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EXECUTIVE COMMITTEE OF  
THE MULTILATERAL FUND FOR THE  
IMPLEMENTATION OF THE MONTREAL PROTOCOL  
Eighty-second Meeting  
Montreal, 3-7 December 2018

**UNEP'S COMPLIANCE ASSISTANCE PROGRAMME BUDGET FOR 2019**

**Introduction**

1. UNEP has submitted the budget for its Compliance Assistance Programme (CAP) for 2019 at a total costs of US \$9,974,000, plus agency support costs of US \$797,920.<sup>1</sup> The submission contains the 2018 progress report<sup>2</sup> and the 2019 work programme. The submission is attached to the present document.
2. At the 81<sup>st</sup> meeting, the Executive Committee noted the final report of the review of the overall structure of the CAP, and requested UNEP when submitting the CAP budget and work plan for 2019 at the 82<sup>nd</sup> meeting, to describe, for consideration by the Executive Committee, the operationalization of the proposed changes in the overall CAP structure, in line with relevant previous decisions on the CAP and its funding.<sup>3</sup> The proposed CAP work plan is submitted in line with decision 81/38, and proposes to follow the revised three-year 2018-2020<sup>4</sup> strategy noted at the 80<sup>th</sup> meeting during the approval of the 2018 budget to accommodate new priorities related to the Kigali Amendment.
3. UNEP also indicated that as part of the UN reform agenda, and in order to streamline capacities in UNEP for further enhancing effective implementation of multilateral environmental agreements, the OzonAction Branch and its CAP is now under the UNEP Law Division based in Nairobi as of 1 July 2018.

<sup>1</sup> This submission is in line with decision 47/24, which limited the increase of UNEP's CAP budget to 3 per cent per annum and requested it to extend the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and other decisions related to the CAP budget made at subsequent meetings of the Executive Committee.

<sup>2</sup> Covering the period September 2017 to August 2018.

<sup>3</sup> Decision 81/38.

<sup>4</sup> The revised 2018-2020 three-year rolling strategy was based on three overarching objectives: assisting countries to comply with their HCFC phase-out commitments; strengthening the refrigeration servicing sector for ozone- and climate-friendly alternatives; and, building capacity to initiate enabling activities for the HFC phase-down. It was supported by a transversal objective on leveraging the clearinghouse mechanism, and included, *inter alia* the clearinghouse mechanism, regional networking and capacity building.

The UNEP OzonAction Branch will continue to function out of Paris, and according to UNEP, there will be no changes to the regional structure and delivery resulting from this administrative adjustment.

2018 CAP progress report

4. The following activities were implemented:

- (a) Provided compliance assistance to Article 5 countries where required, and assisted in the implementation, monitoring and reporting of institutional strengthening (IS) projects in 104 countries leading to timely and efficient data reporting for Article 7 of the Montreal Protocol, and country programme (CP) implementation reports;
- (b) Supported the operation of the regional networks by organizing a total of 20 network and thematic meetings to address issues related to *inter alia* HCFC phase-out commitments; e-licensing systems; HCFC data reporting; Customs training including ODS trade control, border dialogues and risk profiling workshops; iPIC (informal prior informed consent mechanism); the refrigeration servicing sector; and HFC phase-down. It also provided training of new National Ozone Officers (NOOs) in 11 countries and six twinning workshops on energy efficient and climate-friendly refrigeration and air-conditioning (RAC) in cooperation with the Kigali Cooling Efficiency Programme (KCEP); and developed and operated a network/thematic meeting portal;
- (c) Held the first global Inter-Regional Thematic and Network Meetings for all 147 NOOs in Paris, France, as a forum to discuss issues on HCFC phase-out commitments and sustaining compliance with prior targets, the refrigeration servicing sector, and HFC phase-down;
- (d) Supported the implementation of HCFC phase-out management plans (HPMPs) as the lead implementing agency in 71 countries and cooperating agency in 28 countries;
- (e) Provided assistance in the implementation of enabling activities for HFC phase-down in 80 countries, including participating in countries' stakeholder consultations on the Kigali Amendment, assisting National Ozone Units (NOUs) in developing documentation to initiate the ratification process, and providing support as needed to countries in the ratification process in cooperation with Ozone Secretariat;
- (f) Developed new regional and global capacity building and information products and services: five new factsheets on issues related to the Kigali Amendment and HFC-related issues, guidebook for the installation and servicing of R-290 room air-conditioners, and two online courses on refrigerants, one for non-specialists and one for engineers/technicians; developed and launched several smartphone and desktop applications to assist in the understanding of reporting pure substances and blends; translated OzonAction publications, including factsheets and the "Quick guide on flammable refrigerants;"
- (g) Implemented outreach and capacity building activities through two roundtables/roadshows on ozone- and climate-friendly technologies and the Kigali Amendment in China and various international meetings; organized two capacity building workshops and field trips for the air-conditioning (AC) industry in the West Asian network countries with high ambient temperature (HAT);<sup>5</sup> and one international conference on low-global warming potential (GWP) alternatives and the Kigali Amendment; and

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<sup>5</sup> Bahrain, Iraq, Jordan, Kuwait, Lebanon, Oman, Qatar, Saudi Arabia, United Arab Emirates and Yemen.

- (h) Continued partnerships with industry associations, *inter alia*, American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE), Refrigerants Naturally, International Institute of Refrigeration (IIR), and Air-conditioning, Heating and Refrigeration Institute (AHRI), for the development and operation of e-learning modules for technicians and the refrigerant drivers license global refrigeration qualification programme; the development of an international guide for laboratories on testing with flammable refrigerants and organizing joint events and disseminating information.

5. In accordance with decision 80/55(b)(ii)<sup>6</sup> UNEP also submitted a report on the implementation of the four global CAP activities, including a financial report, which were initiated in 2016 and expected to be completed in 2018, the results of which are summarized below (contained in Annex 2B of the submission):

- (a) *Refrigerant drivers license programme*: This activity is on-going, and implemented jointly with AHRI; technical documentation for qualification in four categories (i.e., small applications, commercial AC, commercial refrigeration, and enterprises for small applications) was completed in January 2018, and would be piloted in six countries in different regions in 2018;
- (b) *Global training programme for the refrigeration servicing sector*: The refrigerants literacy e-learning course was completed and will be available in French and Spanish by the end of 2018; an initiative was launched with the American University in Beirut on a special course on refrigerant management for undergraduate engineering studies, currently offered in 24 universities in 12 countries through ASHRAE's university network; in cooperation with the European Association of Refrigeration, Air conditioning and Heat Pump (RACHP) a universal training kit on good refrigeration service practices for different types of applications and refrigerants, that could be used in Article 5 countries was being developed and will be completed by end of 2018;
- (c) *NOO training programme*: The introductory training module (for newly appointed NOOs and other NOU staff) has been completed and is being used to train new NOOs; this module is also used when delivering NOO training courses in all regions, back-to-back with regional network meetings; the advanced training module (for experienced NOOs) will be completed in early 2019; and
- (d) *ODS management of ODS in the fisheries sector*: One international conference on sustainable RAC technologies for marine and off-shore fisheries sector was organized in the first quarter of 2017 in partnership with ASHRAE, IIR and UNIDO. Results of the workshop assisted relevant Article 5 countries in gathering data on the use of refrigerants in this sector, and ensuring their inclusion in the respective HPMPs; support was provided to the Pacific Island countries on the inventory of fishing vessels (foreign and local flag) and HCFC usage, which will be used to develop their national marine/fishery sector plan.

6. UNEP provided cost details for these global activities as summarized in Table 1.

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<sup>6</sup> UNEP was requested to provide a final report to the 82<sup>nd</sup> meeting on the four global activities (NOO training programme, refrigerant drivers licence programme, global training programme for the refrigeration servicing sector, and ODS management in the fisheries sector), identified in the 2016–2018 three-year rolling strategy, providing details on the overall cost, achievements and outputs and how these had contributed to the compliance for Article 5 countries within the CAP mandate, in line with decision 75/38(c)(i).

**Table 1: Overall costs of four global activities from 2016-2018 (US \$)**

Activity	Approved				Expenditures (as of October 2018)	Balance
	2016	2017	2018	2016-2018		
NOO training programme*	42,000	40,000	100,000	182,000	82,000	100,000
Refrigerant drivers license*	60,000	40,000	80,000	180,000	120,000	60,000
Global training for the refrigeration servicing sector**	77,000	60,000	0	137,000	152,000	(15,000)
ODS management in the fisheries sector***	42,000	25,000	0	67,000	68,540	(1,540)
<b>Total</b>	<b>221,000</b>	<b>165,000</b>	<b>180,000</b>	<b>566,000</b>	<b>422,540</b>	<b>143,460</b>

\* Activities are still on-going, and updated financial report will be provided later. Funding is also requested for 2019

\*\* Additional US \$15,000 was moved from the budget line 4270-Emerging needs to this line, and was used to support costs for organizing the 2<sup>nd</sup> International stakeholders workshop on refrigeration servicing sector in July 2018 in Paris

\*\*\* Additional US \$1,540 was moved from the budget line 4270-Emerging needs to this line

### Reprioritization of funding<sup>7</sup> and budget utilization in 2017<sup>8</sup>

7. Resources from the 2017 budget (i.e., balances of US \$751,324) were reprioritized by UNEP based on changing priorities for the CAP noting that five out of the nine regional networks were unable to hold meetings in 2017 due to conflicting schedules, and was used for the organization of a global Inter-Regional Thematic and Network Meeting<sup>9</sup> held in Paris, France, in early 2018. This reallocated amount did not include those balances assigned for personnel-related costs (Table 3, Part II of Annex 1E (CAP 2019 Budget Financial Analysis) of the submission).

8. Of the US \$9,776,000, plus agency support costs of US \$782,080 approved for the CAP budget for 2017, UNEP would return US \$930,382, plus agency support costs of US \$74,430 to the 82<sup>nd</sup> meeting, in line with decision 35/36(d), and the reprioritization described above. The return is included in the report on balances and availability of resources.<sup>10</sup>

### 2019 CAP work programme

9. For 2019, UNEP will continue implementing the activities identified as part of the revised 2018-2020 three-year rolling strategy and in line with the strategic programme objectives through those activities listed below:

- (a) Continue providing country-specific compliance services to Article 5 countries targeting those at risk of compliance with their Montreal Protocol targets;
- (b) Continue operation of the 10 regional networks of NOU officers; provide assistance to NOOs on specific regional thematic issues; build capacity on identifying technologies

<sup>7</sup> Decision 65/17 (b)(ii): UNEP was requested to continue to extend prioritization of funding between budget lines so as to accommodate changing priorities, and to provide details on the reallocations made for its budget following decisions 47/24 and 50/26, on the condition that such reallocation did not result in savings from movement of personnel-related costs to other activity lines.

<sup>8</sup> Decision 80/55(c)(iv): UNEP was requested to provide a budget for the year in question, and a report on the estimated costs incurred in the previous year, noting sub-paragraphs 80/55(c)(ii) and (c)(iii).

<sup>9</sup> This global inter-regional meeting had 283 participants from 142 Article 5 countries and various experts and was convened to gather network members and high level technical experts to participate in all network meetings, share knowledge and expertise and promote the south-south cooperation among the regions.

<sup>10</sup> UNEP/OzL.Pro/ExCom/82/4

through regional awareness activities; strengthen capacities of NOUs for monitoring compliance and emerging responsibilities under the HFC phase-down; provide introductory training for new NOOs;

- (c) Strengthen regional and global activities in the servicing sector, e.g., refrigerant drivers license; certification scheme for technicians; global training for service technicians; complete and launch the e-learning course on refrigerant management, for practitioners, in cooperation with ASHRAE; complete a detailed training needs assessment on the mobile air-conditioning (MAC) servicing sector and its future training and capacity building needs and conduct a study on the requirements for MAC certification programme. Develop a comprehensive risk assessment model for logistics (installation, operation and servicing) of AC units that operate with lower-GWP refrigerants in HAT countries; conduct a specialized study on impact of the Kigali Amendment on technology selection in AC industry for HAT countries;
- (d) Continue the development of on-line training materials for customs and enforcement officers, through joint activities with the World Customs Organization (WCO) and UNEP Law Division; promote the use of iPIC and other tools in collaboration with the International Governance and the National Environmental Law Units;
- (e) Implement enabling activities in 80 countries to facilitate and support the ratification of the Kigali Amendment and build capacity of NOUs to address new obligations through, e.g., assistance in reviewing licensing and quota systems and Customs codes, updating UNEP-WCO on-line e-learning customs training and comprehensive customs training modules to include information on HFCs and outreach in different languages, modifying iPIC to include HFCs and low-GWP alternatives, including development of a smartphone application;
- (f) Continue global clearinghouse activities through developing technical publications on alternatives; strategic outreach at international, regional and national fora; and facilitating the adoption of key capacity building tools; and
- (g) Implement other country-specific activities funded by the Multilateral Fund (i.e., 101 HPMPs, and 104 IS projects).

10. UNEP also proposed the following two new global activities to be implemented in 2019: (i) development of legal frameworks, to build capacity of Government officials to develop and implement new commitments post-Kigali Amendment, and (ii) developing capacity building tools and materials for the enforcement officers and stakeholders; delivering regional workshops and facilitating awareness, details of these activities are provided in paragraph 16.

#### Changes in the CAP 2019 budget

11. The CAP budget for 2019 of US \$9,974,000, plus agency support costs of US \$797,920 is contained in Annex 1D of the submission, and a financial analysis is contained in Annex 1E.

12. The overall CAP budget represented an increase of 1.12 per cent from the 2018 approved budget (i.e., US \$9,863,000, plus support costs of US \$789,040). The allocation for staff costs has increased by US \$141,000 (i.e., 2 per cent increase from 2018) attributed to incremental increases for existing posts in the system, and to adjustments made to certain posts based on the expanded roles and responsibilities.

13. Adjustments were also made to office operational costs to accommodate the adjustments in staff costs in 2019 in the reprioritized CAP, resulting in a decrease of US \$30,000 from the amount approved in 2018.

*Changes in CAP staff<sup>11</sup>*

14. The following changes in CAP<sup>12</sup> staff are proposed, due to the increased responsibility and complexity of the tasks performed by incumbent officers:

- (a) Upgrade of four posts currently at the P-4 level to P-5 level (i.e., two posts from Paris and two posts from Africa);
- (b) Upgrade of five general service category posts, three posts from G-6 to G-7, one post from G-5 to G-6, and one from G-4 to G-5; and
- (c) Eliminate two G-6 posts located in Paris and Bahrain that have been vacant for over a year.

15. A revised organigram was submitted (Annex 1F of the submission) which describes these adjustments.

*Changes in the programmatic budget*

16. UNEP has also proposed new activities under the global activities/services in line with decision 47/24(a)(ii),<sup>13</sup> as follows:

- (a) *Legal frameworks post-Kigali* (BL 3214, at US \$75,000): Activities to build capacity of Government officials to develop and implement new commitments post-Kigali Amendment, enhancing compliance and enforcement; assisting countries to consider the legal implications of the Kigali Amendment and to develop guidelines to strengthen national laws, policies and institutions accordingly; developing a global resource to develop legal frameworks for the effective implementation of the Kigali Amendment; and
- (b) *Enforcement* (BL 3216, at US \$100,000): Includes capacity building tools and materials for enforcement officers and stakeholders; regional workshops back to back with network meetings to include customs and enforcement officers to facilitate awareness of the implications of illegal trade in controlled substances as an environmental crime in sustainable development; revising and/or developing and translating training modules for customs officers to include HFCs and HFC-blends; and providing information and guidance on HS codes for HFCs.

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<sup>11</sup> Decision 80/55(c)(iii): UNEP was requested in future submissions of the CAP budget, to continue reporting on the current post levels of CAP staff and inform the Executive Committee of any changes thereto, particularly with respect to any increased budget allocations.

<sup>12</sup> In line with the final report of review of the overall structure of CAP (UNEP/OzL.Pro/ExCom/81/20 and Corr.1).

<sup>13</sup> UNEP would include in the annex to the CAP budget details regarding the use of all funds that support global awareness activities. This requirement has been part of all decisions approving the CAP budgets starting from the 47<sup>th</sup> meeting.

## SECRETARIAT'S COMMENTS AND RECOMMENDATION

### COMMENTS

17. The Secretariat reviewed the overall CAP submission and the changes in the programme and staffing in line with decision 81/38(b),<sup>14</sup> taking into account the final report on the review of the overall structure of the CAP, its operations and regional structure;<sup>15</sup> and other relevant decisions related to the CAP.

