



**Government of Zimbabwe
Ministry of Environment, Climate and Wildlife**

**with support from
ICAT and UNEP-CCC**

**Initiative for Climate Action Transparency Project in
Zimbabwe**

Phase II

Stakeholder Validation Workshop Report



**Output 2.1: NAP-MEF integrated into the NC5/BTR1
formulation process**

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Summary

On 20 January 2026, the Ministry of Environment, Climate and Wildlife, with support from the Initiative for Climate Action Transparency (ICAT) and the UNEP Copenhagen Climate Centre, successfully convened a Stakeholder Validation Workshop in Kadoma, Zimbabwe. The workshop marked the conclusion of the technical components of ICAT Project in Zimbabwe Phase II, which aimed to enhance national adaptation reporting under the Paris Agreement's Enhanced Transparency Framework (ETF).

The project's core achievement was the development and pilot testing of a digital tool centred on Zimbabwe's National Adaptation Plan Monitoring and Evaluation Framework (NAP-MEF). The validation was moved and seconded by district representatives and stakeholders, thus confirming stakeholder endorsement of all project outputs ¹. Key outputs presented included:

- 1) A Digital adaptation reporting tool, built on the open-source KoboToolbox platform, enabling offline/online data collection for seven priority sectors across four pilot local authorities.
- 2) Comprehensive user manuals. These are separate guides for data collectors and system administrators to ensure effective use and institutional management of the tool.
- 3) Pilot data results & analysis in the form of validated findings from the pilot districts showing trends in the seven priority sectors.
- 4) A robust data management plan outlining secure data flow from collection to storage on government servers.
- 5) A strategic sustainability & scaling plan featuring concrete recommendations for national rollout, strengthened data governance, sustainable financing, and mainstreaming Gender Equality and Social Inclusion (GESI).

High-level remarks from the Secretary for Environment, Climate and Wildlife underscored the tool's critical role in meeting international reporting obligations (BTRs, NDCs), informing local development planning, and mobilizing climate finance.

The workshop concluded with a pathway forward, emphasizing the need to institutionalize the system, secure dedicated M&E funding as per national policy, and scale the validated digital tool to all provinces to fully operationalize Zimbabwe's adaptation transparency framework.

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<https://climateactiontransparency.org/zimbabwe-endorses-new-digital-tool-for-climate-adaptation-transparency/>



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Background

The Zimbabwe ICAT Phase II Project focused on enhancing the country's ability to report adaptation actions under the Enhanced Transparency Framework of the Paris Agreement. The project utilized the National Climate Change Adaptation Monitoring and Evaluation Framework (NAP-MEF) of the National Adaptation Plan (NAP), which was launched in October 2024. The NAP-MEF was designed as the cornerstone of adaptation transparency and was integrated within local governance and sectoral systems. The Zimbabwe ICAT Phase II Project revised the indicators in the NAP-MEF, developed the institutional arrangements and digital tool for data collection, processing and storage. The ICAT project also integrated gender and social inclusivity in adaptation transparency reporting and capacitated adaptation technical experts and data providers before piloting the NAP-MEF digital tool in two municipalities and two rural districts.

Throughout 2025, the Climate Change Management Department, in collaboration with other government entities and experts, developed the above digital tool and accompanying manuals. To ensure shared understanding and agreement on the final outputs, a Stakeholder Validation Workshop was conducted in a hybrid format prior to project closure. The workshop's objectives included the validation of the Adaptation Reporting Digital Tool and its manuals, the review of products for adaptation reporting and NDC tracking using pilot data, a discussion of lessons learned, and the formulation of recommendations for scaling up and sustainability. The key outcomes were a validated digital tool and manual, along with a set of strategic recommendations for the way forward.

The stakeholder validation workshop included in-person participants comprising district and local authority technical officials, provincial environment officers, representatives from multiple national ministries (Local Government, Women's Affairs, Tourism, Environment), the National Statistical Agency, ICAT consultants, and various subject matter experts. The meeting also included technical partners who joined the meeting via Zoom.



