



2026

Climate Change Department Business Plan

Our Future Resilience, Action, Sustainability, Impact.

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Glossary

Activities	Definition
Objectives	Objectives in the Corporate Plan are the over-arching organisational goals to be reached within the main program areas of activity of the Ministry. They should derive more or less directly from the NSDP, as expressed in the Budget Narratives. They express the expected outcomes (changes in the life of the target population) of the Ministry's endeavour. These objectives will be the same objectives as appear in the Budget Narrative.
Outcome	An Outcome can be expressed as a change in skills, attitudes, knowledge, behaviours, status, or condition, including life condition. An outcome is a long-term Impact Indicator. In the Vanuatu Government, outcomes are linked to the NSDP and objectives and are mapped against the Programs.
Output	Outputs (Service Targets/Indicators) are mapped against each Activity included in the Budget Narratives. Outputs (Service Targets/Indicators) are mapped against each Activity included in the Budget Narratives. In aligning targets to outcomes, Ministry planners will start with the baseline target level and project the desired level of improvement (taking into consideration available resources over a specific time period).
Program	A Program establishes the structure for internal responsibilities while providing clear line of sight regarding Ministry objectives. Programs have a broad focus, with most ministries developing at least two and most likely, no more than six strategic programs for the Corporate Plan. The identified Programs form the basis of the Budget Narratives against which the Appropriations Budget is allocated.
Risks	A risk is a factor that may make it difficult to achieve delivery of a planned activity. Options should be considered to lessen or mitigate against an identified risk
Service Targets	Service Targets or outputs are mapped against each Budget Narrative Activity. In aligning targets to outcomes, Ministry planners start with the baseline target level, and project the desired level of improvement (taking into consideration available resources over a specific time period). The Service Target indicates what the program will produce, with the resources provided to meet the identified need which the objectives are intended to address. Specific targets are expressed to measure results
Strategic Direction	The Strategic Direction (often referred to as a Strategic Objective) of the Ministry includes the central forces that move the Ministry towards intended objectives, in particular the NSDP. This aligns the vision, mission, and core values so that strategies can be designed to reach the desired goal outcomes.
Strategy	A strategy is a plan or tactic to be followed to achieve objectives and related activities, considering resources needed and the potential risks.
SMART Indicators	<p>A SMART indicator or target is:</p> <p>Specific – clearly defined to anyone that has a basic knowledge of the project, program or policy.</p> <p>Measurable – to be counted, observed, analyzed, tested or challenged.</p> <p>Achievable – is practical and can be done in time & with available resources – not too ambitious</p> <p>Relevant – contributes to the value of the activity</p> <p>Time-Bound – has clear dates for implementation/completion</p>

Foreword



The Guidelines for Preparing Department Business Plans Within the Ministry of Climate Change Adaptation have been prepared by the Department of Climate Change with the assistance of the Workplace Innovation Team (WIT) to support Projects and external partners – particularly in the areas of institutional improvements and innovation in the Vanuatu Public Service. Consultations have also been held with relevant agencies, Project Management Unit, the Ministry and the NAB Secretariate.

The Business Plan plays a critical role in demonstrating how the department will deliver the services as stated to Parliament under the Budget Narrative as well as showing how this service delivery will result in progress towards the outcomes and outputs stated in the Ministry's Corporate Plan. As such this is the key operational document that not only demonstrates how the department will deliver on its operations such that it meets the targets in the Budget Narrative, Corporate Plan and higher order plans such as the NSDP.

These revised Guidelines have been developed to assist in reporting and monitoring as well as the Departments and agencies of the Department to meet these responsibilities prescribed by mainstreaming climate change across sectors and the recent review of the related policies, frameworks and strategies. This is why this Guideline also includes templates for cash flow and procurement as required through the Ministry as these documents should reflect the activities and actions in the Business Plan.

A handwritten signature in black ink is written over a circular official seal. The seal is blue and contains the text 'REPUBLIC OF VANUATU' at the top and 'REPUBLICQUE DE VANUATU' at the bottom. In the center, it reads 'Department Of Climate Change' and 'Département du Changement Climatique'.

Mr. Nelson Kalo
Acting Director
Climate Change Department 2026

Introduction



The Business Plan should show how the budget will operationalise to achieve the Strategic Plan 2025-2026, Corporate Plan's 2022-2026, National Determine Contribution 3.0, Vanuatu L&D Policy, Vanuatu National Vulnerability and assessment framework, Vanuatu Low emission strategy objectives. Therefore, the Business Plan should show how the Department intends to deliver on the service targets outlined in the Budget Narrative and also how these link to the outputs and outcomes in the Corporate Plan. The Programs and Activities in the Budget Narrative should be identical to those in the Corporate Plan; however, this is not currently the case and so for 2026 (which is a transitional year) there will be some challenges in terms of aligning the Business Plan with both the Corporate Plan and the Budget Narratives. Nevertheless, since the Budget Narratives are presented to Parliament through the Ministry, they must inform the basis of the business plan, hence for 2026, it is expected that all plans will be fully aligned.

The Department should present a consolidated Business Plan incorporating all the Department using this template. There are five key components to this Department 2026 Business Plan:

- 1 Executive Summary
- 2 The Program-Activity M&E Framework
- 3 The Human Resource Operational Plan
- 4 The Cash Flow Projection
- 5 The Procurement Plan

The Business Plan should be shared with the PSC, DSPPAC and MFEM before the end of December each year after the budget for the following year has been approved by Parliament. Ideally, a draft Business Plan should be submitted as part of the Budget Submission, but this is not always possible.

OUR PHILOSOPHY



Goal Statement

Resilience Development, Environment and Economy

Vision

A Sustainable and Climate Resilience Vanuatu

Mission

To Promote an enabling environment encompassing climate governance, Adaptation, Mitigation, Loss & Damage, Climate Mobility, Carbon Markets approaches via inclusiveness and equitable services

Values

**Transparency, Accountability,
Partnership, Innovation, Learning &
Reflection, Equity & Inclusiveness,
Positive Working Environment,
Sustainability, Community Focus**

HUMAN RESOURCE

Below is a summary of the key actions required during the year in terms of human resource management.

All of the indicators below should correspond to data contained (in more detail) to the overall Ministry Human Resource Development Plan.



Priority Vacant Posts in OPSC Approved Structure to be advertised	Position #	Scale	Salary	Allowances
Key training to be delivered	Cost	Duration		

Staffing	Total
Total staff in PSC approved structure	7
<i>Permanent</i>	7
<i>Probation</i>	
<i>Contract</i>	5
<i>Daily Rated</i>	0
<i>Vacant</i>	0
<i>Total staff in Acting Positions</i>	1
Retirement	Total
Severance to be paid during the year	1
Accrued leave estimate for retiring staff	

Officers on scholarship	Name	Salary	Allowances	Area of scholarship
1	Mike Sam Waiwai			Climate Change Policy & Leadership

Department of Climate Change Staff



MIKE SAM WAIWAI
DIRECTOR

The Director of the Department of Climate Change provides overall leadership, policy direction, and strategic oversight for the Department in advancing national climate change and disaster resilience priorities. The role includes guiding the development and implementation of policies, strategies, and programs; overseeing staff and resources; coordinating with government agencies, development partners, and stakeholders; and ensuring alignment with national, regional, and international commitments. The Director is responsible for ensuring effective governance, accountability, and delivery of climate change outcomes for Vanuatu.



NELSON KALO
ACTING DIRECTOR

The Acting Director of the Department of Climate Change provides overall leadership and strategic direction for the Department, ensuring the effective implementation of national climate change priorities, policies, and programs. The role includes overseeing departmental operations, coordinating projects and partners, guiding staff performance, and ensuring alignment between workplans, budgets, and government and donor requirements. The Acting Director represents the Department at national and international levels and ensures accountability, coordination, and timely delivery of climate change and disaster resilience outcomes.



HUMAO T SELE
SENIOR FINANCE OFFICER

The Senior Finance Officer of the Department of Climate Change is responsible for managing and overseeing the Department's financial operations to ensure effective, transparent, and accountable use of funds. The role includes budget planning and implementation, financial monitoring and reporting, expenditure tracking, and ensuring compliance with government financial regulations and donor requirements. The Senior Finance Officer supports program and project teams by aligning budgets with workplans, advising management on financial performance, and ensuring timely processing of payments, procurements, and financial reports to support the successful delivery of climate change activities.

Department of Climate Change Staff



KRAMUEL HENRY

**SENIOR PROCUREMENT
& CONTRACT OFFICER**

The Senior Procurement and Contract Officer is responsible for managing and overseeing all procurement and contracting processes within the Department of Climate Change to ensure transparency, value for money, and compliance with government and donor regulations. The role includes planning and coordinating procurement activities, preparing tender and contract documents, managing contracts and suppliers, and supporting project teams to deliver activities on time. The officer ensures that procurement aligns with approved workplans and budgets, mitigates risks, and contributes to the effective implementation of climate change programs and projects..



OLIVIA FINAU WILLIAM

**SENIOR COMMUNICATION,
PARTNERSHIP & OUTREACH**

The Senior Communication, Partnership and Outreach Officer is responsible for leading the Department of Climate Change's communication, stakeholder engagement, and partnership activities. The role includes developing and implementing communication strategies, coordinating public awareness and outreach initiatives, managing relationships with government agencies, development partners, civil society, and communities, and promoting visibility of climate change programs and achievements. The officer ensures clear, consistent messaging, supports knowledge sharing, and strengthens partnerships to enhance the impact and effectiveness of climate change initiatives.



JOHNIE TARRY NIMAU

**SENIOR MONITORING &
EVALUATION OFFICER**

The Senior Monitoring and Evaluation Officer is responsible for leading the design and implementation of monitoring, evaluation, and learning (MEL) systems for the Department of Climate Change. The role includes tracking progress against workplans and indicators, assessing the effectiveness and impact of programs and projects, ensuring data quality and reporting compliance, and supporting evidence-based decision-making. The officer works closely with program teams and partners to strengthen accountability, improve performance, and inform policy, planning, and future climate change interventions.

Department of Climate Change Staff



Solomon Jimmy

Monitoring, Reporting & Verification Officer

The Monitoring, Reporting, and Verification (MRV) Officer is responsible for collecting, managing, and verifying climate-related data to ensure accurate reporting on greenhouse gas emissions, adaptation measures, and climate change programs. The role includes tracking progress against national and international climate commitments, preparing regular reports for government and donor stakeholders, and supporting decision-making through reliable data analysis. The MRV Officer ensures transparency, accountability, and compliance with climate reporting standards and frameworks.



Jasmina P Takaro

Mitigation Officer

The Mitigation Officer is responsible for planning, implementing, and monitoring activities that reduce greenhouse gas emissions and support climate change mitigation initiatives in Vanuatu. The role includes developing mitigation strategies, coordinating projects with government and development partners, tracking progress against mitigation targets, and ensuring alignment with national policies and international commitments. The officer contributes to evidence-based planning, reporting, and the successful delivery of programs aimed at building a low-carbon and climate-resilient future.



Jayson Timatua

Assistance Finance & Admin Officer

The Assistant Finance and Administration Officer supports the Department of Climate Change in managing day-to-day financial, administrative, and operational tasks. The role includes assisting with budget tracking, processing payments, maintaining financial records, coordinating office logistics, managing documentation, and supporting staff in administrative procedures. The officer ensures smooth departmental operations, compliance with financial and administrative policies, and timely support to program and project activities.

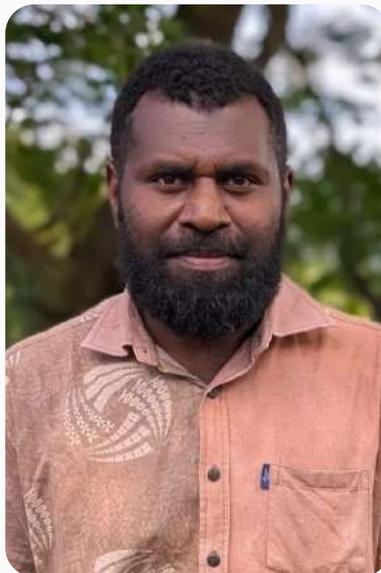
Department of Climate Change Staff



Mathew Hardwick

Advisor to the Director

The Climate Change Advisor to the Director's Office provides expert technical guidance and policy advice on climate change issues to support strategic decision-making. The role includes analyzing climate data, reviewing policies and programs, preparing technical reports, and advising on national and international climate commitments. The Advisor works closely with the Director, senior management, and stakeholders to ensure evidence-based planning, strengthen technical capacity within the Department, and support the effective implementation of climate change strategies and initiatives.



Tyson Jella

Loss & Damage/
Adaptation Officer

The Senior Adaptation Officer is responsible for leading the planning, implementation, and monitoring of climate change adaptation initiatives in Vanuatu. The role includes assessing climate risks and vulnerabilities, developing adaptation strategies, coordinating adaptation projects with government agencies, communities, and development partners, and ensuring alignment with national policies and international commitments. The officer supports evidence-based decision-making, promotes resilience-building activities, and contributes to achieving sustainable outcomes in climate change adaptation.



Ian Iercet

Carbon Market Advisor

The Carbon Market Advisor is responsible for providing technical expertise and guidance on carbon trading, emissions reduction projects, and climate finance opportunities. The role includes identifying and developing carbon market initiatives, ensuring compliance with national and international carbon standards, supporting the design and implementation of greenhouse gas mitigation projects, and advising on policy and market mechanisms. The Advisor works closely with government agencies, private sector partners, and development organizations to enhance Vanuatu's participation in carbon markets and maximize climate finance for sustainable development.

DEPARTMENT DESCRIPTION



Adaptation, Mitigation, Loss & Damage & Carbon Market Development

The Department of Climate Change (DoCC) is the national authority responsible for leading Vanuatu's response to climate change, with mandates that include policy development, program coordination, climate monitoring and reporting, and ensuring compliance with national and international climate frameworks. The Department's priorities for 2026 focus on adaptation, mitigation, monitoring, reporting and verification (MRV), capacity building, policy development, and stakeholder engagement to strengthen community and ecosystem resilience. DoCC works closely with a wide range of partners, including government agencies such as the National Disaster Management Office, provincial governments, and local authorities; development partners and donors including UNDP, SPC, CARE International, VCCRP, and HLPRI; as well as civil society, communities, and the private sector to implement climate initiatives. The NAB (National Adaptation Board) team collaborates with DoCC to review and endorse strategies, coordinate resources, and provide technical guidance to ensure local and national implementation is aligned with strategic priorities. On a daily basis, DoCC coordinates internally across finance, administration, monitoring and evaluation, procurement, and communications to deliver workplans efficiently. Program and project officers implement initiatives in partnership with communities and provinces, while technical experts provide guidance on adaptation, mitigation, carbon markets, and MRV systems. Continuous monitoring, reporting, and engagement with stakeholders ensure transparency, accountability, and adaptive management, enabling the Department to deliver climate change programs effectively while strengthening resilience and sustainable development outcomes across Vanuatu.

