charged for procuring the services of the auditors for the project and the audit results were unqualified. With the exception of the issue of late payment to service providers, the evaluation did not identify any financial management issue of the CBIT project⁴⁶.

Response of the project to the Covid-19 pandemic

The ProDoc highlighted the availability of technical expertise, capacity, and changes in timelines as risks to implementation. During the Covid-19 pandemic, the Government of Namibia introduced measures to contain the spread of the virus, and the project strictly followed the guidelines set by the Ministry of Health. Restrictions were placed on travel and the organisation of face-to-face meetings, which posed a challenge to the implementation of those project activities that either required travel or the convening of people for a meeting. The project adopted measures to continue its activities despite the threat of the pandemic. Firstly,

⁴⁴ Interview with staff of MEFT, MME

⁴⁵ Interview with staff of MEFT, PMU

⁴⁶ Interview with staff of MEFT and UNDP.

the project resorted to the use of virtual communication channels such as Zoom to organise meetings. The project provided face masks and hand sanitizers to protect people from contracting the virus.

3.5.4. Overall Outcome

The overall performance of the project is **Satisfactory**. This overall rating is based on the ratings for Relevance (**Highly Satisfactory**), Effectiveness (**Satisfactory**) and Efficiency (**Satisfactory**).

3.5.5. Country Ownership

Country ownership of the CBIT project was ensured through the strong involvement of national stakeholders from the project design phase to implementation. Project activities were aligned with Namibia's needs and national priorities in the areas of transparency and climate change reporting. Project implementation and management involved collaboration between government institutions and partners from different levels of government, all of whom ensured the successful implementation of project activities.

The project focussed on capacity building of national institutions on MRV systems in line with the ETFs of the Paris Agreement, which is important for the country's development priorities. CBIT is also aligned with the National Climate Change Strategy and Action Plan and the National Gender Policy and Action Plan, which are part of the country's development goals.

3.5.6. Gender

Gender mainstreaming is rated **Highly Satisfactory**.

A gender mainstreaming strategy was developed during the project design phase, including a gender analysis and an action plan. This strategy highlighted that climate change affects women and men differently due to their different roles and responsibilities at the individual, household and community levels, as well as their level of access and control over resources, assets and knowledge. The way in which gender considerations were to be mainstreamed into the CBIT project was clearly discussed in the gender strategy under each of the project components.

During project implementation, the PIR report shows that a framework for gender-sensitive indicators was developed and integrated into the MRV portal. Several bilateral consultations were held with various stakeholders and presentations were made at various platforms on ETF related issues to ensure gender mainstreaming. The project also serves and reports to the National Committee on the Rio Convention, which comprises 70 members from government, the private sector, NGOs, and youth groups, more than half of whom are women. The project has ensured and advocated for the inclusion of more women in the national GHG working group, which was dominated by men. This has made the initiative more gender sensitive and broadened its think tank.

Overall, the project team had to ensure that gender was considered as much as possible in the implementation of project activities. Views from interviews confirmed that gender was central to the project and was mainstreamed from design to implementation. Efforts were made to ensure that at least 70% of reporters were women. CBIT really made sure that a lot of women and young people were involved in the project⁴⁷.

⁴⁷ Interview with staff of the different stakeholders (MEFT, UNDP, MME, PMU, NCCC)

3.5.7. Sustainability

The Sustainability of the CBIT project is rated **Moderately Likely**.

The government ensured that it was aware of the state of project implementation, and this was made easy by the fact that government institutions oversaw the implementation process. This gave the government an upper hand in engaging with other partners and stakeholders on ensuring the sustainability of the project results. The Implementing Partner for this project was Ministry of Environment, Forestry and Tourism (MEFT) and housed the Project Management Unit in the Department of Environmental Affairs, Division of Multilateral Environmental Agreements, Climate Change Unit, in Windhoek. The working groups for mitigation, GHG inventory and V&A were highly represented by public institutions such as the Ministry of Mines and Energy, Ministry of water, Agriculture and Forestry, Ministry of Gender Equality and Child Welfare (MGECW) and National Climate change commission. This shows government ownership of the project. Aspects of the CBIT project with prospects for sustainability includes the following:

- Standard operating procedures have been developed for the ETF, and the staff have been trained on the use of different technologies including MRV templates, MRV system portal, reporting resources received, and the consideration of gender response-based implementation of the entire process. The GRN is responsible for reporting it GHGs emissions, with respect to the ETF procedures. CBIT also prepared a module for Namibia’s higher education curriculum to enhanced transparency framework alumni in the country. The capacities strengthened by the project, the tools established (MRV system, QA/QC procedures, etc.) and the module for the curriculum of Namibia’s higher education are elements that will live beyond the life of the CBIT project.
- The integrative approach employed by the project has supported trust building among stakeholders, enabling different stakeholders to work together to enhance reporting of National GHG emissions efforts. The established trust among stakeholders led to the collaboration of CBIT and GIZ in the gender mainstreaming into the institutional arrangement of the climate frameworks. The CBIT project enabled a continuous interaction between stakeholders for an enhanced Transparency Framework implementation in Namibia which is likely to continue beyond the life of the project.
- The project utilized the existing government structures to implement its interventions. The gender component also utilized the existing relevant government offices. The project strengthened the government institutions and relevant stakeholders in the environment related projects, technical and logistics support and awareness creation. Therefore, the different working groups and institutions using these MRV course modules in the curricula of higher learning will likely sustain the project interventions.

Stakeholders⁴⁸ consulted opined that:

- The likelihood of the CBIT project continuing beyond the project activities is high, as it was a capacity building project, and the skills were acquired. For example, Namibia has 12 UNFCCC certified and registered MVR experts, compared to only 2 before the project. In addition, reporting to the PA and NDC tracking; templates have already been developed and stakeholders have been trained to collect and fill in data. The AC/QC templates will be used to ensure quality, accuracy and completeness of reporting.
- Data collection agencies have signed a Memorandum of Agreement (MOA) committing them to collect and submit data through the MRV system portal on specified mandates. The MOA will remain in place after CBIT.

⁴⁸ Staff of MEFT, PMU, UNDP, MME

- The built MRV system portals are functional and hosted in the National Statistical Agencies (NSAs). CBIT procured the hardware needed by the NSAs to run the database beyond the project mandate. MEFT and NSA will continue to maintain and improve the MRV system.
- Remaining activities that do not require significant resources will be integrated into the Ministry's activities, while others will require additional funding.
- The second phase of the CBIT project is crucial to ensure the sustainability of the achievements. This is the intention of the Ministry. Discussions on Phase II are currently underway between the country office and UNDP.
- The determination shown during the training and the interest and enthusiasm of the stakeholders for this project were appreciated. Reporting will significantly limit the use of external consultants in the country, as the skills have already been acquired.

However, a few stakeholders felt that challenges to the sustainability of CBIT will arise from administrative bottlenecks, the need to juggle between climate change and non-climate change issues by having dedicated staff to collect GHG inventory data from relevant sectors, insufficient staff or staff turnover, funding availability, and working extra hours without pay.⁴⁹

Exit strategy

The project does not have an exit strategy as it is intended to apply for CBIT 2 to continue the activities started in CBIT 1 and BTR1 & NC5. After this TE and depending on the results, the application process of CBIT 2 will be launched.

Financial risk

The project does not foresee any financing risk outside a global economic downturn which will put financial pressure on governments, causing management to make budget cuts⁵⁰. This may reduce staff in certain positions relating to transparency and climate reporting in relevant institutions.

The financial risk to sustainability is **Moderately Likely**.

Socio-political risk

Namibia's socio-political stability is not at risk. The ProDoc highlighted the lack of buy-in from Government/Ministries and the lack of interest from key stakeholders to participate in the BURs and NCs process on the grounds that it is outside their core mandates; staff turnover at national level providing an inconsistent pool of experts throughout the project and government priorities changing due to the pandemic; overlap between projects as project management is the same and disagreement between stakeholders on roles and responsibilities. The PIR highlighted the effective stakeholder engagement achieved during the implementation of CBIT, which reduced concerns raised at the project design stage. Namibia was peaceful during the project implementation period, with no socio-political unrest of any kind. Beneficiaries assert that there is no foreseeable socio-political risk in Namibia⁵¹.

The project's socio-economic risk to sustainability is rated **Likely**.

Institutional framework and governance risk

The CBIT project supported and trained national working groups responsible for data collection under the coordination and supervision of the project coordinator. One institution leads the work on each MRV component, supported by other experts from concerned institutions. In-house consultants will continue the work and capacity building of the working groups and prepare the final reports. The overall oversight and

⁴⁹ Interview with the staff of MME

⁵⁰ Interview with staff of MEFT, UNDP

⁵¹ Interview with the staff of UNDP, MEFT, PMU MME

approval of the final products will be done by the National Climate Change Committee. Some of these authorities are elected to their positions with a fixed term mandate. If they happen to be voted out of their positions and new individuals are elected, the new authorities may lack knowledge, capacity and awareness of MRV system issues and may not be committed to the implementation of the MRV plans. Similarly, the project has supported the institutional arrangements, such as the 'Gender Sensitive Reporting Framework', which have been submitted to the relevant government bodies for approval. There is a risk that these changes will not be approved and therefore not implemented.

Discussions with beneficiaries revealed that lack of political and management buy-in can be a problem. “Senior management do not always see the reason for taking their staff away for a couple of days for training, or how the training will help their organisation in return. This has been the case before, but with a lot of awareness-raising during CBIT, things are changing, but not in an ideal way”, reported a respondent⁵².