18. Clarifications were sought on the differences in the budget line numbers for staff component when comparing the 2018 approved budget with the 2019 proposal; information on the new responsibilities of the posts to be upgraded; and a description of how the two new activities for which global funds would be used were considered vis-à-vis the enabling activities approved for many Article 5 countries, and the work already being done in the regional networks on enforcement and coordination with customs officers.

19. UNEP explained that there were no changes in the number of posts included in the 2018 budget to that proposed in 2019 except for adjustments in functional titles. The CAP budget table was for reference only, and that the budget line numbers were adjusted based on the actual UMOJA lines, which may explain the differences. UNEP also provided a table describing the current and new responsibilities of each post being upgraded, and a revised Annex 1E (CAP 2019 Budget Financial Analysis) which gave more details on the proposed staffing changes.

20. Regarding the two new global activities, UNEP clarified that the work to be done for legal frameworks post the Kigali Amendment was consistent with the CAP overarching objective of building capacity to initiate enabling activities for HFC phase-down, and will focus on building capacity of NOUs to address new obligations under the Kigali Amendment and other related work. On enforcement, UNEP noted that although this was an on-going activity of the CAP, the funds being requested would be used on providing a systematic and strategic assistance to Article 5 countries.

21. In reviewing the 2019 CAP budget against the 2018 approved budget, the Secretariat noted changes only on lines 1999 and 4999 as shown in Table 2.

**Table 2. Comparison of the 2018 approved CAP budget and the 2019 proposed budget (US \$)**

Component	2018 approved	2019 proposal	Difference	Change (%)
1999 (staff personnel)	6,928,000	7,069,000	141,000	2.0
1600 (travel)	548,000	548,000	0	0
2999 (sub-contracts/regional activities)	1,097,000	1,097,000	0	0
3999 (global services/meetings)	670,000	670,000	0	0
4999 (office operations/communication)	620,000	590,000	-30,000	-4.8
<b>Total</b>	<b>9,863,000</b>	<b>9,974,000</b>	<b>111,000</b>	<b>1.12</b>

22. The overall budget was below the allowable level of increase and the changes proposed of the staff are in line with increased responsibilities of the posts.

### RECOMMENDATION

23. In the light of the information provided by UNEP and the comments above, the Executive Committee may wish:

<sup>14</sup> UNEP was requested, when submitting the CAP budget and work plan for 2019 at the 82<sup>nd</sup> meeting, to describe, for consideration by the Executive Committee, the operationalization of the proposed changes in the overall CAP structure, in line with relevant previous decisions on the CAP and its funding.

<sup>15</sup> UNEP/OzL.Pro/ExCom/81/20 and Corr.1.

- (a) To note the UNEP Compliance Assistance Programme (CAP) 2019 workplan and budget proposal contained in document UNEP/OzL.Pro/ExCom/82/37:
- (b) To approve UNEP's Compliance Assistance Programme (CAP) activities and budget for 2019 in the amount of US \$9,974,000, plus agency support costs of 8 per cent, amounting to US \$797,920, noting the adjustments in the staff component proposed therein;
- (c) To further request UNEP, in future submissions of the CAP budget, to continue:
  - (i) Providing detailed information on the activities for which the global funds would be used;
  - (ii) Extending the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and to provide details, pursuant to decisions 47/24 and 50/26, on the reallocations made;
  - (iii) Reporting on the current post levels of staff and informing the Executive Committee of any changes thereto, particularly with respect to any increased budget allocations; and
  - (iv) Providing a budget for the year in question, and a report on the costs incurred in the year prior to the last year, noting sub-paragraphs (c)(ii) and (c)(iii) above.



**UNITED NATIONS ENVIRONMENT  
COMPLIANCE ASSISTANCE PROGRAMME (CAP)**

**2019 WORKPLAN, ACTIVITIES AND BUDGET PROPOSAL  
2018 PROGRESS REPORT**



Presented to the  
82<sup>nd</sup> Meeting of the Executive Committee  
of the Multilateral Fund for the Implementation  
of the Montreal Protocol

24 August 2018

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- Annex 1A: Logical Framework Analyses for 2019
- Annex 1B: CAP Support for A5 Country Projects in 2019
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- Annex 1D: 2019 CAP Budget Proposal
- Annex 1E: 2019 CAP Budget Financial Analysis
- Annex 1F: CAP Structure and Operations - Organogram

### Annexes-Part II

- Annex 2A: Projects Submitted and Approved by Excom in 2017 and 2018
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- Annex 2C: CAP Partnerships For Ozone Protection and Climate Co-Benefits
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- Annex 2E: Regional Schedule of Events

# Overview of CAP Strategy and Focus 2018-2020

UN ENVIRONMENT MISSION STATEMENT

*Assist Article 5 countries to achieve and sustain compliance with their Montreal Protocol obligations and promote associated climate co-benefits*

2018-2020

**1**

**Assisting countries to comply with their HCFC phase out commitments, & sustaining compliance with prior targets**

1. Support National Ozone Units for effective management of national Montreal Protocol compliance programmes
2. Assist with strengthening & enforcing HCFC licensing & quota systems
3. Strengthen national capacity for effective customs & trade controls
4. Assist countries to achieve the 35% HCFC target in 2020 & prepare for the 67.5% target in 2025

**2**

**Strengthening the refrigeration servicing sector for ozone & climate-friendly alternatives**

1. Develop, deliver & coordinate capacity building & sustainable technician training in the RSS
2. Advancing sustainable certification & qualification in the RSS
3. Promote development & enforcement of standards for safe handling of flammable & toxic alternatives
4. Promote assessment of refrigerant management in the fishing & maritime sector
5. Address high ambient temperature countries' needs

**3**

**Building capacity to initiate enabling activities for the HFC phase down**

1. Facilitate & support ratification of Kigali Amendment
2. Assist countries to review current data reporting approaches
3. Assist with review of licensing systems
4. Support institutional arrangements
5. Implement demonstration projects for non-investment activities
6. Assist with implementation & monitoring of Enabling Activities projects

Overarching objectives

Strategic programme objectives

**4**

**Leveraging the Clearinghouse mandate**

1. Coordinate ten Regional Networks & facilitate country-to-country cooperation
2. Coordinate, develop & outreach capacity building and information services

Transversal objective

## PART I: PLANNED OVERALL CAP SERVICES IN 2019

1. This document presents the planned activities for UN Environment's (UNEP) Compliance Assistance Programme (CAP) for 2019 for consideration of the 82<sup>nd</sup> meeting of the Executive Committee. It has been prepared taking into account all Executive Committee Decisions and recommendations pertaining to CAP and observations as presented in the final report of the overall structure of the Compliance Assistance Programme and its associated ExCom Decisions<sup>1</sup>. UNEP developed this document based on the current and anticipated needs of Article 5 countries and drawn from various sources<sup>2</sup>. This document comprises Part I- planned 2019 CAP workplan and proposed activities and budget and Part II- the 2018 CAP progress report, which includes inter alia an update of the global activities and expenditures in line with Decision 80/55 b(ii) .

2. Through decision 80/55, the Executive Committee noted UN Environment's 3 year strategy for the Compliance Assistance Programme (CAP) for the years 2018-2020. This document provides a brief overview of planned CAP services planned for 2019, which represents the second year of implementation of that three-year strategy. Further details and specifics are presented in Annexes 1A-IE. At its 77th meeting, the Executive Committee requested UNEP to review the overall structure of the UNEP Compliance Assistance Programme (CAP), and to consider its operations and regional structure in addressing emerging needs and new challenges (Decision 77/38(c)).

3. The 81<sup>st</sup> ExCom noted the final report on the review of the overall structure of the CAP contained in documents UNEP/OzL.Pro/ExCom/81/20 and Corr.1; and UNEP/OzL.Pro/ExCom/81/58 and requested UNEP, "when submitting the CAP budget and work plan for 2019 at the 82<sup>nd</sup> meeting, to describe, for consideration by the Executive Committee, the operationalization of the proposed changes in the overall CAP structure, in line with relevant previous decisions on the CAP and its funding" (Decision 81/38).

4. Pursuant to Decisions 80/55(b)(i) and 81/38, in elaborating the planned CAP services for 2019, UNEP also took into account the findings and recommendations of the final CAP review in addressing emerging needs and new challenges in Article 5 countries in line with other relevant decisions of the Executive Committee (UNEP/OzL.Pro/ExCom/81/20). UNEP describes in detail the aspects of operationalisation and changes proposed in the overall CAP structure, budget and workplan for 2019.

5. Forward looking innovative global CAP initiatives were launched in 2016 (ExCom Decision 75/38) for a three-year period to promote the cross regional fertilization and south-south cooperation. The non-exhaustive initiatives includes: the NOO training scheme, Refrigerant Driver's Licence, global training for refrigeration servicing sector technicians, promotion of establishment of certification schemes, and studies on HCFC phase out implications in the marine/fishing sectors as regards training, capacity needs and

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<sup>1</sup>. UNEP/OzL.Pro/ExCom/81/20

<sup>2</sup>. Including *inter alia* direct feedback collected during meetings of the Regional Networks of Ozone Officers and through consultations with NOUs, Implementing Agencies, bilateral agencies, through the Business Planning process, and the advice received during the: 80<sup>th</sup> meeting of the Executive Committee, Montreal, Canada, 13-17 November 2017, including decision 80/55 approving the 2018 CAP; 29th Meeting of the Parties to the Montreal Protocol, Montreal, Canada, 20-24 November 2017; Inter-Regional Thematic and Network Meetings for National Ozone Officers, Paris, France, 15-19 January 2018; 81<sup>st</sup> meeting of the Executive Committee, Montreal, Canada, 18-22 June 2018, including decision 81/20 noting the Final Review of the CAP; 40th meeting of the Open-Ended Working Group, Vienna, Austria, 11-14 July 2018; 2nd International Stakeholders Workshop on the Refrigeration Servicing Sector, Paris, France, 16-17 July 2018;

technology options for management of ODS. These activities were further integrated into the revised 3 year strategy for 2018-2020 and an update is available in Annex 2B.

6. As part of the UN reform agenda and in a bid to streamline capacities in UNEP for further enhancing effective implementation of Multilateral Environmental Agreements, the OzonAction Branch and its Compliance Assistance Programme was moved from the Economy Division to the Law Division effective 1<sup>st</sup> July 2018. The Law Division leads the international community in the progressive development of environmental law and is responsible for building national capacities and strengthening institutions for achieving environmental objectives. The Law Division designs programmes to strengthen the institutional capacities of governments and leverages the synergistic implementation across and among these agreements. By moving the OzonAction Branch to the Law Division, UNEP will be able to better meet environmental objectives at national level through project implementation, capacity building, training and awareness raising. OzonAction's focus on the implementation of a Multilateral Environmental Agreement is well aligned with the mandate of the Law Division. OzonAction will continue to function as approved by the governing body of the Multilateral Fund, i.e. the Executive Committee, including programme delivery, monitoring, reporting and financial accountability. The headquarters' functions of OzonAction Branch will stay in Paris and the regional structure and operations will remain unchanged. OzonAction will continue to meet country needs, through defined areas in which UNEP has a unique profile and comparative advantage, as approved by the Executive Committee.

### **CAP Focus in 2019**

7. To deliver the planned comprehensive compliance assistance services to Article 5 countries including support to initiate enabling activities as per the Kigali Amendment, during the second year of the three-year rolling strategy, i.e. 2019, UN Environment is requesting approval from the Executive Committee for a total budget of US\$ 10,771,920 which includes a project cost of US\$ 9,974,000 and programme support costs (PSC) of 8 per cent (US\$ 797,920), as described in Annex 1D - *2019 CAP Budget Proposal* and Annex 1E - *2019 CAP Budget Financial Analysis*.

8. The overall CAP 2019 budget request is based on minimal growth scenario for activities and corresponds to a minimal 1.12 % increase to cover only inflationary costs related to staff commitments. These increases are in line with the Noblemaire Principle being used by the International Civil Service Commission (ICSC) to have standard salaries for all United Nations staff in the different agencies. This document also responds to Decision 66/16(v) on systematizing, streamlining and reporting on progress, which requests UN Environment to present its detailed annual progress report on CAP activities in the context of the annual CAP approval.

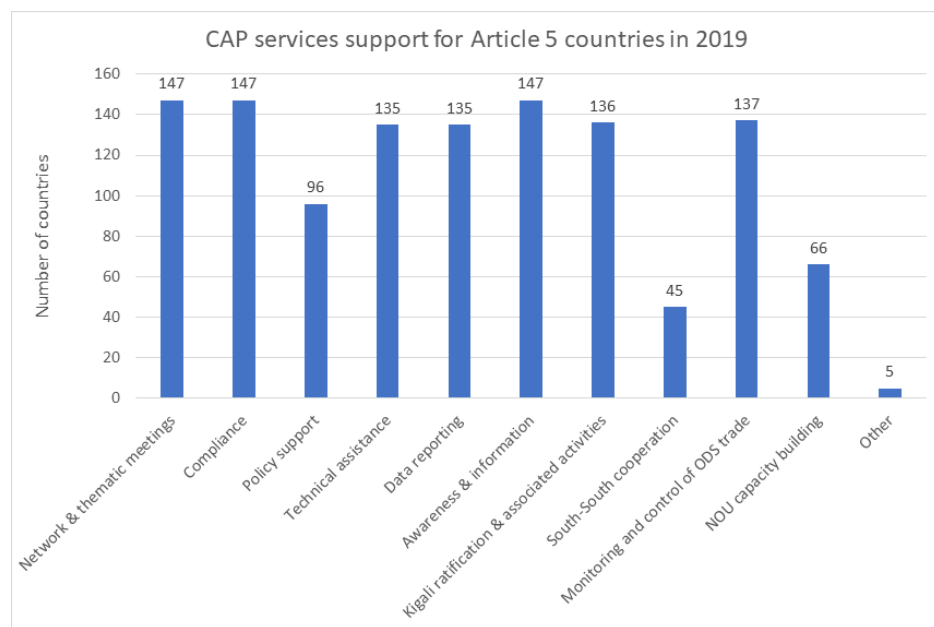
9. Throughout the 2019-2020 period CAP will also deliver the projects in its 2018-2020 Business Plan (implement 101 countries' national HCFC Phase out Management Plans (HPMPs) and manage 104 countries' Institutional Strengthening (IS) projects, as well as 61 Enabling Activities projects.

10. The priority focus for CAP 2019, in line with the three-year rolling strategy will be to assist Article 5 countries to comply with upcoming HCFC phase out commitments and sustain compliance, strengthen the infrastructure for the refrigeration servicing sector and initiate enabling activities following the Kigali Amendment. CAP will also assist countries to implement their IS, HPMP and Enabling Activity projects

as per UN Environment’s Business Plan and develop and submit all relevant projects and activities in line with the decisions of the Executive Committee of Multilateral Fund.

### Global CAP Services and Products

11. Through this proposal, in 2019, UN Environment’s CAP will provide at least 1196 country-specific compliance services (Fig. 2) and 398 project services (Fig. 3). CAP will ensure the operation of 10 Regional Networks of Ozone Officers (Africa Francophone, Africa Anglophone, West Asia, Caribbean, Mexico and Central America, Latin America, Eastern and Central Europe, South Asia, South East Asia Pacific and Pacific Island Countries), facilitate South-South cooperation, and assist National Ozone Officers with specific demand-driven, regional technology capacity building and awareness activities. Capacities of National Ozone Units for monitoring compliance will be strengthened and under UN Environment’s Clearinghouse mandate under Article 10 of the Protocol, cutting-edge knowledge on the HCFC phase out and emerging responsibilities under the HFC phase down will be developed and widely disseminated.