Vanuatu is implementing a variety of solutions and technologies to address climate change, focusing on both adaptation and mitigation across communities, ecosystems, and infrastructure. Renewable energy technologies, such as solar photovoltaic systems, micro-hydro, and wind energy, provide reliable electricity to remote areas while reducing greenhouse gas emissions. Climate-resilient agriculture, including drought-tolerant crops, improved soil management, and agroforestry, enhances food security and restores degraded land. Nature-based solutions like mangrove restoration, coral reef rehabilitation, and vegetated coastal buffers help protect communities from sea-level rise and storm surges. Water resource management technologies, including rainwater harvesting and water-efficient irrigation, support agriculture and domestic supply during droughts. Advanced disaster risk reduction tools and early warning systems, along with GIS and remote sensing, improve preparedness, monitoring, and evidence-based decision-making. Carbon finance and market-based mechanisms, such as REDD+ and renewable energy carbon credits, attract climate funding while promoting low-carbon development. Community-driven initiatives, combining traditional knowledge with modern practices like flood-resilient housing and sustainable fisheries, ensure local ownership and cultural appropriateness. Additionally, capacity building and awareness programs, supported by digital platforms and educational tools, strengthen skills and knowledge across stakeholders. Together, these integrated technologies and approaches enhance resilience, reduce emissions, and contribute to sustainable development in Vanuatu.



Event Calendar

2026 Monthly Priorities



January

- Final CRVA for 9 sub-sectors
- CCAP- VCAP2 consultation Torres/Mota/Vanua Lava
- NDC Tracking Tool in house TOT (MRV)
- ICAT Inception Training
- Meeting on L&D Fund Options
- Final CRVA for 9 sectors- GGGI
- VCAP2 Technical Working Group meeting
- PIFCE TF & SC
- NVAF - Data Migration

March

- ToT-CCDRR-Curriculum
- Launching of VCAP2 local area council office in West Ambrym/ South Maewo/South Tanna/Futuna
- Launching of VCAP2 ARGs & AWS
- PSC/DLA/DoCC - Provincial and area council awareness training
- Grant Writing ToT (In-house)
- World Water Day
- DOCC Newsletter Publication
- World Meteorology Day
- Fiji peer to peer
- ETF - ICAT
- VCAP2 TWG meeting
- Workshop -EWS & CIS-VMGD
- PAPs Validation
- PIFCE SC & TF
- ADR - 2025

February

- Technical working group - L&D/Resilience Data/VCCRP/VCAP2
- VCCRP Planning
- CCAP-VCAP2 consultations- Tanna/South Epi/Wes Coast Santo
- IOM Knowledge Exchange - Fiji
- BOLD
- In house - L&D work approaches
- CFF coordination meeting
- VCAP2 TWG meeting
- Regional ETF - MRV
- Career Day
- PIFCE TF& SC
- PAPs Validation

April

- ETF & MRV NDC tracking tool training sector focused
- Launching of VCAP2 early warning back up centre
- Final NAPs - GGGI
- Final CBAP - VCAP2
- Parliamentary Training - NAB & CFF
- Budget Narrative & Entry - DoCC
- NPP 2027
- Validation/Launch-Displacement Policy
- VCAP2 TWG meeting
- Global Transparency Community Meeting (ICAT) -ETF
- Launching of VCAP2 CCAPs
- AC Climate Change Planning Template
- PIFCE TF & SC

Event Calendar

2026 Monthly Priorities



May

- Final NAP
- Final PAPs
- Final MERL System
- Capacity Building
- Legislation Gazette (DoCC)
- VCAP2 TWG meeting
- PIFCE Steering & TF
- Technical working group - L&D/Resilience Data/VCCRP
- CFF coordination meeting

June

- Awareness on L&D Fund Mechanism
- Provincial Outreach (L&D)
- World Environment Day
- VCAP2 TWG meeting
- CFCSP Review
- Intersessional (BONN)
- CBAP launching/handover/training - VCCRP
- PIFCE SC & TF
- Handover - Director Mike Waiwai

July

- 2 GCF Concept Notes on NAP Priority Areas
- PIFCE Forum
- Sub-Regional ETF Training
- DoCC Mid-Year Review
- VCAP2 TWG meeting / VCCRP SC
- VCAP2 Project Board Meeting
- ICAT & CBIT - ETF
- VCCRP - Steering Committee Meeting
- Reports - Project - 6 month -SMR

August

- DoCC to attend PSC Day
- VCAP2 TWG Meeting
- Launching of South Epi Road & Futuna Footpath- VCAP2
- Life Blong Yumi - Educational Tool Launching

Event Calendar

2026 Monthly Priorities



September

- Technical Working Group - L&D/Resilience Data/VCCRP/VCAP2
- NDC Tracking Tool Launching
- VCAP2 TWG Meeting
- CFF Coordination Meeting

October

- International DRR Day
- Climate Change Day Symposium
- Proposed amendment to Decentralization Act
- National GIS Conference/Event
- Pre-COP (Pacific)
- VCAP2 TWG Meeting
- Launching of Climate Change ACT - VCAP2

November

- COP31
- DoCC Annual Retreat
- World Tsunami Day
- VCAP2 Project Board Meeting
- VCCRP Steering Committee Meeting
- Launching of Decentralization Policy - VCAP2

December

- DOCC Retreat (Business Plan 2026)
- Technical Working Group - L&D/Resilience Data/VCCRP/VCAP2
- CFF Coordination
- 6 months SMR Project Report
- Appraisal - Financial Close

Project Management UNIT

PMU

Our Collaborative Partner

The Climate Change Department oversees approximately eight projects, each playing a critical role in addressing climate change impacts and implementing national priorities. These projects provide essential financial, technical, and operational support to the department, enabling it to execute its mandates effectively. Their primary focus is to enhance climate resilience, promote sustainable energy solutions, and strengthen disaster risk reduction efforts.

Each project is strategically aligned with key national frameworks, including the National Climate Change Policy, which outlines the country's long-term vision and actions for mitigating and adapting to climate change. They also support the National Energy Roadmap, which guides the transition to sustainable and renewable energy sources, reducing dependence on fossil fuels. Furthermore, the projects contribute to achieving the objectives outlined in the Department's Strategic Plan and the Ministry's Corporate Plan, ensuring that climate action is integrated into broader governance and development strategies.

In addition to these core frameworks, the projects align with various climate change and environmental policies and strategies, ensuring a coordinated and coherent approach to national and international climate commitments. Their implementation involves collaboration with government agencies, development partners, non-governmental organisations, and local communities, fostering a multi-stakeholder approach to addressing climate-related challenges.

Overall, these projects are crucial in driving climate resilience, disaster preparedness, and sustainable development in the country, ensuring that policies are effectively translated into impactful actions on the ground.



Mitigation									
SP Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC	
Reporting	Monthly activity reported to the M&E/Director	Monthly report submitted	10	1. Activity report 2. Document monthly activity 3. Report	Jan – Dec	Workload Task delegation Sick	0	Senior Mitigation Officer	
	Support the development of National Communications	Report on progress of work	1	1. Support Coordination of the consultations/work	Jan – Dec	Delay in stakeholder responses	NatComs/BTR Project Budget	Senior Mitigation Officer	
Information, Knowledge sharing	Post NDC 3.0 Socialization	Report	1	1. Organize workshop 2. Present the NDC Targets by	Q2	Workload Task delegation & reassignment Finance for	NDC Socialization budget from UNDP/NDC-P	Senior Mitigation Officer	
	Support the PIFCE & Host a side event on NDC 3.0	Report of the Support ton PIFCE & Side event	1	1. Support PIFCE 2. Prepare a concept note 3. Communicate to the Panel	1-3 July 2025	Bad weather Poor coordination (National/subnational & Community level]	120,000	Senior Mitigation Officer	
UNFCCC	COP30 Reflection workshop	COP30 Mitigation Reflection report	1	1. COP30 reflection meeting with Mitigation COP team & build 2026 Workplan for	20th February COP30 Reflection	Tropical cyclone Work commitment Lack of funds Change of Government	15,000	Senior Mitigation Officer	
	Participation at Climate Change mitigation technical	Meeting Report submitted	2	1. Attend Mitigation relevant meetings 2. Report on the meeting outcomes	Jan - Dec	Limited funds for participation	550,000	Senior Mitigation Officer	
	Attend and Co-Chair the NAB UNFCCC Taskforce	Meeting Minutes	2	1. Attend & Participate on the NAB UNFCCC Taskforce	Jan – Dec	Competing Priorities	0	Senior Mitigation Officer	
	Development Vanuatu's National Position for MWP, & Carbon Markets	MWP Positions developed for Pre-COP & COP31	2	1. Workshop on MWP/Carbon Market Positions drafting 2. Final Positions	March 2026 - PreCOP September 2026 – COP31	Competing Priorities Coordination Challenges	20,000	Senior Mitigation Officer	

Low Carbon Development	Support the Procurement of Coconut oil Gen set	Monthly project progress report	1	1. Work alongside the Procurement team of DOCC	Q1 – Q4	Availability challenges Clash of events	CFF	Senior Mitigation Officer
	Assist & Support implementation of the	Report on Project Identified and reported	2	1. Work with mitigation sectors to identify	Q1 – Q4	Delay in Project fund release Tropical		Senior Mitigation Officer
ETF	Subregional ETF Training in Vanuatu	#Training Report	1	1. Support Logistical arrangements 2. Attend	13 – 17 July 2025	Availability of Funds Natural	250,000	Senior Mitigation Officer
	Training on NDC Tracking tools from CBIT//CAT	Report on NDC Tracking Tool	1	1. Participate in the training 2. Adopt the NDC Tracking	Jul 2025	Funding availability Competing	50,000	Senior Mitigation Officer
	Attend to Carbon Market Training Paris Agreement and	Report	2	1. In-country preparations and planning 2. Participation	Jan – Dec	Funding availability Competing priorities	100,000	Senior Mitigation Officer
Carbon Markets	Carbon Market Registry host with the OGCI0	Report of Completion of host	1	1. Meeting with the OGCI0 2. Host the Registry	Q1	Competing priority/needs Poor sectoral	0	Senior Mitigation Officer
	Support on the Development and establishment	Structure Developed JD Developed	1	1. Structure developed and shared for comments and	Q1 – Q2	Competing priority/needs Poor sectoral	10,000	Senior Mitigation Officer
	Support the ongoing negotiations and sourcing of	Meeting report	1	1. Support the Processes of implementing Carbon Market				Senior Mitigation Officer

CCDRR Projects Screening and Appraisal	Appraise & Screened projects aligned with the National Climate	#NAB project screening Report Submitted	2	1. Attend NAB project Screening 2. Appraise project 3. Report the		Competing priority//needs Poor sectoral participation	0	Senior Mitigation Officer
Project Development	Support the coordination and Validation of the development of the Bankable	Report on the Completion of the Project Proposal	1	1. Support the validation workshop of the Proposal 2. Report produced	Q1	Competing priority//needs Poor sectoral participation	Project Funds	Senior Mitigation Officer
NDC Tracking	Sectoral tracking of NDC/LEDS implementation at the National Level across	NDC Tracking & Meeting Report submitted	1	1. M&E of NDC across Energy, waste, IPPU & AFOLU 2. Report the progress of	Q3	Sectors reluctant of sharing information	20,000	Senior Mitigation Officer
Climate Change & Education	Support the ongoing work on Mainstreaming CC into Educations at the National	Report on work done on CC mainstreaming in	1	1. Support the advisory on CC Mitigation, Carbon Market & ETF to the reviews of	Q1 – Q4	Sectoral Participation Budget constraints	109,000	Senior Mitigation Officer



Climate Change Adaptation									
SP Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC	
1. Vulnerability and Climate Change Impact Assessment	1.1.1 Support and facilitate to include and carry-out vulnerability assessment, climate risk profiling and mapping as part of all								
			2	Support the implementation of	Jan-Dec	Disaster/Sick	Project support	Adaptation	
		Number of reports	1	Final CRVA of 9 sectors	January	Staff's availability, cyclones	Project support	GGGI & Adaptation officer	
		Development of Six Month (BTOR, monthly)	Number of reports	5		June-July	Extreme events, delays due to commitments & Health		Adaptation
		Mid-Term Review Workshop	Number of review workshops	1	All DoCC staff and Projects	June/July	Extreme events, delays due to commitments	50,000	All staff
2. Integrate Climate Change Governance Implementation									
	1.2.1 Assist and collaborate in the development								
3. Community Based Adaptation		Number of Reports	1	Bed Education – CC Course review and	March to October	Partner availability,	150,000	Adaptation Officer	
		Number of reports	3	Provincial Adaptation Plan Consultation	February to March	Logistics, weather	Project support	GGGI/Adaptation Officer	
		Number of reports	1	Support the NVAF	Jan - June	Extreme events, delays due to commitments	Project support	Adaptation	
		Number of reports	1	Completion of NAP	April	weather	Project support	GGGI	
		Number of reports	1	Completion of PAPs	May	Weather, coordination	Project support	GGGI/Adaptation	
		Number of reports	1	VCAP2 CBAP launching	April	Weather	Project support	VCAP2/Adaptation Officer	
		Number of reports	1	VCCRP steering committee meeting	July	Coordination	Project support	VCCRP/Adaptation Officer	

	1.3.2 Identify and develop community adaptation plans/frameworks and action through a bottom-up planning approach	Number of reports	At least 3 (VCAP2 project sites)	Community Adaptation Plan VCAP2 & VCCRP	January to February	Logistics, weather, transportation	Project support	VCAP2 & Adaptation Officer
		Number of reports	1	Completion of 20 CBAP VCAP2	April	weather	Project support	VCAP2
		Number of reports	1	VCCRP Planning	February week 3 and 4	Logistics, weather, surveillance	Project support	VCCRP & Adaptation
		Number of reports	1	Completion of 302 CBAP for VCCRP & Health	June	Extreme events, delays due to commitments & Health	Project support	Adaptation
	1.3.3 Develop approaches/processes to include community stakeholders and vulnerable groups in climate change adaptation initiatives in municipal, provincial and national climate and disaster decision making	Number of Reports	10	VCAP2 TWG Meeting	January & February, March, May, August, September	Staff's availability, cyclones	Project support	VCAP2 & Adaptation Officer

<p>4. Loss and Damage (L&D) Incurred as a Result of Climate Change</p>	<p>1.4.1 Carry-out assessments on potential and actual loss and damage across Vanuatu link with vulnerability assessment processes</p>			<p>Support FRLD project</p>	<p>Jan-Dec</p>		<p>Project support</p>	<p>Adaptation Officer</p>
	<p>1.4.2 Develop a loss and damage implementation framework, including risk sharing, insurance and compensation approaches at replacement value;</p>	<p>Number of Reports</p>	<p>1</p>	<p>support BOLD project</p>	<p>February 23rd to February 27</p>	<p>Cyclones</p>	<p>Project support</p>	<p>BOLD/Adaptation officer</p>
		<p>Number of reports</p>	<p>3</p>	<p>Support L&D project activities on Raising</p>	<p>June</p>	<p>Logistics,</p>	<p>Project support</p>	<p>L&D</p>
		<p>Number of reports</p>	<p>1</p>	<p>Support L&D workshop/training</p>	<p>Jan-Dec</p>		<p>Project support</p>	<p>L&D</p>

		Numbers of report	1	Support L&D stakeholder consultations on preferred options	January	Cyclone	Project support	L&D/Adaptation Officer	
		Number of Reports	1	Support (1.4.4 Collaborate with relevant partners to set up national L&D Fund) Meeting on L&D and fund options	26th Jan – 30th Jan	Staff's availability, cyclones	Project Support	L&D and Adaptation Officer	
		Number of Reports	3	TWG Loss & Damage	Wee 1/2 February, May	Tropical Cyclones	Project support	L&D & Adaptation Officer	
		Number of reports	2	Support Comprehensive needs assessment on L&D		Cyclones	Project support	L&D	
	1.4.3 Collaborate with relevant line ministries (Public Works) and assist in implementing climate-proofed building codes, environmental impact assessments, regulations and development guidelines public and other major infrastructure in order to minimize loss and damage								