1. Introductions

The meeting was officially opened by the Secretary for Environment, Climate and Wildlife Ambassador T. Chifamba. The Secretary acknowledged the presence of the Ministry's Chief Director, Mr. Zhakata; and Mr. Samhu, Chief Director of the Parliament of Zimbabwe; and, a member of the UNFCCC Consultative Group of Experts, all officials present, alongside other technical partners. The Secretary emphasized the importance of the ICAT Phase II Project, stating that it has been instrumental in establishing a national framework for reporting and tracking adaptation actions. This framework, he noted, serves the dual purpose of informing Zimbabwe's domestic development planning and fulfilling the country's international obligations under the United Nations Framework Convention on Climate Change (UNFCCC). Ambassador Chifamba underscored that the most severe impacts of climate change are experienced at the community level. He highlighted the Government's commitment, alongside other actors, to enhancing resilience through integrating climate change in local development planning. However, he identified a major constraint: the persistent lack of robust data. This gap hinders the ability to accurately quantify resource needs and address local and national shortcomings, asserting that effective management is impossible without proper measurement.

He further explained that at the international level, the absence of a structured monitoring and evaluation system for adaptation initiatives makes it difficult for the global community to assess Zimbabwe's progress hence the need for the digital NAP-MEF. He elaborated on the seven priority sectors of the National Adaptation Plan (NAP) and the central role of its Monitoring and Evaluation Framework (MEF).

The Secretary for Environment, Climate and Wildlife acknowledged the pivotal support from ICAT and UNEP Copenhagen Climate Centre in digitizing the NAP-MEF and piloting it in four districts. He summarized the work accomplished since December 2024, culminating in a finalized digital tool, comprehensive user manuals, and the analyzed pilot data. He confirmed that the results from this pilot phase would be integrated into the country's second Biennial Transparency Report (BTR).

Following these opening remarks, a round of self-introductions were conducted among all in-person and remote participants. Notably, Ms. Elaine Patra from the ICAT Secretariat joined the session online from Germany and introduced herself.



1.1. Technical Partner Remarks

Dr. Gao from the UNEP Copenhagen Climate Centre then delivered her opening remarks. She extended a warm welcome to all participants and expressed her appreciation for the continued collaboration with familiar colleagues. Dr. Gao commended the Climate Change Management Department (CCMD) for its leadership in advancing transparency initiatives in Zimbabwe and thanked the ICAT initiative for its foundational support of the project.

She further acknowledged the considerable efforts of the national technical consultants and the experts from the pilot districts, whose work was instrumental in developing a functional and pragmatic digital tool tailored to on-the-ground needs. Dr. Gao reiterated UNEP-CCC's ongoing commitment to the project and emphasized that the newly developed digital tool is strategically aligned with the objectives of enhanced transparency reporting.

Additionally, she highlighted the tool's potential for broader application, noting its utility not only for meeting international reporting obligations but also as a vital instrument for securing climate finance and supporting national planning processes, thereby underlining its significant strategic value.



Mr. Bulanyi of the ICAT Secretariat was invited to deliver remarks. He greeted all attendees and expressed his enthusiasm for participating in the validation of the NAP-MEF and its associated digital tool. Mr. Oleg Bulanyi underscored ICAT's role in supporting Zimbabwe to develop essential transparency and data collection instruments, which are foundational for strengthening national climate planning.

He emphasized the critical importance of robust data and systematic monitoring and evaluation for adaptation, noting that these elements are vital not only for tracking progress but also for attracting and justifying climate finance. In conclusion, Mr. Oleg Bulanyi stressed the necessity of a bottom-up approach, ensuring that the work is rooted in local realities and needs to ensure its effectiveness and sustainability.

Mr. Zhakata then delivered remarks and welcomed the participants and extending wishes for a prosperous 2026. He endorsed the earlier point made by Mr. Bulanyi, emphasizing that the digital tool would be a practical asset for district officials in developing local plans and formulating stronger funding proposals. He provided context on the nation's strategic planning, explaining that the National Adaptation Plan (NAP) was developed through a consultative process. While the NAP establishes a critical framework, he acknowledged that the country continues to face significant climate-related hazards as pointed in the country's National Communications, which pinpoint vulnerabilities and adaptation needs at the district level.

Mr. Zhakata highlighted that while numerous climate actions are being implemented, there has been a pressing need to systematically capture their extent and impact. He stated that the current ICAT project is instrumental in addressing this gap.

He referenced Zimbabwe's successful engagement with the first phase of ICAT and expressed optimism for continued collaboration. Furthermore, he noted ICAT's parallel support for developing climate finance tracking systems. Concluding on a forward-looking note, Mr Zhakata pointed out that



lessons learnt during the Zimbabwe ICAT Phase II Project, would be invaluable given Zimbabwe's pioneering role in carbon trading. Mr. Zhakata explained that the results generated by the new digital tool would be vital for districts to justify new or additional climate finance from emerging climate finance opportunities.