**Figure 2 - Proposed CAP services for 2019** (total = 1196 CAP services)

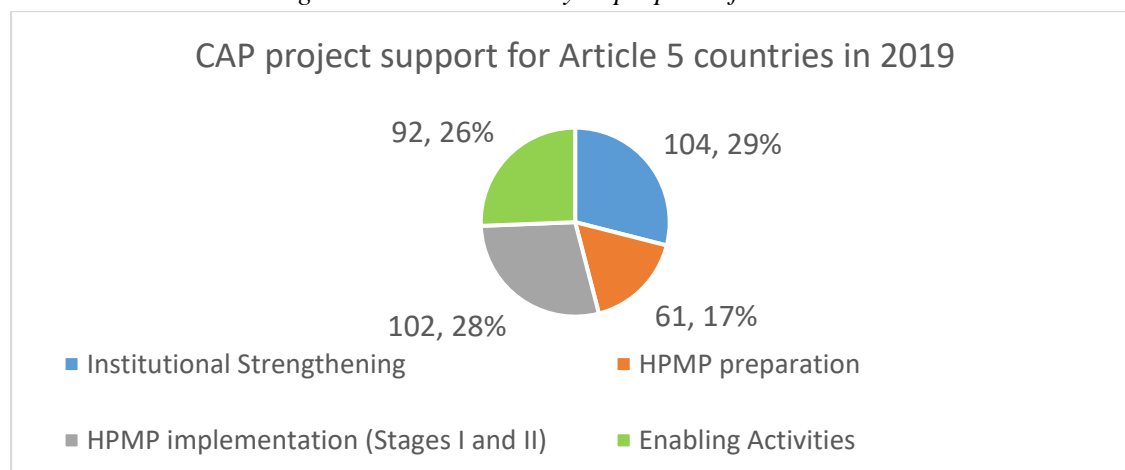
12. CAP will continue its focus on compliance services to all Article 5 countries with specific support for the low-volume consuming countries (LVCs) in particular and the implementation of IS and HPMP projects (recurring activities), Enabling Activity projects, and through the following CAP and country-specific project services.

13. Global activities which were launched in 2016 and are ongoing include the following. Progress report on four global activities including the overall cost details are available in Annex 2B:

- The Refrigerant Driving License (RDL)

- Initiative that aims to introduce a globally- recognised qualification program for the sound management of refrigerants. The following countries expressed interest and agreed to pilot the first stage of the RDL in conjunction with their HPMPs: Grenada, Maldives, Rwanda, Sri Lanka, Suriname and Trinidad & Tobago. Pilot stage is expected to be completed by first half of 2019 leading to immediate start of RDL in its final format and operational setup during 2<sup>nd</sup> half of 2019.
- Global training in the refrigeration servicing sector
  - The second e-learning course will be the first e-Learning course for technicians and engineers on “Sound Management of Refrigerants” including all good service practices and issues related to new and flammable refrigerants. The course will be completed by end of 2018.
  - A “Universal Training Kit” to address good practices for different types of applications and refrigerants is under development. The kit is intended to be a tool for all training institutes in A5 countries with the possibility to tailor their training programs in accordance to the local market needs.
- NOO training programme
  - Introductory training package was designed and developed for training new National Ozone Officers (NOOs). The training was launched in the Caribbean region and will be rolled out in all regions in 2019 with a special emphasis on regions with a high turnover of NOOs.
  - The training package and components for the advanced (refresher) training for experienced NOOs have being developed and is currently under the review. This training will be launched early 2019.

14. Taking the identified challenges into account, considering the continuity of the activities proposed in the 2019 CAP, the planned approach and activities are briefly outlined below. Further details can be found in Annex 1A – *Logical Framework Analysis proposed for 2019*.



**Figure 3 - Proposed Project services for 2019** (total = 398 project services)

### Benchmarks and Actions Proposed for 2019

(See Annex 1A for further details)

#### Overarching Objective 1: Assisting countries to comply with their HCFC phase out commitments and sustaining compliance with prior targets

Planned activities and CAP services in 2019

#### SPO 1 Support National Ozone Units for effective management of national Montreal Protocol compliance programmes

- Provide support to NOUs for accurate and timely Article 7 and Country Programme data reporting.

- Provide NOUs with technical assistance to expedite the preparation, implementation, monitoring and reporting on their IS tranches.
- Assist NOUs to monitor status of phase out targets already achieved (2013 HCFC freeze, 2015 10% HCFC reduction, and maintaining of zero consumption of the other ODS already phased out).
- Deliver specific compliance assistance and capacity building services to NOUs as per CAP Work Programme plus ad hoc requests.
- Provide training to all new Ozone Officers and/or their assistants using the newly-developed training modules and/or country-to-country assistance and south-south corporation; launch the advanced training for NOOs.
- Promote the inter-regional collaboration on different themes under the south-south corporation as a follow up to the First Inter-Regional Thematic Technical Workshops and Regional Network Meetings for National Ozone Officers (15-19 January 2018, Paris).

### **SPO 2 Assist with strengthening & enforcing HCFC licensing & quota systems**

- Use Network meetings and information materials to help NOUs assess HCFC licensing and quota systems to identify strengths/weaknesses.
- Identify and share inter-regional experiences and approaches for effective licensing and quota systems and document and share best practices with regard to design, implementation and enforcement.
- Promote the use of iPIC and other tools in collaboration with the International Governance and the National Environmental Law Units (Law Division) to combat illegal ODS trade and facilitate legal trade.
- Raise awareness about the advantages of e-licensing systems, and collect and share examples of countries that have adopted such systems.

### **SPO 3 Strengthen national capacity for effective customs & trade controls**

- Via Network meetings and tailored CAP assistance, provide policy support and information materials to help NOUs identify/analyse differences in reported HCFC trade data between countries.
- Provide technical assistance to NOUs to support customs and trade regulations and policies and as necessary their revision in collaboration with the International Governance and the National Environmental Law Units of the Law Division.
- Outreach, demonstrate and promote the e-learning customs training modules to NOUs and national customs agencies; develop pocket booklets to assist the awareness of ozone issues for enforcement officers
- Cooperate with regional and sub-regional organizations, UN Environment Law Division and its Regional Officers for Law and Enforcement, WCO and its RILOs, to organize regional customs and enforcement thematics on the legal and technical aspects of criminalizing the illegal trade in controlled substances (ODS/HFCs, mixtures and equipment), the development of e-Licensing systems, and training and other customs-related initiatives.
- Develop joint strategies to support Article 5 countries to improve the refrigerant testing and identification capacities for better control of ODS imports/exports and to combat counterfeit products; collect, document and share experiences and strategies on the effective role of customs in monitoring and combatting illegal trade, including how to deal with seized refrigerants
- Raise awareness of NOOs about the need for effective enforcement of policies and legislation and working with the enforcement chain to their countries comply with existing ODS Montreal Protocol legal frameworks.
- Support countries to strengthen transboundary cooperation by organising region-specific border dialogue workshops for customs and enforcement officers, if possible, in conjunction with other



planned Law Division training programs and meetings of regional environmental networks for enforcement.

#### **SPO 4 Assist countries to achieve the 35% HCFC target in 2020 and prepare for 67.5% target in 2025**

- Assist countries to prepare, submit and initiate Stage I and Stage II tranches, and Stage II HPMPs as per deadlines in coordination with partner Lead/Cooperating Implementing Agencies.
- Provide NOUs with policy and technical assistance to expedite implementation, monitoring and reporting on their ongoing and new HPMP Stage I and Stage II tranches.
- Implement HPMP verification projects as approved by the Executive Committee.
- Promote collaboration between NOOs and RAC associations and encourage region-specific support to strengthen local institutions under HPMP Stage I and II projects.
- In collaboration with the NOOs, undertake regional and local market surveys; access to low-GWP equipment and refrigerants; and supply chain management (spare parts,...) and an overview of the institutional policies to promote the adoption of low-GWP alternatives
- Provide targeted information services on technologies and policies based on needs identified by NOUs.

### **Overarching Objective 2: Strengthening the Refrigeration Servicing Sector for Ozone- and Climate-Friendly Alternatives**

*Planned activities and CAP services in 2019*

#### **SPO 1 Develop, deliver & coordinate capacity building & sustainable technician training in the RSS**

- Initiate a consultation process with Implementing Agencies, Article 5 countries, international RAC associations and under guidance from the Multilateral Fund Secretariat to develop a global overarching strategy for streamlining the training in the servicing sectors.
- Cooperate with international associations and IAs to develop training modules that adequately address the safety aspects of alternatives refrigerants.
- In cooperation with international partners, design and finalize a Universal Training Kit that promotes good and safe practices for different types of applications and refrigerants. Engage with local and regional RAC associations in Article 5 countries to adopt/use the kit as part of their national good practice training programs
- Outreach the Refrigerants Literacy e-Learning Course to Article 5 country stakeholders, and translate the course into Spanish and French.
- Complete and launch the e-Learning Course on Refrigerant Management, for practitioners, in cooperation with ASHRAE.
- Ensure that all training materials, kits and resources, developed in cooperation with international partners or by OzonAction only, are well promoted to Article 5 countries for use within the ongoing phase-out and training programs under HPMPs, ISPs and Kigali Enabling projects.
- Complete a detailed training needs assessment on the MAC servicing sector and its future training and capacity building needs. Initiate and conduct special study on the requirements for MAC certification programs.

#### **SPO 2 Advancing sustainable certification & qualification in the RSS**

- Encourage the introduction of comprehensive regulatory framework for refrigerants management including, but not limited to, certification of technicians, licensing of companies/workshops, labeling, record keeping, reporting, accessibility to sell/buy refrigerants, enforcement and monitoring tools including capacity building programs for respective authorities and stakeholders; continue providing

technical and policy assistance to NOUs in developing and enforcing national training assessment and certification schemes for service technicians.

- RDL piloted in selected 3-4 countries in different regions and the program evaluated accordingly as well as suggest adjustment to make it final for global use.
- Complete the RDL pilot stage (RDL for Small Applications) in 6 countries in different regions and collect feedback for next stage of rolling it out in all interested countries.
- Complete the documentation of RDL for other categories (Commercial Ref, Commercial A/C and Enterprise) as well as finalize the organizational and operational arrangement for RDL Program for wider application.
- Encourage Article 5 countries to incorporate RDL and other certification programs into their national phase-out programs-HPMPs.
- Develop a model technician refrigerant management certification program in cooperation with international partners and pilot it in 4-5 countries.
- Develop a model refrigeration servicing workshop certification program in cooperation with international partners and pilot it in 4-5 countries.
- Provide targeted support to NOOs to update local curricula to include aspects related to safety, R/R/R, energy efficiency, safe disposal in addition to the standard good practice training;
- Encourage NOUs to seek, where feasible, partnerships and involvement in-kind of local RAC associations/societies in the development and implementation of refrigerant management programs and activities.

### **SPO 3 Promote development & enforcement of standards for safe handling of flammable & toxic alternatives**

- Develop and disseminate regular updates and briefs on the progression of, development and upgrade of international relevant refrigerants and safety standards; organise, in cooperation with partners, international and regional information sessions on advancing the update of relevant standards and application of standards adapted to the A5 countries context on flammable refrigerants and other alternatives and on certification via south south corporation.
- Develop and launch and make available to Article 5 countries, a risk assessment model for the safe handling and use of flammable refrigerants.
- A model for national codes on refrigeration and air-conditioning, including good servicing practices including conduct for safe use of flammable low GWP alternatives, is developed in cooperation with partners and introduced widely into national programs.
- Assist NOOs to conduct assessment of the status of the standards in each country to identify gaps.

### **SPO 5 Address high ambient temperature country's needs**

- Finalize, launch and disseminate the reports of EGYPRA and PRAHA-II including detailed analysis and comparison of HAT testing projects.
- Building, in cooperation with partners, comprehensive Risk Assessment Model for logistics (installation, operation and servicing) of air-conditioning units operate with lower-GWP refrigerants in high ambient temperature countries
- Initiate, in cooperation with concerned A5 countries and industry, the development of a specialized study on impact of Kigali Amendment on technology selection in air-conditioning industry in HAT countries.
- Organize the 6th International Symposium on “Alternative Refrigerants for HAT Countries” with participation of all international associations and all HAT parties

- Advocate for the HAT countries amongst HVAC&R international associations and organizations in order to include the topic in their business agenda and research activities.

### **Objective 3: Building capacity to initiate enabling activities for the HFC phase down**

*Planned activities and CAP services in 2019*

#### **SPO 1 Facilitate and support ratification of Kigali Amendment**

- Assist all 145 countries to understand the implications of developing national strategies for HFC phase down.
- Special missions to countries when required to participate in multi stakeholder consultations on Kigali Amendment.
- In cooperation with the Ozone Secretariat, encourage and support Article 5 countries to ratify the Kigali Amendment.
- In collaboration with all Implementing Agencies and Multilateral Fund Secretariat, draft guidelines organize special sessions in network and thematic meetings to discuss how countries might address overlapping issues and identify synergies between HPMPs and HFC phasedown plans.
- Provide technical assistance to countries to review their legal and institutional frameworks and, as necessary, to develop a plan of action for the improvement of these to enable them implement their new national obligations.
- CAP to launch, in collaboration with the National Environmental Law Unit of the Law Division, a programme to assist countries in the improvement of national governance arrangements for the implementation of the Montreal Protocol.

#### **SPO 2 Assist countries to review current data reporting approaches**

- Update the Data Reporting Handbook to help strengthen the capacity of NOUs on the new reporting requirements and specific technical issues (blends, CO<sub>2</sub> equivalent tonnes, etc.) related to the Kigali Amendment.
- Organize sessions in Regional Network meetings, during country missions, and/or regional and sub-regional thematic workshops on HFC data reporting methodologies.

#### **SPO 3 Assist with review of licensing systems**

- Share regional experiences and good practices on ODS and HFC licensing systems.
- Assist countries with reviewing existing licensing and quota systems and customs codes for inclusion of HFCs.
- Include sessions in Network and/or thematic meetings on the 2022 update of WCO's harmonized system (HS) codes and explore what countries/regions should do prior to the 2022 release of those codes.
- Countries advised on various options such as to assign specific customs codes (additional digits) for HFCs in its national HS code system as a temporary measure; and assisted to establish specific customs codes (additional digits) for HFCs and equipment at national level.
- Update UN Environment-WCO on-line e-learning customs training and comprehensive customs training modules to include information on HFCs and outreach in different languages.
- Modify iPIC to include HFCs and low-GWP alternatives, improve the user-friendliness of the system including development of a smartphone app.

#### **SPO 4 Support institutional arrangements**

- Build capacity of NOUs to address new obligations under Kigali Amendment; re enforce existing experience through supporting the review and development of policies, strategies and regulations.
- In collaboration with the Environmental Law Unit (in the Law Division), provide expert guidance on the development of environmental legislation and enhancement of enforcement capability; legal assistance to help strengthen and streamline institutional arrangements and capacities for tackling new Kigali commitments; technical and legal assistance to countries to strengthen capacities for enforcement of environmental law.

##### *Legal frameworks*

- Initiate and launch activities to build capacity of Government officials to develop and implement new commitments post Kigali and to enhance compliance with and enforcement of Montreal Protocol obligations through training programmes on environmental law and policy..
- Assist countries to better understand the legal implications of the Kigali Amendment and to develop legal guidelines to strengthen national laws, policies and institutions for implementation of their commitments under the Kigali Amendment.
- Based on experience gained from existing online legal tool kits, develop and launch a global resource to help countries which have already ratified to develop legal frameworks for the effective implementation of the Kigali Amendment; assist NOUs and countries to assess gaps and linkages between HCFC phase out and HFC phase down for law review and improvement.

##### *HFC Policies*

- Collect and share information and experiences about HFC-related policies and regulations, including those that promote low GWP higher energy efficiency RAC equipment (e.g. public procurement policies, energy efficiency labelling, adjusted duties, etc.).
- Assist countries to identify and/or develop policy options and regulations to address commitments taken under Kigali Amendment.

##### *Import/export and licensing systems*

- In collaboration with partners, CAP to develop a model national tracking system that can be used by the licensing authority on the actual import/export.
- In collaboration with the Multilateral Fund Secretariat and Ozone Secretariat, update the guidelines for ODS import/export licensing/quota systems to cover HFCs and other alternatives.
- Assist countries to draft policies that include the banning of placing on the market, specific products and equipment containing or relying on HCFCs and / or high GWP HFCs; conduct studies on penetration of low-GWP alternatives at local markets to guide the development of a national strategy of HFCs phase-down.

#### **SPO 5 Implement demonstration projects for non-investment activities**

- Implement demonstration projects for non-investment activities as approved by the Executive Committee.
- Showcase the results of the Egypt-Kuwait demo projects in network meetings in promoting not-in-kind technologies for District Cooling and Central A/C applications as a tool for reducing dependency on higher-GWP refrigerants and technologies.