Planning and Preparedness to Climate Related disasters			2	Attempt to Grant writing training	Feb to Nov	Disaster/sickness	50,000vt	Adaptation
			1	PSC day Torba	August	Logistics, weather	200,000	Adaptation
Cross Cutting – Mainstreaming Climate Change		Number of Reports	1	Training of Trainers with Curriculum coordinator and provincial curriculum coordinator	March - August	Coordination, partners by in	226,000	Adaptation Officer
Capacity Building		Number of reports	1	Attend any sponsored training or workshop at national, regional & International throughout the year to improve work quality	0-12 months	Disaster/sickness	Project or stakeholder support	Adaptation
1.2 Fulfill International Obligations concerning UNFCCC								

			1	Submission of Vanuatu National Adaptation Plan	May	Delay for commitments	DoCC/submission	Adaptation	
			1	Completion and launching of Provincial Adaptation Plan	May	Delay for commitments/sickness	Project support	Adaptation	
	Lead and coordinate			1. (July – Intercessional & September – COP30) 2. UNFCCC Submissions 3. Attend Intercessional & Pre-COP(Condition June & October.	June, July, Oct-Nov	Disaster/Sick	500,000vt	Adaptation officer	

				<p>1. Attend COP30 – November 2. Attend the UNFCCC Taskforce</p> <p>Attend virtual meetings, training etc. relevant to adaptation aligning to UNFCCC Commitment.</p>	Nov-Dec	Disaster/Sick		
Climate Mobility			<p>Validation and launch of the revised national displacement policy</p>	April	Delay for commitments/sickness	Project support	Adaptation Officer	
			<p>Training on Pacific Climate Mobility</p>	Feb	Delay for commitments/sickness	Project support	Adaptation Officer	
			<p>Peer-to-Peer Knowledge Exchange with Govt of Fiji</p>	Wee 1 & 2 March	Delay for commitments/sickness	Project support	Adaptation Officer	

Communication, Outreach & Partnership

Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC
Information Management	5.1.1 Support the information, education and communication endorsement process for climate change information material developers.	Number of booklets	1	Develop a compiled information on Adaptation, Loss & Damage and print	Feb	Extreme events, delays due to commitments & Health	430,000	COP officer
		Number of IEC Materials	4	<ul style="list-style-type: none"> ● Design & print a Climate Adaptation pull up banner ● Design a DoCC branding Banner and print 	Jan		Support from Oxfam	
		Percentage of IEC materials content	4	Review collected materials and ensure it aligns with Comms Strategy	Jan -Dec			
		Number of minute meeting	1	Review of the Flip Chart material “laef blong Yumi!”	August			

		Number of uploads	3 4 3	<ul style="list-style-type: none"> ● Disseminate IEC materials to website ● Disseminate MOUs on the Website ● Other relevant documents 	Jan – Dec April Jan – Dec			
Information Management	5.1.2 Design, develop and maintain an updated website for DoCC	Number of MOU document	4	<ul style="list-style-type: none"> ● Draft /review MOU with Relevant partners - Vanuatu Business Resilient council, VRCS, Leave& Learn, Youth Challenge ● Final inputs, validation and signing 	March	Extreme events, delays due to commitments & Health	100,000	COP
		Number of Press releases, Newsletters	4 3	<ul style="list-style-type: none"> ● Produce with the support of Projects PR on quarterly basis ● Produce Quarterly Newsletters (Q1, Q2, Q3&4) 	End March End June End Sept End Dec			

	5.1.3 Support the NAB Secretariat to update project information,	Number of updates	3	Provide updates /reports/events	Q3 – Q4	Extreme events, delays due to commitments & Health	0	COP
	5.1.4 Develop weekly news for the Vanuatu Daily	Number of documents FB reach	4 5	<ul style="list-style-type: none"> ● Quarterly PR to Media ● Weekly updates on FB 	Jan – Dec	Extreme events, delays due to commitments & Health	0	COP
Traditional Knowledge	5.2.1 Facilitate and promote traditional knowledge compendium for climate change planning and make it accessible to decision-makers	number of reports	1	<ul style="list-style-type: none"> ● Training to teachers, AA, PC's ACCOs, students on TK into School based climate club – Sola 	Jul-August (PSC)	Extreme events, delays due to commitments & Health	NPP	COP
				<ul style="list-style-type: none"> ● Distributions of booklets to schools and communities 	200			

Knowledge Sharing	5.3.1. Develop knowledge sharing materials on climate change related to local context including Lessons learnt as part of all Donor/DOCC on local for enhanced decision- making	Number of reports	3	Develop video content with Mediasphere	End of March End of June End Sept	Extreme events, delays due to commitments & Health	50,000	COP
		Number of reports	1	Attend (in house) raining on Grant Writing Training of Trainers	March		0	MRV
		Number of reports	1	Mere lava Climate change Projects Exhibitions & innovations - Develop a concept note - develop activity plan & event program	Jul –Aug		NPP Small Island VCCRP-VCAP2	
		Number of reports	1	Climate Change Day	Oct 14th		500,000	Event Coordinator
	5.3.2 Utilize and strengthen existing networks and knowledge sharing mechanisms through organizing as part of all Donor summits/events national-scale climate change summit project proposals/ organized meetings and events	Number of reports	1	Vanuua lava - Establishment of School based Climate club	Jul-Aug (PSC)		NPP Small Island	
Number of reports		1	PICEF event implementation	Aug		NPP		

		Number of Meeting report	6	PIFCE steering & TF meeting	Jan –July	Extreme events, delays due to commitments & Health	0	Event Coordinator
		Back to Office report	2	Participation to international events house in Vanuatu	June – March	Extreme events, delays due to commitments & Health	100,000	COP
		Number of reports	1	In house workshop on LND approaches	February	Extreme events, delays due to commitments & Health	0	LND
		Number of reports	3	Support project activity implementations in Communication and outreach.				
	5.3.3 Support and promote visibility of climate change projects implementation	Number of reaches/beneficiaries	300	Dissemination of updates via publications, project achievements on social media	On going Jan to dec	Extreme events, delays due to commitments & Health	VCCRP VCAP2 LND	COP

Lessons Learned	5.4.1 collaborate with relevant stakeholders to gather, record and share lessons learned from climate change related projects activities events and Exercises to inform planning, policy, and practice	Number of reports	1	Participate in Brown Bag with GoV comms network to assess CC mainstreaming	Q2, Q3, Q4	Extreme events, delays due to commitments & Health	20,000	COP
	Number of report	1	Assess the effectiveness of the existing MOU	Feb				
	Monthly reports	Number of reports	11	January to November	End of each month	Extreme events, delays due to commitments & Health	0	COP
	Preparation of Annual Report	Number of reports	1	Assist in reviewing the final report	Q1 (2027)	Extreme events, delays due to commitments & Health	0	M&E & COP

Procurement and Contract

SP Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC
Climate change Flexible Financing	2026 Procurement plan	Procurement plan submitted to Director for approval	At least 1	-Lead the preparation updating projects specification -logistic side must be done on time -Contracts must be ready on time (payment process)	January	delay of submission of project plan /cyclone	VUV 6,057,624.19	Procurement officer
	Activity 0.1: Legislative Review- Review Metrology & CC Act No.25 of 2016	DOCC Act	1	-make sure day-to-day activities Procurement side must be done before finance process payment	May 2026	Process delay	VUV 6,057,624.19	Admin team
	Activity 0.2: Policy review and monitoring of Climate Change Project (Administration activities)	Administrative activities up to date	2		January - December 2026	Delay process	VUV 6,057,624.19	Procurement officer

	Activity 0.3: Review of the Climate Finance Road Map	Climate finance road map	At least 1	-contract for consultant must be done -consultant must provide report to attach with contract before process payment	June-July	Delay process	VUV 5,048,020.16	Climate finance officer /procurement officer
	Activity 1.1.1: Negotiations Trainings for Parliamentarians:	Parliamentarians training	2	Assist NAB in procurement side -collecting quote -arrange catering - meetings	April	Delay process	VUV 2000,000	NAB/ Procurement officer
	Activity 1.1.2: Negotiations, position writing and media related Trainings, Workshops and Meetings:	Number of trainings /workshops	At lease 2	-Collect quote -Evaluate quotation Select supplier before payment process	march	Cyclone/delay process	VUV 1,000,000.00	NAB /procurement
	Activity 1.1.3: National Pre-COP session for all Government dignitaries, diplomats and delegates:	Attend national pre-cop	At lease 1	PSC approval staffs for attend pre coop -logistic arrangement needs to be done before date of traveling -	Sept 2026	Delay process	VUV 1,000,000	NAB/Procurement officer

	Activity 1.1.4: Cost Benefit Analysis (CBA) for COP Attendance	Analysis (CBA) for cop attendance	1	-logistic arrangement -prepare contract for consultant - - provide report attach with contracts before payments done	Nov 2026	Delay process	VUV 1,500,000	NAB/procurem ent officer
	Activity 1.1.4.1: UNFCCC TA support to the DG and Minister	Provide Report UNFCCCTA	1	Contracts prepared and submitted to finance to process the payment once consultant submitting report	Nov 2026	Delay process	VUV 5000,000	
	Activity 1.2.1: Climate Financing- Small grant writing training workshop (Provincial) Extension building project staffs	new extension building for project staffs	1	-collect quote -evaluation RFQ -Contract awarded to supplier -payment done	Apr 2026	Delay process	VUV 6,057,624.19	Procurement officer
	Activity 1.2.4: COP Preparation	Logistic arrangement	1	-every logistics arrangement needs to be done before meeting date	Oct 2026	cyclone	VUV2,103,510.0 0	NAB/procurem ent officer

<p>Activity 1.3.1: TA to support MFEM on GCF Accreditation (Stage 1 and Stage 2) and Project Concept Development</p>	<p>Recruitment TA MFEM</p>	<p>1</p>	<p>Assist in procurement process</p>	<p>April</p>		<p>VUV 3,000,000.00</p>	<p>Finance Ministry</p>
<p>Activity 2.2.1: Post Entry Quarantine Facility (One in Port Vila and One in Santo)</p>	<p>Assist in procurement side</p>	<p>1</p>	<p>collect quote -Evaluation -RFQ -contract awarded</p>	<p>may</p>	<p>Process delay</p>	<p>VUV 5,000,000.00</p>	
<p>Activity 2.2.2: Tissue Culture Lab upgrade</p>	<p>Lab upgrade</p>	<p>At least 1</p>	<p>-collect quote Evaluation -RFQ -contract awarded</p>	<p>March</p>	<p>Process delay</p>	<p>VUV 5000,000</p>	<p>Seed bank manager /procurement officer</p>
<p>Activity 2.2.4: Plant Genetics Materials and Technology</p>	<p>Establishment of Multiplication plot at Mabbest Plantation</p>	<p>1</p>	<p>-Assist in procurement side -- payments -logistics</p>	<p>February</p>		<p>VUV 6,000,000.00</p>	<p>Seed bank manager</p>

	Activity 2.2.5: Research Support plots	Support plot in procurement side	1	-collect quote -evaluation -before payment done	June	Cyclone/proces s delay	VUV 1,000,000.00	M&E DOCC & M&E VCAP 2
	Activity 2.2.6: Policy Development to Ensure Alignment with Climate Change Objectives	Consultations for the Mid Term Review (VASP) and DARD 2026 Planning workshop in Port Vila (24th - 28th Nov 2025	1	Logistic arrangement	may		VUV 5,000,000.00	Seed bank manager
	Activity 2.2.8: Operations of Seed Banks (Six Seed Banks)	Every operation activities be in time	3	-Collect quote -evaluation -contracts Before payment is done	march		VUV 12,000,000	Seed bank manager/procur ement officer
	Activity 2.2.9: Seed Processing Building at VARTC	Assist in procurement side for VRTC building	1	-Collect quote -evaluation -contracts -received reporting Before payment	July		VUV 10,000,000.00	
	Activity 2.2.10: Seed Bank Vehicle (Santo)	Procured seed bank vehicle	1	-Collect quote Evaluation RFQ Prepared contract for supplier to sign before process payment	February	Delay process	VUV 6000,000	Seed bank manager /procurement officer

	Activity 2.2.12: Seedbank Manager	Provide report of the activities done	At least 3	Collect report for manager Before processing any consultant fee for manager	Jan-dec	cyclone	VUV 4,000,000.00	Seed bank manager
	Activity 3.1.1: Genset ABC type 6DZC-750- 113-A and auxiliaries confirm this quotation:	Procured Genset generator	1	-Complete RFT -select supplier -submit to CTB -get finance confirmation budget process payment	Feb-Dec	Process delay	VUV 176,006,210.00	Energy procurement officer
	Activity 3.1.2: Packing:	To assist product no damage	1	Every process needs to be done before processing a payment	Feb-Dec	Delay process	VUV 3,712,825.70	unelco
	Activity 3.1.3: Control and startup of the engine:	Providing report Maintaining machine	1	Contract of supplier need to be done provide maintains and submit report before payment done	Feb-Dec		VUV 2,893,938.00	unelco
	Activity 3.1.4: Provisional transportation cost:	Assist in procurement side	1	Contracts need to be done for time or payment cross	Feb-Dec		VUV 4,280,044.30	unelco

	Activity 3.1.5: Installation	Assist in procurement side	1	-assist in logistic arrangement for installation	Feb-Dec		VUV 10,000,000.00	unelco
	Activity 3.2.1: Evaluation of NERM	Assist in procurement side	1	-assist in evaluation -prepare contracts Evaluate before payment done	July		VUV 2,103,510.00	Energy/unelco
	Activity 3.2.1: Consult with Andrea/Director on the assessment and work done by DFAT - Department of climate change e in Australia	Assist in procurement side	1	Complete RFT -select supplier -submit to CTB -get finance confirmation budget process payment	August	Sector delay submit plan for logistic arrangement		energy
	Regional forum	procurement needs to be done before event happen	1	Assist in Logistic arrangements must be made before activities happen	July		15,000,000	Procurement/
	Trade-In	Procured new car	At least 1	Collect quote - Evaluate quote - Prepare contract - Submit to selected supplier before payment done	march	Delay process /funding	3,000,000	Procurement officer

	Capacity training	Upgrade in procurement side	1	Attend training locally or overseas	June	Process delay	500,000	Procurement
Asset Registry	Record of climate flexible asset	1	Tag every asset from each sector And also, DoCC	march	Cyclone	300,000	Procurement /Asset	



Monitoring and Evaluation								
SP Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC
Monitoring and Reporting	Monitoring and reporting of CC mitigation & adaptation programs implemented by key external stakeholders	Number of reports received	2	Staff submission of individual Monthly progress reports	January-December	Extreme events, delays due to commitments & Health		M&E & COMS
	Quarterly Reporting Development	Number of Quarterly reports	4	Quarter 1 – January, Feb & March Quarter 2 – April, May & Jun Quarter 3- July August & Sept Quarter 3 –Oct, Nov & Dec	End of March End of June End of September End of Nov/Dec	Extreme events, delays due to commitments & Health		M&E
Reporting	Developed Annual Development Report (ADR)	Number of reports	1	Compile & summarize all quarterly reports Review and Printing	March-April 2026	Extreme events, delays due to commitments & Health	100,000	M&E Officer COMS & Director
Data Analysis and reporting	Development of Six Months Reports (SMRs) (Department & Projects)	Number of reports	2	Liaise with Staff and Projects to develop SMR – submitted to DSPPAC & OPSC	June-July	Extreme events, delays due to commitments & Health		M&E