2. Proceedings and key discussions

2.1. Background to the ICAT Project, UNFCCC Adaptation Transparency and the NAP/NDC tracking and Objectives of the Workshop

Mr. Tirivanhu Muhwati provided the foundational context for the workshop, tracing the evolution from the overarching aim of the 1992 UNFCCC to the specific reporting requirements of the 2015 Paris Agreement. He highlighted the Agreement's three pillars, mitigation, adaptation, and finance, and detailed Article 7's global goal on adaptation, which mandates countries to formulate National Adaptation Plans (NAPs) and submit adaptation communications. He explained that Zimbabwe's adaptation commitments are captured in the adaptation component of its Nationally Determined Contribution (NDC), which is integrated with its NAP.



A central focus of the presentation was the Enhanced Transparency Framework (ETF) under Article 13, which requires countries to report on adaptation actions through Biennial Transparency Reports (BTRs) and National Communications. The presentation emphasized that this framework aims to track collective progress toward the Global Goal on Adaptation using a country-driven process.

Against this background, Mr. Muhwati outlined the objectives of the ICAT Project in Zimbabwe. Its main goal was to develop the institutional arrangements and tools needed to implement Zimbabwe's NAP Monitoring and Evaluation Framework (NAP-MEF) for adaptation reporting under the ETF. By piloting this framework in four local authorities (Tsholotsho RDC, Nyanga RDC, Gweru City, and Mutare City), the project aimed to create a unified system to track and report progress for the NAP, the NDC adaptation component, and the BTRs, thereby eliminating duplication of effort. He



concluded by summarizing the project's implementation arrangements, key partners, and its two core outcomes: operationalizing the NAP-MEF and improving adaptation reporting.

He also detailed the objectives of the workshop, which were to consider and possibly validate the NAP-MEF digital tool and its manuals. Furthermore, the workshops were to validate the tools collected using the digital tool and to discuss the lessons learnt, opportunities. The workshop was also to discuss the way forward and possibly have some sustainability in terms of adaptation reporting.

2.2. Presentation of Work packages (Dr Mugandani)

Dr. Mugandani's presentation outlined the sequenced work packages (WPs) that structured the ICAT Project Phase II, leading to the validation workshop. The work packages were designed as a comprehensive capacity-building and piloting cycle.

The project commenced with WP1: Training of Trainers and Technical Officials, which focused on building foundational expertise. This was followed by WP2: Training of Data Providers at the local level, equipping officials in the four pilot authorities with the skills to use the new digital system for the NAP Monitoring and Evaluation Framework (NAP-MEF).



The core of the learning and development occurred during WP3: District and Municipality Visits. This involved direct engagement with a wide range of local stakeholders, including gender and community development officials, to understand on-the-ground challenges in adaptation data collection. A pivotal aspect of these visits was high-level engagement with Chief Executive Officers and Town Clerks to introduce the NAP-MEF, secure their buy-in for adaptation transparency, and



document good practices, challenges, and recommendations for the system's improvement and long-term sustainability.

The insights and data gathered from these field visits directly informed the development of the digital tool and provided the practical results for WP4, which was the preparatory phase culminating in the Stakeholder Validation Workshop itself. This final work package was dedicated to reviewing and validating all outputs—the digital tool, its manuals, and the analyzed pilot data—before the project's conclusion.

2.3. Presentation of the Adaptation Reporting Digital Tool and its Manuals (Mr Mazhindu)

Mr. Mazhindu presented the newly developed digital tool designed for NAP-MEF data collection, transmission, and processing. The solution selected was KoboToolbox, a free, open-source suite praised for its utility in challenging environments and its widespread adoption by governments, UN agencies, and NGOs, including existing use within Zimbabwe. The presentation detailed the tool's functionality: enabling the creation of sector-specific questionnaires for NAP-MEF indicators, deployment via web or Android mobile app (KoboCollect) with offline data collection capabilities, and real-time data validation, visualization, and analysis. The system architecture supported seamless data flow from field collectors to a central server. The participants were also interrogated on the user-friendliness and usability of the tool. The data collectors confirming the ease of use of the tool.