#### **SPO 6 Assist with implementation & monitoring of Enabling Activities projects**

- Provide technical assistance to 85 countries to implement enabling activity projects and support all other countries requesting assistance.
- Organize regional workshops on Enabling Activities, implementation status, challenges, options for national strategies for HFC phase down (including model policies), updates on legislative changes, successes and lessons learned.
- Produce information materials to raise NOU's awareness on the HFCs phase-down and the associated climate change impacts. Promote information exchange and communication between regions on market situation and trends needed (south-south cooperation, network meetings, etc).
- Upgrade the HFCs Outlook Model, as a pilot for LVCs, for envisioning policy intervention in different sectors, gain a better understanding of consumption and compliance scenarios in conjunction with HCFCs; promote the south-south corporation with countries which have successfully adapted the model.
- In cooperation with international RAC association partners, develop a database model for the Cold Chain Sector for holistically compiling information and data about technologies and trends in this sector and pilot it in select Article 5 countries as part of the data collection and analysis work under Kigali Enabling projects.
- Organise sessions in Regional Network meetings with objectives to inform NOOs of recent legal and institutional developments in the field of environmental law for the purpose of promoting a greater interest and commitment among countries to use law as a tool for environmental management and sustainable development;
- Exchange views on important institutional and environmental law issues and to share their national experiences in addressing various aspects of environmental law to implement the Montreal Protocol and its Kigali Amendment and to learn from each other's experiences and good practices.
- Special support to countries for implementation of enabling activities (review of national strategies and policies, assessment of safe market introduction of low- GWP, zero-GWP alternatives, multi stakeholder's national workshops, parliamentarians fora, etc.).

#### **Transversal Overarching Programme Objective 4: Leveraging the Clearinghouse mandate**

*Planned activities and CAP services in 2019*

##### **SPO 1 Coordinate ten Regional Networks & facilitate country-to-country, south-south cooperation**

- Organise focused network and thematic meetings in all the regions. Participation of selected developing country and international experts to address priority issues, e.g. customs codes, standards, data reporting, good servicing practices and safety for flammable refrigerants, policy developments, energy efficiency, etc..
- Strengthen Country-to-Country cooperation activities (e.g. site visits, study tours, technology transfer, border dialogues).

##### **SPO 2 Coordinate, develop & outreach capacity building and information services**

*NOUs*

- Update information: fact sheets, policy briefs and publications on prioritised topics; countries will be encouraged to translate and adapt existing materials.
- Mining of data collected through all national projects; and assist select countries to map alternatives and draft road roadmaps for improved decision making.
- Organize "Ozone2Climate Technology Exhibitions and Industry Roundtables" in different regions back-to-back with large industry events (e.g. annual exhibitions of national RAC associations, trade fairs, major conferences) to encourage the rapid take up of such technologies by the private sector.
- Develop and outreach a new publication on 5 steps on raising awareness of Kigali Amendment.

### *Technicians/servicing sector*

- Develop and outreach global targeted technology capacity building and ICE materials to support sound management of all refrigerants.
- Outreach servicing sector training programmes; update information on refrigerant testing that includes HFCs and blends; translate and outreach Quick Guide on flammable refrigerants for servicing technicians.
- Update and outreach technical information on flammable refrigerants, safety and handling, good practices, maintenance and leak detection, reducing emissions and enhancing energy efficiency in refrigeration servicing sector; regional thematic workshops for technicians and NOOs.
- Outreach and translate the UN Environment-ASHRAE Refrigerants Literacy online course.

### *Trade and enforcement*

- Develop targeted capacity building tools and materials for the enforcement community.
- Deliver regional workshops and facilitate awareness, communication and outreach on the role of enforcement and implications of illegal trade in controlled substances as an environmental crime in sustainable development.
- Aggregate and disseminate success stories, including Outreach the Global Customs Award
- Revise, develop and translate training modules for customs officers to include HFCs and blends.
- Provide information and guidance on HS codes for HFCs.

### *Information*

- Conduct awareness activities to assist countries to meet their 2020 HCFC control measures and facilitate the phase down of HFCs (via IS, HPMP and enabling activities projects).
- Outreach relevant ozone/Montreal Protocol issues at key international, regional and national fora,
- Adapt key information into smartphone applications/audio-visual materials
- Maintain and enhance OzonAction web services including the OzonAction website and OzonAction Meeting Portal, and explore how UN Environment's InfoMEA platform could be used to further support and promote the information needs of NOUs and other Montreal Protocol stakeholders.

### *Leverage synergies*

- Conduct awareness and capacity building activities in network and thematic meetings to help create greater awareness of the significance of national efforts to achieving much bigger global and national development objectives, especially post Kigali and assist countries in creating synergies in the implementation of multilateral environmental agreements at national level
- Conduct awareness activities to influence and promote the uptake of environmental policy approaches by other agencies to enable countries to further embed Montreal Protocol environmental objectives into Sustainable Development Goal implementation.

## Part II: 2018 Progress Report

This progress report is intended to inform the Members of the Executive Committee of progress in the execution of the CAP and results achieved for the period September 2017 - August 2018, since the last submission of the Annual Progress Report. Together with the attached Annexes it provides an update and analytical account of programme implementation in terms of recurring activities, the main results achieved during the first seven months of 2018 corresponding to the approved Business Plan 2018 and the last four months of 2017. Progress is presented under each of the four Overarching Objectives and Specific Project Objectives (SPOs).

### Submitted and approved Projects

- UN Environment assisted countries with preparing and submitting nine HPMP Stage I tranches, two HPMP Stage II tranches, HPMP stage I verification reports for six countries, 22 IS projects, and 31 technical assistance projects (enabling activities), approved at ExCom-80.
- UN Environment assisted countries with preparing and submitting 12 HPMP Stage I tranches, five HPMP Stage II tranches, seven HPMP Stage II preparation, as well as IS projects for 22 countries, 49 technical assistance projects (enabling activities) and preparation of regional HCFC phase-out management plan (stage 2) of 12 Pacific Islands Countries, approved at ExCom-81. (*Annex 2A Provides full details.*)

### OVERARCHING OBJECTIVE 1:

Assisting countries to comply with their HCFC phase-out commitments and sustaining compliance with prior targets

**SPO 1:** Support National Ozone Units for effective management of national Montreal Protocol compliance programmes

**SPO 2:** Assist with strengthening & enforcing HCFC licensing & quota systems

**SPO 3:** Strengthen national capacity for effective customs & trade controls

**SPO 4:** Assist countries to achieve the 35% HCFC target in 2020 and prepare for 67.5% target in 2025

### Achievements

**SPO 1:** Support National Ozone Units for effective management of national Montreal Protocol compliance programmes

- National Ozone Officers and Governments were supported for Article 7 and CP data reporting and sustaining compliance: CAP facilitated countries to prepare and submit the CP progress report and Article 7 data by reviewing the drafts as appropriate for the individual country to ensure the accuracy and comprehensiveness as per reporting requirements prior to submission to the Ozone Secretariat and the Multilateral Fund Secretariat.
- CAP supported and encouraged NOUs to use the Multilateral Fund online data report format and provided specific support to the new National Ozone Officers to use the Multilateral Fund online data reporting (recognising that internet connection and technical issues still pose a challenge in some countries.)
- Where required, network meetings included a special session on data reporting.
- All HPMP projects in countries with agreed Plans of Action for which UN Environment was the Lead Agency of the HPMP progressed according to plan.
- Technical assistance was provided to NOUs, as required, to expedite the preparation, implementation, monitoring and reporting on their IS tranches.
- Specific compliance assistance and capacity building services delivered to NOUs as per the plan in the CAP Work Programme and *ad hoc* requests:
- A mission to DPR Korea was carried out to review and address the compliance challenges due to UN sanctions
- Training provided to new Ozone Officers and/or their assistants (using the newly-developed training modules where appropriate): Rwanda, Congo, DRC, Cote d'Ivoire, Dominica, Belize, Haiti, Jamaica, Saint Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines; advanced training provided to Ozone Officers and/or their assistants
- Monitored the phase-out status in all A5 countries and provided assistance through individual missions and Network Meetings (including bi-lateral meetings, as required).
- Need-based IT solutions explored to support NOU operations through survey and discussions during Network meetings; Network/thematic meeting portal was developed and operational since Jan 2018.

**SPO 2:** Assist with strengthening & enforcing HCFC licensing & quota systems

- The issue of Licensing and quota systems was included in the inter-regional network meeting in

Jan 2018 in Pairs, with specific sessions also organised during various network meetings (including e-licensing systems), and south-south cooperation, sharing experiences and lessons learned on different licensing modalities among the countries and to identify actions to address these challenges to strengthen the enforcement of the licensing and quota system.

- During country missions, CAP undertook comprehensive review of the existing licensing and quota system for countries to identify strengths/weaknesses of their HCFC licensing and quota systems, and recommended approaches for improvement of the existing system and procedures: Lao PDR, Myanmar and Solomon Islands.
- Thematic meetings and border dialogues held to address facilitating ODS trade control through e-licensing systems; facilitated south-south cooperation to exchange experience on the development and operation of online licensing system between (i) Thailand-Cambodia and (ii) Thailand-Mongolia; raising awareness advantages of e-licensing systems in WA (Bahrain and Kuwait) and ECA (Macedonia FYR).
- Facilitation of iPIC (informal prior informed consent procedure) consultations and supported the up-dating of iPIC contact information for participating countries, inclusion of successful iPIC consultations preventing unwanted or illegal trade in the Global Montreal Protocol Award for Customs and Enforcement Officers
- Specific sessions in network meetings organised on iPIC (informal prior informed consent mechanism); regularly included iPIC presentation in various meetings, iPIC has also being promoted as part of the HPMP implementation (e.g. in China)

### SPO 3: Strengthen national capacity for effective customs & trade controls

- Provided policy support and CAP assistance to NOUs to support customs and trade regulations and policies. Examples include:
  - Conducted Thematic Workshops/Border Dialogues for the coordination of trade in ODS among neighbouring countries/trading partners: Bangladesh, India, Bhutan, China, Nepal and Myanmar, Sri Lanka, Pakistan and Maldives.
  - Provided specific support to Lao PDR, Myanmar, Timor Leste and Solomon Islands in the establishment of a joint on-site inspection working group to monitor trade of HCFC in the domestic market

and implementation of a mandatory labelling requirement to facilitate the monitoring of legal HCFC trade in the country

- During network and thematic meetings, presented analysis on differences/discrepancies of reported HCFC trade data as well as examination of possible reasons of discrepancies with countries for identification of actions to be taken (supported by Ozone Secretariat)
- Provided support to A5 countries, including technical assistance as required, to assist with the delivery of the national customs training workshop under HPMPs.
- The OzonAction smartphone application “WhatGas” was presented to customs and enforcement officers to facilitate customs in the inspection of refrigerant during the clearance process.
- Presented and encouraged the use of the WCO – UN Environment e-learning customs training modules to NOUs and national customs agencies during the Customs and enforcement officers’ trainings and Network/Thematic meetings.
- Global Montreal Protocol Award for Customs and Enforcement Officers launched and outreach.
- Sustaining customs training is included in the agenda of the national training workshops of customs and enforcement officers and in joint customs-NOU events.
- WCO (World Customs Organization) and RILO<sup>3</sup> cooperation: RILO representatives participated as resource persons in Risk Profiling Workshop, Bangkok, June 2018; Cooperation with WCO and RILOs on Global Montreal Protocol Award for Customs and Enforcement Officers and OzonAction participation in RILO ECE meeting
- Cooperated with RILO A/P to following up on specific issues related to suspicious shipments of ODS.
- Procedures for dealing with seizures discussed in network/thematic meetings (including in the Border Dialogues and Risk Profiling workshops); Information shared with all NOUs on the need to inform the Ozone Secretariat on the seizures and the processes of dealing with them.

### SPO 4: Assist countries to achieve the 35% HCFC target in 2020 and prepare for 67.5% target in 2025

- NOUs provided with technical assistance to expedite implementation, monitoring and reporting on their ongoing and new HPMP Stage I and Stage II tranches.
- CAP carried out regular discussions with NOUs including through country mission on HPMP implementation, monitoring and reporting, also providing assistance on an *ad hoc* basis and

<sup>3</sup> Regional Intelligence Liaison Office



through bilateral discussion during relevant meetings.

- Regular coordination with other Implementing Agencies and Bilateral Agencies on jointly implemented Projects.
- UN Environment assisted countries with preparing and submitting 166 Projects (HPMP Stage I & II tranches, HPMP stage I verification report, IS projects, HPMP Stage II preparation and technical assistance (enabling activities) projects. See Annex 2A for details.
- Provided platform for discussion of technology trends at the Interregional Network Meeting in January 2018 in Paris, as well as at other Network Meetings, China Ozone2Climate Roadshow and Industry Roundtables, specific targeted information services on technologies and policies based on needs identified by NOUs have also been provided in relation to the alternatives for HAT.
- Market analysis and readiness for zero ODP and low GWP technologies included as an activity in all Enabling Activity projects, building on the experience of the ODS alternative surveys

## OVERARCHING OBJECTIVE 2:

Strengthening the refrigeration servicing sector for ozone & climate-friendly alternatives

**SPO 1:** Develop, deliver & coordinate capacity building & sustainable technician training in the RSS

**SPO 2:** Advancing sustainable certification & qualification in the RSS

**SPO 3:** Promote development & enforcement of standards for safe handling of flammable & toxic alternatives

**SPO 4:** Promote assessment of refrigerant management in the fishing and maritime sector

**SPO 5:** Address high ambient temperature country's needs

## Achievements

**SPO 1:** Develop, deliver & coordinate capacity building & sustainable technician training in the RSS

- Provided support to NOUs to engage with the RAC Associations to support outreaching to RAC technicians and support in the delivery of good practices training programme under HPMPs.
- CAP held a Second Stakeholders International Workshop on RSS in Paris, July-2018; this provided a platform for a consultation process with Implementing Agencies, international RAC associations and the Multilateral Fund Secretariat

to develop a global overarching strategy for streamlining the training in the servicing sectors.

- Training needs assessments on the MAC servicing sector was included as an activity in Enabling Activity projects
- The Refrigerants Literacy e-Learning Course was widely introduced and offered to all stakeholders in Article 5 countries, through outreach, side events and network/thematic meetings. (See Annex 2B for details)
- In cooperation with international partners, the Universal Training Kit was developed which provides a comprehensive modular training package the good practices for different types of applications and refrigerants. (See Annex 2B for details)

**SPO 2:** Advancing sustainable certification & qualification in the RSS

- Provided technical and policy assistance to NOUs in developing and enforcing national certification schemes.
- The Refrigerant Management Certification Program was developed in cooperation with international partners. Selected countries engaged for the pilot stage: Grenada, Maldives, Rwanda, Sri Lanka, Suriname, Trinidad & Tobago.
- Continued national consultations and efforts to set up national certification systems for refrigerant management for RSS technicians in A5; consultations with agencies in charge of Technical and Vocational Education, organising consultation workshop with national stakeholders and developing ToR and action plans with NOUs.
- Engaged with local stakeholders to conduct review of the existing infrastructure in the certification system in selected countries: Brunei Darussalam, Lao PDR, Timor Leste, Honduras and four countries in West Asia. to identify the modality as to how the RAC certification can be integrated into the existing system or the need to establish a stand-alone certification system.
- Supported countries in integrating RAC training into the existing training curriculum of the technical vocational schools; assisted countries with the development of Refrigerant Management Certification Program in cooperation with international partners.
- Supported countries to develop a competency standard under National Qualification Frameworks (NQF) to include good practices competency; Supported Refrigeration and Air Conditioning Industry Associations to promote certification system with good practices requirements for servicing workshops.

### SPO 3: Promote development & enforcement of standards for safe handling of flammable & toxic alternatives

- Developed and disseminated regular updates and briefs on the progression of development and upgrade of internationally relevant refrigerants and safety standards, including factsheets and pocket-book “A Quick Guide on Good Servicing Practice for Flammable Refrigerant”; Translation of Chinese safety standards – a resource to be used by countries as reference in the development of national safety standards.
- During network and thematic meetings, initiated national level discussion for the review and adoption of relevant safety standards. UN Environment CAP conducted strategic discussions with the Standards Bureau in selected countries (e.g. Iran, Bangladesh, Mongolia and Pakistan) during the country missions.
- Countries assisted to develop national work-plan for the initiating the cooperation with local standardization bodies and ensure cooperation in updating/enforcing relevant standards.
- Shared the examples of Standard operating procedures/codes of good practice for RSS technicians to assist in development of national codes of practice.
- Sessions on standards organised during the interregional network meeting in Paris in Jan 2018 and the Ozone2Climate Roundtable in China in April 2018.
- In cooperation with UNIDO, a regional information session on advancing the update of relevant standards was been organised for the foam sector in West Asia.