Lesson Learn	Mid-Term Review Workshop	Number of review workshops	2	All DoCC staff and Projects	June/July	Extreme events, delays due to commitments & Health	200,000	M&E + All staff
Information, Knowledge sharing	GIS/V&A Training Development	Number of trainings	1	Training M&E TWG on GIS Tool and V&A Tools	Feb	Extreme events, delays due to commitments & Health	50,000	M&E & PARTner II+ Project
Information Management	Data Science Driving Innovation & Climate change and Natural Disasters	Training	1	Capacity building training on the use of the Data science driving innovation CCDRR dashboard	March	Commitments & weather conditions	100,000	M&E & VBoS
Knowledge sharing	Dashboard Training development and development of M&E Tracking Dashboard	Training and Development	2					

Adaptation & Vulnerability Assessment	Vulnerability Impacts Assessment	Number of reports	1	NPP - Small Island state awareness		Extreme events, delays due to commitments & Health	NPP		M&E & All staff
	Development of M&E Framework through the su	Number of reports	1	Develop		Extreme events, delays due to commitments & Health	MOCC, NAB & DoCC		M&E Officer, CSU M&E & NAB
	M&E Impact & beneficiary assessments on CCDRR Projects & programmes	Number of reports	1	Sanma Province		Weather and delay of flights	500,000		M&E & COMs/ Projects Staffs
	Provide support to the NAB on the development of CCDRR Implementation Plan	Number of reports	2	Liaise with CSU and M&E-COMs network		Extreme events, delays due to commitments & Health	30,000		M&E-COMs TWG
	Data stock-take and collection	Number of Reports & Meetings Propose solutions to improve data collection from Departments	1	List of data collected by liaising with the GIS User group 1. Identify solutions to improve data collection procedures 2. Follow the procedures		Extreme events, delays due to commitments & Health			

	Community-based adaptation/mitigation Monitoring & reporting	Ensure community plans and action frameworks are developed within sectors and provinces		1. Adaptation actions in communities address real, current and priority vulnerabilities 2. Adaptation actions are owned and driven by the communities 3. Rights and needs of individuals are respected and recognized at the community level		Extreme events, delays due to commitments & Health		M&E, VCCRP, VCAP II
	Monitor implementation of COM decisions	Briefing updates of COM decisions and SMR reports on COM decisions		1. Track projects COM decisions obtained from COM Secretariat 2. Monitor decision implementation		Extreme events, delays due to commitments & Health		M&E Lead, M&E CSU
	Mainstream CCDRR Policies across other sectors	Government Policy consulted		1. Workshops organized 2. Attend and contribute 3. Contribute in statements and awareness 4. Support Finalize review of CCDRR Policy		Extreme events, delays due to commitments & Health		M&E Lead, M&E CSU & NAB Sec (Policy).

	Progress of activities (priority activities per DoCC Department) are evaluated	M&E Tracking Tool		<ol style="list-style-type: none"> 1. Obtain priority activities from Departments 2. Use an evaluation tool to evaluate the progress of the activity 3. Report on progress 		Extreme events, delays due to commitments & Health		M&E & UNCEF
	Reports of projects implemented by DoCC are reviewed and analyzed	Monthly reports submissions	12	<ol style="list-style-type: none"> 1. Review project reports 2. Produce analysis report with feedback on the progress of implementation 	January-December	Extreme events, delays due to commitments & Health		
	Developed a streamlined data collection & project M&E indicator GES			Liaise with VCAPII, VCCRP & PARTner II Teams			Funded by VCAP 2 and PARTner II	M&E DOCC & M&E VCAP 2

	Facilitate and support in coordination and knowledge exchange visit on climate change between women, youths to climate change and national resource management			Work in collaboration with VCAP 2 and VCCRP Projects	Jan-Dec	Extreme events	Funded by VCAP 2 Project/ VCCRP & PARTner II	M&E DoCC and Project
	Support NAB to map out all the CCDRR Projects through the Country -Shefa & Tafea	Provide reports for both Provinces	2	Map out all the CCDRR projects sites and conduct evaluations	August	Weather conditions	220,000	M&E & NAB Program development officer



Monitoring, Reporting and Verification (MRV)

SP Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC
ETF/Training Programs	Institutional Capacity building	Number of reports received	1	NDC Tracking Tool exposure training	Quarter 1	Extreme events, delays due to commitments & Health	50,000 (CBIT)	CBIT/MRV
		Number of reports received	1	Hands on Face time training of trainer's implementation	Quarter 1	Extreme events, delays due to commitments & Health	50,000 (ICAT/CBIT)	ICAT/CBIT & MRV
		Number of reports	1	NDC tracking tool for Users Training	Quarter 2	Extreme events, delays due to commitments	400,000 (ICAT/CBIT)	ICAT/CBIT & MRV
		Numbers of report	1	Global transparency community meeting	Quarter 2	Extreme events, delays due to commitments & Health	1,500,000 (ICAT)	ICAT
	Establish CC Resilience Data TWG	Numbers of Report	1	Generate a TOR for the TWG	Quarter 2	Extreme events, delays due to commitments	400,000 (ICAT/CBIT)	ICAT/CBIT & MRV
	Inception Training	Number of Quarterly reports	1	Sectoral GHG Inventory Process	Quarter 1	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT/MRV

	Enhance Transparency Framework Training	Numbers of Report	1	Enhance Transparency Framework Training for the Paris Agreement	Quarter 3	Extreme events, delays due to commitments & Health	5,000,000 (ICAT/CBIT)	ICAT, CBIT & MRV
	Capacity Gap Sectoral Assessment Report Training on UNFCCC Reporting	Numbers of Report	1	UNFCCC Reporting Systems training	Quarter 1	Extreme events, delays due to commitments & Health	400,000 (ICAT/CBIT)	ICAT, CBIT & MRV
	Training on GHG Inventory Tool	Number of reports	1	GHG Inventory Training Tool	Quarter 2	Extreme events, delays due to commitments & Health	400,000 (ICAT/CBIT)	ICAT, CBIT & MRV
	Regional Institutional Capacity Building	Number of reports	1	Enhanced transparency framework training	Quarter 1	Extreme events, delays due to commitments & Health	150,000 (CBIT)	CBIT & MRV
	Developing Livestock Survey for Vanuatu agriculture sector	Number of reports	1	Conduct livestock survey validation workshop on the agriculture livestock survey	Quarter 2	Extreme events, delays due to commitments & Health	500,000 (ICAT)	CBIT & MRV
	Improvement of the National Energy Balance to enable Activity Data collection according to the ETF requirements	Number of reports	1	The Energy AD workshop on the National Energy Balance (NEB)	Quarter 3	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT, CBIT & MRV

		Number of reports		Report on selected NDC tracking indicators	Quarter 3	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT, CBIT & MRV
		Number of reports		Action plan to institutionalize NDC 3.0 tracking framework	Quarter 3	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT, CBIT & MRV
		Number of reports		Energy GHG projections project plan and workshop	Quarter 3	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT, CBIT & MRV
	Building capacity for activity data management in the agriculture and energy sectors	Endorsement of the data collection platform	1	Conduct training on the activity data collection platform (Free tool)	Quarter 3	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT, CBIT & MRV
	Mid-Project Review	Number of reports	1	Conduct Mid term project review	Quarter 3	Extreme events, delays due to commitments	500,000 (ICAT/CBIT)	ICAT, CBIT & MRV
		Number of reports	1	Activity data management workshop	Quarter 3	Extreme events, delays due to commitments	500,000 (ICAT/CBIT)	ICAT, CBIT & MRV
	Institutional Capacity building	Number of reports	1	COP31 enhancement transparency	Quarter 4	Extreme events, delays due to commitments	1,500,000 (ICAT/CBIT)	ICAT, CBIT & MRV

	ICAT Project Closing	Number of reports	1	Lessons learned & validation workshop	Quarter 4	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT & MRV
Operational NDC Tracking Tool	Establish communications & GEDSI inclusive	Number of reports	1	Establish communication with OGCI0 Develop SOP	Quarter 3	Extreme events, delays due to commitments & Health	50,000 (ICAT/CBIT)	ICAT, CBIT, OGCI0 & MRV
	NDC Tracking Tool & GEDSI inclusive in NDC	Number of reports	1	Hosting of NDC Tracking tool	Quarter 3	Extreme events, delays due to commitments & Health	2,000,000 (ICAT/CBIT)	ICAT, CBIT, OGCI0 & MRV
	NDC Tracking Tool & GEDSI inclusive in NDC	Launching of the tool	1	Launching of NDC Tracking Tool	Quarter 4	Extreme events, delays due to commitments & Health	500,000 (ICAT/CBIT)	ICAT, CBIT, OGCI0 & MRV
	CBIT Project LOA endorsement	Endorsement LOA	1	Endorsement of DoCC & CBIT signed LOA	Quarter 1	Extreme events, delays due to commitments & Health	7,000,000 (CBIT)	CBIT & MRV
Low Carbon Development	Developing Livestock Survey for Vanuatu agriculture sector	Endorsement of survey	1	Developing Livestock Survey prototype for livestock data	Quarter 2	Develop a survey prototype for livestock data	50,000 (ICAT)	ICAT, CBIT & MRV

		Endorsement of survey manual and training manual	1	Prepare a livestock survey instruction manual and training materials	Quarter 2	Prepare a livestock survey instruction manual and training manual	50,000 (ICAT)	ICAT, CBIT & MRV
	Improvement of the National Energy Balance to enable Activity Data collection according to the ETF requirements	Endorsement of report	1	Gap analysis report and improvement plan for enhanced AD collection process of the National Energy Balance for the Department of Energy and AD collection template aligned with IEA methodology	Quarter 3	Extreme events, delays due to commitments & Health	500,000 (ICAT)	ICAT, CBIT & MRV
	ICAT Project Closing	Endorsement of report	1	Final project report, outreach materials & events	Quarter 4	Extreme events, delays due to commitments & Health	5,000,000 (ICAT)	ICAT & MRV
		Number of reports	1	Outreach information sharing COP31	Quarter 4	Extreme events, delays due to commitments & Health	1,500,000 (ICAT)	ICAT & MRV

Finance								
Program	Activity	Performance Indicator	Target	Action	Action completion date	Budget	Comment & Risks	Responsibility
Finance program	98AA/MGHA DPT Financial Reports	Department report (per quarter of 2026) Human resources report (# of reports produced)	12	<ol style="list-style-type: none"> 1. Provide quarterly budget and expenditure reports to M&E and Director 2. Provide human resource report to human resource manager, service contracts, annual leave, department training, clock in and clock out machine financial support referring to each BP 3. Prepare Journal for smart stream corrections. 	Jan-Dec		Changes on GVT financial procedures and regulations	Snr Finance

98AA/ MGHA In-house Projects Financial Reports	N# of financial reports produced per Projects and circulate for Approval		<ol style="list-style-type: none"> 1. Provide quarterly report for all in-house projects. 2. Work closely with project coordinators to implement the project. 3. Respond to Aid donors' queries. 4. Prepare annual financial report for audit and respond to audit queries. 5. Assist Finance Admin to process project payment on time. 	Jan-Dec		Changes on GVT financial procedures and regulations	Snr Finance
98AA/MGHA	N# of financial report produced for Innovation Forum	1	<ol style="list-style-type: none"> 1. Provide quarterly report for all in-house projects. 2. Work closely with project coordinators to implement the project. 3. Respond to Aid donors' queries. 4. Prepare annual financial report for audit and respond to audit queries. 5. Assist Finance Admin to process project payment on time. 	Jan- July	15,000,000 NPP funds	Changes on GVT financial procedures and regulations	Snr Finance

	98BD/BE - MGH A	Smart Stream Co-Centres Created	1	<ol style="list-style-type: none"> 1. Consult with MoCC FM and FMIS 2. Creation of Co-Centres 3. Report produced 	Jan		Availability of everyone	Snr Finance
	Budget and NPP Entries for 2027 (cooperate plan pillar 1-soc 6.1.2)	Budget entered VBMS # of NPPs submitted and budget narratives		<ol style="list-style-type: none"> 1. Consult with Technical and senior staffs on 2027 priority activities 2. Review of 2026 workplans, 3. Budget training and finalization of budget and entered VBMS 4. Assist and support senior officers in 5. Developing new project proposal for the department Budget narratives for year 2027 	April-May		Changes on GVT financial procedures and regulations	Snr Finance and all The staffs.

Supervise Finance & administration Officer		12	<ol style="list-style-type: none"> 1. Monitor monthly report against monthly workplans and provide Quarterly report to Director 2. Provide mi-term and annual appraisal for finance and admin officer. 3. Approved and provide an update on Asset management to Director. 4. Approved and provide quarterly Vehicle report to Director 5. Assist in LPO commitment. 	Jan-Dec		Change of GVT financial procedures and regulations	Snr Finance Officer
Support National climate Finance Task force	# Meetings attended	2	Attend the climate finance task force meetings			Change of GVT Financial procedures and regulations	Task force Member + Snr Finance officer
Climate Finance W/shop with NGO'S and NAB	# of meeting	1	<ol style="list-style-type: none"> 1. Provide Assistance to Project team for the logistic of the w/shop 2. Assist NAB and Project team to coordinate the w/shop 	March	Project funded	Availability of officers	NAB/CBIT/ Snr Finance

Implement measurable improvement in climate change budgeting, financial statement, reporting, audit processes, procurement practices, project management and transparency policies	# Of meeting attend	3	1.Support NAB to implement the NIE for GCF 2.Support NAB with climate finance review and development of climate finance roadmap framework	Jan-Dec			NAB/ snr Finance Officer
	# Of reports, Meetings minutes	2	1.Support NAB in UNFCCC submissions 2.Support CFWG workplans for 2026 3.Attending CF thematic meetings (National, Regional, International)	Jan-Dec		Change of GVT Financial procedures and regulations	NAB and Snr Finance officer
Climate Finance stock take	# of report, meetings attended	2	1. Support NAB to coordinate the meeting	Jan-Dec	Project Funded	Change of GVT Financial procedures and regulations	NAB and Snr Finance Officer
Well Manage NPP budget throughout the activities	# NPP Financial reports	4	NPP activities must produce a financial report on budget and expenditures used for the 4 NPP funds	Jan-Dec		Change of GVT Financial Procedures and Regulations	Snr Finance Officer

Climate change Donor Coordination	# of meeting minutes attended 2		1. Coordinate meeting with aid donors, NAB 2. Circulate meeting minutes and way forward	Jan-Dec	40,000 VT	Availability of all	Snr Finance Officer
Climate Change Budget Tagging	N# of meetings	2	1. Support NAB on coordination. 2. Circulate meeting minutes and way forward.	Jan-Dec	40,000 VT	Availability of all	Snr Finance / NAB team / FM MoCC



Finance & Administration

SP Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC
Administration Operation	Payment process	LPO transaction listing	12	<ol style="list-style-type: none"> 1. Collect quotation / bills. 2. Procurement process 3. Fill requisition form. 4. Attach quotation with requisition form. 5. Get approval signature for payment process /procurement, senior finance and Director. 6. LPO process 7. Follow up with supplier for LPO on send status. 	Jan-Dec	Cyclone and no budget		Admin Team
	Filing	File according to LPO #'s and Mail Dates	12	<ol style="list-style-type: none"> 1. File LPO according to date and LPO # (end of every month, electronic Filing) 2. File letters according to dates. 3. Scan copy. 	Jan-Dec	Cyclone		Admin Team