Accompanying the tool, comprehensive user manuals were developed for both data collectors and system administrators. The presentation covered two distinct but complementary guides:

a) User manual for data collectors

This manual provides step-by-step instructions for local officials and data providers. It details how to register for the system, install the KoboCollect Android application, and download sector-specific data collection forms. Key functionalities demonstrated included completing forms both offline (with subsequent data submission when internet is available) and online via dedicated web links for each of the seven priority sectors (Agriculture, Water, Infrastructure, etc.). The manual also covered practical features like saving draft forms and resuming progress.

b) User manual for administrators

This guide is intended for technical staff within the Climate Change Management Department (CCMD) who will manage the system. It outlines administrative duties, including how to access the backend interface, edit and update data collection forms, validate incoming data records, generate and export reports, and manage user permissions to control access for different data collectors. It also explains the process for sharing forms both online (via URLs) and offline (for mobile app deployment).

Mr. Mazhindu emphasized that these manuals were critical outputs for capacity building and institutionalization, providing the necessary reference material for training and ensuring the digital tool's longevity beyond the pilot phase. The presentation concluded by positioning the manuals as ready for deployment and validation by the workshop stakeholders.



Future integration plans with the Climate Change Management Department's data servers were also outlined to ensure institutional ownership and sustainability.



Mr. Ndidzano then opened the floor for formal validation. He called upon the participants to officially endorse the presented digital tool, its user manuals, and the supporting methodology.

A formal motion for validation was moved by Mr. Muzore from Nyanga District, who emphasized the utility of the tool and the data it provides for critical sectors such as Health. The motion was formally seconded by Dr. Sekenhamo from Gweru City.

Following this demonstration of stakeholder consensus, Mr. Ndidzano, as the chair, acknowledged and accepted the inputs, formally declaring the tools validated by the workshop.

2.4. Presentation of products developed for BTR adaptation reporting and NDC tracking using data collected and analysed during the pilot exercise.

This segment presented the analyzed pilot data and its implications for transparency reporting.

2.4.1. Sectoral Results (Dr. Shekede)

Findings from the four pilot sites across key sectors were shared:

Agriculture: Data showed an increasing trend in adopting climate-smart water management practices (e.g., drip irrigation, rainwater harvesting) and the establishment of value addition centres. However,



adoption rates remained low (~20%), and data gaps were noted, such as climate-induced livestock deaths only reported in Tsholotsho.

Water: Results included developed storage capacity in Gweru and Nyanga, and an increase in households connected to piped water, though data completeness was variable.

Infrastructure & Human Settlements: The training of officials in climate-resilient design and the climate-proofing of roads were reported, alongside efforts to regularise vulnerable settlements.

Health, Forests, and Tourism: Progress was noted in integrating climate forecasts into health planning, managing non-timber forest resources, and adopting climate-smart technologies in tourism.



2.5. Presentation of Gender and Inclusivity Results (Ms. Sibanda)

The presentation highlighted the critical collection of Gender Equality and Social Inclusion (GESI) disaggregated data. It revealed the presence of women, child, and Persons with Disability (PWD)-headed farming households, underscoring intersecting vulnerabilities. Positive trends were observed in the number of women, youth, and PWDs earning income from climate-resilient value chains from 2020-2025, attributed to targeted interventions. The presenter concluded that this robust, disaggregated data established a national baseline for tracking progress, directly strengthened reporting on vulnerability and adaptation outcomes under the ETF, provided evidence for reporting on gender commitments, and ensured consistency across Biennial Transparency Reports (BTRs) and National Communications (NCs).



Following the presentations, Mr. Ndidzano invited formal feedback from the plenary regarding the adoption of the presented results.

Mr. Chingombe from Nyanga District moved a proposal for the validation of the analytical results and findings. This motion was seconded by Mr. Kuona from the Ministry of Environment, Climate and Wildlife.

The chair, Mr. Ndidzano, acknowledged the motion and the consensus of the meeting, thereby declaring the results from the pilot data collection and analysis as formally validated.

2.6. Lessons learnt, opportunities and challenges in national adaptation transparency arrangements

Dr. Mugandani presented the project closure report, focusing on key lessons and a strategic roadmap for sustaining and scaling up adaptation transparency reporting in Zimbabwe using the NAP-MEF digital tool.

The presentation outlined several critical good practices and requirements for sustainability. These included: securing dedicated budgetary and technical support; strengthening institutional arrangements; refining NAP-MEF indicators to be gender-responsive; and building the capacity of Ministry officials for continuous monitoring and evaluation. A major emphasis was placed on GESI integration throughout the entire adaptation cycle and building stakeholder capacity on GESI issues to enhance reporting. To ensure efficiency and avoid duplication, the report recommended fully integrating the digital tool with existing national and sub-national data systems and adopting a



whole-of-government and whole-of-society approach. The iterative pilot process was highlighted as a best practice for fostering participation and building robust coordination mechanisms.