### SPO 4: Promote assessment of refrigerant management in the fishing and maritime sector

- Supported the Pacific Island countries to approach the local authority to collect data on inventory of fishing vessels (foreign and local flag) and HCFC usage to understand the situation in the sector, which will be used as starting point for further development of the National Marine/Fishery Sector Plan. (see Annex 2B for further information)

### SPO 5: Address high ambient temperature country's needs

- The progress reports of EGYPRA and PRAHA-II projects including detailed analysis and comparison of HAT testing projects have been shared during network meetings and through specific thematic workshops.
- The risk assessment model for the manufacturing/installation/servicing with flammable refrigerants was initiated and due to

be completed by end 2018, after which it will be outreached to all A5 countries.

- In cooperation with Bahrain and Kuwait and international partners, a special modelling tool (HFC outlook) was developed to assist in the understanding of the impact of Kigali Amendment on technology selection and options in air-conditioning industry in HAT countries.
- ECA organized site visit of RAC experts of supermarket using carbon dioxide refrigeration system with ejector operating in hot climates (up-to 45 degrees C).

## OVERARCHING OBJECTIVE 3: Building capacity to initiate enabling activities for the HFC phase down

**SPO 1:** Facilitate and support ratification of Kigali Amendment

**SPO 2:** Assist countries to review current data reporting approaches

**SPO 3:** Assist with review of licensing systems

**SPO 4:** Support institutional arrangements

**SPO 5:** Implement demonstration projects for non-investment activities

**SPO 6:** Assist with implementation & monitoring of Enabling Activities projects

## Achievements

### SPO 1: Facilitate and support ratification of Kigali Amendment

- Conducted special missions to countries to participate in multi-stakeholder consultations on Kigali Amendment.
- Provided documentation and information to NOUs for developing implications documents for high level management; assisted the countries with relevant information to develop necessary documentation to initiate the Kigali ratification process. Distributed (and translated) factsheets on the Kigali Amendment and related issues (package of 19 factsheets); provided support as needed (in cooperation with Ozone Secretariat) to countries in the ratification process.

### SPO 2: Assist countries to review current data reporting approaches

- Guidelines on data collection developed and incorporated into the new National Ozone Officers Training Programme, “GWP-ODP calculator” smartphone and desktop application developed and launched to assist in the

understanding of reporting pure substances and mixtures

- Activities on data collection included in during country missions and network meetings and included in project proposals of Enabling Activity Projects.

### SPO 3: Assist with review of licensing systems

- Supported A5 countries in reviewing the existing legislation on HCFC control and provide advice on options, included as topic in network meetings,
- Provided information to countries on including specific WCO (World Customs Organization) HS code for HFCs and HFC blends; shared regional and national experiences (E.U., Colombia); initial consultations made with several countries on possible options to address approach prior to release of specific HS codes for HFCs
- Review of national data reporting approaches included in project proposals of Enabling Activities for HFC Phase-down; include components related to reviewing licensing and quota systems to include HFCs
- Facilitated the sharing of experiences in the implementation of licensing systems

### SPO 4: Support institutional arrangements

- Institutional arrangements and policy options and regulations to address commitments taken under Kigali Amendment discussed during Network and thematic meetings; national HFC policy and legislative options shared during meetings and progress monitored
- Institutional arrangements and policy options specifically HFC-related policies and regulations were included in project proposals of Enabling Activities for HFC Phase-down

### SPO 5: Implement demonstration projects for non-investment activities

- Demonstration project approved for Kuwait on the use of not in-kind alternatives- district cooling has been initiated

### SPO 6: Assist with implementation & monitoring of Enabling Activities projects

- The implication of developing national strategies for HFC phase down was presented and discussed during national stakeholder workshops and network/thematic meetings and included in proposals of Enabling Activity projects.
- UN Environment assisted countries with preparing and submitting 80 approved Enabling Activities Projects.

## OVERARCHING OBJECTIVE 4: Leveraging the Clearinghouse mandate

**SPO 1:** Coordinate ten Regional Networks & facilitate country-to-country cooperation

**SPO 2:** Coordinate, develop & outreach capacity building and information services

## Achievements

### SPO 1: Coordinate ten Regional Networks & facilitate country-to-country cooperation

- A major Inter-Regional Thematic & Network Meetings for all National Ozone Officers was organised in Paris, France - this provided a forum for participants to discuss and debate issues in three thematic areas:
  - HCFC phase-out commitments and sustaining compliance with prior targets
  - The Refrigeration Servicing Sector; and
  - The HFC phase-down.
- Four further network meetings (one joint) were organised
- Six regional thematic meetings (one joint) were organised for NOOs and other stakeholders on HPMPs and HFC phase down; customs training for NOOs and customs on risk-profiling, e-licencing and trade coordination
- Pilot NOO training using the new National Ozone Officers Training Programme was launched for new officers in the Caribbean region (*see Annex 2B for details*)
- Other meetings: Ozone2Climate Technology Roadshow and Industry Roundtable (China); Montreal Protocol and Refrigeration & Air Conditioning Expert meeting; Risk Assessment Model for the use of Low-GWP Refrigerants in High Ambient Temperature Countries; 2<sup>nd</sup> International Stakeholders Workshop in the Servicing Sector
- CAP facilitated south-south cooperation activities to strengthen capacity of the NOU and local stakeholders
- Facilitated south-south cooperation to: train 41 master trainers (Asia Pacific) on the installation and maintenance of hydrocarbon (R290) and R-32 based room air-conditioners; good servicing practices for longer-term alternatives in RAC sector; safety of flammable refrigerants; capacity building of new and inexperienced NOOs; HCFC phase out policies; online licensing (E-Licencing) systems; Border Dialogues on ODS trade; technology site visits.
- Partnered with the Kigali Cooling Efficiency Programme (K-CEP) for capacity Building for

National Ozone Officers and Technical Support for Linking Energy Efficiency with Montreal Protocol Objectives

## **SPO 2:** Coordinate, develop & outreach capacity building and information services

- A range of new global and regional capacity building and information products and services were developed, including guides and publications, a package of 5 new factsheets on issues related to the Kigali amendment, Kigali timeline poster; policy papers/briefs (1. Strategic direction of HPMPs, 2. Technology Selection and Trends, 3. Customs and enforcement, 4. Standards and Flammable Refrigerants, 5. Refrigeration Servicing Sector, 6. Overview HFCs and the Kigali Amendment: Preparing for implementation, 7. Policy and legislation on HFCs.). Technical Guidebook for the Manufacture, Transportation, Installation, and Servicing of R290 Room Air Conditioners, *Legislative and Policy Options to Control Hydrofluorocarbons* booklet
- Innovative information tools were developed, including three new smartphone applications:
  - GWP-ODP calculator,
  - Identification of ozone depleting substances using refrigerant identifiers,
  - Refrigerant charge size calculator
- Produced new series of RAC technician safety videos on dealing with flammable refrigerants (application) designed, created and implemented
- Desktop versions of *GWP-ODP calculator* and *What Gas?* smartphone applications developed and launched
- Compilation and dissemination of twice-monthly OzonAction newsletter (OzoNews) and OzonAction Scoop (occasional).
- Translation of OzonAction publications, including factsheets and the “Quick guide on flammable refrigerants”.
- A number of factsheets and briefs were updated to reflect new upcoming commitments and challenges and changes (such as details of newly approved refrigerants)
- Capacity building and information materials and online trainings were presented and demonstrated at network meetings and further outreached
- The OzonAction website was regularly updated, further redesigned and improved
- CAP partnered with different RAC stakeholders to develop end-products that can be used by A5 countries to address the RSS training needs on alternative refrigerants: Developed two online courses on Refrigerants; one for non-specialists (completed) and another one for engineers/technicians (under development)
- Outcomes of specific projects complementary to Multilateral Fund were outreached to NOUs and other stakeholders to support HPMPs and assist countries to achieve climate co-benefits (e.g. K-CEP Kigali cooling fund projects, China Trust Fund).

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## RESOURCES MANAGEMENT

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### *Human resources management*

#### **Recruitment**

The recruitment process was initiated for the following vacant posts:

- P3, HPMP Officer, ROLAC
- P5, Senior Coordinator, ROAP
- P4, Programme Officer, Bangkok
- P4, Programme Officer, Paris
- P2, Programme Officers, ROA

The following recruitment process is complete:

- P4, Bahrain
- G7, Senior Finance and Budget Assistant, Paris
- G6, Programme Assistant, Bangkok
- G6, Programme Assistant, Nairobi

#### **Human resource - Support Staff**

- Currently there are 18 Support Staff funded via the CAP. UNEP has undertaken a review the responsibilities and functions of certain Support Staff, who staff are now mapped with additional financial, administrative and project roles and responsibilities in UMOJA.
- G staff mapped with additional roles and are proposed for reclassification of their positions based on the additional responsibilities.

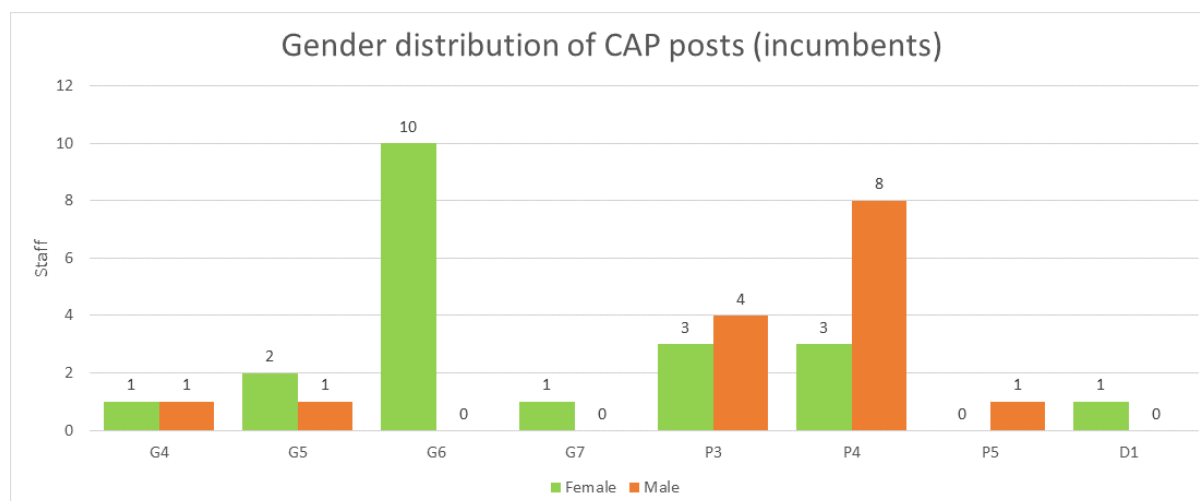
#### **Human resource - Professional Staff**

- Currently there are 27 Professional Staff funded via the CAP. Certain Staff functions have evolved with additional roles and responsibilities. A re-classification of certain posts is being considered.

### CAP staff Training

- CAP Professional would need to be trained on new data collection approaches to HFC phase down and reporting requirements under the Kigali Amendment, especially CO<sub>2</sub> equivalence.

Overall, CAP's gender ratio is 58% female/42% male, with the following distribution:



### Financial management

- **Strengthening regional delivery.** The regional delivery mechanism complemented with the specific and global functions from the Paris Headquarters will be maintained. Support to the financial and administrative aspects of projects services was re-considered in the context of the UN financial rules and UMOJA. Given the large portfolio of projects assembled in all developing countries, upscaling the speed of delivery of financial and administrative support with dedicated fund management is necessary.
- **Medium term regional delivery support (5 years).** To ensure more effective and timely delivery of services to countries, based on the review of the CAP structure and operations (Decision 81/38) and need for global financial and administrative needs vacant P3 and G5 posts in Bangkok were reassigned and the terms of reference revised to provide financial and administrative support to global CAP fund management; and the vacant G5 post in Africa will be fully dedicated to follow up on the UMOJA payments and disbursements for all CAP projects, with the UNON finance department in Nairobi. All 3 posts are now under the Head of the Programme Delivery & Management Unit of the Law Division.
- **Additional UMOJA functions and regionalisation:** The capacity in the regions was re-enforced to take on additional roles in financial transactions in UMOJA and for the creation of the S1 grants, a function which was held by one single G7 in Paris

for the entire CAP. Given the significant workload associated with managing the finance and administration of projects by the Regional Support Staff, functions are being re-adjusted and posts reclassified. Further adjustments will be considered and pursued for the Latin America and Caribbean and West Asia Offices in 2019. This could be considered within the existing CAP staffing. Details are available in the Annexes ID and IE.

- **Law Division-Programme Delivery and Management Unit**  
With the move of OzonAction to the Law Division, as special dedicated team to support overall oversight and administrative and financial management for the CAP, under the supervision of the PDMU was set up. The G7 Senior Finance and Budget Assistant, together with the Support Staff in the CAP regional offices and the PDMU and OzonAction Fund management team will be responsible to monitor global CAP budget expenditures, project budget implementation and administration. The above will meet the increased workload in managing the some 600 projects implementation and address the administrative delays in fund disbursements.

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## CONCLUSIONS AND LESSONS FOR THE FUTURE

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The services provided by CAP have significant potential to continue contributing to the objectives set by the Protocol and especially assisting Article 5 Parties to comply with the existing and future commitments under the Kigali Amendment. In addition to the feedback and guidance provided by the MLFS and ExCom, CAP regularly seeks guidance from the NOOs and other stakeholders through various channels to enable the delivery of CAP to be regularly refined and improved. For example, the January 2018 Inter-Regional Network Meeting and the Second International Stakeholders Workshop (July 2018) meetings provide important recommendations and suggestions in this regard to help steer in the programme activities in coming years to fully harness the potential of the CAP and its services.

CAP services cover a wide range of topics including technical capacity building and support on regulatory infrastructure, policies, licensing and quota systems, legislation and enforcement, refrigeration and air-conditioning technicians, data reporting and support for ratification and implementation. These services have enabled the NOOs to smoothly transition the different technology challenges, sustain compliance and meet national ODS phase out targets since 1991. CAP prioritises the timely delivery of assistance on the basis of countries' differentiated needs and *ad hoc* requests.

OzonAction CAP is working to ensure that Article 5 countries experience a seamless transition to the evolved climate and ozone context resulting from the Kigali Amendment with minimal disruption, assisting countries to kickstart activities and approaches to address HFCs, while at the same time not distracting from reaching their existing HCFC targets.

### **Networking**

- A flagship activity of UNEP and a core mechanism of the Multilateral Fund family of institutions, the Regional Networks covering 145 developing countries and managed by the CAP is a forum for experience exchange and knowledge transfer.
- Timely intervention, adaptability and flexibility of the CAP programme and staff to accommodate evolving needs of National Ozone Units both via direct contacts (missions) and via the Regional Networks is a

hallmark of the CAP and a cost/effective way to avoid potential non-compliance situations.

- The cost effectiveness of the number of statutory network and thematic meetings was evaluated in 2013-2014; one network meeting and smaller thematic meetings on specific topics will continue; the initiative for an Inter-Regional Network Meeting was well received by countries, secretariats and partners and will be considered for the future.

### **Capacity Building**

- The Clearinghouse mandate is the pillar of the CAP and provides a platform for all Implementing Agencies and Secretariats. The aim is to build on countries experience, harness the Clearinghouse function and tools developed by CAP and other Agencies to deliver sustainable capacity building in the refrigeration servicing sector, enforcement and legislation, and ensure integration into national HPMPs whilst taking into account activities for the HFC phase-down, including specific training and capacity building for NOOs.
- Capacities for monitoring compliance continue to be strengthened. Continuous turnover of NOUs-presents a daunting challenge. Efforts will continue to be made for managing the HCFC phase out process, HFC phase down, policy, planning and programming, implementation and evaluation of activities. The new CAP NOU training programme will provide an excellent means to achieve this through a more structured NOU training approach
- Continued efforts will be made to improve the quality and topical relevance of CAP capacity building tools and publications following guidance and feedback
- The main reference works such as the fortnightly OzoNews, website, and meeting portal will continue to keep their respective readership/users up to date.

### **Integration of existing and new tools into projects.**

- CAP has produced a number of high quality capacity building tools, training programmes, and information materials. CAP has developed a deployment strategy to integrate these tools, as appropriate into the Institutional Strengthening, HPMP and technical assistance

projects, which will add value and encourage best practice.