	Monthly Warrant	Provide report on update budget	4	<ol style="list-style-type: none"> 1. Smarts stream login 2. Update supervisor weekly fund available. 	Jan-Dec	Cyclone		Senior Finance Officer
	Secretarial duties	Maintain good customer Relationship	12	<ol style="list-style-type: none"> 1. Meeting minutes be taken. 2. Email office cleaning. 3. Updates staffs annual and sick Leaves, or on leave on HRM (July/Nov) 4. Email Pay slip to staffs fortnightly. 5. Stationaries stoke take Quarterly. 6. Phone call/customers attend. 7. Driving deliver mails 8. Director appointments 9. Assist director admin/finance side. 10. Vehicle cleaning Booking conference room 	Jan-Dec	Cyclone		Admin Team

Restructuring	MOCC: Cp.6.7 Facilitate the department restructuring to strengthen its resources and capacity to effectively deliver and managed climate change projects.	Structure approved	1	1. Facilitate to PSC for approval	Jan-Dec	Delay process		Admin Team
Vehicle trade in	Submission Of appraisals	Trade in	2	Collect quotes	Q1	Delay process	1,000,000vt	Admin Team
	Submission Of appraisals	Submission of all staff appraisal	3	Submission of all staff appraisal to HR after completing Section A, B, C	Jan-July-Dec	Delay to complete		Admin Team
	Payment Checklist	Produce Payment checklist	1	Work with finance Department to produce a payment checklist	Feb			Admin Team
	Purchase New Scanner	Collect quotation	1	Collect quotation and payment process	Jan	Delay Budget	90,000vt	Admin Team

	Monthly Report	Complete Monthly report	12	1. Complete Monthly report for each month and send it to Senior Finance 2. Provide quarterly vehicle report to senior finance 3. Annual Leave report	Jan-Dec				Finance & Administration Officer
Purchase new asset tag labeling machine	Collect quote and payment process	1	1. Tag all purchase assets	Jan-Dec	Delay budget	50,000	Admin Team		



Program	Activity	Output or Service Target	Target	Actions contributing to Target (*due to external risks – 100% of listed actions will not be completed – but overall aim is to achieve Target)	Completion date	Risk/comment	Budget	Stakeholders
Strategic Coordination and Support	Coordinate cross-ministry climate action, aligning sector priorities and joint initiatives (GoV)	Number of key coordination meetings with cross-sector line agencies –	20	Meeting on L&D Fund options	Jan 26-30	Delays from partners to convene – return to office after holidays	N/A	L&D Development Fund Project, NAB
				PIFCE Task Force socialization and meeting #1	Jan 30, 2026	Delays from partners to convene – return to office after holidays	PIFCE NPP	PIFCE Task Force
				PIFCE Steering Committee socialization and meeting #1	Jan 30, 2026	Delays from partners to convene – return to office after holidays	PIFCE NPP	PIFCE Steering Committee
				Participate in ICAT Inception training	Jan 30, 2026	Delays from partners to convene – return to office after holidays	ICAT	ICAT (DoCC, Energy, DEPC, etc)

Strategic Coordination and Support	Coordinate cross-ministry climate action, aligning sector priorities and joint initiatives (Gov)	Number of key coordination meetings with cross-sector line agencies –	20	20 TWG - VCAP 2	Jan 30, 2026	Delays from partners to convene – return to office after holidays	VCAP 2	VCAP 2
				Loss and Damage – In-House Coordination meeting - NAB; DoCC & TWG members	Feb 15, 2026	Delays from NAB and other partners to convene	TBD – Program Funding	Loss and Damage TWG, NAB
				NAP Validation Workshop	Feb 14-15, 2026	Delays from NAB and other partners to convene	GGGI	GGGI and Partners from 9 Sectors
				NAB Resilience Data TWG #1 – approved by NAB, TOR drafted, first meeting	Feb 28, 2026	Delays from NAB and other partners to convene	TBC	NAB RD TWG
				NAB Loss and Damage TWG #1 - meeting	Feb 28, 2026	Delays from NAB and other partners to convene	TBC	Loss and Damage TWG, NAB
				Country Flexible Finance (CFF) Coordination	Feb 28, 2026	Delays from partners to convene	CFF	CFF

Strategic Coordination and Support	Coordinate cross-ministry climate action, aligning sector priorities and joint initiatives (GoV)	Number of key coordination meetings with cross-sector line agencies -	20	Country Flexible Finance (CFF) Coordination Meeting #1	Feb 28, 2026	Delays from partners to convene	CFF	CFF
				PIFCE Task Force meeting #2	Feb 28, 2026	Delays from partners to convene	PIFCE	PIFCE Task Force
				PIFCE Steering Committee #2	Feb 28, 2026	Delays from partners to convene	PIFCE	PIFCE Steering Committee
				TWGs - VCAP 2 & VCCRP	Feb 28, 2026	Delays from partners to convene	VCAP 2 & VCCRP	VCAP 2 & VCCRP
				PIFCE Task Force meeting #3	Mar 31, 2026	Delays from partners to convene	PIFCE	PIFCE Task Force
				PIFCE Steering Committee #3	Mar 31, 2026	Delays from partners to convene	PIFCE	PIFCE Steering Committee

Cross Sector Workshop for Communications tool – VCCRP – “Laef Blong Yumi!”	Mar 31, 2026	Delays to contract lead consultant by VCCRP / Save the Children	VCCRP	DEPC, VANKIRAP, VMGD, DoWR, MALFB
NPP 2027 Development Consultation Meetings completed	Mar 31, 2026	Challenge in DoCC agreement on NPP focal area or availability of funds for NPP	N/A	TBC
VCAP 2 TWG	Mar 31, 2026	Delays from partners to convene	VCAP 2	VCAP 2
Workshop or coordination meeting on community accessibility to Early Warning Systems & Climate Information Systems & Monitoring	Mar 31, 2026	Challenge in identifying funds for meeting and mobilizing partners	TBD – Program Funding	VMGD, NDMO, VANKIRAP, VCCRP and VCAP 2, Red Cross
PIFCE Task Force meeting #4	Apr 30, 2026	Delays from partners to convene	PIFCE	PIFCE Task Force
PIFCE Steering Committee #4	Apr 30, 2026	Delays from partners to convene	PIFCE	PIFCE Steering Committee
VCAP 2 TWG	Apr 30, 2026	Delays from partners to convene	VCAP 2	VCAP 2
Country Flexible Finance (CFF) Coordination Meeting #2	May 29, 2026	Delays from partners to convene	CFF	CFF

NAB Loss and Damage TWG #2 - meeting	May 29, 2026	Delays from partners to convene	TBC	Loss and Damage TWG, NAB
NAB Resilience Data TWG #2 -	May 29, 2026	Delays from partners to convene	TBC	NAB RD TWG
PIFCE Task Force meeting #5	May 29, 2026	Delays from partners to convene	PIFCE	PIFCE Task Force
PIFCE Steering Committee #5	May 29, 2026	Delays from partners to convene	PIFCE	PIFCE Steering Committee
TWGs - VCAP 2 & VCCRP	May 29, 2026	Delays from partners to convene	VCAP 2 & VCCRP	VCAP 2 & VCCRP
Post-PIFCE Coordination Meeting	Aug 28, 2026	Delays from partners to convene	PIFCE	PIFCE Steering Committee
NAB Loss and Damage TWG #3 - meeting	Aug 28, 2026	Delays from partners to convene	TBC	Loss and Damage TWG, NAB
NAB Resilience Data TWG #3 -	Aug 28, 2026	Delays from partners to convene	TBC	NAB RD TWG
Country Flexible Finance (CFF) Coordination Meeting #3	Aug 28, 2026	Delays from partners to convene	CFF	CFF
VCAP 2 TWG	Aug 28, 2026	Delays from partners to convene	VCAP 2	VCAP 2
TWGs - VCAP 2 & VCCRP	Sep 30, 2026	Delays from partners to convene	VCAP 2 & VCCRP	VCAP 2 & VCCRP
VCAP 2 TWG	Oct 31, 2026	Delays from partners to convene	VCAP 2	VCAP 2
VCAP 2 TWG	Nov 28, 2026	Delays from partners to convene	VCAP 2	VCAP 2
NAB Loss and Damage TWG #4 - meeting	Dec 15, 2026	Delays from partners to convene	TBC	Loss and Damage TWG, NAB

				NAB Resilience Data TWG #4	Dec 15, 2026	Delays from partners to convene	TBC	NAB RD TWG
				Country Flexible Finance (CFF) Coordination Meeting #4	Dec 15, 2026	Delays from partners to convene	CFF	CFF
				Report on Innovative Approaches taken by DoCC (inclusive of VCCRP) – building of participation in Adaptation Futures 2025 Conference	Jan 31, 2026	Delays to produce written report or receive feedback from partners	N/A	VCCRP, VCAP 2
	M&E and reporting support for key DoCC programs	Number of monitoring meetings attended & reports contributed to - etc)	20	Support and Review of CRVA write-ups (Informing NAP) – for key 8 sectors	Jan 31, 2026	Delays from consultants / GGGI to share final docs	N/A	GGGI
Monitoring, Evaluation, and Report (+Proposal Documents)				Support Bi-Monthly DoCC Monitoring Meeting with MFAT & Loss & Damage Development Fund	Feb 28, 2026	Availability of partners to convene	N/A	MFAT, Loss and Damage Dev Program

Review of Provincial Adaptation Plans (PAPs) that feed into NAP	Feb 28, 2026		N/A	GGGI
CFCSP Bi-Monthly Report #1 (Jan-Feb)	Mar 7, 2026	Delays to submit on time due to work / travel commitments	N/A	CFCSP
Back to Office Report – IOM Fiji Knowledge Exchange	Mar 7, 2026	Delays to submit on time due to work / travel commitments or changes	N/A	IOM
Support for Country Flexible Finance (CFF) Progress Report #1	Mar 31, 2026	Delays to submit on time due to work / travel commitments	N/A	CFF
Support Country Flexible Finance (CFF) Monitoring Field Mission – Santo Island – Humao, Kramuel, and Matthew	Mar 31, 2026	Inability to join monitoring mission to Santo due to other commitments	CFF	Kramuel, Humao & Matthew
Support Bi-Monthly DoCC Monitoring Meeting with MFAT & Loss & Damage Development Fund	Apr 30, 2026	Availability of partners to convene	N/A	MFAT, Loss and Damage Dev Program
NPP 2027 Application Successfully submitted	Apr 30, 2026	Challenge in DoCC agreement on NPP focal area or availability of funds for NPP	N/A	TBC
CFCSP Bi-Monthly Report #2 (Mar-Apr)	May 7, 2026	Delays to submit on time due to work / travel commitments	N/A	CFCSP

Lessons Learned Report – Best practices for community accessibility / monitoring of Early Warning Systems & Climate Information Systems	May 15, 2026	Availability of partners to convene and inform report	N/A	VMGD, NDMO, VCCRP, VCAP 2, VAN-KIRAP
Support for Country Flexible Finance (CFF) Progress Report #2	Jun 15, 2026	Availability of partners to convene and inform report	N/A	CFF
Lessons Learned Report for Pacific Innovation Forum on Climate and the Environment (PIFCE 2026)	Aug 28, 2026	Delays to submit on time due to work / travel commitments	N/A	PIFCE
Monitoring / Induction Meeting between Adviser to the Director and Director Mike Waiwai after Matthew returns from Leave in June – July 2026	Aug 28, 2026	Change in plan for return of Director Mike	N/A	Director Mike
Support Bi-Monthly DoCC Monitoring Meeting with MFAT & Loss & Damage Development Fund	Aug 28, 2026	Availability of partners to convene	N/A	MFAT, Loss and Damage Dev Program
CFCSP Bi-Monthly Report #3 (May & Aug- because Leave will be taken in June - July)	Sep 7, 2026	Delays to submit on time due to work / travel commitments	N/A	CFCSP
Support for Country Flexible Finance (CFF) Progress Report #3	Sep 15, 2026	Availability of partners to convene and inform report	N/A	CFF

Support Bi-Monthly DoCC Monitoring Meeting with MFAT & Loss & Damage Development Fund	Oct 31, 2026	Availability of partners to convene	N/A	MFAT, Loss and Damage Dev Program
CFCSP Bi-Monthly Report #3 (Sept-Oct)	Nov 7, 2026	Delays to submit on time due to work / travel commitments	N/A	CFCSP
Country Flexible Finance (CFF) Monitoring Field Mission – Santo Island – Humao, Kramuel, and Matthew	Nov 30, 2026	Inability to join monitoring mission to Santo due to other commitments	CFF	CFF
Support and attend DoCC 2027 Annual Planning Retreat (inclusive of evaluation of work plan)	Nov-Dec	Availability of partners to convene and inform report	N/A	DoCC
COP 31 - Back to Office Report (*if attended)	Dec 15, 2026	Risk- not identifying funding to take part in COP; Prioritization of Gov partners to attend instead	N/A	COP delegation
Support for Country Flexible Finance Progress Report #4	Dec 31, 2026	Availability of partners to convene and inform report	N/A	CFF
Coordination support for Monitoring Visit for CFCSP team to Vanuatu	Dec 31, 2026	Change in plans from CFCSP team	N/A	CFCSP
Final CFCSP Bi-Monthly Report #4 (Nov-Dec)	Dec 31, 2026	Delays to submit on time due to work / travel commitments	N/A	FCSP