Even though there is buy-in from all levels of government to ensure that this project moves forward, some will prefer to work in silos, for example in climate change, everyone looks at the ministries of environment, agriculture, mines and energy that are directly involved, but only the minister of environment will work in silo, whereas it would have been done participatively by all ministries concerned. For example, the Ministry of Labour and Transport has not been involved in these working groups, even though it is a major GHG emitting sector in the country.

To involve all relevant ministries in the GHG inventory process, a stronger or better measure needs to be taken to ensure institutional coordination. During interviews with stakeholders, some actors raised concerns over the fact that the MOA may not be sufficient enough to oblige institutions to share GHG data and this could hamper the sustainability of the project results. Stakeholders were of the view that more stringent measures could enhance data sharing among stakeholders and institutions. For instance, the Namibia Statistical Agency has a law that requires all government and private sector entities and parastatals to submit data to them upon request and has the mandate to take defaulters to court or impose a fine – a similar approach could be beneficial for the sustainability of the CBIT project.

Institutional and governance risk is rated **Moderately Unlikely** by the evaluator.

Environmental Risk

The evaluation did not identify any environmental risk that may jeopardise its sustainability. The project focussed on enhancing the capacity of Namibia to report on climate change to the UNFCCC and consequently, promotes environmental sustainability.

The Environmental risk of the project is **Likely**.

Table 13: CBIT sustainability rating

Sustainability dimension	Rating
Financial risk	Moderately Likely
Socio-political risk	Likely
Institutional risk	Moderately Unlikely
Environmental risk	Likely
Overall	Moderately Likely

3.5.8. GEF Additionality

It should be noted that GEF funding represents 95% of the total funding for this project. Without this funding, this project would not even exist. Through GEF funding, the project has been able to strengthen the capacity of national stakeholders on GHG MRV according to ETF and to mainstream gender into the

⁵² Interview with a staff of MEFT

country's climate change processes. The project achieved stakeholder engagement and generated environmental benefits in terms of acquiring the capacity to report the country's emissions in line with Article 13 of the Paris Agreement. CBIT intervened in gender actions and the representation of women in all decision-making pathways in the climate field, so that the views of women and youth are integrated in all climate actions.

The development of state-of-the-art Updated NDC, MRV System Portal, Gender Action Plan for Namibia covered by the CBIT project, and their subsequent implementation will lead to the Enhanced Transparency Framework (ETF) of the Paris Agreement. The updated NDCs have been produced with funding from the GEF⁵³.

While MRV reporting had been underway in Namibia long before the CBIT project, it did not integrate gender into the activities. GEF funding has made it possible to include up to 50% women in high-level decision-making platforms for climate action. For example, the Sustainable Environment, Management, and Energy, and Resilience (SEMER) Board, which serves as the Project Steering Committee (PSC) for the CBIT project, had 54% female attendance at its meetings.

All MRV Working Groups (WGs) under the project have shown improvements in their capacity to manage GHG emissions inventory, reporting and implementation of various interventions. The development of a platform technology, i.e. the MRV system portal, and its activation for future data inventory and integration was made possible thanks to GEF funding⁵⁴.

Namibia will start producing reports according to the ETF from the start year 2024, i.e. the BTR, BR, BURs, NC, etc. as required by Article 13 of the Paris Agreement and this was thanks to GEF fund.

3.5.9. Catalytic Role/Replication

The evaluation did not identify any cases of replication or up-scaling that occurred during the implementation of the CBIT project. However, project partners were positive about the replicability of the project's achievements. The good practices of the project in terms of mainstreaming gender into climate change actions and increasing transparency in the GHG inventory could be replicated by other environmental projects. For example, the lessons and best practices generated by CBIT regarding the integration of gender into climate change actions and the resulting benefits of their integration could be used by other environmental projects implemented in Namibia. The collaborative approach to the implementation of the CBIT project involving various stakeholders is an aspect that could be replicated by other projects in the country. Similarly, the use of an MRV system portal in the CBIT project to increase transparency in reporting GHG emissions, could be easily replicated in other environmental projects in the country⁵⁵.

3.5.10. Progress towards Impact

The CBIT project has had several environmental, social and economic impacts during its implementation, some of which are long-term, namely:

Environmental impacts: All three components of the project focus on the development of tools, training and support to meet the provisions of Article 13 of the Paris Agreement. The components have contributed to the design and establishment of a national MRV system for climate change mitigation and adaptation activities, greenhouse gas emission inventories and support. Capacity building at institutional, individual and policy (systemic) levels ensured that a robust, transparent, and sustainable system is in place that will facilitate the management of climate change mitigation and adaptation data and information and be used to

⁵³ PIR 2023; interview with the staff of UNDP, MEFT, NCCC, PMU

⁵⁴ interview with the staff of UNDP, MEFT, NCCC, PMU

⁵⁵ interview with the staff of UNDP, MEFT, NCCC, PMU

track progress towards achieving Namibia's Nationally Determined Contributions. Alternatively, Namibia would continue to rely heavily on external consultants without the necessary institutional arrangements in place and technical expertise fully developed. In addition, the CBIT provides an enabling environment for the National Statistical Office to perform the functions of a quality control body, while the national leadership will be able to fully utilise and benefit from external and independent quality assurance in meeting its national and international reporting obligations for transparency measures and support. The established mechanisms under the NCCC will be strengthened, building on the cross-sectoral membership and the role of academia and think tanks.

Social Impact: The CBIT proposal addresses Namibia's short- and long-term capacity building needs, including strengthening the technical capacity of key stakeholders to address the linkages between gender and climate change. The importance of promoting women's empowerment and gender equality is not mentioned in the (i) NDC and (ii) NDC Partnership. Women have never been at the table to act on climate change. But with CBIT, women and youth are taken into account. The massive awareness-raising campaigns have led to positive attitudes among policy and decision-makers, making it easy for the project team to approach high-level government officials to get them to agree to changes in policies, laws and regulations brought about by the project.

Economic Impact: The ETF is expected to increase trust between funders and the country of Namibia because of the accuracy of emissions reporting. This could encourage funders to support national projects that lead to mitigation and adaptation to climate change in Namibia.

Capturing the views of stakeholders interviewed on progress towards impact, the following were identified⁵⁶:

- Enhanced reporting to ensure transparency: Many Universities or Institutions have started short courses and some of these modules are covered or absorbed into the educational system of Namibia. This will ensure long term sustainability and transparency in GHGs inventory reporting.
- CBIT has trained and certified 12 experts by UNFCCC and registered in the rosters of experts, up from 2 experts before CBIT project. Moving forward, the expertise will improve reporting quality and accuracy and completeness. Accurate reports positively influence policies with very good greenhouse gas inventory in the NDC.
- CBIT realized the revision of Namibia's NDC which will be used for at least half a decade before another update. This has triggered the need for a revised Environmental Policy Act and the Climate change Policy enacted some 1 decade ago.
- CBIT has brought a sort of political international leverage to Namibia: Implementing CBIT provide some political significance. This is linked to international conventions and the project's successful implementation will give the country a kind of political leverage in terms of adhering to international conventions and whenever they present their results at the international setting.
- Stakeholder engagement: CBIT projects succeeded in bringing diverse stakeholders to collaborate. This has a positive impact as the data scattered in different institutions and very difficult and challenging to gather would now be easy to compile. The competent stakeholders or institution(s) will collect data from the respective institutions and input directly to the MRV system portal.
- CBIT result has enhanced the stakeholder engagement in climate change, by building capacity gender mainstreaming and integration into the activities.
- CBIT project has increased the number of women and youths' participation in the working groups and greenhouse gas tracking up to about 70%.

⁵⁶ Interview with the staff of MEFT, PMU, MME, UNDP, NCCC

- Most activities of the CBIT have been integrated into the ministry's activities that will ensure financial sustainability after CBIT in the long term.

When asked to what extent the project has contributed to changes in the policy/legal/regulatory framework in Namibia, beneficiaries believe that CBIT has contributed as follows ⁵⁷:

- Supported the NDC process. The updated NDC shows that other policies need to be revised, such as the Renewable Energy Policy, the Independent Power Producer Policy, the Environmental Management Act (2007) and the National Climate Change Policy (2011).
- CBIT brought the initiative of a Memorandum of Understanding or Agreement within the GHG inventory participating partners, which will commit them to comply with data collection and entry into the MRV system portal.

Regarding the observed changes in capacity brought about by the project, stakeholders felt that there is now a good team of people who understand the whole enhanced transparency framework and reporting guidelines and all the issues related to dealing with it. There are also 7 larger groups of trainees who can now provide training locally. Similarly, the project aided in the development of templates for sector leaders to collect data from these sectors in relation to the template developed in line with the IPCC 2006 guidelines. Reporting to the PA ETF will have quality, accuracy, and completeness. This has created a kind of human capacity in this regard. Finally, behavioural change that would promote a culture of sustainability, particularly in mitigation in the energy sector, through the adoption of renewable energy initiatives⁵⁸.

Unintended impacts

The evaluation did not identify any unintended negative impacts of the project. Stakeholders have been involved in the planning of the project's activities and have been supported with the capacity to meet the ETF's reporting requirements⁵⁹.

⁵⁷ Interview with the staff of PMU, MEFT

⁵⁸ Interview with the staff of MEFT, PMU, NCCC, MME

⁵⁹ Interview with the staff of MEFT, PMU, NCCC, MME

4. MAIN FINDINGS, CONCLUSIONS LESSONS LEARNED AND RECOMMENDATIONS

4.1. Main findings

Relevance: the alignment of CBIT to the national priorities of Namibia relating to reporting under the UNFCCC and the Paris Agreement was very strong. The project contributed towards enhancing the capacity of the country relating to adhering to the reporting requirements under the enhanced transparency framework (ETF) under the Paris Agreement. CBIT's relevance was rated Highly Satisfactory.