### **Synergies**

- Links between the approved national IS project and the HPMP need to be strengthened and the Enabling Activities projects can be used to help identify synergies between these projects to streamline activities in addressing both HCFC phase out and the future commitments on HFCs.

### **RSS**

- CAP plays an important role in creating an enabling environment for all stakeholders in the air conditioning and refrigeration sectors through collaborations and partnerships with the global and regional industry organisations and associations
- In addressing training and certification of refrigeration technicians, the evolving Partnerships fostered by CAP and national/regional analysis are helping countries to understand the long term sustainability of training programmes, institutionalization of training activities and barriers and incentives.

### **Partnerships**

- Significant efforts have been made to bring on board the necessary partnerships for an effective, holistic HCFC phase out and HFC phase down. CAP will pursue its efforts and widen scope and outreach to forge new partnerships within and outside UNEP to ensure a multi-disciplinary environmental response to the complex HCFC phase out and HFC phase down.

### **Enforcement**

- While all countries have licence and quota systems which cover HCFCs, their implementation and enforcement varies considerably from country to country. Results from verification of HCFC consumption in some countries show discrepancies between

ODS trade statistics maintained by the National Ozone Unit, licensing authorities and the Customs Department, which are attributed to a number of factors. In addition, in most regions/sub-regions, comparison of reported import and export data indicates significant discrepancies in what countries report. Cases of illegal trade in ODS (and HFCs) continue to be reported around the world. CAP will continue to provide assistance to countries and enhance cooperation between customs and NOOs. Particularly regarding future commitments under Kigali.

- The recent move of OzonAction to the Law Division of UN Environment will enable the programme to benefit from the expertise and experience of this Division in areas of policy and enforcement

### **South-south cooperation**

- Countries are at different levels of progress of HCFC phase-out implementation; they can benefit from experiences and lessons learnt from other Article 5 countries

### **Some challenges**

- In some countries in ROA and ROWA, the escalated political instability in the region limits CAP.
- Rapid turnover of NOUs in some countries/regions continues to be a challenge
- The increased flow of high-GWP alternatives in particular in A/C sector with limited commercial availability of long-term low-GWP options continues to be a challenge.
- Focus on non-ODS alternatives and related safety and standards issues will continue, particularly as this will be of increasing importance in the selection of low to zero GWP and zero ODP alternatives.
- There is/will be a challenge for countries to monitor (and report) on trade in HFCs without specific HS (Harmonised system) customs codes.





UN Environment CAP Mission statement: <b>Assist Article 5 countries to achieve and sustain compliance with their Montreal Protocol obligations and promote associated climate co-benefits</b>			
Objectives	Expected results	Benchmarks/Actions	Assumption / Risks
<b>Overarching objective 1: Assisting countries to comply with their HCFC phase out commitments and sustaining compliance with prior targets</b>			
<p><b>SPO 1</b> Support National Ozone Units for effective management of national Montreal Protocol compliance programmes</p>	<ul style="list-style-type: none"> <li>NOUs collect, review and report accurate Article 7 and Country Programme data as per deadlines (or in advance) All IS projects approved for UN Environment are implemented in a timely and effective manner</li> <li>All NOUs requesting compliance assistance to address specific technical, policy, or operational issues are supported by CAP.</li> <li>All new Ozone Officers and/or their assistants acquire basic skills and understanding of the Montreal Protocol/Multilateral Fund,</li> </ul>	<ul style="list-style-type: none"> <li>Provide support to NOUs for accurate and timely Article 7 and Country Programme data reporting.</li> <li>Provide NOUs with technical assistance to expedite the preparation, implementation, monitoring and reporting on their IS tranches.</li> <li>Assist NOUs to monitor status of phase out targets already achieved (2013 HCFC freeze, 2015 10% HCFC reduction, and maintaining of zero consumption of the other ODS already phased out).</li> <li>Deliver specific compliance assistance and capacity building services to NOUs as per CAP Work Programme plus ad hoc requests.</li> <li>Provide training to all new Ozone Officers and/or their assistants using the newly-developed training modules and/or country-to-country assistance and south-south corporation; launch the advanced training for NOOs.</li> <li>Promote the inter-regional collaboration on different themes under the south-south corporation as a follow up to the First Inter-Regional Thematic Technical Workshops and Regional Network Meetings for National Ozone Officers (15-19 January 2018, Paris)</li> </ul>	<p><i>Assumptions</i></p> <ul style="list-style-type: none"> <li>High level political commitment</li> <li>Stable political and economic conditions in countries</li> <li>Operational National Ozone Unit (NOU) with dedicated and skilled staff at appropriate level</li> <li>Government commitment to approve and adopt ODS legislation</li> <li>Cooperation of national enforcement authorities and sub-regional trade and economic organisations</li> </ul>
<p><b>SPO 2</b> Assist with strengthening &amp; enforcing HCFC licensing &amp; quota systems</p>	<ul style="list-style-type: none"> <li>Using knowledge, experience and best practices from peers within and outside of their region, NOUs effectively monitor and operate their HCFC licensing and quota systems as per Montreal Protocol/Multilateral Fund targets.</li> <li>NOUs undertake a self-assessment of the strengths/weaknesses of their HCFC licensing and quota systems and identify areas for improvement.</li> <li>More countries use the informal Prior Informed Consent (iPIC) mechanism to complement and support their HCFC licensing and quota systems.</li> </ul>	<ul style="list-style-type: none"> <li>Use Network meetings and information materials to help NOUs assess HCFC licensing and quota systems to identify strengths/weaknesses.</li> <li>Identify and share inter-regional experiences and approaches for effective licensing and quota systems and document and share best practices with regard to design, implementation and enforcement.</li> <li>Promote the use of iPIC and other tools in collaboration with the International Governance and the National Environmental Law Units (Law Division) to combat illegal ODS trade and facilitate legal trade.</li> <li>Raise awareness about the advantages of e-licensing systems, and collect and share examples of countries that have adopted such systems.</li> </ul>	<ul style="list-style-type: none"> <li>Constructive cross-border cooperation between customs and enforcement agencies in neighbouring countries</li> <li>Controls to prevent illegal trade of ODS and ODS-based equipment are in place and effective</li> </ul>
<p><b>SPO 3</b> Strengthen national capacity for effective customs &amp; trade controls</p>	<ul style="list-style-type: none"> <li>NOUs update, monitor and enforce their national regulations and policies to facilitate and monitor legal HCFC trade and to combat illegal trade.</li> <li>Customs agencies and NOUs deliver effective enforcement training workshops and related activities.</li> <li>Article 5 countries encouraged to use the UN Environment-World Customs Organization e-learning modules to deliver their national customs training.</li> <li>Illegal HCFC trade is diminished/prevented by intra-regional and inter-regional cooperation between Article 5 countries, and between regional/international customs/trade organisations.</li> </ul>	<ul style="list-style-type: none"> <li>Via Network meetings and tailored CAP assistance, provide policy support and information materials to help NOUs identify/analyse differences in reported HCFC trade data between countries.</li> <li>Provide technical assistance to NOUs to support customs and trade regulations and policies and as necessary their revision in collaboration with the International Governance and the National Environmental Law Units of the Law Division.</li> <li>Outreach, demonstrate and promote the e-learning customs training modules to NOUs and national customs agencies; develop pocket booklets to assist the awareness of ozone issues for enforcement officers</li> <li>Cooperate with regional and sub-regional organizations, UN Environment Law Division and its Regional Officers for Law and Enforcement, WCO and its RILOs, to organize regional customs and enforcement thematic on the legal and technical aspects of criminalizing the illegal trade in controlled substances (ODS/HFCs, mixtures and equipment), the development of e-Licensing systems, and training and other customs-related initiatives.</li> <li>Develop joint strategies to support Article 5 countries to improve the refrigerant testing and identification capacities for better control of ODS imports/exports and to combat counterfeit products; collect, document and share experiences and strategies on the effective role of customs in monitoring and combatting illegal trade, including how to deal with seized refrigerants</li> <li>Raise awareness of NOOs about the need for effective enforcement of policies and legislation and working with the enforcement chain to their countries comply with existing ODS Montreal Protocol legal frameworks.</li> <li>Support countries to strengthen transboundary cooperation by organising region-specific border dialogue workshops for customs and enforcement officers, if possible, in conjunction with other planned Law Division training programs and meetings of regional environmental networks for enforcement.</li> </ul>	<p><i>Risks</i></p> <ul style="list-style-type: none"> <li>Uncertainties in security situations</li> <li>Unstable political and economic situation in countries</li> <li>Frequent turn-over of Ozone Officers and changes in administration</li> <li>Limited capacities of NOUs</li> <li>Delays due to administrative procedures by IA and country administrations</li> <li>Administrative or legal issues that may prevent fund disbursements and delay HPMP implementation</li> <li>Delay or incomplete progress reporting by some countries due to the long process of data verification at national level (particularly in countries with political instability)</li> <li>Unstable currency markets fluctuating during project implementation</li> <li>Unreliability of information technology in</li> </ul>

Objectives	Expected results	Benchmarks/Actions	Assumption / Risks
<p><b>SPO 4</b> Assist countries to achieve the 35% HCFC target in 2020 and prepare for 67.5% target in 2025</p>	<ul style="list-style-type: none"> <li>Ongoing and new HPMP Stage I and Stage II tranches approved for UN Environment are implemented in a timely and effective manner; completed HPMP tranches are verified in a timely and effective manner s.</li> <li>All countries requesting UN Environment assistance with Stage I or Stage II tranches, or new Stage II HPMPs are supported to prepare, submit and initiate those projects.</li> <li>NOUs make informed choices about non-HCFC technologies and policies as they implement their HPMPs.</li> </ul>	<ul style="list-style-type: none"> <li>Assist countries to prepare, submit and initiate Stage I and Stage II tranches, and Stage II HPMPs as per deadlines in coordination with partner Lead/Cooperating Implementing Agencies.</li> <li>Provide NOUs with policy and technical assistance to expedite implementation, monitoring and reporting on their ongoing and new HPMP Stage I and Stage II tranches.</li> <li>Implement HPMP verification projects as approved by the Executive Committee.</li> <li>Promote collaboration between NOOs and RAC associations and encourage region-specific support to strengthen local institutions under HPMP Stage I and II projects.</li> <li>In collaboration with the NOOs, undertake regional and local market surveys; access to low-GWP equipment and refrigerants; and supply chain management (spare parts,...) and an overview of the institutional policies to promote the adoption of low-GWP alternatives</li> <li>Provide targeted information services on technologies and policies based on needs identified by NOUs.</li> </ul>	<p>some developing countries; access to email and prompt communication very limited in some countries</p>
<p><b>Overarching objective 2: Strengthening the refrigeration servicing sector for ozone &amp; climate-friendly alternatives</b></p>			
<p><b>SPO 1</b> Develop, deliver &amp; coordinate capacity building &amp; sustainable technician training in the RSS</p>	<ul style="list-style-type: none"> <li>A global overarching strategy for streamlining the training in the servicing sectors; standard training program is developed in cooperation and consultation with Implementing Agencies, Article 5 countries, international RAC associations and under guidance from the Multilateral Fund Secretariat.</li> <li>Good practice training modules that adequately address the safety aspects of alternatives refrigerants, in accordance to the operating conditions in Article 5 countries, are developed, introduced and incorporated in national training programs.</li> <li>A Universal Training Kit (modules), that tackle the good practices for different types of applications and refrigerants, is developed and incorporated in the training programs under HPMPs..</li> <li>E-learning tools aiming at upgrading the skills of service practitioners, i.e. technicians and engineers, with regard to the sound management of refrigerants, are developed, offered and widely used by different stakeholders in Article 5 countries.</li> <li>The e-Learning Refrigerant Literacy course is widely offered leading to elevating the knowledge and understanding of current and future refrigerants amongst NOU and local stakeholders.</li> <li>Special simplified tools, mainly for use of the unorganized (informal) servicing sector, such as pocket guides, videos, posters and others are developed and used by NOUs in the HPMP training</li> <li>Needs assessment for the MAC servicing sector in the Article 5 countries is conducted including the training, certification and institutional needs.</li> </ul>	<ul style="list-style-type: none"> <li>Initiate a consultation process with Implementing Agencies, Article 5 countries, international RAC associations and under guidance from the Multilateral Fund Secretariat to develop a global overarching strategy for streamlining the training in the servicing sectors.</li> <li>Cooperate with international associations and IAs to develop training modules that adequately address the safety aspects of alternatives refrigerants.</li> <li>In cooperation with international partners, design and finalize a Universal Training Kit that promotes good and safe practices for different types of applications and refrigerants. Engage with local and regional RAC associations in Article 5 countries to adopt/use the kit as part of their national good practice training programs</li> <li>Outreach the Refrigerants Literacy e-Learning Course to Article 5 country stakeholders, and translate the course into Spanish and French.</li> <li>Complete and launch the e-Learning Course on Refrigerant Management, for practitioners, in cooperation with ASHRAE.</li> <li>Ensure that all training materials, kits and resources, developed in cooperation with international partners or by OzonAction only, are well promoted to Article 5 countries for use within the ongoing phase-out and training programs under HPMPs, ISPs and Kigali Enabling projects.</li> <li>Complete a detailed training needs assessment on the MAC servicing sector and its future training and capacity building needs. Initiate and conduct special study on the requirements for MAC certification programs.</li> </ul>	<p><i>Assumptions</i></p> <ul style="list-style-type: none"> <li>Skilled nationals for the servicing of equipment, particularly for 'longer term' alternatives</li> <li>Climate friendly and energy efficient alternatives are commercially available</li> <li>Availability of alternatives and affordable technologies</li> <li>Cooperation and active participation of other stakeholders</li> </ul> <p><i>Risks</i></p> <ul style="list-style-type: none"> <li>Increased trend of introducing high-GWP alternatives due to lower prices and commercial availability compared to low/lower GWP options particularly for RAC</li> <li>Technology and economic related concerns for high-ambient operating conditions</li> </ul>
<p><b>SPO 2</b> Advancing sustainable certification &amp; qualification in the RSS</p>	<ul style="list-style-type: none"> <li>Technical and policy support is offered to HPMPs with ongoing national certification programs</li> <li>A model for Refrigerant Management Certification Program, including the associated training/testing program, is developed and widely adopted, especially by LVCs.</li> <li>A model for certifying servicing workshops, in terms of minimum requirements for the good service practices, is developed and introduced for Article 5 countries for inclusion in HPMPs and national phase-out programs.</li> <li>A global qualification program for sound management of refrigerants i.e. Refrigerant Driving License (RDL) is developed, piloted in cooperation with AHRI</li> <li>Promote south-south corporation for introduction of low-GWP alternatives through bilateral projects: China Trust Fund for South Asia and South-East Asia and Pacific regions; China-Africa cooperation; India-Africa cooperation.</li> </ul>	<ul style="list-style-type: none"> <li>Encourage the introduction of comprehensive regulatory framework for refrigerants management including, but not limited to, certification of technicians, licensing of companies/workshops, labeling, record keeping, reporting, accessibility to sell/buy refrigerants, enforcement and monitoring tools including capacity building programs for respective authorities and stakeholders; continue providing technical and policy assistance to NOUs in developing and enforcing national training assessment and certification schemes for service technicians.</li> <li>RDL piloted in selected 3-4 countries in different regions and the program evaluated accordingly as well as suggest adjustment to make it final for global use.</li> <li>Complete the RDL pilot stage (RDL for Small Applications) in 6 countries in different regions and collect feedback for next stage of rolling it out in all interested countries.</li> <li>Complete the documentation of RDL for other categories (Commercial Ref, Commercial A/C and Enterprise) as well as finalize the organizational and operational arrangement for RDL Program for wider application.</li> <li>Encourage Article 5 countries to incorporate RDL and other certification programs into their national phase-out programs-HPMPs.</li> <li>Develop a model technician refrigerant management certification program in cooperation with international partners and pilot it in 4-5 countries.</li> <li>Develop a model refrigeration servicing workshop certification program in cooperation with international partners and pilot it in 4-5 countries.</li> <li>Provide targeted support to NOOs to update local curricula to include aspects related to safety, R/R/R, energy</li> </ul>	<ul style="list-style-type: none"> <li>Difficulties related to harmonising standards and codes at the regional level</li> <li>Limited engagement from external project Partners</li> <li>The availability and quality of technical input and/or regional and/or national input into the various activities not forthcoming</li> <li>Weak infrastructure of the RAC servicing sector in most developing countries; the RAC servicing sector often not recognised as a professional field.</li> <li>The Environment Ministry, commonly housing the NOU do not have mandate for setting/certification of national skills, energy management, safety etc.</li> <li>Unreliability of information technology in some developing countries; access to</li> </ul>