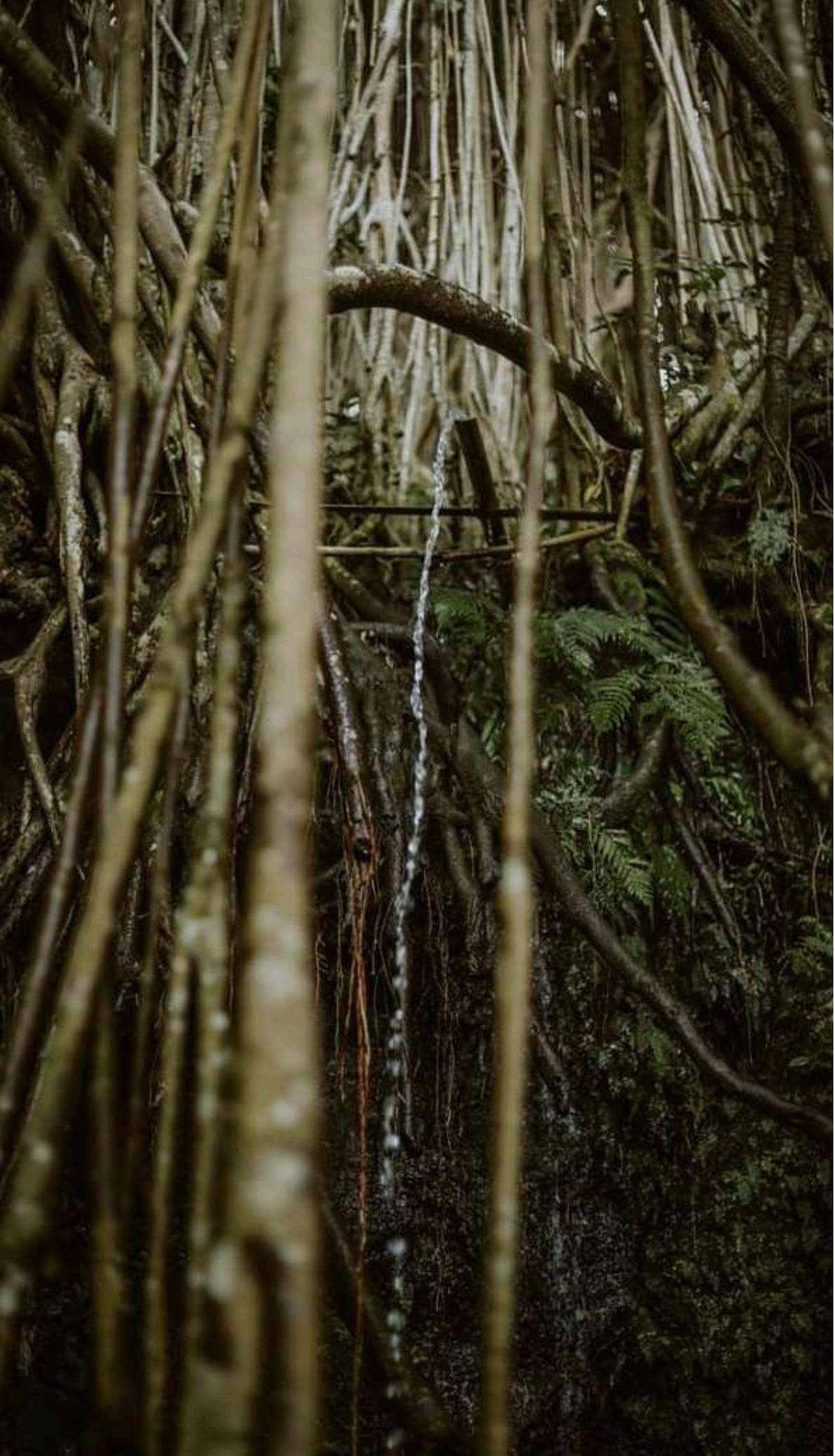
Stakeholder engagement and consultation	Consultations with diverse groups and stakeholders (non-Gov)	Number of consultations with diverse groups and stakeholders - broader participation of communities, development partners, and private sector in climate planning	20	GGGI – CRVA – Resilience Explorer Training	Jan 28, 2026	Delays and availability of CRVA consultants	GGGI	GGGI
				UNICEF – induction for embedded officer at DoCC and agreement regarding TOR at DoCC	Jan 31, 2026	Availability of partner and delays with MOU	UNICEF	UNICEF
				IOM Vanuatu – induction and placement of Durable Solutions officer embedded at DoCC	Fab 15, 2026	Availability of partner and delays with MOU	IOM	IOM
				BOLD consultations in Vanuatu (SPREP – Building Our Resilience to Loss and Damage)	Feb 23-27, 2026	Delay due to availability of DoCC (IOM Fiji trip also taking place)	SPREP	SPREP
				Participate in knowledge Exchange Event with IOM Fiji and DoCC	Feb 28, 2026	Delays by funding partners and changes to schedule	IOM	IOM

Vanuatu Business Resilience Council - consultations and MOU for DoCC	Feb 28, 2026	Availability of partner and delays with MOU	N/A	VBRC
Participate as feasible in Regional ETF for MRV (Enhanced Transparency Framework) supported by UNFCCC	Feb 28, 2026	Delays by funding partners and changes to schedule	TBC	DoCC, Energy, FAO, ICAT, CBIT
Coordination Support for IOM Fiji Peer to Peer exchange (visit from Fiji government to Vanuatu)	Mar 31, 2026	Availability of Gov to host Fijian government reps	IOM	IOM
Live & Learn – Consultations and MoU with DoCC	Mar 31, 2026	Availability of partner and delays with MOU	N/A	Live & Learn
Youth Challenge - - Consultations and MoU with DoCC	Mar 31, 2026	Availability of partner and delays with MOU	N/A	Youth Challenge
Vanuatu Red Cross – Consultations and MOU with DoCC	Apr 30, 2026	Availability of partner and delays with MOU	N/A	Red Cross

				Support participants to prepare for (CBA) Community-Based Adaptation Conference in the Philippines (or participate if nominated by DoCC).	April - May	*Contingent on identification of funding support for Vanuatu pax	TBC	VCCRP
				Support participants to prepare for (CBA) Community-Based Adaptation Conference in the Philippines (or participate if nominated by DoCC).	April - May	*Contingent on identification of funding support for Vanuatu pax	TBC	VCCRP
Capacity Building and Knowledge Transfer	Production and technical review of tools and templates to support capacity-building and knowledge transfer	Number of tools and templates finalized to support capacity-building and knowledge transfer	5	Facilitate Data Migration for National Vulnerability Assessment Framework (Arc-GIS data transfer from consultants to DoCC) to allow for sustainable data	January - Feb	Challenges in obtaining Arc-GIS license (payment required and tech support needed)	VBRC for Arc-GIS	VCAP 2, VBRC, UNICEF
				Development of Area Council CC Planning Templates and Tools and validation from DoCC and NDMO to use (scaling up from community to AC level CC and Disaster Plans)	January - March	Potential complications if planning templates tied to DLA Gov 4 Res tools / official DLA planning guides (which are not exclusively focused on CC planning)	VCCRP	VCCRP, VCAP 2, Gov 4 Res, DLA,

Development of Area Council CC Planning Templates and Tools and validation from DoCC and NDMO to use (scaling up from community to AC level CC and Disaster Plans)	January - March	Potential complications if planning templates tied to DLA Gov 4 Res tools / official DLA planning guides (which are not exclusively focused on CC planning)	VCCRP	VCCRP, VCAP 2, Gov 4 Res, DLA,
Support DoCC to review CBAPs (working closely with Adaptation Officer and Tyson Jella) – for VCAP 2 and VCCRP	January - April	Continued delays in field officers providing info needed for project teams to document CAP	N/A	VCAP 2, VCCRP
Collaboration with Oxfam and VCAN to contextualize climate finance mapping tools for community-level stakeholders	January - May	Delays in recruiting design consultants and source co-financing	VCAN, Oxfam, CFF	VCAN, Oxfam, CFF, NAB
Support to Develop Educational Tool “Laef Blong Yumi” – linking environment resource management to Climate Change – VCCRP & VCAP 2. Launching of tool in August	March - Aug	Delays in contracting supporting design consultants to create tool	VCCRP & VCAP 2	VCAP 2, VCCRP
Conduct trainings on standardized Government approaches for technical implementation of programme activities	March - December	Dependent on external program funding	TBC	TBC

UNFCCC	UNFCCC related support for Gov on behalf of DoCC	Number of UNFCCC events attended (where technical support was provided) or technical documents developed and supported	3	Support drafting of national positions to prepare for COP as requested by DoCC and NAB	April - September	NAB and COP focal groups may not request assistance from CFCSP	N/A	NAB
				Drafting of statements, policy briefs and other relevant for Minister or Directors interventions on National, regional and international level as support is requested	April - November	Ministers and Directors may seek support from range of other consultants w prior COP experienced	N/A	NAB, MoCC
				COP 31 – UNFCCC Negotiators training meeting	May 29, 2026	Delays from partners to convene meeting	TBC	NAB, TBC
				COP 31 preparatory meetings	Sept 30	Potential duplication with meetings funded by NAB	CFF	
				Participate and support Pre-COP (Pacific) meeting and support finalization of national positions (as requested by DoCC)	Oct 20, 2026	*Contingent on identification of funding support	TBC	TBC



COP 31 – Turkey (either will participate if funding identified or will provide backstop support to DoCC while Director is away)

November

*Contingent on Identification of funding support

TBC

TBC



FINANCIAL FORECAST



Summary:

2026 Financial Plan and Budget Allocation – Department of Climate Change (DoCC)

The Department of Climate Change (DoCC) 2026 Financial Plan outlines a total annual budget of **VT 59,505,456**, structured to support the effective delivery of national climate change priorities and departmental operations throughout the year.

The budget is divided into two main components:

Payroll: A total allocation of **VT 25,276,836**, distributed evenly across all twelve months at **VT 2,106,403** per month. This ensures stability in staffing and continuous implementation of core climate change, adaptation, mitigation, monitoring, and coordination functions.

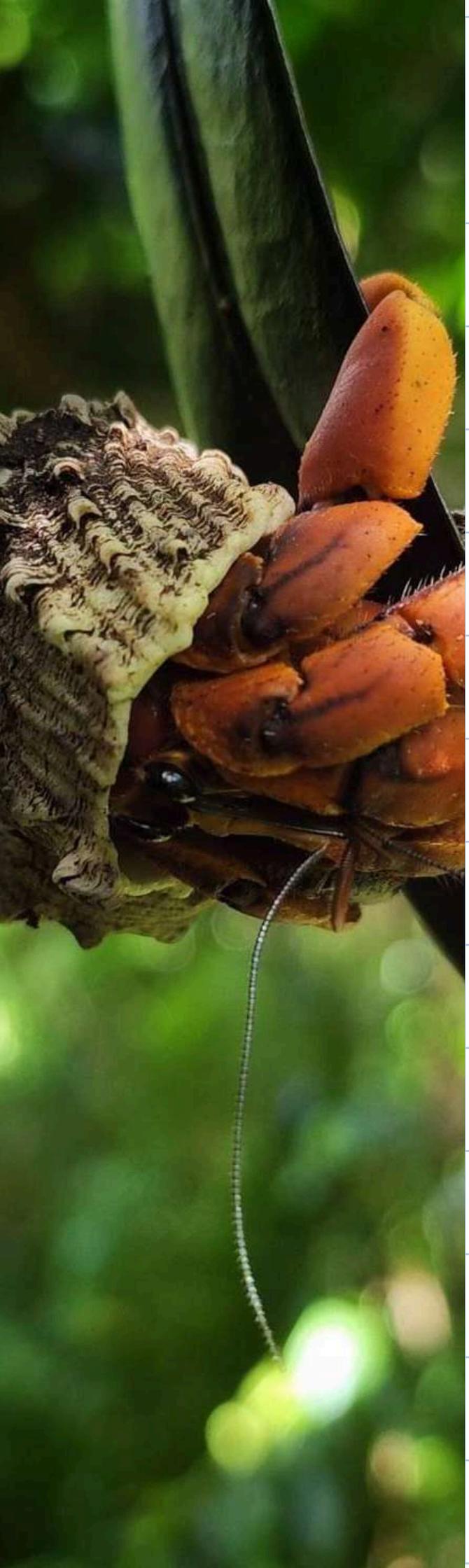
Operational Costs: A total allocation of **VT 24,408,620**, with a standard monthly provision of **VT 567,385**, except for March, which records a significantly higher allocation of **VT 18,167,385**. This increase reflects the scheduling of major annual operational commitments, including program implementation, procurement, contractual obligations, coordination activities, and other high-cost departmental deliverables.

Overall, the monthly budget ranges between approximately **VT 2.7 million** and **VT 3.6 million**, with a notable peak in March (VT 25,653,381) due to concentrated operational expenditures. The budget structure demonstrates a balanced approach between personnel costs and operational requirements, enabling DoCC to maintain institutional capacity while effectively implementing climate change and disaster risk reduction activities in alignment with national policies, donor-funded programs, and international commitments.

This financial plan provides a clear and predictable framework for expenditure management, accountability, and timely delivery of climate change outcomes in 2026.

Budget Line	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total
Payroll	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	2,106,403	25,276,836
Operational Costs	567,385	567,385	18,167,385	567,385	567,385	567,385	567,385	567,385	567,385	567,385	567,385	567,385	24,408,620
GRAND TOTAL	3,131,788	3,168,119	25,653,381	3,583,381	3,237,548	3,076,883	2,893,545	2,823,585	3,421,914	2,747,712	2,747,711	2,719,625	59,505,456

Provide support to the NAB on the development of CCDDR Implementation Plan	Liaise with CSU and M&E-COMs network				30,000														30,000
Support NAB Sec to map out all CCDDR Project sites through Vanuatu	Starting Tafea Province and Shefa Province	31,429	31,429	31,429	31,429	31,429	31,429	31,429	31,426	-	-	-	-	-	-	-	-	-	220,000
TOTAL M&E BUDGET		31,429	181,429	81,429	611,429	131,429	131,429	31,426	-	1,200,000									





Procurement Plan

Procurement Plan

SP Program	Activity	Output or Service Target	Target	Action	Completion date	Risk/comment	Budget	OIC
Climate change Flexible Financing	2026 Procurement plan	Procurement plan submitted to Director for approval	At least 1	-Lead the preparation updating projects specification procurement plan -Ensure procurement plan align with budget allocation	J anuary	delay of submission of project plan /cyclone		Procurement officer
	Activity O.1: Legislative Review- Review Metrology & CC Act No.25 of 2016	DOCC Act	1	-logistic side must be done on time -Contracts must be ready on time (payment process)	May 2026	Process delay	VUV 6,057,624.19	Admin team
	Activity O.2: Policy review and monitoring (Monitoring of Climate Change Project (Administration activities)	Administrative activities up to date	2	-make sure day-to-day activities Procurement side must be done before finance process payment	January - December 2026	Delay process	VUV 6,057,624.19	Procurement officer

	Activity O.3: Review of the Climate Finance Road Map	Climate finance road map	At least 1	-contract for consultant must be done -consultant must provide report to attach with contract before process payment	June-July	Delay process	VUV 5,048,020.16	Climate finance officer /procurement officer
	Activity 1.1.1: Negotiations Trainings for Parliamentarians:	Parliamentarians training	2	Assist NAB in procurement side -collecting quote -arrange catering - meetings	April	Delay process	VUV 2000,000	NAB/ Procurement officer
	Activity 1.1.2: Negotiations, position writing and media related Trainings, Workshops and Meetings:	Number of trainings /workshops	At lease 2	-Collect quote -Evaluate quotation Select supplier before payment process -	march	Cyclone/delay process	VUV 1,000,000.00	NAB /procurement
	Activity 1.1.3: National Pre-COP session for all Government dignitaries, diplomats and delegates:	Attend national pre-cop	At lease 1	PSC approval staffs for attend pre coop -logistic arrangement needs to be done before date of traveling -	Sept 2026	Delay process	VUV 1,000,000	NAB/Procurement officer

	Activity 0.3: Review of the Climate Finance Road Map	Climate finance road map	At least 1	-contract for consultant must be done -consultant must provide report to attach with contract before process payment	June-July	Delay process	VUV 5,048,020.16	Climate finance officer /procurement officer
	Activity 1.1.1: Negotiations Trainings for Parliamentarians:	Parliamentarians training	2	Assist NAB in procurement side -collecting quote -arrange catering - meetings	April	Delay process	VUV 2000,000	NAB/ Procurement officer
	Activity 1.1.2: Negotiations, position writing and media related Trainings, Workshops and Meetings:	Number of trainings /workshops	At lease 2	-Collect quote -Evaluate quotation Select supplier before payment process -	march	Cyclone/delay process	VUV 1,000,000.00	NAB /procurement
	Activity 1.1.3: National Pre-COP session for all Government dignitaries, diplomats and delegates:	Attend national pre-cop	At lease 1	PSC approval staffs for attend pre coop -logistic arrangement needs to be done before date of traveling -	Sept 2026	Delay process	VUV 1,000,000	NAB/Procurement officer