Effectiveness: the progress towards attainment of CBIT outcomes was substantial. The achievements of the project were commendable, and these include: the CBIT gender action plan, GACGMO, LEAP. CCVAA and GHG Inventory Trainings, QA/QC plan, QA/QC templates, National QA/QC and verification system, Namibia's MRV system portal, updated NDC, gender sensitive national GHG Working Groups, etc. The general progress towards the achievement of these outcomes is Satisfactory.

Efficiency: the respect of the Government procurement procedures while integrating UNDP's corporate financial management system by the project management team, the liaison of CBIT and GIZ-CCIU during implementation of some activities (gender mainstreaming) of the project, the housing of the MRV database in the Namibia Statistical Agency and subjecting the project to an external audit are all indicators of good financial management. However, delays were witnessed because of the COVID19 restrictions, UNDP's corporate management system change from Atlas to Quantum and the lengthy government procurement procedures. The Efficiency is rated Satisfactory (S).

Monitoring and Evaluation: the project design included an M&E plan. Different events and (inception workshop, Annual work plans, project steering committee meetings, budget plans, Project implementation reports, spot checks, audits reports, sufficient budget allocation to M&E, etc.) demonstrated very strong M&E during project implementation. The project team provided updates to the Steering Committee and the MEFT to discuss the main challenges encountered during project delivery and to identify proposed actions to be taken by the project. The overall M&E was rated Highly Satisfactory.

CBIT project implementation: The project implementing partner, Ministry of Environment, Forestry and Tourism (MEFT) worked with UNDP and the Project Management Unit (PMU) to implement the project. UNDP made all financial payments to all project service providers and consultants, provided technical backstopping and project implementation oversight support. The MEFT was very committed to the project and successfully mobilised the relevant stakeholders involved in the project design to participate in its implementation. However, MEFT staff turnover and lengthy procurement process negatively impacted the project implementation. The overall quality of implementation was rated Highly Satisfactory.

Sustainability: financial sustainability is rated **Moderately Likely (ML)** because there is no foreseeable financial risk but could only happen if there is global economic recession. Socio-political Sustainability is rated **Likely (L)**, since Namibia enjoyed peace during project implementation, with no socio-political upheaval of any significance. Institutional Framework and Governance Sustainability is rated **Moderately Unlikely (MU)** since there is a risk related to the non-respect of the Memorandum of Agreement (MoA) signed to oblige institutions to share information required for the conduction of GHG inventory. Environmental Sustainability is rated **Likely (L)** since CBIT is a capacity building project with no field-based activities. The overall likelihood of Sustainability is rated **Moderately Likely (ML)**.

4.2. Conclusions

The Enhancing Namibia's Capacity to Establish a Comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of Climate Actions and Reporting on NDC Implementation under the Paris Agreement (PIMS 6337) was implemented in Namibia with positive results. The project was firmly anchored in the global environmental benefits with innovations such as mobilising a gender-sensitive broad range of stakeholders and building the capacity of high-level government officials, the private sector, development partners, academia, civil society organisations and international and local NGOs on the Enhanced Transparent Framework (ETF), MRV of Namibia's GHG emissions. Three working groups and eight government institutions were trained on data management on the MRV system platform and their user rights. These institutions were mandated to submit data to the national MRV portal on a regular basis. A framework for gender-sensitive indicators was developed and integrated into the MRV portal. The quality control checklist, which is being developed as part of the country's QA/QC plan, will be completed for all sectors of the inventory to ensure the quality of the data to be keyed into the MRV portal. The capacity of the reporters of data in the MRV system portal has been enhanced on how to analyse funds or support needed and/or received. Finally, the project updated the NDC and submitted it to the UNFCCC system portal. CBIT generated innovations such as - online training, involving the Namibia Statistical Agency, creating modules for teaching climate change in universities, using IPCC 2006 guidelines to help develop models for the country and the MRV system established. However, the Covid 19 pandemic, lengthy government procurement procedures and the technical transition from UNDP's corporate management system Atlas to Quantum delayed the timely implementation of the project, resulting in a 6-month extension.

4.3. Lessons Learnt

The project generated the following lessons learnt:

- **A multi-stakeholder approach is important for achieving Enhanced Transparency in reporting GHGs:** The effective engagement of stakeholders from different data needs sectors during this project was essential throughout the project implementation as it created a sense of ownership and ensured support for the activities undertaken.
- **The strong stakeholder engagement from project preparation through to implementation was a contributor to the successful implementation of the CBIT project.** The stakeholder engagement was instrumental in highlighting the capacity issues of institutions relating to climate reporting. Thus, the measures used to engage stakeholders for this project constitute lessons to be replicated in future projects in order to achieve good representation of stakeholders in project implementation.
- **Government ownership of the climate reporting process is key to success.** During project implementation, the Government demonstrated ownership and took the lead in ensuring the sourcing of relevant data for GHG inventory from different institutions. The approach included establishing data sharing protocols between MEFT and other relevant institutions to enhance data access.
- **Transparent communication during project implementation:** Open and transparent communication has built credibility and enhanced the project's reputation.
- **Collaboration between CBIT and other projects:** Stakeholder engagement efforts have facilitated collaboration and partnerships with external projects such as the GIZ-funded CCIU and the UNDP Climate Promise 2, leading to joint initiatives and shared resources on climate change enabling Activities such as National Communication, Biennial Update Reports and most recently Biennial Transparency Report projects were also enhanced.

- **Capacity building of project stakeholders involved in project implementation at different levels is important for project success.** The central objective of this project is to build the capacity of the various stakeholders involved in the issue of climate change. This includes building the capacity of senior government officials in the MEFT, National Committee on the Rio Conventions (NCRC), all ministries through their various departments, institutions and agencies that actively collaborate and contribute to the implementation of climate change activities at local, regional and national levels, as well as the private sector, civil society organisations, International non-governmental Organisations (INGOs) and development agencies.
- **Introducing MRV module in University curriculum to enhance capacity of scholars on ETF and related issues:** CBIT proposed a module for the ETF to be included in the curriculum of the country's academic system. This will further enhance the capacity of citizens who want to specialise and become experts in this field. The government could recruit some graduates to work in the specialised units within the institutions responsible for reporting GHG emissions using the MRV system platform.
- **Gender mainstreaming during this project offered women and youths the opportunity to be trained in the climate change domain and be considered in the working groups of GHGs inventory obligatory reporting of Namibia.** During the project implementation, women were given opportunity to participate (about 50% of participants) in every capacity building and decision-making meeting for which their plights were considered and integrated into the updated NDCs. They were well represented in the three working groups (WGs) and eight government agencies that will be reporting the country's GHGs emissions in the MRV system platform or portal.

4.4. Recommendations

The recommendations drawn from the TE of the Namibia CBIT project are presented below:

NO.	FINDING/CHALLENGE	RECOMMENDATIONS
Project Governance		
1.	The TE highlighted as the main challenge the delays in recruiting consultants. This was due to lengthy and complex government procurement procedures. TE identified a committee that was appointed to speed up the project recruitment process.	It is important that the project and the government set up a committee prior to the start of the project to expedite the procurement of goods and services during project implementation, or that the GRN revises and simplifies this procedure to make this process easy for all projects in Namibia. Responsibility: Government of Namibia Timeline: Subsequent projects
2.	The CBIT project has successfully implemented its activities as planned. However, CBIT has identified other issues that need to be addressed before the long-term impact of the project can be achieved. For example, CBIT has updated the NDC, and this policy cannot be successfully implemented without other policies such as updated Environmental Management Act of 2007 (EMA,2007)), National Policy on Climate	CBIT 2: The government and relevant stakeholders should continue the dialogue to push for CBIT 2. CBIT has started well but will not be successfully completed without the second phase. CBIT 2 will need to complete the activities started in CBIT, structuring it to include components that were not in Phase 1 and carry over activities that were not fully completed to Phase 2. For example, the policy environment needs to be strengthened Environmental Management Act of 2007 (EMA,2007)), National Policy on Climate Change for Namibia (2011), etc.). Responsibility: Government of Namibia and UNDP Timeline: Subsequent projects