Objectives	Expected results	Benchmarks/Actions	Assumption / Risks
		<p>efficiency, safe disposal in addition to the standard good practice training;</p> <ul style="list-style-type: none"> <li>Encourage NOUs to seek, where feasible, partnerships and involvement in-kind of local RAC associations/societies in the development and implementation of refrigerant management programs and activities.</li> </ul>	<p>email and prompt communication very limited in some countries</p>
<p><b>SPO 3</b> Promote development &amp; enforcement of standards for safe handling of flammable &amp; toxic alternatives</p>	<ul style="list-style-type: none"> <li>Regular materials and info-kits about progression and update of relevant international standards and their implication on low-GWP refrigerants deployment in different sectors are developed,</li> <li>A model risk assessment for the safe handling of flammable refrigerants during installation, servicing, transportation and decommissioning practices is developed in cooperation with international industry associations as well as engagement of regional and national research institutes in Article 5 countries.</li> <li>Cooperate with ASHRAE to develop a quick guide for developing countries about Sustainable Refrigerated Facilities and Refrigeration Systems.</li> <li>Special sessions and events on advancing the update of relevant standards at national and regional levels are organised using CAP networking activities.</li> </ul>	<ul style="list-style-type: none"> <li>Develop and disseminate regular updates and briefs on the progression of, development and upgrade of international relevant refrigerants and safety standards; organise, in cooperation with partners, international and regional information sessions on advancing the update of relevant standards and application of standards adapted to the A5 countries context on flammable refrigerants and other alternatives and on certification via south south Corporation.</li> <li>Develop and launch and make available to Article 5 countries, a risk assessment model for the safe handling and use of flammable refrigerants.</li> <li>A model for national codes on refrigeration and air-conditioning, including good servicing practices including conduct for safe use of flammable low GWP alternatives, is developed in cooperation with partners and introduced widely into national programs.</li> <li>Assist NOOs to conduct assessment of the status of the standards in each country to identify gaps.</li> </ul>	
<p><b>SPO 5</b> Address high ambient temperature country's needs</p>	<ul style="list-style-type: none"> <li>Final reports of PRAHA-II and EGYPRA projects are released and shared with all NOUs and industry stakeholders.</li> <li>Comparison report on all HAT testing projects is developed, in consultation with partners, and shared with all players.</li> <li>A risk assessment model for the manufacturing/installation/servicing with flammable refrigerants in HAT countries is development and imparted to all NOUs for use in local programs and HPMPs.</li> <li>Study on the impact of Kigali on air-conditioning industry in HAT countries is developed in consultation with respective NOUs and industry players.</li> </ul>	<ul style="list-style-type: none"> <li>Finalize, launch and disseminate the reports of EGYPRA and PRAHA-II including detailed analysis and comparison of HAT testing projects.</li> <li>Building, in cooperation with partners, comprehensive Risk Assessment Model for logistics (installation, operation and servicing) of air-conditioning units operate with lower-GWP refrigerants in high ambient temperature countries</li> <li>Initiate, in cooperation with concerned A5 countries and industry, the development of a specialized study on impact of Kigali Amendment on technology selection in air-conditioning industry in HAT countries.</li> <li>Organize the 6<sup>th</sup> International Symposium on "Alternative Refrigerants for HAT Countries" with participation of all international associations and all HAT parties</li> <li>Advocate for the HAT countries amongst HVAC&amp;R international associations and organizations in order to include the topic in their business agenda and research activities</li> </ul>	
<b>Overarching objective 3: Building capacity to initiate enabling activities for the HFC phase down</b>			
<p><b>SPO 1</b> Facilitate and support ratification of Kigali Amendment</p>	<ul style="list-style-type: none"> <li>Facilitate and support NOU efforts to promote ratification in close collaboration with the Ozone Secretariat.</li> <li>Ozone Officers better understand HFC issues and the implications of the Kigali Amendment for their national ODS phase out programmes.</li> <li>Countries to review institutional arrangements for implementation of HFC phase down activities.</li> <li>Provide guidance to identify synergies and linkages between the national HCFC phase out, overall national refrigerant use, map non-ODS, non-HFC alternative consumption patterns and elaborate future the HFC phase down national strategies.</li> </ul>	<ul style="list-style-type: none"> <li>Assist all 145 countries to understand the implications of developing national strategies for HFC phase down.</li> <li>Special missions to countries when required to participate in multi stakeholder consultations on Kigali Amendment.</li> <li>In cooperation with the Ozone Secretariat, encourage and support Article 5 countries to ratify the Kigali Amendment.</li> <li>In collaboration with all Implementing Agencies and Multilateral Fund Secretariat, draft guidelines organize special sessions in network and thematic meetings to discuss how countries might address overlapping issues and identify synergies between HPMPs and HFC phasedown plans.</li> <li>Provide technical assistance to countries to review their legal and institutional frameworks and, as necessary, to develop a plan of action for the improvement of these to enable them implement their new national obligations.</li> <li>CAP to launch, in collaboration with the National Environmental Law Unit of the Law Division, a programme to assist countries in the improvement of national governance arrangements for the implementation of the Montreal Protocol</li> </ul>	<p><i>Assumptions</i></p> <ul style="list-style-type: none"> <li>High level political commitment</li> <li>Government commitment to approve and adopt amendment</li> <li>Stable political and economic conditions in countries</li> <li>Operational National Ozone Unit (NOU) with dedicated and skilled staff at appropriate level</li> <li>Controls to monitor and control trade of HFCs are in place and effective/can be implemented</li> </ul>
<p><b>SPO 2</b> Assist countries to review current data reporting approaches</p>	<ul style="list-style-type: none"> <li>Sharing of data collection experiences and lessons learned from non-ODS alternative surveys.</li> <li>Data mining of alternative surveys, and inter-regional collaboration and sharing experience.</li> <li>Regional and sub-regional workshops to understand HFC data reporting methodologies.</li> </ul>	<ul style="list-style-type: none"> <li>Update the Data Reporting Handbook to help strengthen the capacity of NOUs on the new reporting requirements and specific technical issues (blends, CO2 equivalent tonnes, etc.) related to the Kigali Amendment.</li> <li>Organize sessions in Regional Network meetings, during country missions, and/or regional and sub-regional thematic workshops on HFC data reporting methodologies.</li> </ul>	<p><i>Risks</i></p> <ul style="list-style-type: none"> <li>Uncertainties in security situations</li> <li>Unstable political and economic situation in countries</li> </ul>

Objectives	Expected results	Benchmarks/Actions	Assumption / Risks
<p><b>SPO 3</b> Assist with review of licensing systems</p>	<ul style="list-style-type: none"> <li>Revised and updated customs and enforcement officers training manuals.</li> <li>Updated UN Environment-WCO on-line e-learning customs training to include information on HFCs Reviewed countries' customs codes for inclusion of HFCs and low-GWP alternatives for monitoring HFC imports until the new HS codes are approved by WCO.</li> <li>Modified iPIC to include HFCs and low-GWP alternatives.</li> </ul>	<ul style="list-style-type: none"> <li>Share regional experiences and good practices on ODS and HFC licensing systems.</li> <li>Assist countries with reviewing existing licensing and quota systems and customs codes for inclusion of HFCs.</li> <li>Include sessions in Network and/or thematic meetings on the 2022 update of WCO's harmonized system (HS) codes and explore what countries/regions should do prior to the 2022 release of those codes.</li> <li>Countries advised on various options such as to assign specific customs codes (additional digits) for HFCs in its national HS code system as a temporary measure; and assisted to establish specific customs codes (additional digits) for HFCs and equipment at national level.</li> <li>Update UN Environment-WCO on-line e-learning customs training and comprehensive customs training modules to include information on HFCs and outreach in different languages.</li> <li>Modify iPIC to include HFCs and low-GWP alternatives, improve the user-friendliness of the system including development of a smartphone app.</li> </ul>	<ul style="list-style-type: none"> <li>Limited capacities/frequent turn-over of Ozone Officers and changes in administration</li> <li>Unstable currency markets fluctuating during project implementation</li> <li>Unreliability of information technology in some developing countries; access to email and prompt communication very limited in some countries</li> <li>Lack of specific customs codes (HS codes) for HFCs prior to control measures</li> </ul>
<p><b>SPO 4</b> Support institutional arrangements</p>	<ul style="list-style-type: none"> <li>Review of national policies and regulations in areas where HFC consumption could be reduced (low-GWP options).</li> <li>Strengthened institutional arrangements for the implementation of activities, including consultations with relevant national government authorities who are responsible for climate change, energy efficiency, etc.</li> <li>A model national tracking system that can be used by the licensing authority on the actual import/export.</li> </ul>	<ul style="list-style-type: none"> <li>Build capacity of NOUs to address new obligations under Kigali Amendment; re enforce existing experience through supporting the review and development of policies, strategies and regulations.</li> <li>In collaboration with the Environmental Law Unit (in the Law Division), provide expert guidance on the development of environmental legislation and enhancement of enforcement capability; legal assistance to help strengthen and streamline institutional arrangements and capacities for tackling new Kigali commitments; technical and legal assistance to countries to strengthen capacities for enforcement of environmental law.</li> </ul> <p><i>Legal frameworks</i></p> <ul style="list-style-type: none"> <li>Initiate and launch activities to build capacity of Government officials to develop and implement new commitments post Kigali and to enhance compliance with and enforcement of Montreal Protocol obligations through training programmes on environmental law and policy..</li> <li>Assist countries to better understand the legal implications of the Kigali Amendment and to develop legal guidelines to strengthen national laws, policies and institutions for implementation of their commitments under the Kigali Amendment.</li> <li>Based on experience gained from existing online legal tool kits, develop and launch a global resource to help countries which have already ratified to develop legal frameworks for the effective implementation of the Kigali Amendment; assist NOUs and countries to assess gaps and linkages between HCFC phase out and HFC phase down for law review and improvement.</li> </ul> <p><i>HFC Policies</i></p> <ul style="list-style-type: none"> <li>Collect and share information and experiences about HFC-related policies and regulations, including those that promote low GWP higher energy efficiency RAC equipment (e.g. public procurement policies, energy efficiency labelling, adjusted duties, etc.).</li> <li>Assist countries to identify and/or develop policy options and regulations to address commitments taken under Kigali Amendment.</li> </ul> <p><i>Import/export and licensing systems</i></p> <ul style="list-style-type: none"> <li>In collaboration with partners, CAP to develop a model national tracking system that can be used by the licensing authority on the actual import/export.</li> <li>In collaboration with the Multilateral Fund Secretariat and Ozone Secretariat, update the guidelines for ODS import/export licensing/quota systems to cover HFCs and other alternatives.</li> <li>Assist countries to draft policies that include the banning of placing on the market, specific products and equipment containing or relying on HCFCs and / or high GWP HFCs; conduct studies on penetration of low-GWP alternatives at local markets to guide the development of a national strategy of HFCs phase-down.</li> </ul>	
<p><b>SPO 5</b> Implement demonstration projects for non-investment activities</p>	<ul style="list-style-type: none"> <li>Demonstration projects for non-investment activities</li> </ul>	<ul style="list-style-type: none"> <li>Implement demonstration projects for non-investment activities as approved by the Executive Committee.</li> <li>Showcase the results of the Egypt-Kuwait demo projects in network meetings in promoting not-in-kind technologies for District Cooling and Central A/C applications as a tool for reducing dependency on higher-GWP refrigerants and technologies.</li> </ul>	

Objectives	Expected results	Benchmarks/Actions	Assumption / Risks
<p><b>SPO 6</b> Assist with implementation &amp; monitoring of Enabling Activities projects</p>	<ul style="list-style-type: none"> <li>Implementation of Enabling Activity projects as per Executive Committee guidelines.</li> </ul>	<ul style="list-style-type: none"> <li>Provide technical assistance to 85 countries to implement enabling activity projects and support all other countries requesting assistance.</li> <li>Organize regional workshops on Enabling Activities, implementation status, challenges, options for national strategies for HFC phase down (including model policies), updates on legislative changes, successes and lessons learned.</li> <li>Produce information materials to raise NOU's awareness on the HFCs phase-down and the associated climate change impacts. Promote information exchange and communication between regions on market situation and trends needed (south-south cooperation, network meetings, etc).</li> <li>Upgrade the HFCs Outlook Model, as a pilot for LVCs, for envisioning policy intervention in different sectors, gain a better understanding of consumption and compliance scenarios in conjunction with HCFCs; promote the south-south corporation with countries which have successfully adapted the model.</li> <li>In cooperation with international RAC association partners, develop a database model for the Cold Chain Sector for holistically compiling information and data about technologies and trends in this sector and pilot it in select Article 5 countries as part of the data collection and analysis work under Kigali Enabling projects.</li> <li>Organise sessions in Regional Network meetings with objectives to inform NOOs of recent legal and institutional developments in the field of environmental law for the purpose of promoting a greater interest and commitment among countries to use law as a tool for environmental management and sustainable development;</li> <li>Exchange views on important institutional and environmental law issues and to share their national experiences in addressing various aspects of environmental law to implement the Montreal Protocol and its Kigali Amendment and to learn from each other's experiences and good practices.</li> <li>Special support to countries for implementation of enabling activities (review of national strategies and policies, assessment of safe market introduction of low- GWP, zero-GWP alternatives, multi stakeholder's national workshops, parliamentarians fora, etc.).</li> </ul>	
<b>Overarching objective 4: Leveraging the Clearinghouse mandate</b>			
<p><b>SPO 1</b> Coordinate ten Regional Networks &amp; facilitate country-to-country, south-south cooperation</p>	<ul style="list-style-type: none"> <li>Participation of 145 developing countries in Network and thematic meetings.</li> <li>Network agendas including issues related to enabling activities needed in Article 5 countries to address both HCFCs and HFCs.</li> <li>Country-to-Country cooperation (e.g. site visits, study tours, technology transfer, border dialogues)</li> </ul>	<ul style="list-style-type: none"> <li>Organise focused network and thematic meetings in all the regions. Participation of selected developing country and international experts to address priority issues, e.g. customs codes, standards, data reporting, good servicing practices and safety for flammable refrigerants, policy developments, energy efficiency, etc..</li> <li>Strengthen Country-to-Country cooperation activities (e.g. site visits, study tours, technology transfer, border dialogues).</li> </ul>	<p><i>Assumptions</i></p> <ul style="list-style-type: none"> <li>Operational National Ozone Unit (NOU) with dedicated and skilled staff at appropriate level</li> <li>Cooperation and active participation of other stakeholders</li> <li>High level political commitment</li> <li>Stable political and economic conditions in countries</li> </ul>
<p><b>SPO 2</b> Coordinate, develop &amp; outreach capacity building and information services</p>	<p><i>NOUs</i></p> <ul style="list-style-type: none"> <li>Updated and timely information: fact sheets, policy briefs and publications on prioritised topics;</li> <li>Support to countries for implementation of IS, HPMPs, enabling activities projects and other MLF projects..</li> <li>NOOs made aware on policy frameworks and options to promote low-GWP non-ODS and non-HFC alternatives; substitutes and alternative refrigerants.</li> <li>"Ozone2Climate Technology Exhibitions and Industry Roundtables" organized in different regions back-to-back with large industry events (e.g. annual exhibitions of national RAC associations, trade fairs, and major conferences).</li> </ul> <p><i>Technicians/servicing sector</i></p> <ul style="list-style-type: none"> <li>Global targeted technology capacity building and ICE materials developed and outreached</li> <li>Servicing sector training programmes developed and outreached.</li> <li>Updated technical information on flammable refrigerants, safety and handling, good practices, maintenance and leak detection, reducing emissions and enhancing energy efficiency in refrigeration servicing sector outreached.</li> <li>UN Environment-ASHRAE Refrigerants Literacy online course outreached and translated.</li> <li>Handbook of codes of good and best practices for refrigeration servicing sector; quick Guide on flammable refrigerants for servicing technicians translated and outreached; guidebook on recovery and recycling of HCFCs and HFCs during servicing and maintenance; updated information on refrigerant testing that</li> </ul>	<p><i>NOUs</i></p> <ul style="list-style-type: none"> <li>Update information: fact sheets, policy briefs and publications on prioritised topics; countries will be encouraged to translate and adapt existing materials.</li> <li>Mining of data collected through all national projects; and assist select countries to map alternatives and draft road roadmaps for improved decision making.</li> <li>Organize "Ozone2Climate Technology Exhibitions and Industry Roundtables" in different regions back-to-back with large industry events (e.g. annual exhibitions of national RAC associations, trade fairs, major conferences) to encourage the rapid take up of such technologies by the private sector.</li> <li>Develop and outreach a new publication on 5 steps on raising awareness of Kigali Amendment.</li> </ul> <p><i>Technicians/servicing sector</i></p> <ul style="list-style-type: none"> <li>Develop and outreach global targeted technology capacity building and ICE materials to support sound management of all refrigerants.</li> <li>Outreach servicing sector training programmes; update information on refrigerant testing that includes HFCs and blends; translate and outreach Quick Guide on flammable refrigerants for servicing technicians.</li> <li>Update and outreach technical information on flammable refrigerants, safety and handling, good practices, maintenance and leak detection, reducing emissions and enhancing energy efficiency in refrigeration servicing sector; regional thematic workshops for technicians and NOOs.</li> <li>Outreach and translate the UN Environment-ASHRAE Refrigerants Literacy online course.</li> </ul> <p><i>Trade and enforcement</i></p> <ul style="list-style-type: none"> <li>Develop targeted capacity building tools and materials for the enforcement community.</li> <li>Deliver regional workshops and facilitate awareness, communication and outreach on the role of enforcement and</li> </ul>	<p><i>Risks</i></p> <ul style="list-style-type: none"> <li>Limited engagement from external project Partners</li> <li>Frequent turn-over of Ozone Officers and changes in administration</li> <li>Limited capacities of NOUs</li> <li>The availability and quality of technical input and/or regional and/or national input and participation into the various activities not forthcoming</li> <li>Limited engagement from external project Partners</li> <li>Unreliability of information technology in some developing countries; access to email and prompt communication very limited in some countries</li> </ul>