A central part of the presentation was a detailed sustainability plan built around nine priority areas: Building Ownership, Capacity Building, Community Involvement, Integrating the tool into routine workflows, developing sustainable Funding Models, generating useful products, establishing Robust Institutional Arrangements, ensuring a Scalable Design, and enabling Seamless Data Sharing. Specific recommendations included establishing a dedicated M&E unit within the Climate Change Management Department (CCMD), supported by a 10% M&E budget allocation as per national policy, and formalizing Data Sharing Agreements with key ministries.

The report concluded by stating that the ICAT Phase II project created a solid foundation for improving adaptation transparency. It enables local authorities to make data-informed decisions, integrate climate change into planning, and mobilize adaptation finance, provided the outlined sustainability measures are implemented.

2.7. Data management plan

Mr. Mazhindu presented the Data Management Plan (DMP) for the NAP-MEF Digital Tool, outlining the technical architecture and protocols for handling adaptation data. The plan detailed the pathway for data from initial collection to final institutional storage.

The presentation showed that data collected from the pilot sites via the KoboToolbox platform is first stored on the secure KoboToolbox Server. Following collection, a critical validation process is undertaken to ensure data quality and accuracy. Once validated, the data is systematically transferred and stored on the primary CCMD Server, ensuring institutional ownership within the Climate Change Management Department.

To guarantee data security, integrity, and long-term preservation, the plan also incorporates Backup Servers. This multi-layered architecture ensures data redundancy and protection against loss. Finally, processed and validated data is made accessible for analysis and reporting through a dedicated User Application, completing the cycle from field collection to informed decision-making.

2.8. Recommendations, sustainability plan and way forward

Mr. Muhwati next presentation focused on the critical next steps, synthesizing key recommendations and outlining a concrete path for sustaining the project's outcomes. His presentation centred on six core recommendations:

- **Mandate National Roll-Out:** Scale up the validated NAP-MEF digital tool to all provinces and sectors, embedding it into standard government procedures.
- **Strengthen Data Governance:** Formalize and activate Data Sharing Agreements or MOUs between the Climate Change Management Department (CCMD) and other ministries to break down data silos.
- **Establish Baselines and Targets:** Ensure all priority adaptation indicators have defined baselines, annual targets, and associated budget lines for effective tracking.
- **Secure Sustainable M&E Financing:** Implement the National M&E Policy provision to allocate dedicated funding for monitoring, evaluation, and learning within adaptation programmes.



- Reinforce District-Level Coordination: Designate and empower District Development Coordinators (DDCs) as the central nodes for local adaptation data collection and validation.
- Institutionalize GESI-Responsive Monitoring: Mandate the inclusion of gender and social inclusion indicators across all stages of adaptation work.

For sustainability, Mr. Muhwati advocated for a multi-layered approach. This includes maintaining support for the pilot districts through the next Biennial Transparency Report cycle, integrating M&E costs into the CCMD's core budget from the Treasury, and incorporating it into the National Climate Fund. Furthermore, he emphasized mainstreaming the system into local authority budgets (using Mutare City as an example) and aligning it with existing data collection in key sectors like Health and Agriculture.

2.9. Closing remarks

In her remarks, Dr. Gao expressed gratitude to the Secretary for Environment, Climate and Wildlife for his steadfast support of the project. She conveyed that it had been a pleasure to collaborate with the CCMD team, noting a history of successful joint initiatives. She thanked the participants for the productive discussions and expressed anticipation for future collaborations. While acknowledging the significant progress achieved, she also highlighted ongoing challenges related to data availability, infrastructure, and sustainable financing.

Subsequently, Mr. Zhakata formally invited the Secretary for Environment, Climate, Ambassador T. Chifamba to give his closing remarks.





In his closing remarks, the Secretary for Environment, Climate and Wildlife, Ambassador T. Chifamba, extended his gratitude for their attendance and contributions at the validation workshop. Ambassador Chifamba extended his sincere appreciation to the ICAT global office for providing resources, to UNEP CC for its technical support, and to all project partners, district officials, and the team of experts for their dedicated contributions to the initiative's success.



Ambassador T Chifamba, Secretary for Environment, Climate and Wildlife, delivering closing remarks.

After the closing remarks, Mr Ndidzano invited the participants for a group photo.

End of Workshop



Group Photo