NO.	FINDING/CHALLENGE	RECOMMENDATIONS
	Change for Namibia (2011), etc.	
Sustainability		
3.	The project has been instrumental in building the capacity of 200 direct beneficiaries, 100 of whom are women from government departments and other stakeholders at the ETF. However, the turnover of beneficiaries (88) was identified as an issue that could affect the sustainability of the project.	<p>For a subsequent project of this type, it will be important for the project to partner with a national institute that has a mandate to provide capacity building to public institutions. In this way, the institution could continue to provide capacity building beyond the project based on requests from institutions. The national institute could therefore act as a relay for the ETF in providing capacity building to government agencies responsible for GHG MRV. This will cover the period it will take for the modules proposed for the academic curriculum to be put into practice.</p> <p>Responsibility: UNDP, Government of Namibia Timeline: Subsequent projects</p>
4.	While the project provided support towards the integration of climate change reporting into academic curricular, it will be beneficial for remote training options to be explored.	<p>Short online courses on MRV for continuous improvement of the capacity individuals working on MRV related issues would generate benefits. Alternatively, an online training programme where individuals, especially non-academics, can improve their skills without necessarily sitting in a formal classroom could be explored.</p> <p>Responsibility: UNDP, Academia, Government of Namibia Timeline: Subsequent projects</p>
5.	A smart strategy for coordinating, collaborating, and communicating both internally and externally should not be overlooked.	<p>Stakeholder involvement in this project has been appreciated by the different stakeholders. For a better success of this project beyond its mandate, coordination, cooperation and communication among various stakeholders (public, private, CSOs, individuals, etc.) will be key. It will be a great initiative to involve the Ministry of Works Transport and get them on board. Their involvement in the project and the overall climate reporting process will further enhance the robustness of the nation's GHG inventory.</p> <p>Responsibility: Government of Namibia Timeline: Before project closure</p>
6.	The ETF reporting tools (ETF GHG inventory reporting tool; ETF progress reporting tool; and ETF support reporting tool) for use by Parties for reporting information as required has been under development by the UNFCCC Secretariat and the final versions of these tools were planned to be made available to Parties in June 2024 ⁶⁰ . The tools are meant to be used for electronic reporting. The CBIT Namibia project operational closure is July 31, 2024, hence, there is insufficient time	<p>It will be beneficial for national stakeholders to be trained on electronic reporting and the use of the ETF reporting tools following availability of their final versions.</p> <p>Responsibility: Government of Namibia, UNDP Timeline: Subsequent projects (CBIT 2)</p>

⁶⁰ UNFCCC. ETF Reporting tools. [LINK](#)

NO.	FINDING/CHALLENGE	RECOMMENDATIONS
	available for national stakeholders to receive training from the project on the use of the reporting tools and on electronic reporting.	
7.	Operationalise the pursuit of advanced academic degrees in the field of climate change.	<p>Operationalise the pursuit of advanced academic degrees (B.Sc., M.Sc., Ph.D., diplomas, etc.) from higher education institutions (universities, professional higher education, research institutions) in climate change management (mitigation, adaptation, financing, MVR, etc.).</p> <p>Responsibility: Government of Namibia, Academia, PMU Timeline: Subsequent projects</p>
8.	The project supported training on gender mainstreaming in processes related to Namibia's MRV framework. A draft document on gender mainstreaming in the NDC has been prepared and a framework for gender-sensitive indicators has been developed and included in the MRV portal.	<p>The Government of Namibia should ensure the strict implementation of the gender mainstreaming document in the NDC, the framework of gender-sensitive indicators in the MRV platform portal by all government agencies, the reporting of key data in the portal and sanctions for defaulters. This will play an important role in deterring others from indulging in non-compliance with gender action plans in the country.</p> <p>Responsibility: Government of Namibia Timeline: Ongoing basis</p>
Communication/knowledge management		
9.	The project entailed several training events which generated a good volume of training materials. However, these materials were not adequately packaged for further dissemination.	<p>Training materials and other relevant project outputs should be packaged in appropriate formats for storage and dissemination to relevant stakeholders. This will ensure that national stakeholders have access to relevant project documentation beyond the life of the project. Dissemination of the materials could be achieved through publishing them on MEFT and UNDP's websites among other channels.</p> <p>Responsibility: Implementing partners (UNDP, MEFT, etc). Timeline: Future projects (CBIT 2)</p>
Environmental and social safeguards		
10.	Evidence of inclusion of people with disabilities and, indigenous people in interventions, were not found in the evaluation.	<p>For subsequent projects, special efforts or strategies should be adopted during the project design and implementation phases to ensure the participation of people with disabilities. This will enhance the inclusiveness of the project. While it is understandable that it can sometimes be a challenge to ensure the participation of people with disabilities in project activities, in the case of the CBIT project, no effort was made to achieve this.</p> <p>Responsibility: Implementing partners (UNDP, MEFT, DEA, NSA, etc). Timeline: Future projects</p>

LIST OF ANNEXES

Annex A: Terms of Reference of the Terminal Evaluation

Annex B: Stakeholders Consulted

Annex C: List of Documents Reviewed

Annex D: Evaluation Question Matrix

Annex E: Questionnaire used for Data Collection

Annex F: TE Rating Scales

Annex G: Co-financing Table

Annex H: GEF Core Indicators

Annex I: Signed UNEG Code of Conduct Form

Annex J: Signed TE Clearance Form

Annex K: GEF/LDCF/SCCF Core Indicators or Tracking Tools (attached as a separate file)

Annex A: Terms of Reference of the Terminal Evaluation

United Nations Development Programme

UNDP-GEF Terminal Evaluation

Terms of Reference

FOR THE RECRUITMENT OF INDIVIDUAL CONTRACTOR (IC)

Consultancy Information	
Agency:	UNDP Namibia Country Office
Services/Work Description:	Terminal Evaluation Report for the Project “Enhancing Namibia’s capacity to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement”
Post Title:	International Consultant – Senior Terminal Evaluation Consultant
Duty Station:	Home-based
Contract Modality:	Individual Contract
Contract Duration:	10 th July – 30 th October 2023 (35 working days over three months weeks)
UNDP-GEF PIMS ID number: 6337 GEF Project ID number: 10157	

1. INTRODUCTION

In accordance with UNDP and GEF M&E policies and procedures, all full- and medium-sized UNDP supported GEF-financed projects are required to undergo a Terminal Evaluation (TE) at the end of the project. This Terms of Reference (ToR) sets out the expectations for the TE of the medium-sized project titled: “*Enhancing Namibia’s capacity to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement*” (PIMS ID: 6337) (Short title: Capacity-building Initiative for Transparency – CBIT Project) implemented through the *Ministry of Environment, Forestry and Tourism (MEFT)*. The project started on January 21, 2021, and is in its final year of implementation. The TE process must follow the guidance outlined in the document ‘*Guidance for Conducting Terminal Evaluations of UNDP-Supported, GEF-Financed Projects*’ and the UNDP Evaluation guidelines.

2. PROJECT BACKGROUND AND CONTEXT

Namibia ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1995 and acceded to its Kyoto Protocol in 2003, as a non-Annex I (NAI) Party. Namibia also ratified the Paris Agreement (PA) in 2016. In fulfilment of its reporting obligations under the convention, Namibia has prepared and submitted three National Communications (NCs) and three Biennial Update Reports (BURs) to the UNFCCC. In this process, Namibia has made significant progress in establishing sustainable Institutional Arrangements (IAs), setting up, strengthening and capacitating working groups to undertake mitigation and greenhouse gas (GHG) inventories. Despite this progress, the new transparency provisions defined in the PA pose additional challenges to countries such as Namibia, specifically regarding the reporting on NDC implementation, support received and GHG emission inventories. To address these challenges, this project contributes to: (i) strengthening the institutional arrangements in place for the establishment of a national transparency MRV system; (ii) enhancing the current GHG emission inventory as well as the national capacities on MRV of support; and (iii) developing a tracking tool to enable reporting on progress of NDC. Complementary, this project aims at enhancing the national capacity on all the MRV elements and increasing the gender balance and gender mainstreaming in transparency activities.

3. TERMINAL EVALUATION (TE) PURPOSE

The TE report will assess the achievement of project results against what was expected to be achieved and draw lessons that can both improve the sustainability of benefits from this project, and aid in the overall enhancement of UNDP programming. The TE report promotes accountability and transparency and assesses the extent of project accomplishments.

The project’s final GEF Project Implementation Report (PIR) along with the Terminal Evaluation (TE) report and the corresponding management response will serve as the final project report package. The final project report package shall be discussed with the Project Board during an end-of-project review meeting to discuss lessons learned and opportunities for scaling up.

4. TERMINAL EVALUATION (TE) APPROACH & METHODOLOGY

The TE report must provide evidence-based information that is credible, reliable and useful.

The TE team will review all relevant sources of information including documents prepared during the preparation phase (i.e. PIF, UNDP Initiation Plan), the Project Document, project reports including annual PIRs, project budget revisions, lesson learned reports, national strategic and legal documents, and any other materials that the team considers useful for this evidence-based evaluation. The TE team will review the

baseline and midterm GEF focal area Core Indicators/Tracking Tools submitted to the GEF at the CEO endorsement and midterm stages and the terminal Core Indicators/Tracking Tools that must be completed before the field mission begins.

The TE team is expected to follow a participatory and consultative approach ensuring close engagement with the Project Team, the GEF Operational Focal Point, Implementing Partners, the UNDP Country Office(s), the Regional Technical Advisor, direct beneficiaries and any other relevant stakeholders.

Engagement of stakeholders is vital to a successful TE. Stakeholder involvement should include interviews with stakeholders who have project responsibilities, including but not limited to executing agencies, senior officials and task team, key experts and consultants in the subject area, Project Board, project beneficiaries, academia, local government and CSOs, etc.

The specific design and methodology for the TE should emerge from consultations between the TE team and the above-mentioned parties regarding what is appropriate and feasible for meeting the TE purpose and objectives and answering the evaluation questions, given limitations of budget, time and data. The TE team must use gender-responsive methodologies and tools and ensure that gender equality and women's empowerment, as well as other cross-cutting issues and SDGs are incorporated into the TE report.

The final methodological approach including interview schedule, field visits and data to be used in the evaluation must be clearly outlined in the TE Inception Report and be fully discussed and agreed between UNDP, stakeholders and the TE team. In turn, the final report must describe the full TE approach taken and the rationale for the approach making explicit the underlying assumptions, challenges, strengths and weaknesses about the methods and approach of the evaluation.

5. DETAILED SCOPE OF THE TERMINAL EVALUATION (TE)

The TE will assess project performance against expectations set out in the project's Logical Framework/Results Framework (see ToR Annex A). The TE will assess results according to the criteria outlined in the Guidance for TEs of UNDP-supported GEF-financed Projects.