	Activity 1.1.4: Cost Benefit Analysis (CBA) for COP Attendance	Analysis (CBA)for cop attendance	1	-logistic arrangement -prepare contract for consultant -- provide report attach with contracts before payments done	Nov 2026	Delay process	VUV 1,500,000	NAB/procuremen t officer
	Activity 1.1.4.1: UNFCCC TA support to the DG and Minister	Provide Report UNFCCTA	1	Contracts prepared and submitted to finance to process the payment once consultant submitting report	Nov 2026	Delay process	VUV 5000,000	
	Activity 1.2.1: Climate Financing- Small grant writing training workshop (Provincial) Extension building project staffs	new extension building for project staffs	1	-collect quote -evaluation RFQ -Contract awarded to supplier -payment done	Apr 2026	Delay process	VUV 6,057,624.19	Procurement officer
	Activity 1.2.4: COP Preparation	Logistic arrangement	1	-every logistics arrangement needs to be done before meeting date	Oct 2026	cyclone	VUV2,103,510.00	NAB/procurement t officer

	Activity 1.3.1: TA to support MFEM on GCF Accreditation (Stage 1 and Stage 2) and Project Concept Development	Recruitment TA MFEM	1	Assist in procurement process	April		VUV 3,000,000.00	Finance Ministry
	Activity 2.2.1: Post Entry Quarantine Facility (One in Port Vila and One in Santo)	Assist in procurement side	1	collect quote -Evaluation -RFQ -contract awarded	may	Process delay	VUV 5,000,000.00	
	Activity 2.2.2: Tissue Culture Lab upgrade	Lab upgrade	At least 1	-collect quote -Evaluation -RFQ -contract awarded	March	Process delay	VUV 5000,000	Seed bank manager /procurement officer
	Activity 2.2.4: Plant Genetics Materials and Technology	Establishment of Multiplication plot at Mabest Plantation	1	-Assist in procurement side -- -payments -logistics	February		VUV 6,000,000.00	Seed bank manager
	Activity 2.2.5: Research Support plots	Support plot in procurement side	1	-collect quote -evaluation -before payment done	June	Cyclone/process delay	VUV 1,000,000.00	M&E DOCC & M&E VCAP 2
	Activity 2.2.6: Policy Development to Ensure Alignment with Climate Change Objectives	Consultations for the Mid Term Review (VASP) and DARD 2026 Planning workshop in Port Vila (24th - 28th Nov 2025	1	Logistic arrangement	may		VUV 5,000,000.00	Seed bank manager

	Activity 2.2.8: Operations of Seed Banks (Six Seed Banks)	Every operation activities need to be done in time	3	-Collect quote -evaluation -contracts payment Logistics Reports etc-	march		VUV 12,000,000	Seed bank manager/procu rument officer
	Activity 2.2.9: Seed Processing Building at VARTC	Assist in procurement side for VRTC building	1	-Collect quote -evaluation -contracts -received reporting Before payment is done	July		VUV 10,000,000.00	
	Activity 2.2.10: Seed Bank Vehicle (Santo)	Procured seed bank vehicle	1	-Collect quote Evaluation RFQ Prepared contract for supplier to sign before process payment	February	Delay process	VUV 6000,000	Seed bank manager /procurement officer
	Activity 2.2.12: Seedbank Manager	Provide report of the activities done	At least 3	Collect report for manager Before processing any consultant fee for manager	Jan-dec	cyclone	VUV 4,000,000.00	Seed bank manager
	Activity 3.1.1: Genset ABC type 6DZC-750- 113-A and auxiliaries confirm this quotation:	Procured Genset generator	1	-Complete RFT -select supplier -submit to CTB -get finance confirmation budget process payment	February	Process delay	VUV 176,006,210.00	Energy procurement officer

	Activity 3.1.2: Packing:	To assist product no damage	1	Every process needs to be done before	February	Delay process	VUV 3,712,825.70	unelco
	Activity 3.1.3: Control and startup of the engine:	Providing report Maintaining machine	1	Contract of supplier need to be done provide maintains and submit report before payment done	may		VUV 2,893,938.00	unelco
	Activity 3.1.4: Provisional transportation cost:	Assist in procurement side	1	Contracts need to be done for time or payment process	june		VUV 4,280,044.30	unelco
	Activity 3.1.5: Installation	Assist in procurement side	1	-assist in logistic arrangement for	June		VUV 10,000,000.00	unelco
	Activity 3.2.1: Evaluation of NERM	Assist in procurement side	1	-assist in evaluation -prepare contracts Evaluate before payment done	July		VUV 2,103,510.00	Energy/unelco
	Activity 3.2.1: Consult with Andrea/Director on the assessment and work done by DFAT - Department of climate change in Australia	Assist in procurement side	1	Complete RFT -select supplier -submit to CTB -get finance confirmation budget process payment	August	Sector delay submit plan for logistic arrangement		energy

	Regional forum	procurement needs to be done before event happen	1	Assist in Logistic arrangements must be made before activities happen	July		15,000,000	Procurement/
	Trade-In	Procured new car	At least 1	Collect quote - Evaluate quote - Prepared contract - Submit to selected supplier before payment done	march	Dely process /funding	3,000,000	Procurement officer
	Capacity training	Upgrade in procurement side	1	Attend training locally or oversea	June	Process delay	500,000	Procurement
	Asset Registry	Record of climate flexible asset	1	Tag every asset from each sector And also, DoCC	march	Cyclone	300,000	Procurement /Asset

MESSAGE FROM THE ACTING DIRECTOR – DEPARTMENT OF CLIMATE CHANGE

The Acting Director of the Department of Climate Change, Mr. Nelson Kalo, extended his warm Christmas and New Year wishes to all DoCC and Project Management Unit (PMU) staff.

He thanked everyone for their dedication and hard work throughout the year and wished staff a safe and restful Christmas holiday and New Year period. Looking ahead to 2026, Mr. Kalo expressed his appreciation and commitment to working closely with all staff in the implementation of the 2026 Business Plan, which has been collectively developed through the contributions of each unit and project team within the Department.

He emphasized that the Business Plan reflects shared ownership, teamwork, and a clear direction for the year ahead. The Acting Director further stressed the importance of the 2026 Business Plan, noting that it is carefully aligned with staff workloads, planned activities, key events, and the approved budget allocations.

He highlighted that this alignment is critical to ensuring effective implementation, accountability, and value for money, while supporting the Department's mandate to deliver on national climate change priorities.

Mr. Kalo concluded by encouraging all staff to remain committed, collaborative, and focused as the Department moves into 2026, working together to achieve the planned outcomes and strengthen the impact of climate change actions across Vanuatu.



Contact us for further inquiries



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Annex : Projects



BOLD Project

BOLD-BUILDING OUR LOSS AND DAMAGE

PLANNING FOR 2026: KEY OUTPUTS AND BUDGET

1. BOLD Inception Meeting in Vanuatu: 23rd-27th February (tbc)
 - All country inception meetings to be completed by May 2026
 - Vanuatu proposed mission to include inception meeting, potential community engagement, and FRLD proposal meeting
 - Following the inception meeting, develop a clear project concept document for BOLD in Vanuatu
2. In coordination with Vanuatu, the selection criteria for priority sectors and hazards for loss and damage projections
3. Community engagement (to be aligned with other consultation processes e.g. NAP)
 - on non-economic loss and damage experiences
 - on capacity building on understanding loss and damage
4. Support Vanuatu's proposal for the Fund to Respond to Loss and Damage (FRLD) in Q1 2026.
5. Ongoing support from DoCC
 - Strategic direction, including from L&D WG, reflected in Country Concept live document
 - Expertise and guidance needed for BOLD community engagement to avoid workshop fatigue and align with national and sub-national plans
 - Hosting of the national coordinator
 - Review and guidance of the local NGO ToR in Q1 2026



HEALTH Project

BUILDING RESILIENCE OF HEALTH SYSTEMS IN PACIFIC LDCS TO CLIMATE CHANGE (2023-2027)

Planning for 2026: Key Outputs and Budget

- Award construction contracts for retrofitting for 6 HCF in Malampa -
 - Solarization of 9 retrofitted HCF in Sanma and Malampa – VUV 27 million
 - Medical Equipment Supply as per RDP to 9 retrofitted facilities in Sanma and Malampa – VUV 25 million
 - Support to Malaria program for Distribution of LLIN and Early warning system for Malaria- VUV 8 million
 - Support for Mental Health Strategy review
 - Develop baseline report on MoH's Structure and Policies related to CCH – VUV 500,000
 - Support to a CCH or One Health TWG or committee
 - WASH improvement for selected facilities
1. Request for DoCC to attend project board meeting and
 2. Request for DoCC to support joint Climate change and health Technical working group



World Health
Organization
Vanuatu



Loss & Damage Project

L&D Project 2026 Workplan and Budget

Outcomes, outputs and activities	2026 TIMELINE												BUDGET
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Component 0: Project Management													VUV0
Activity 0.1: Inception phase													VUV0
Activity 0.2: On-going Project Management													VUV0
Component 1: Developing a holistic climate change finance architecture for Vanuatu													VUV0
Activity 1.2: Government and stakeholder consultations on preferred options													VUV0
Component 2: Design of a dedicated Loss and Damage Fund													VUV39,250,000
Activity 2.1: Comprehensive needs assessment													
Activity 2.2: Development of design document (concept note)													
Activity 2.3: Development of detailed L&D Fund Design Report													
Activity 2.4: Development of financial mechanism Business Plan													
Activity 2.5: Review of legislative requirements, drafting and submission													
Activity 2.6: L&D Fund governance structure and establishment of Board													
Activity 2.7: Development of fund MERL framework and system													
Activity 2.8: Development of operations and staff manuals													
Activity 2.9: Socialising concept within the Government of Vanuatu													
Component 3: Addressing capacity constraints to enhance access to L&D finance													VUV46,300,500
Sub-Activity 3.0.2: Undertake Staff Onboarding													
Activity 3.3: Recruitment of international L&D Policy Advisor (2 Years)													
Activity 3.7: Training of L&D Fund team													
Activity 3.8: Additional technical assistance													
Component 4: Raising awareness of L&D and the L&D Fund													VUV9,550,000
Activity 4.1: Society-wide awareness raising													
Activity 4.2: Training of priority delivery partners													
Activity 4.3: Community-level awareness raising programme (in coordination with NGEF's existing activities)													
Component 5: Supporting learning and innovative approaches through knowledgeexchange													VUV1,650,000
Activity 5.1: Regional L&D Fund knowledge exchange (linked to regional L&D informal WG)													
Activity 5.2: Establish L&D learning exchange													
Component 6: Capitalising L&D Fund													VUV101,337,720
Activity 6.1: Capitalisation Strategy													
Activity 6.2: Transfer of funds from MFAT to fund													
Component 7: Monitoring, Evaluation, Reporting, and Learning (MERL)													VUV800,000
Activity 7.1: Develop a Monitoring, Evaluation, Reporting, and Learning (MERL) Plan for the project.													
Activity 7.2: Conduct project Monitoring and Learning (MERL)													
Activity 7.3: Conduct independent evaluation													
Activity 7.4: Audit													
													VUV198,888,220

TOTAL OF VUV 198,888,220 IS ALLOCATED FOR THE LOSS AND DAMAGE PROJECT 2026 WORKPLAN. THE BUDGET DID NOT INCLUDE SALARIES.



Te Kāwanatanga o Aotearoa
New Zealand Government



Vanuatu Business Resilience Council (VBRC) Project

VANUATU BUSINESS RESILIENCE COUNCIL (VBRC)

Planning for 2026: Key Outputs and Budget

1. Recruitment of the national coordinator
 - Re-advertised in Q4 2025
 - Interviews and hiring in Q1 2026
 -
2. Continued support of climate diplomacy
 - Sponsorship of government officials to events (e.g., UNFCCC)
3. Memorandum of Understanding (MOU) w/ DoCC
 - Sponsorship of the ArcGIS license



Action Transparency Project (ICAT)–



CATEGORY	BUDGET (USD)
Personnel (Project coordinator)	\$38,907.00
Meeting (venue, catering, etc.)	\$8,966.40
Travel (flights, accommodation, meals)	\$52,841.00
Contracts (sub-contractors)	\$57,519.00
Outreach and knowledge products (COP31 project presentation; Vanuatu case study)	\$2,876.00
Administrative costs (indirect costs, including hiring contractors, training access)	\$8,055.00
TOTAL	\$169,164.00

Capacity building to Enhance the National GHG Inventory Process and Track NDC Progress in Vanuatu															
Annex B: Project Timeline			Responsible Party (identify who will lead and support the work)			2025		2026							
Act. #	Output	Description	Lead	Support entity #1	Support entity #2	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
0		Inception phase													
	A	Inception meeting	Dept of Climate Change (DOCC)	GHGMI											
	B	Detailed Workplan	Dept of Climate Change (DOCC)	GHGMI											
1		Developing Livestock Survey for Vanuatu's agriculture sector													
	C	Develop a survey prototype for livestock data	GHGMI	Project coordinator (PC), Tech. experts	GHGMI										
	D, E	Prepare a Livestock survey instruction manual and training materials	DOCC - project coordinator	PC, Tech. experts	GHGMI										
	F	Conduct livestock survey validation workshop on the agriculture livestock survey	DOCC - project coordinator	PC (logistics), Tech. experts	GHGMI										
2		Improvement of the National Energy Balance to enable Activity data collection according to the ETF requirements													
	G, H	Gap analysis report and improvement plan for enhanced AD collection process of the National Energy Balance for the Department of Energy and AD collection template aligned with IEA methodology.	DOCC - project coordinator	PC, Tech. experts	GHGMI										
	I	The Energy AD workshop on the National Energy Balance (NEB)	GHGMI	PC, Tech. experts	GHGMI										
3		Building capacity for projections and NDC tracking for Energy Sector													
	J	GHG emission projections fundamentals - online training	DOCC - project coordinator	PC, Tech. experts	GHGMI										
	K, L	Identifying the data sources and key stakeholders for the GHG projections in the energy sector in Vanuatu	GHGMI	PC, Tech. experts	GHGMI										
	M	Report on selected NDC tracking indicators	DOCC - project coordinator	PC, Tech. experts	GHGMI										
	N	Action plan to institutionalize NDC 3.0 tracking framework	GHGMI	PC, Tech. experts	GHGMI										
	O	Energy GHG projections project plan and workshop	GHGMI	PC, Tech. experts	GHGMI										
4		Building capacity for activity data management in the agriculture and energy sectors													
	P, Q, R	Conduct a training on the activity data collection platform (free tool),	DOCC - project coordinator	PC (logistics), Tech. experts	GHGMI										
	S	Activity data management workshop	GHGMI	DOCC - project coordinator (logistics)	GHGMI										
5		Project closing													

GEF – Capacity Building Initiative for Transparency Project (CBIT)

Planning for 2026: Key Outputs and Budget

1. Key Outputs for 2026:

- Upgrade and operationalize the national digital MRV system (iMRV), aligned with ETF requirements.
- Establish and implement QA/QC systems, including SOPs for GHG data management.
- Develop sectoral transparency guidelines and regulatory frameworks for ETF implementation.
- Establish National Climate Finance Reporting and Monitoring (NCFRM) cell (NAB CFWG?)
- Continue targeted capacity-building and dissemination of MRV knowledge products.