The findings section of the TE report will cover the topics listed below. A full outline of the TE report's content is provided in ToR Annex C.

The asterisk "(*)" indicates criteria for which a rating is required.

Findings

i. Project Design/Formulation

- National priorities and country driven-ness
- Theory of Change
- Gender equality and women's empowerment
- Social and Environmental Safeguards
- Analysis of Results Framework: project logic and strategy, indicators
- Assumptions and Risks

- Lessons from other relevant projects (e.g. same focal area) incorporated into project design
- Planned stakeholder participation
- Linkages between project and other interventions within the sector
- Management arrangements

ii. Project Implementation

- Adaptive management (changes to the project design and project outputs during implementation)
- Actual stakeholder participation and partnership arrangements
- Project Finance and Co-finance
- Monitoring & Evaluation: design at entry (*), implementation (*), and overall assessment of M&E (*)
- Implementing Agency (UNDP) (*) and Executing Agency (*), overall project oversight/implementation and execution (*)
- Risk Management, including Social and Environmental Standards

iii. Project Results

- Assess the achievement of outcomes against indicators by reporting on the level of progress for each objective and outcome indicator at the time of the TE and noting final achievements
- Relevance, Effectiveness, Efficiency and overall project outcome
- Sustainability: financial, socio-political, institutional framework and governance, environmental, overall likelihood of sustainability
- Country ownership
- Gender equality and women's empowerment
- Cross-cutting issues (poverty alleviation, improved governance, climate change mitigation and adaptation, disaster prevention and recovery, human rights, capacity development, South-South cooperation, knowledge management, volunteerism, etc., as relevant)
- GEF Additionality
- Catalytic Role / Replication Effect
- Progress to impact

Main Findings, Conclusions, Recommendations and Lessons Learned

- The TE team will include a summary of the main findings of the TE report. Findings should be presented as statements of fact that are based on analysis of the data.
- The section on conclusions will be written in light of the findings. Conclusions should be comprehensive and balanced statements that are well substantiated by evidence and logically connected to the TE findings. They should highlight the strengths, weaknesses and results of the project, respond to key evaluation questions and provide insights into the identification of and/or solutions to important problems or issues pertinent to project beneficiaries, UNDP and the GEF, including issues in relation to gender equality and women's empowerment.
- Recommendations should provide concrete, practical, feasible and targeted recommendations directed to the intended users of the evaluation about what actions to take and decisions to make. The

recommendations should be specifically supported by the evidence and linked to the findings and conclusions around key questions addressed by the evaluation.

- The TE report should also include lessons that can be taken from the evaluation, including best practices in addressing issues relating to relevance, performance and success that can provide knowledge gained from the particular circumstance (programmatic and evaluation methods used, partnerships, financial leveraging, etc.) that are applicable to other GEF and UNDP interventions. When possible, the TE team should include examples of good practices in project design and implementation.
- It is important for the conclusions, recommendations and lessons learned of the TE report to incorporate gender equality and empowerment of women.

The TE report will include an Evaluation Ratings Table, as shown below:

ToRs Table 1: Evaluations Ratings Table for “Enhancing Namibia’s capacity to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement”

Monitoring & Evaluation (M&E)	Rating ⁶¹
M&E design at entry	
M&E Plan Implementation	
Overall Quality of M&E	
Implementation & Execution	Rating
Quality of UNDP Implementation/Oversight	
Quality of Implementing Partner Execution	
Overall quality of Implementation/Execution	
Assessment of Outcomes	Rating
Relevance	
Effectiveness	
Efficiency	
Overall Project Outcome Rating	
Sustainability	Rating
Financial resources	
Socio-political/economic	
Institutional framework and governance	
Environmental	
Overall Likelihood of Sustainability	

6. TIMEFRAME

The total duration of the TE will be approximately (35 working days) over a time period of three months starting on 10th July 2023. The tentative TE timeframe is as follows:

⁶¹ Outcomes, Effectiveness, Efficiency, M&E, I&E Execution, Relevance are rated on a 6-point rating scale: 6 = Highly Satisfactory (HS), 5 = Satisfactory (S), 4 = Moderately Satisfactory (MS), 3 = Moderately Unsatisfactory (MU), 2 = Unsatisfactory (U), 1 = Highly Unsatisfactory (HU). Sustainability is rated on a 4-point scale: 4 = Likely (L), 3 = Moderately Likely (ML), 2 = Moderately Unlikely (MU), 1 = Unlikely (U)

Timeline	Days required for the Completion of the Task	Activity
10 July 2023	-	TE Consultant on board; Preparation period for TE team (Handover of Documentation)
14 July 2023	3	Document review and preparation of TE Inception Report
21 July 2023	-	Finalization and Validation of TE Inception Report
14 August 2023	14	Latest start of the TE Mission (virtually for the International TE consultant)
28 August 2023	3	Mission wrap-up meeting & presentation of initial findings; earliest end of TE mission
15 September 2023	10	Preparation of draft TE report
18 September 2023	-	Circulation of draft TE report for comments
2 October 2023	5	Incorporation of comments on draft TE report into Audit Trail & finalization of TE report
7 October 2023	-	Preparation and Issuance of Management Response
21 October 2023	-	Expected date of full TE completion

7. TERMINAL EVALUATION (TE) DELIVERABLE

#	Deliverable	Description	Timing	Responsibilities
1	TE Inception Report	TE team clarifies objectives, methodology and timing of the TE	No later than 2 weeks before the TE mission: 21 July 2023	TE team submits Inception Report to UNDP CO and Project Management Unit
2	Presentation	Initial Findings	End of TE mission: 28 August 2023	TE team presents to UNDP CO and Project Management
3	Draft TE Report	Full draft report	Within 2 weeks of end of TE mission: 15 September 2023	TE team submits to UNDP CO, reviewed by RTA, Project Coordinating Unit, GEF OFP
4	Final TE Report + Audit Trail	Revised final report and TE Audit trail in which the TE details how all received comments have (and have not) been addressed in the final TE report	Within 1 week of receiving comments on draft report: 2 October 2023	TE team submits both documents to the UNDP CO

*All final TE reports will be quality assessed by the UNDP Independent Evaluation Office (IEO). Details of the IEO's quality assessment of decentralized evaluations can be found in Section 6 of the UNDP Evaluation guidelines.

8. TERMINAL EVALUATION (TE) ARRANGEMENTS

- The principal responsibility for managing this TE resides with the Commissioning Unit. The Commissioning Unit for this project's TE is *the UNDP Namibia Country Office*.
- The Commissioning Unit will contract the evaluators and ensure the timely provision of per diems and travel arrangements within the country for the TE team. The Project Team will be responsible for liaising with the TE team to provide all relevant documents, set up stakeholder interviews, and arrange field visits.
- The consultant will be given access to relevant information necessary for the execution of the tasks under this assignment.
- The consultant will be responsible for providing her/his own working station (i.e., secretariat, laptop, internet, phone, scanner/printer, etc.) and must have access to reliable internet connection.
- The consultant is expected to be available for consultations and be in reliable e-mail communication for a set number of hours that align with Government/UNDP business hours;
- The consultant will report to the SEMER Portfolio Head at UNDP Namibia;
- The consultant will report via e-mail and virtual calls to the Task Managers (UNDP and MEFT);
- Payments will be made based on the agreed financial proposal (contract is based on daily fee) and released upon submission of a certificate of payment request, indicating deliverables achieved and days worked to be verified and cleared for payment by the UNDP Resident Representative.

9. TERMINAL EVALUATION (TE) TEAM COMPOSITION

Team Leader, International Senior Terminal Evaluation Consultant

The terminal evaluation will be performed by one Senior International Evaluator. The consultant shall have prior experience in evaluating similar projects. The international evaluator will be responsible for the overall design and writing of the TE report.

The evaluator(s) cannot have participated in the project preparation, formulation and/or implementation (including the writing of the project document), must not have conducted this project's Mid-Term Review and should not have a conflict of interest with the project's related activities.

The selection of evaluators will be aimed at maximizing the overall "team" qualities in the following areas:

Education

- Master's degree in natural sciences, social sciences, technical sciences or other closely related field;

Experience

- Relevant experience with results-based management evaluation methodologies;
- Experience applying SMART indicators and reconstructing or validating baseline scenarios;

- Competence in adaptive management, as applied to *Climate Change and Capacity-building Initiative for Transparency*;
- Experience in evaluating projects;
- Experience working in Africa;
- Experience in relevant technical areas for at least *10 years*;
- Demonstrated understanding of issues related to gender and *climate change transparency and reporting*; experience in gender responsive evaluation and analysis;
- Excellent communication skills;
- Demonstrable analytical skills;
- Experience working with the GEF or GEF-evaluations; Project evaluation/review experience within United Nations system will be considered an asset.

Language

- Fluency in written and spoken English.

10. EVALUATOR ETHICS

The TE consultant will be held to the highest ethical standards and is required to sign a code of conduct upon acceptance of the assignment. This evaluation will be conducted in accordance with the principles outlined in the UNEG ‘Ethical Guidelines for Evaluation’. The evaluator must safeguard the rights and confidentiality of information providers, interviewees and stakeholders through measures to ensure compliance with legal and other relevant codes governing collection of data and reporting on data. The evaluator must also ensure security of collected information before and after the evaluation and protocols to ensure anonymity and confidentiality of sources of information where that is expected. The information knowledge and data gathered in the evaluation process must also be solely used for the evaluation and not for other uses without the express authorization of UNDP and partners.

11. PAYMENT SCHEDULE

- 20% payment upon satisfactory delivery of the final TE Inception Report and approval by the Commissioning Unit
- 40% payment upon satisfactory delivery of the draft TE report to the Commissioning Unit
- 40% payment upon satisfactory delivery of the final TE report and approval by the Commissioning Unit and RTA (via signatures on the TE Report Clearance Form) and delivery of completed TE Audit Trail

Criteria for issuing the final payment of 40%⁶²

⁶² The Commissioning Unit is obligated to issue payments to the TE team as soon as the terms under the ToR are fulfilled. If there is an ongoing discussion regarding the quality and completeness of the final deliverables that cannot be resolved between the Commissioning Unit and the TE team, the Regional M&E Advisor and Vertical Fund Directorate will be consulted. If needed, the Commissioning Unit’s senior management,

- The final TE report includes all requirements outlined in the TE TOR and is in accordance with the TE guidance.
- The final TE report is clearly written, logically organized, and is specific for this project (i.e. text has not been cut & pasted from other MTR reports).
- The Audit Trail includes responses to and justification for each comment listed.

12. APPLICATION PROCESS

Recommended Presentation of Proposal:

- a) **Letter of Confirmation of Interest and Availability** using the template ⁶³provided by UNDP;
- b) **CV and a Personal History Form (P11 form)**⁶⁴
- c) Brief description of **approach to work/technical proposal** of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page)
- d) **Financial Proposal** that indicates the all-inclusive fixed total contract price and all other travel related costs (such as flight ticket, per diem, etc), supported by a breakdown of costs, as per template attached to the Letter of Confirmation of Interest template. If an applicant is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

All application materials should be submitted to the address (insert mailing address) in a sealed envelope indicating the following reference ***“Consultant for Terminal Evaluation of Capacity-building Initiative for Transparency (CBIT) Project Namibia (PIMS 6337)”*** or by email at the following address ONLY: toivo.shikongo@undp.org by 23:59 on 30 May 2023. Incomplete applications will be excluded from further consideration.

Criteria for Evaluation of Proposal: Only those applications which are responsive and compliant will be evaluated. Offers will be evaluated according to the Combined Scoring method – where the educational background and experience on similar assignments will be weighted at 70% and the price proposal will weigh as 30% of the total scoring. The applicant receiving the Highest Combined Score that has also accepted UNDP’s General Terms and Conditions will be awarded the contract

13. TOR APPROVAL

Procurement Services Unit and Legal Support Office will be notified as well so that a decision can be made about whether or not to withhold payment of any aMOAMOs that may be due to the evaluator(s), suspend or terminate the contract and/or remove the individual contractor from any applicable rosters. See the UNDP Individual Contract Policy for further details:

https://poppp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Individual%20Contract_Individual%20Contract%20Policy.docx&action=default

⁶³<https://intranet.undp.org/unit/bom/psu/Support%20documents%20on%20IC%20Guidelines/Template%20for%20Confirmation%20of%20Interest%20and%20Submission%20of%20Financial%20Proposal.docx>

⁶⁴ http://www.undp.org/content/dam/undp/library/corporate/Careers/P11_Personal_history_form.doc

These Terms of Reference are drafted by:

Name: Uazamo Kaura **Signature:** _____ **Date:** _____

Position: Programme Specialist – SEMER (UNDP Namibia)

These Terms of Reference are approved by:

Name: Alka Bhatia **Signature:** _____ **Date:** _____

Position: Resident Representative (UNDP Namibia)

Annex B: Stakeholders Consulted

No	Last Name	First Name	Sector	Affiliation (institution to which the expert belongs)	Gender (Male/Female)	Email address(es)
1	Chunga	Reagan	Energy	Ministry of Environment, Forestry and Tourism	Male	sibanga@gmail.com
2	Munango	Johannes	Waste	Ministry of Environment, Forestry and Tourism	Male	raychilunda@gmail.com
3	Thomas	Miryam	Energy	Ministry of Mines and Energy	Female	Miryam.Thomas@mme.gov.na
4	Sichombe	Philicy	Energy	Ministry of Mines and Energy	Female	Philicy.Sichombe@mme.gov.na
5	Gulsah	Dark Kahyaoglu	Climate Change	UNDP-Climate Hub Global Programme Associate	Female	gulsah.dark.kahyaoglu@undp.org
6	Eva	Huttova	Climate Change	UNDP Regional Technical Advisor (RTA)	Female	eva.huttova@undp.org
7	Benjamin	Nathaneal	NCCC	Ministry of Environment, Forestry and Tourism	Male	bnathanael@ncrst.na
8	Uazamo	Kaura		UNDP	Female	uazamo.kaura1@undp.org
9	Kalipi	Lusia		UNDP	Female	lusia.kalipi@undp.org
10	Hambia	Johannes		MEFT	Male	johannes.hambia@mef.gov.na
11	Ndilimeke	Mutkisha		Chief Environmental Health Practitioner/Field Epidemiologist Otjozondiupa Region	Female	ndilimekep@yahoo.com
12	Lifalazu	Munsu		NSA	Male	lmunsu@nsa.org.na

Annex C: List of Documents Reviewed

- Progress implementation reports (PIRs, 2021, 2022, 2023);
- Quarterly progress Reports (QPR, 2021, 2022, 2023)
- GEF CBIT Project Annual Procurement Plan 2021, 2022, 2023),
- GEF-CBIT PROJECT 2021, 2022, 2023 Budget and Workplan.
- UNDP Namibia - CBIT - Financial report – 2023.
- 6337_CBIT Namibia Prodoc signed
- Other relevant strategic national documents (Updated NDCs, 2021; Environmental Management Act of 2007 (EMA,2007); Namibia's National Climate Change Policy (2011); National Climate Change Strategy & Action Plan (2013-2020); National Gender Policy and Plan of Action (2010 - 2020)
- Project website: <https://climate-transparency-platform.org/cbit-projects/enhancing-namibias-capacity-establish-comprehensive-transparency-framework-monitoring>
- Project Products: MRV Portal Training report, GACMO, LEAP, CCVAA and GHG Inventory Training reports, CBIT Gender action plan, TORs QAQC Plan, SF6 data collection report,QA/QC checklists, QA/QC templates, and the MRV portal system.

Annex D: Evaluation Question Matrix

Evaluation Questions	Sub-Questions/Indicators	Sources	Methods/Informants
1. Relevance: The extent to which the project relates to the main objectives of the GEF Focal area and to the environment and development priorities at the local, regional and national level			
Question 1.1: Was the project relevant to the needs and priorities of the target groups/beneficiaries?	1a. Was the project design in alignment with the country’s priorities? 1b. Were there synergies between the project and other initiatives in the same country and/or region? If so, to what extent and how did the project take advantage of them (e.g., by establishing partnerships)? 1c. Did the project design include specific activities that were relevant to the needs of the target beneficiaries?	Project documents, Inception reports National Policy documents GEF strategic goals and objectives	Documentary review and thematic analyses
Question 1.2: Did the project’s theory of change clearly articulate assumptions about why the project approach is expected to produce the desired change? Was the theory of change grounded in evidence?	1d. Was the project theory of change aligned to the project approach to produce the desired/expected results?	Interviews with stakeholders	Thematic analysis of primary data from interviews
Question 1.3: To what extent was the project in line with the national development priorities, the country’s outputs and outcomes, the UNDP Strategic Plan and the SDGs?	1f. To what extent has the program addressed immediate and long-term gender development concerns?	Gender action plan Results framework Project stakeholders	Documentary Review: Interviews with stakeholders
2. Effectiveness: The extent to which the expected outcomes and objectives of the project been achieved			
Question 2.1: To what extent did the project contribute to the country programme outcomes and outputs, the SDGs, the UNDP Strategic Plan and the national development priorities?	2a. 2b.	PIRs Project teams, partners	Documentary review: comparison of project targets (indicators) and level of realization Interviews
Question 2.2: To what extent were the project outcomes and outputs achieved?	2c. Did the project achieve its outcomes and outputs as expected? If not, why?	Prodoc Stakeholder engagement plan	Documentary review Interviews:

	<p>2d. To what extent can the achievement of these outcomes (including any spillover effects) be attributed to the GEF funding: GEF additionality)?</p> <p>2e.</p> <p>2f. What other contextual factors and actors contributed to the results achieved and how?</p> <p>2g. Did the project develop or adopt innovative solutions to achieve its results?</p>	PIRs, progress reports Project stakeholders	
Results, Outcome level			
3. Efficiency: The extent to which the project was implemented efficiently, in line with international and national norms and standards			
<p>Question 3.1: To what extent have resources been used efficiently? Have activities supporting the strategy been cost-effective?</p>	<p>3a. To what extent did the government deliver on their roles and responsibilities in terms of management and project management.?</p> <p>3b. To what extent was the project implemented in an efficient and valuable manner?</p>	MEFT, UNDP, PMU and relevant government agencies Project team members Financial reports	<u>Documentary review – Interviews:</u>
<p>Question 3.2: To what extent have project funds and activities been delivered in a timely manner?</p>	<p>3c. To what extent was the leadership able to adapt to changing context to improve on the efficiency of delivery?</p>		
<p>Question 3.3: To what extent was the project budget realistic and co-financing mechanisms realistic and how did this impact project delivery?</p>	<p>3d. Was the budget sufficient to deliver on the objectives of the project?</p> <p>3e. Were the co-financing arrangements feasible and how did this affect delivery?</p> <p>3f. What budget adjustments have been made and why?</p>		
<p>Question 3.4: Were the human and material resources sufficient in quality and quantity and how did this inform delivery?</p>	<p>3g. Did the project team have sufficient technical, financial and human resources?</p> <p>3h. What is the level of participation of beneficiaries and external stakeholders in the project and what was the impact?</p>		
4. Sustainability: The extent to which there are financial, institutional, socio-political and/or environmental risks to sustaining long-term project results?			
<p>Question 4.1: To what extent do the interventions have well-designed and well-planned exit strategy?</p>	<p>4a. What is the likelihood that the results of the project will continue to be useful or remain even after the project has ended?</p>	Government agencies, PMU, UNDP Project team and UNDP team UNDP team	<u>Documentary review – Interviews with relevant stakeholders</u>
	<p>4b. What results, lessons or experiences have been replicated?</p>		