2. Indicative Budget (2026 focus):

- MRV system upgrade (NDC tracking Tool, National Inventory + Storage) + MRV Capacity Building : VUV 4,500,000
- Sectoral guidelines & regulatory framework development: VUV 900,000
- Climate finance monitoring arrangements: VUV 560,000
- Capacity building & knowledge dissemination: VUV ~1,400,000

Planning for 2026: Proposed Timeline or Key Dates

- 22 and 29 December – Hands on exercise on NDC Tracking Tool (Virtual guidance)
- Week of 26 January until beginning of February 2026 – Face to Face Training with sectors on NDC tracking tool
- April 2026 – CC Resilience Data TWG presentation of the preliminary NDC tracking result
- CC Resilience Data TWG happenings once every 3 months – proposed months February, May, August and November 2026
- Collaboration: National Country Program – tentative date for Validation workshop 15 January (Climate Finance)
- Capacity Gap Assessment Report (Sectoral) of sectors on UNFCCC reporting systems and data availability, requirement and arrangement systems February and March 2026
- Manual for training on iMRV system May 2026
- Training on GHG Inventory Tool – Collaboration with ICAT project (February to June 2026) – Data collection and Calculation.
- PSC meeting – Last week of April 2026



Food and Agriculture
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global
environment
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INVESTING IN OUR PLANET



Pacific Innovation Forum on Climate and the Environment (PIFCE)

PIFCE PROJECT

Planning for 2026: Key Outputs and Budget

1. Finalize Budget and clarify arrangements for NPP funds (Dec / January)
 - Map out use of NPP funds
 - Prepare donor and partnership requests to meet budget gaps
2. Setup PIFCE Steering meeting and Task Force
 - Socialize PIFCE Steering Committee and Task Force with partner agencies as needed to improve GoV representation
 - Review and endorse TOR for Steering Committee
 - Review roles and responsibilities of Task Force Members
 - Endorse Coordinator's work plan
3. Hold PIFCE Steering Committee meeting – and strengthen
 - Socialize PIFCE Steering Committee and Task Force with partner agencies as needed to improve GoV representation
 - Review and endorse TOR for Steering Committee

Timeline

- Jan - Feb – Expressions of Interest call + Draft event agenda, Launch of Communications Agenda; Draft Logistics Plan
- Steering Committee – tbc- Jan 19 ; Feb 23; Mar 30; Apr 27; May 25; June 15; June 29
- Task Force – January 16 then monthly or biweekly as required
- Feb – March – Direct / specific sponsorship requests and sponsor package rollout aimed to address Budgetary Gap
- April 1 – Invites and latest agenda shared to stakeholders
- May - Final side event planning draft shared , Panel discussions and key note speaker plans; Innovative display list circulated
- June 15 – Draft run sheet, side event registration shared and final logistics plan
- July 1-3 – PIFCE event takes place in Port Vila!!!
- Aug 1 – Lessons Learned report



Climate Flexible Finance – CFF

COUNTRY FLEXIBLE FINANCE - CFF

Planning for 2026: Key Outputs and Budget

- Regular Coordination meetings to be scheduled in 2026. Potentially engage CFF Coordinator using CFCSP funds (Acting Director to confirm)
- Community-Based Adaptation support – 5 million VUV
- Revised NDC – 30.2 million VUV
- Re-propose the 3 million 2025 allocation for MFEM?
- Re-purpose some underspend from 2025 (consultancy savings, etc)



National Vulnerability Assessment Framework (NVAF) Dashboard

NATIONAL VULNERABILITY ASSESSMENT FRAMEWORK (NVAF) DASHBOARD

Planning for 2026: Key Outputs and Budget

1. Finalization of NVAF dashboard
 - Online platform / tool
 - Standard Operating Procedures
 - Incorporation of stakeholder training feedback
2. Handover of ArcGIS license
 - Reimbursement for license fee
 - Transfer of credentials and data



The Vanuatu Vulnerability Assessment Framework A Guide for Sustainable and Transparent Climate Resilience Investment Decisions



giz



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Climate Finance Capacity Support Programme – NZ MFAT – 2026 Planning

NATIONAL VULNERABILITY ASSESSMENT FRAMEWORK (NVAF) DASHBOARD

Planning for 2026: Key Outputs and Budget

- CFCSP does not allocate budgets per country – spending is based on country demand
- Limited ability to consider new requests as CFCSP is largely programmed across its 15 countries
- One TA request being considered for Vanuatu is a Climate Flexible Finance (CFF) Coordinator – depends on official sign off from Acting Director
- Priorities are to maintain the support to DoCC (and NAB)
- Continue to build on the work of the TAs
- Consider the continuity beyond 2026 when the CFSCP support is due to end (key risk)

Timeline/ Key dates

- December 2025/January 2026 – All TAs contracts extended until the end of 2026
- June/July 2026 – CFCSP progress review meeting
- December 2026 – Final CFCSP progress review meeting (TBC)
- 31 December 2026 – Scheduled end of CFCSP



Climate Finance
Capacity Support Programme



Vanuatu National Adaptation Plan

VANUATU NATIONAL ADAPTATION PLAN

Planning for 2026: Key Outputs and Budget

- CRVA launched
- NAP Validation and launch
- 6 PAPs Validation and launch
- Development of 4 adaptation GCF Concept Notes (2 NAP priority areas + 2 Private sector focus)
- MERL System validated
- NAB Portal upgraded
- Proposed Amendment to the Decentralization Act
- Private Sector engaged for Adaptation
- Capacity Building
- MERL System, NAB Portal, Institutional Strengthening



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PACIFIC RISK TOOLS FOR RESILIENCE (PARTneR II+)

PACIFIC RISK TOOLS FOR RESILIENCE (PARTNER II+)

Planning for 2026: Key Outputs and Budget

- Support in data Management system
- National GIS User Group
- Will fully support NVAF on the dashboard platform and VBoS platform



Objective/ Outputs	Activities	Timeframe	Lead	National Activities	Timeframe						Supporting Agency		
					2025		2026						
					Q3	Q4	Q1	Q2	Q3	Q4			
			Vanuatu	Director and SPC								DoCC	
1	The Use Cases developed under PARTneR-2 are enhanced and tailored for national contexts.											DoCC	
1.1	Refine and Leverage Use Case 1 operational tools: Coastal inundation											DoCC	
1.1.1	Co-development with NDAs to tailor Use Case 1 outputs to support climate financing/ adaptation initiatives for 6 countries.	July to December 2025	SPC and NIWA										DoCC
1.1.2	Supporting and showcasing national scale to community scale applications of the SLR models into a decision ready product	July 2025- Dec 2026	SPC	Support L&D initiatives									DoCC
1.1.3	Co-design of outputs and visualizations for sector use for all countries through training on dashboard development (i.e. Esri/ PowerBI).	Start in September 2025 workshop- Dec 2026	SPC	Develop climate risk Atlas products ESRI license (request through SPC to support provide for countries)									DoCC
			SPC (CREWS)	Renew NDMO Website (down since 2023)									DoCC
1.1.4	Tailor outputs and visualizations for each country for climate financing/ adaptation initiatives with countries.	Start in September 2025 workshop- Dec 2026	SPC	Support Recovery Unit and Climate Finance (Proposal/ L&D) initiatives									DoCC
1.1.5	Testing, training and handover workshops in 6 countries with documentation.	January- Dec 2026	SPC and NIWA	Final Training showcasing and Handover									DoCC
1.1.6	Training and tools	January- Dec 2027	SPC and NIWA	Purchasing of 2 mini marvic drones DoCC for vulnerability maps & NDMO for community risk map with disaster impact survey (CREWS Funded)									DoCC
1.3	Roll out Use Case 3: Drought Forecasting Tool available in two new countries.											DoCC	
1.3.1	Co-develop the tool for selected islands in at least 2 countries, depending on	July 2025- June 2026	NIWA										DoCC



Vanuatu Community-based Climate Resilience Project

CC/DRR work plan		
Activity	2026 Target	2026 Timeframe
VCCRP All staff planning meeting	2	Q1 & 3
Activity 3.2.1: Support participation of Community Champions in the Regional Innovation Forum (PIFCE)... and CBA -20 (Manilla May 2026)	1	Q2 & 3
Activity 1.1.1: Update the CDCCC resource kits Tracking and a progress report	1	Q1 & 2
Activity 1.1.1: Coordinate with CAP /Disaster Plan Consultant to update tracking	ongoing	Q2
Activity 1.1.1: Work with PCS to collect the missing data	ongoing	Q2
Activity 1.2.3: Finalised the CAP and share with consultant for quality check and forward to DOCC FOR endorsement	282	Q1
Activity: 1.2.3: Printing of community Adaptation plans	282	Q1 - 2
Activity 1.2.3: CAP handing over and launching with communities	282	Q2
Activity 3.2.1: Documentation of learning & best practices from the implementation of CAP Activity.	1	Q2
Conduct the CDCCC refresher training	1	Q2
Activity 3.1.1 Development of an awareness training material. The awareness training will be integrated into the PSC training across all provinces first quarter of 2026. While we develop the training resources for the Area Councils to be rolled out Q3 of 2026, mainstream into the AC Development planning process & tool	1	Q1
Launching of the Socio-Economic Profiles and the Bio-Physical and Ecological Profiles for the 29 Area Councils	29	Q3
Activity 1.3.1 Develop CIS IEC products to support community adaptation awareness raising and adaptation planning processes		Q3
Activity 2.1.1 & 2.1.2: Development and review of knowledge products, including community water resource management plans, fisheries management plans, and Climate smart Agriculture Training manual, and review of "Laef Blong Yumi" tool (NBS).		Q3-4
DoCC & NDMO Business Plan Midyear review	1	Q2
Ongoing Monitoring	ongoing	Ongoing



Climate Mobility and Displacement

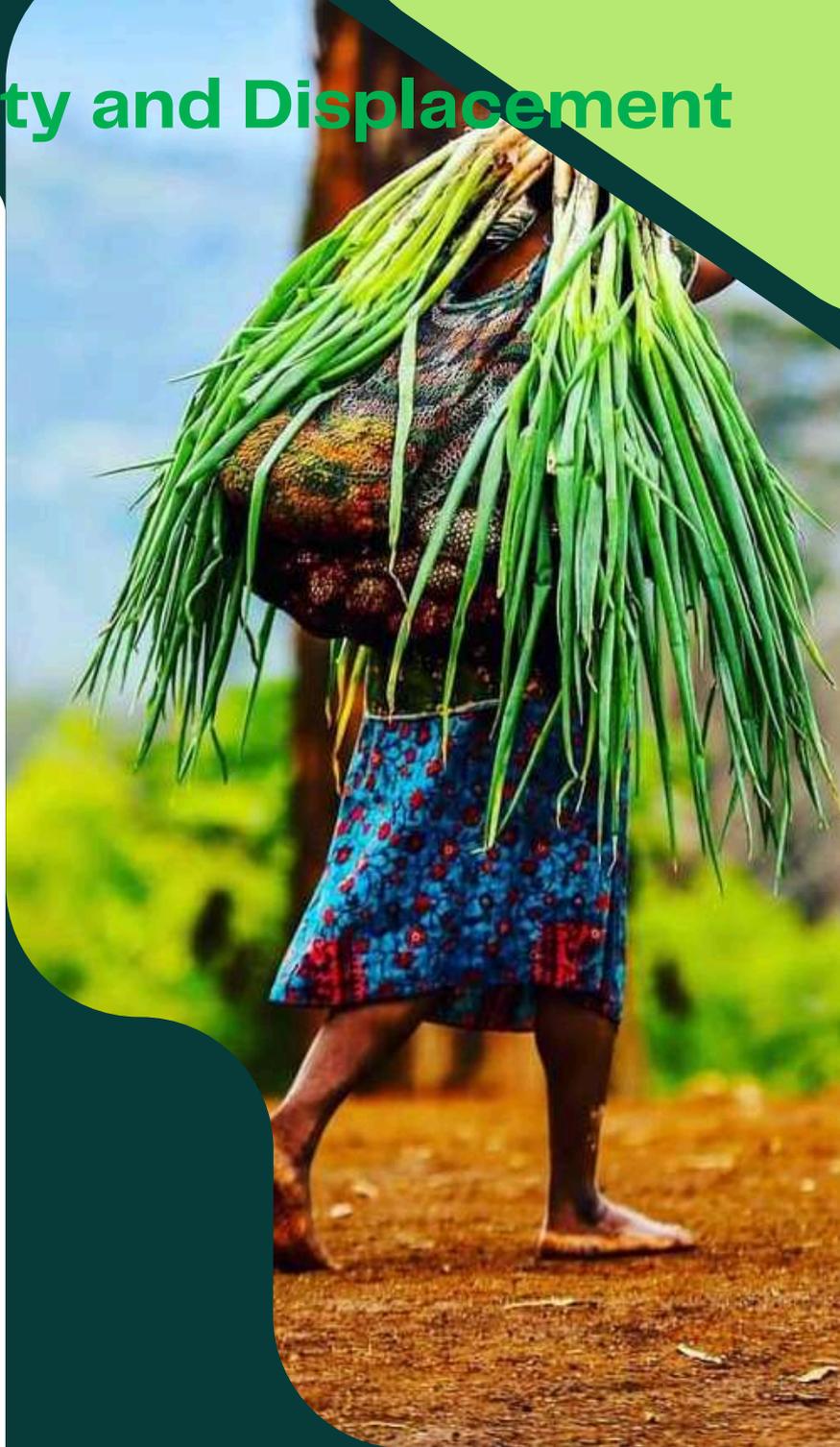
CLIMATE MOBILITY AND DISPLACEMENT

Planning for 2026: Key Outputs and Budget

1. Budget for 2026 - approx. USD 770k
2. DS officer placement in DoCC
3. Launch of the revised National Displacement Policy
4. Training on Pacific Climate Mobility
5. Planned Relocation:
 - Knowledge exchange with the Government of Fiji
 - Development of Planned Relocation Guidelines
 - Support for a pilot planned relocation in one community
6. Risk Index for Climate Displacement (RICD) and Climate Catalytic Fund (CCF)

Timeline/ key dates

- DS Officer – Jan 2026. DoCC to confirm
- Validation and launch of the revised national displacement policy – April 2026
- Training on Pacific Climate Mobility – Feb 2026 DoCC to confirm
- Peer-to-Peer Knowledge Exchange with Govt of Fiji – week 1/2 March 2026. DoCC to confirm
- RICD and CCF



Vanuatu Coastal Adaptation Project Phase II (VCAP II)

VCAP II PROJECT

Planning for 2026: Key Outputs and Budget

Community Small Grant

Calls for Proposals launched in November 2025

2026 Priorities: Support Communities to implement approved proposals across:

- PA Management
- Biodiversity and species work
- SLM

Protected Area and Biodiversity

-Launch the remaining CCA Management Plan

- complete boundary mapping
- advance species action plan (Turtles, Coconut crabs)

Sustainable Land Management & Restoration

- Begin restoration work in priority degraded areas
- operationalise all 10 nurseries

Climate-smart Agriculture

- Complete the remaining 5 model farms
- expand planting and resilience training

Water infrastructure

Finalise systems in Futuna, Maewo, South Tanna, South Epi, & Torres.

Area Council Offices

-Complete the 4 remaining climate-proof AC buildings (Quarter 1_2026)

Early Warning System

- Install remaining early AWS/ARG units
- Complete backup EWS centre & VMGD dashboard

CCAPs & Governance

- Complete all 20 CCAPs
- Strengthen Area Council governance & DLA database rollout



Vanuatu Meteorology and Geo-Hazard Department
Ministry of Climate Change

Produced by the Department of Climate Change

**The Department of Climate Change,
Ministry of Climate Change Adaptation and Natural Disasters
Government of Vanuatu**

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