<p>Question 4.2: Are there any financial risks that may jeopardize the sustainability of project outputs?</p>	<p>4d. To what extent can the government of Namibia ensure wider adoption of project activities and results (through sustaining progress, scaling up, mainstreaming, replication and market change) after the project ends? (applies to all results)?</p>	<p>Project stakeholders Project reports</p>	
<p>Question 4.3: To what extent will financial and economic resources be available to sustain the benefits achieved by the project?</p>	<p>4e. What are the main risks that may affect the sustainability of the project benefits (considering financial, socio-economic, institutional and environmental and governance aspects)?</p>		
<p>Question 4.4: Does the negative impacts of COVID_19 hinder the sustainability of the project gains?</p>			
<p>5. Factors affecting performance: To what extent did the M&E design and implementation, and management and supervision mechanisms affect project performance? How did the project document best practices, manage knowledge and ensure inclusive participation of beneficiaries and stakeholders</p>			
<p>Question 5.1: To what extent did the M&E design and implementation, and management and supervision mechanisms affect project performance? How did the project document best practices, manage knowledge and ensure inclusive participation of beneficiaries and stakeholders?</p>	<p>Monitoring and evaluation (M&E) 5a Was the monitoring and evaluation plan practical and sufficient? 5b. Did the monitoring and evaluation system function according to the M&E plan? Was information systematically collected and used to make timely decisions and promote learning during project implementation?</p>	<p>Prodoc M&E Plan and results framework Interviews with project teams</p>	<p><u>Documentary review</u> <u>Interviews with stakeholders</u></p>
	<p>Project supervision, implementation role : 5c. To what extent did UNDP provide project identification, concept preparation, appraisal, preparation, approval and start-up, monitoring and supervision (technical, administrative and operational)?</p>	<p>Project team Prodoc Stakeholders</p>	<p><u>Documentary report:</u> <u>Interviews:</u></p>
	<p>Project implementation and management : 5d. How effectively did UNDP carry out its role and responsibilities in the management and administration of the project? What were the main challenges in terms of project management and administration? To what extent were risks identified and managed?</p>	<p>Project team Stakeholders Progress reports, PIRs, prodoc</p>	<p><u>Documentary report:</u> <u>Interviews:</u></p>
	<p>Financial management and mobilization of expected co-financing 5e. To what extent did the expected co-financing materialize and did this affect the project results? 5f. What funding management challenges did the project face?</p>	<p>Co-financing table Project team</p>	<p><u>Review:</u> <u>Interviews with all stakeholders</u></p>

	<p>Knowledge management, communication and public awareness 5g. How does the project evaluate, document, and share its results, lessons learned and experiences? 5h. To what extent are communication products and activities likely to support the sustainability and scaling up of project results?</p>	<p>PIR reports, training reports, publications, studies, project website, MRV system</p>	<p><u>Documentary report:</u> <u>Interviews:</u></p>
	<p>Project partnership and stakeholder engagement (including the degree of stakeholder ownership of project results) : 5i. Which stakeholders were involved in the design and/or implementation of the project? What was the effect of this involvement on the project results and to what extent do the project results belong to the stakeholders involved?</p>	<p>Project document, PIR,</p>	<p><u>Review:</u> <u>Interviews with all stakeholders</u></p>
<p>6. Gender equality, women’s empowerment and the human rights: How did the project contribute to gender equality and women’s empowerment?</p>			
<p>Question 7.1: To what extent does the project contribute to gender equality, the empowerment of women and the human rights-based approach?</p>	<p>7a. To what extent have gender equality and women's empowerment considerations been taken into account in the design and implementation of the project, and has the project been implemented in a way that ensures equitable participation and benefits for both sexes? 7b. Were there any missed opportunities or lessons learned with regard to gender mainstreaming? 7c. To what extent were vulnerable and marginalized groups involved in the project? 7d. Has there been any unintended effects on women, men and vulnerable groups</p>	<p>Project document, PIRs Project stakeholders</p>	<p><u>Documentary review</u> <u>Interviews</u></p>
<p>Question 7.2. To what extent has the project promoted positive changes in women participation? Were there any unintended effects?</p>	<p>7e. Did women participate in the project activities as planned or expected? 7f. What proportion of the project beneficiaries were women?</p>		<p><u>Informant interviews</u> <u>Documentary review</u></p>
<p>Question 7.3. What impacts did COVID-19 bring to women empowerment brought by the project?</p>	<p>7g. Was COVID-19 a hindrance to women empowerment activities? Please explain</p>		

<p>Question 7.4. To what extent have poor, indigenous and physically challenged women and other disadvantaged and marginalized groups benefited from the project?</p>	<p>7h. Did the beneficiaries of the project include people from poor, indigenous, disadvantaged or marginalized groups?</p>		
<p>7. Progress to Impacts: Are there indications that the project has contributed to, or enabled progress toward reduced environmental stress and/or improved ecological status?</p>			
<p>Question 8.1: What evidence exists that the project is contributing to project and GEF strategic goals and targets?</p>	<p>8a. Is the project contributing to expected impacts?</p>	<p>GEF tracking tools PIRs Prodoc</p>	<p>Compare trends regarding GEF indicators</p>
<p>8. Lessons to be learned to inform future programming: To what extent have the lessons learned been documented and available to inform future project design?</p>			
<p>Question 9.1: To what extent have the lessons learned been documented and available to inform future project design?</p>	<p>9a. What lessons learned from the design and implementation of the project could be useful for improving the implementation and/or design of future projects?</p>	<p>Project stakeholders Project teams PIRs, progress reports</p>	<p><u>Interviews:</u> <u>Documentary review</u></p>

Annex E: Questionnaire used for Data Collection

Data collection protocol for UNDP/ MEFT Team/PMU

Respondent's Information

Respondent's Name:

Institution:

Job title:

Email:

Gender:

Country of institution:

What has been your institution's role in the project?

Relevance

1. Did the project design resonate with the national priorities of the country?
2. Were there any synergies developed between the project and other initiatives, past and present in the same country and/or region? If so, to what extent and how did the project take advantage of them (e.g., by establishing partnerships or long-term collaboration)?
3. Did the project design include specific activities that were relevant to the needs of the target beneficiaries?

Effectiveness:

4. What types of innovations were introduced by this project – *in terms of products, services, processes, organizational, marketing etc.*)?
5. To what extent can the achievement of the project outcomes (including any spillover effects) be attributed to the GEF funding: GEF additionality – 1 to the least extent and 5 to a great extent
6. Please give an example of GEF additionality if applicable
7. What were the contributing factors to project success?
8. What were the constraining factors to project success - (*internal or external to the project – political, economic, social, technological, environment, environmental*)?
9. What synergistic relationships were established with other ongoing initiatives? Give examples

Efficiency

10. How would you assess the manner in which resources have been used? Efficient, cost-effective? Please explain briefly.
11. Was the budget sufficient in line with the expected results?
12. What financial management controls⁶⁵ were in place to ensure good financial management of project funds and timely submission of financial management reports to the GEF?
13. How did the project adjust and adapt to the changing context (Covid, war in Ukraine, fuel price increases etc.) and how did this affect project results?

Sustainability

14. Was there an exit strategy?
15. How do you assess the likelihood of the achievements of this project to continue beyond the end of the project – give some examples of why you think so?
16. What are the most likely financial risk to the sustainability of project outputs?
17. Will there be sufficient financial resources to sustain project activities?

Impact

65 For instance, budget monitoring, timely flow of funds and payment of satisfactory project deliverables

18. What in your view are the long-term impacts of this project:
 - a. At individual level
 - b. At the level of your community
 - c. At national level
19. Are there any negative or unintended consequences of this project at any of these levels? Please explain.

Replication/upscaling

20. To what extent has the project been replicated/upscaled by the government to other interventions in Namibia?
21. To what extent has other UN agencies and NGOs have been replicating some of the project interventions?

Factors affecting Performance

Assessment of Monitoring & Evaluation Systems

22. Did the M&E system operate as per the M&E plan and were progress reported completed and submitted on time?
23. Did the M&E plan undergo revision in the course of the project implementation? If yes, comment on the timeliness of the revisions.
24. Were the resources allocated for M&E sufficient?
25. How was M&E data used to inform and enhance the delivery of the project?

Assessment of Implementation and Execution

26. What is your assessment of the manner in which UNDP performed its oversight role to project implementation?
27. How would you assess the role of the government in the delivery of this project and how did it affect the achievement of the project objectives?

Assessment of the Environmental and Social Safeguards

28. Please explain how environmental and social concerns were taken into account in the design and implementation of the project?

Gender

29. To what extent was gender mainstreamed into the project cycle?
 - a. At design phase? – 1 to the least extent and 5 to a great extent
 - b. During implementation: – 1 to the least extent and 5 to a great extent
 - c. During monitoring and evaluation: – 1 to the least extent and 5 to a great extent

Please explain with some examples.

30. To what extent has the project promoted positive changes in gender equality and women's empowerment
31. Has there been any unintended effects on women, men and vulnerable groups

Disability

32. Were people with disabilities consulted and meaningfully involved in project planning and implementation?
33. What barriers did the project face in this process and what actions were undertaken by the project

Stakeholder engagement

34. In what ways did the project engage with national stakeholders to deliver on this action? Were there any challenges?
35. What actions were taken to ensure no one was left behind?

Accountability and Grievance Mechanism (AGM)

36. What measures were put in place to ensure stakeholders were aware about the project's grievance mechanism if at all?
37. Were any grievances received and dealt with?

Other Assessments

Knowledge Management

38. Please kindly explain how knowledge management took place in this project.
39. Were there opportunities for experience sharing, were lessons documented?
40. How did the project share its results and lessons?

Lessons learned and recommendations

41. In your view, what are some of the lessons that can be learned from this project?
42. What are your recommendations for the future?

Data collection protocol for individual interviews – for other project stakeholders

Respondent's Information

Respondent's Name:

Institution:

Job title:

Email:

Gender:

Country of institution:

How did you first become aware of this project and how have you been involved?

Relevance

1. In your opinion, did the project design resonate with the national priorities of the country?
2. Did the project design include specific activities that were relevant to the needs of the target beneficiaries?

Effectiveness:

1. What types of innovations were introduced by this project – could be in terms of products, services, processes, organizational, marketing etc)?
2. What were the contributing factors to project success?
3. What were the constraining factors to project success (internal or external to the project – political, economic, social, technological, environment, environmental)?

Sustainability

4. In what ways do you think the achievements of this project will continue after it ends?
5. What are the most likely risks to sustainability?
6. Given another chance, would you still be interested to be involved?

Impact

7. What in your view are the long-term impacts of this project:
 - a. At individual level
 - b. at the level of your community?

- c. at national level?
- 8. Are there any negative or unintended consequences of this project at any of these levels? Please explain.

Performance Factors

Assessment of Implementation and Execution

- 9. What can you recommend improving UNDP's role in the project?
- 10. Do you have any recommendations to improve the performance of the Project Steering Committee?

Assessment of the Environmental and Social Safeguards

Gender

- 11. To what extent was gender mainstreamed into the project cycle?
 - a) At design phase? – 1 to the least extent and 5 to a great extent
 - b) During implementation: – 1 to the least extent and 5 to a great extent
 - c) During monitoring and evaluation: – 1 to the least extent and 5 to a great extent

Please explain with some examples

- 12. To what extent has the project promoted positive changes in gender equality and women's empowerment
- 13. Has there been any unintended effects on women, men and vulnerable groups

Disability

- 14. Were people with disabilities consulted and meaningfully involved in project planning and implementation?
- 15. What barriers did the project face in this process and what actions were undertaken by the project

Stakeholder engagement

- 16. How would you assess the way in which the project brought in other stakeholders?
- 17. Are there any groups that were left behind or not involved – which ones?

Accountability and Grievance Mechanism (AGM)

- 18. Were you aware whether the project had an accountability and grievance mechanism?

Replication/upscaling

- 19. To what extent has the project been replicated/upscaled by the government to other interventions in Namibia?
- 20. To what extent has other UN agencies and NGOs have been replicating some of the project interventions?

Other Assessments

Knowledge Management

- 21. Did you take part in any training events? If so, please mention.
- 22. Were there opportunities to share experiences and learn from others during this project?

Lessons learned and recommendations

23. In your view, what are some of the lessons that can be learned from this project?
24. What are your recommendations for the future of this project?

Annex F: TE Rating Scales

Rating	Description
Relevance, Effectiveness, Efficiency Rating Description	
6 = Highly Satisfactory (HS)	Level of outcomes achieved clearly exceeds expectations and/or there were no shortcomings
5 = Satisfactory (S)	Level of outcomes achieved was as expected and/or there were no or minor shortcomings
4 = Moderately Satisfactory (MS)	Level of outcomes achieved as expected and/or there were moderate shortcomings.
3 = Moderately Unsatisfactory (MU)	Level of outcomes achieved somewhat lower than expected and/or there were significant shortcomings
2 = Unsatisfactory (U)	Level of outcomes achieved substantially lower than expected and/or there were major shortcomings.
1 = Highly Unsatisfactory (HU)	Only a negligible level of outcomes achieved and/or there were severe shortcomings
Unable to Assess (UA)	The available information does not allow an assessment of the level of outcome achievements
Sustainability	
4 = Likely (L)	There are little or no risks to sustainability
3 = Moderately Likely (ML)	There are moderate risks to sustainability
2 = Moderately unlikely (MU)	There are significant risks to sustainability
1 = Unlikely (U)	There are severe risks to sustainability
Unable to Assess (UA)	Unable to assess the expected incidence and magnitude of risks to sustainability

Annex G: Co-financing Table

CONFIRMED SOURCES OF CO-FINANCING FOR THE PROJECT BY NAME AND BY TYPE

PLEASE COMPLETE FOR ALL PROJECTS AT MTR AND TE STAGES

Please include evidence for co-financing for the project with this form (please add rows as necessary)

Sources of Co-financing	Name of Co-financier	Type of Cofinancing	Investment Mobilized	Amount \$ (at CEO approval)	Amount \$ (at TE stage)
GRN (MEFT)	MEFT	In-kind	Recurrent expenditures	50,000	50,000
UNDP Trac Resources	UNDP	Grant	Investment mobilized	10,000	8,333.33
Total Co-financing				60,000	58,333.33

Annex H: GEF Core Indicators

Core Indicator 11	Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment			
		Number		
		Expected		Achieved
		PIF Stage	Endorsement	TE
	Female	100	100	40
	Male	100	100	48
	Total	200	200	88⁶⁶

⁶⁶ End of project status.

Annex I: Signed UNEG Code of Conduct Form

UNEG Code of Conduct for Evaluators¹

Independence entails the ability to evaluate without undue influence or pressure by any party (including the hiring unit) and providing evaluators with free access to information on the evaluation subject. Independence provides legitimacy to and ensures an objective perspective on evaluations. An independent evaluation reduces the potential for conflicts of interest which might arise with self-reported ratings by those involved in the management of the project being evaluated. Independence is one of ten general principles for evaluations (together with internationally agreed principles, goals and targets: utility, credibility, impartiality, ethics, transparency, human rights and gender equality, national evaluation capacities, and professionalism).

Evaluators/Consultants:

1. Must present information that is complete and fair in its assessment of strengths and weaknesses so that decisions or actions taken are well founded.
2. Must disclose the full set of evaluation findings along with information on their limitations and have this accessible to all affected by the evaluation with expressed legal rights to receive results.
3. Should protect the anonymity and confidentiality of individual informants. They should provide maximum notice, minimize demands on time, and respect people's right not to engage. Evaluators must respect people's right to provide information in confidence, and must ensure that sensitive information cannot be traced to its source. Evaluators are not expected to evaluate individuals, and must balance an evaluation of management functions with this general principle.
4. Sometimes uncover evidence of wrongdoing while conducting evaluations. Such cases must be reported discreetly to the appropriate investigative body. Evaluators should consult with other relevant oversight entities when there is any doubt about if and how issues should be reported.
5. Should be sensitive to beliefs, manners and customs and act with integrity and honesty in their relations with all stakeholders. In line with the UN Universal Declaration of Human Rights, evaluators must be sensitive to and address issues of discrimination and gender equality. They should avoid offending the dignity and self-respect of those persons with whom they come in contact in the course of the evaluation. Knowing that evaluation might negatively affect the interests of some stakeholders, evaluators should conduct the evaluation and communicate its purpose and results in a way that clearly respects the stakeholders' dignity and self-worth.
6. Are responsible for their performance and their product(s). They are responsible for the clear, accurate and fair written and/or oral presentation of study imitations, findings and recommendations.
7. Should reflect sound accounting procedures and be prudent in using the resources of the evaluation.
8. Must ensure that independence of judgement is maintained, and that evaluation findings and recommendations are independently presented.
9. Must confirm that they have not been involved in designing, executing or advising on the project being evaluated and did not carry out the project's Mid-Term Review.

Evaluation Consultant Agreement Form

Agreement to abide by the Code of Conduct for Evaluation in the UN System:

Name of Evaluator: _Kevin Enongene

Name of Consultancy Organization (where relevant): _____

I confirm that I have received and understood and will abide by the United Nations Code of Conduct for Evaluation.

Signed at _____ Ottawa, Canada _____ (Place) on February 5, 2024 _____
(Date)



Signature: _____

¹ Source: <http://www.unevaluation.org/document/detail/100>

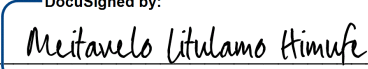
Annex J: Signed TE Clearance Form

Terminal Evaluation Report for “Enhancing Namibia’s capacity to establish a comprehensive Transparency Framework for Measurement, Reporting and Verification (MRV) of climate actions and reporting on NDC implementation under the Paris Agreement” (PIMS+ ID:6337)

Reviewed and Cleared By:

Commissioning Unit (M&E Focal Point)


Name: Ms. Meitavelo Litulamo Himufe _____

Signature:  _____
FF70398316D5476...
17-Jul-2024

Date: _____

Regional Technical Advisor (Climate Hub)

Name: Ms. Eva Huttova _____

Signature:  _____
DB780CDB15D74C6...
18-Jul-2024

Date: _____

Annex K: Audit Trail_(attached as a separate file)