Objectives	Expected results	Benchmarks/Actions	Assumption / Risks
	<p>includes HFCs and blends.</p> <p><i>Trade and enforcement</i></p> <ul style="list-style-type: none"> <li>Targeted capacity building tools and materials for the enforcement community developed.</li> <li>Training modules for customs officers to include HFCs and blends developed and translated.</li> <li>Information and guidance on HS codes for HFCs outreached.</li> <li>The Informal Prior-Informed Consent Mechanism platform updated.</li> </ul> <p><i>Information</i></p> <ul style="list-style-type: none"> <li>Targeted awareness activities to assist countries to meet their 2020 HCFC control measures and facilitate the phase down of HFCs Relevant ozone/Montreal Protocol issues outreached at key international, regional and national fora, using effectively web, and e-conferencing; exhibitions, technology fairs and specific events in Montreal Protocol meetings.</li> <li>Key information adapted into smartphone applications and audio-visual materials.</li> <li>OzonAction web services enhanced and improved.</li> </ul> <p><i>National Synergies</i></p> <ul style="list-style-type: none"> <li>Targeted activities at national level to raise awareness of cooperation among and efforts aligned to meet multilateral environmental agreements commitments,</li> <li>Countries achieve multiple objectives with fewer resources and greater efficiency. By actively seeking to identifying and leverage synergies across environmental conventions</li> <li>Montreal Protocol integrated into the Law Division InforMEA on line portal that allows easy access and navigation of Multilateral Environmental Agreements and international environmental law.</li> </ul>	<p>implications of illegal trade in controlled substances as an environmental crime in sustainable development.</p> <ul style="list-style-type: none"> <li>Aggregate and disseminate success stories, including Outreach the Global Customs Award</li> <li>Revise, develop and translate training modules for customs officers to include HFCs and blends.</li> <li>Provide information and guidance on HS codes for HFCs.</li> </ul> <p><i>Information</i></p> <ul style="list-style-type: none"> <li>Conduct awareness activities to assist countries to meet their 2020 HCFC control measures and facilitate the phase down of HFCs (via IS, HPMP and enabling activities projects).</li> <li>Outreach relevant ozone/Montreal Protocol issues at key international, regional and national fora,</li> <li>Adapt key information into smartphone applications/audio-visual materials</li> <li>Maintain and enhance OzonAction web services including the OzonAction website and OzonAction Meeting Portal, and explore how UN Environment's InfoMEA platform could be used to further support and promote the information needs of NOUs and other Montreal Protocol stakeholders</li> </ul> <p><i>Leverage synergies</i></p> <ul style="list-style-type: none"> <li>Conduct awareness and capacity building activities in network and thematic meetings to help create greater awareness of the significance of national efforts to achieving much bigger global and national development objectives, especially post Kigali and assist countries in creating synergies in the implementation of multilateral environmental agreements at national level</li> <li>Conduct awareness activities to influence and promote the uptake of environmental policy approaches by other agencies to enable countries to further embed Montreal Protocol environmental objectives into Sustainable Development Goal implementation.</li> </ul>	

## ANNEX 1B- CAP Support for A5 country Projects in 2019

N.B This Annex includes projects already approved and those included in the Buisness Plan proposed for 2019.

Country	Project Services				
	Institutional Strengthening Project Implementation	HPMP Preparation*	HPMP Implementation (Stage 1 and II)	HPMP Verification	Enabling Activity Projects (HFCs)**
Afghanistan	X	X	X		X
Albania	X		X		
Algeria	X				X
Angola	X				X
Antigua and Barbuda	X	X	X		X
Argentina					
Armenia			X		
Bahamas	X	X	X	X	X
Bahrain	X		X		X
Bangladesh			X		X
Barbados	X	X	X		X
Belize	X	X	X	X	
Benin	X	X	X	X	X
Bhutan	X		X		X
Bolivia, Plurinational State of	X				X
Bosnia and Herzegovina					
Botswana	X	X	X	X	X
Brazil					
Brunei Darussalam	X	X	X	X	X
Burkina Faso	X	X	X		
Burundi	X	X	X		
Cambodia	X		X		X
Cameroon	X				
Cape Verde	X	X	X	X	X
Central African Republic	X		X	X	X
Chad	X	X	X	X	X
Chile			X		X
China		X	X		X
Colombia			X		
Comoros	X	X	X	X	X
Congo	X	X	X		
Congo, Democratic Republic of the	X	X	X		X
Cook Islands	X		X		X
Costa Rica					
Côte d'Ivoire	X	X	X		X
Cuba					
Djibouti	X	X	X	X	X
Dominica	X	X	X		X
Dominican Republic	X		X		X
Ecuador	X	X	X		X
Egypt			X		X
El Salvador <sup>1</sup>	X		X		
Equatorial Guinea	X	X	X	X	X
Eritrea	X	X	X	X	X
Ethiopia	X	X	X		X
Fiji	X		X		
Gabon	X	X	X	X	X
Gambia	X	X	X	X	
Georgia					X
Ghana					X
Grenada	X	X	X	X	
Guatemala	X	X	X		X
Guinea	X	X	X		
Guinea-Bissau	X	X	X	X	X
Guyana	X		X	X	X
Haiti	X	X	X		X
Honduras	X	X	X		X
India			X		
Indonesia					
Iran, Islamic Republic of			X		
Iraq	X	X	X	X	X
Jamaica	X		X		

Jordan					
Kenya	X				X
Kiribati	X		X		X
Korea, Democratic People's Republic of	X				
Korea, Republic of					
Kuwait	X	X	X	X	X
Kyrgyzstan	X		X		X
Lao People's Democratic Republic	X	X	X	X	X
Lebanon					
Lesotho	X				X
Liberia	X				
Libya					
Macedonia, The Former Yugoslav Republic of					
Madagascar	X	X	X	X	X
Malawi	X	X	X	X	X
Malaysia					
Maldives	X		X		X
Mali	X	X	X		X
Marshall Islands	X		X		X
Mauritania	X		X		X
Mauritius	X				
Mexico			X		X
Micronesia, Federated States of	X		X		X
Moldova, Republic of	X		X		
Mongolia	X	X	X	X	X
Montenegro					
Morocco	X				
Mozambique	X	X	X	X	X
Myanmar	X	X	X		X
Namibia	X				X
Nauru	X		X		X
Nepal	X	X	X	X	X
Nicaragua	X		X		
Niger	X	X	X		
Nigeria					X
Niue	X		X		X
Oman			X		X
Pakistan			X		X
Palau	X		X	X	X
Panama					
Papua New Guinea					
Paraguay	X	X	X		X
Peru	X		X		
Philippines	X				
Qatar		X	X		
Rwanda	X	X	X		X
Saint Kitts and Nevis	X	X	X	X	X
Saint Lucia	X	X	X	X	X
Saint Vincent and the Grenadines	X		X	X	X
Samoa	X		X	X	X
Sao Tome and Principe	X	X	X	X	X
Saudi Arabia	X	X	X		X
Senegal	X	X	X		X
Serbia			X		
Seychelles	X				
Sierra Leone	X	X	X	X	X
Singapore					
Solomon Islands	X		X	X	X
Somalia	X				
South Africa					
South Sudan	X	X	X		X
Sri Lanka		X	X		X
Sudan	X				X
Suriname	X	X	X		X
Swaziland (Kingdom of Eswatini)	X	X	X	X	X
Syrian Arab Republic					X
Tanzania, United Republic of	X	X	X	X	X
Thailand					



Timor-Leste	X		X		X
Togo	X	X	X	X	X
Tonga	X		X	X	X
Trinidad and Tobago					
Tunisia			X		
Turkey			X		
Turkmenistan					X
Tuvalu	X		X		X
Uganda	X	X	X	X	X
United Arab Emirates					
Uruguay					
Vanuatu	X		X		X
Venezuela, Bolivarian Republic of					
Viet Nam	X				
Yemen	X	X			
Zambia	X	X	X	X	X
Zimbabwe	X	X			X
Totals	104	61	102	39	92

\* In cases where UN Environment is a cooperating agency (not indicated in the table) UN Environment will assist in preparation of Stage II. The lead agency will submit the project.

\*\* As of August 2018

<sup>1</sup> The IS project of El Salvador is combined with the HPMP

# ANNEX 1C- COUNTRY-SPECIFIC PROJECT SERVICES PROPOSED FOR 2019

20-AUG-2018 v33

## NETWORK AND THEMATIC MEETINGS

UN Environment provides CAP support to all National Ozone Units (NOUs) to participate in the meetings of the Regional Networks of Ozone Officers, and to specific NOUs for thematic meetings, depending on the focus of those meetings. CAP also provides support for NOUs and specific stakeholders for workshops. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries (noting that the topics of some thematic meetings will be defined later):

<p><u><i>Africa – Anglophone</i></u></p> <ul style="list-style-type: none"><li>• Network meetings – All 28 countries in the region.</li><li>• Thematic meetings – All 28 countries in the region.</li></ul> <p><u><i>Africa – Francophone</i></u></p> <ul style="list-style-type: none"><li>• Network meetings – All 26 countries in the region.</li><li>• Thematic meetings – All 26 countries in the region.</li></ul> <p><u><i>Caribbean</i></u></p> <ul style="list-style-type: none"><li>• Network meetings – All 14 countries in the region.</li><li>• Thematic meeting – Refrigeration training – 3 countries: Grenada, Suriname, Trinidad and Tobago.</li><li>• Thematic meeting – Customs training – 7 countries: Antigua and Barbuda, Barbados, Dominica, Grenada, Saint Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines.</li></ul> <p><u><i>Europe and Central Asia</i></u></p> <ul style="list-style-type: none"><li>• Network meetings – All 11 countries in the region (plus 7 self-funded CEIT countries)</li><li>• Thematic meeting – Back-to-back meeting of ozone and enforcement officers and award ceremony – All 11 countries in the region (plus 7 self-funded CEIT countries).</li><li>• Thematic meeting – Back-to-back meeting of ozone officers and national energy policymakers – All 11 countries in the region</li></ul> <p><u><i>Latin America</i></u></p> <ul style="list-style-type: none"><li>• Network meetings – All 19 countries in the region.</li><li>• Thematic meeting – Customs and Enforcement and Illegal Trade Prevention – All 19 countries in the region.</li></ul> <p><u><i>South Asia</i></u></p> <ul style="list-style-type: none"><li>• Network meetings – All 13 countries in the region.</li><li>• Thematic meeting – Enabling Activities projects/Kigali Amendment Implementation – 8 countries working with UN Environment as Lead Agency: Afghanistan, Bhutan, Iran, Maldives, Mongolia, Nepal, Pakistan, Sri Lanka.</li></ul>	<p><u><i>South East Asia</i></u></p> <ul style="list-style-type: none"><li>• Network meeting – All 11 countries in the region.</li><li>• Thematic meeting – Joint Ozone Officer and Customs Workshop on ODS/HFC trade controls</li><li>• Thematic meeting – Twinning of NOUs with Vocational Training Institutions and Authorities on RAC Certification System – All 11 countries in the region.</li><li>• Thematic meeting – Mid-term Review of Enabling Activities Implementation – 5 countries with UN Environment as Lead Agency: Brunei, Cambodia, Lao PDR, Myanmar, Timor Leste.</li></ul> <p><u><i>Pacific Island Countries</i></u></p> <ul style="list-style-type: none"><li>• Network meeting – All 14 countries in the region.</li><li>• Thematic meeting – Safety Standards for the Safe Handling, Storage, Transportation and Disposal of Flammable Refrigerants and RAC Certification Systems – All 14 countries in the region.</li><li>• Thematic meeting - Training of Master Trainers for Good Practices for Low-GWP Refrigerant-based Refrigerators and Air-conditioners under Enabling Activities.</li><li>• Thematic meeting – Mid-term Review of Enabling Activities Implementation and Preparation of HPMP Stage II – 12 countries with UN Environment as Lead Agency: Cook Islands, Kiribati, Federated States of Micronesia, Marshall Islands, Niue, Nauru, Palau, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu.</li></ul> <p><u><i>West Asia</i></u></p> <ul style="list-style-type: none"><li>• Network meetings – All 11 countries in the region.</li><li>• Thematic meetings – 6 countries: Bahrain, Iraq, Jordan, Kuwait, Saudi Arabia, United Arab Emirates.</li></ul>
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## COMPLIANCE

UN Environment provides compliance assistance services through CAP to NOUs upon request or identified need to help the Ozone Officers ensure that national compliance commitments under the Montreal Protocol are met in a timely and efficient manner. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries:

<p><u><a href="#">Africa – Anglophone</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 28 countries in the region.</li> <li>• Focused assistance – 3 countries: Libya, Somalia, South Sudan.</li> </ul> <p><u><a href="#">Africa – Francophone</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 26 countries in the region.</li> <li>• Focused assistance – 4 countries: Central African Republic, Democratic Republic of Congo, Mali, Mauritania.</li> </ul> <p><u><a href="#">Caribbean</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 14 countries in the region.</li> <li>• Focused assistance – 11 countries: Antigua and Barbuda, Bahamas, Barbados, Belize, Dominica, Grenada, Haiti, Saint Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines, Suriname.</li> </ul> <p><u><a href="#">Europe and Central Asia</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 11 countries in the region (plus 7 associated CEIT countries).</li> </ul>	<p><u><a href="#">Latin America</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 19 countries in the region.</li> </ul> <p><u><a href="#">South Asia</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 13 countries in the region.</li> <li>• Focused assistance – DPR Korea.</li> </ul> <p><u><a href="#">South East Asia</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 11 countries in the region.</li> <li>• Focused assistance – 3 countries: Myanmar, Philippines, Viet Nam.</li> </ul> <p><u><a href="#">Pacific Island Countries</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 14 countries in the region.</li> <li>• Focused assistance – All 14 countries in the region.</li> </ul> <p><u><a href="#">West Asia</a></u></p> <ul style="list-style-type: none"> <li>• Compliance monitoring – All 11 countries in the region.</li> <li>• Focused assistance – 4 countries: Iraq, Saudi Arabia, Syria, Yemen.</li> </ul>
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## POLICY SUPPORT

UN Environment provides CAP support to NOUs upon request or identified need to help the Ozone Officers design, review, modify and/or enforce national legislation and policies needed to comply with the Montreal Protocol. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries:

<p><u><a href="#">Africa – Anglophone</a></u></p> <ul style="list-style-type: none"> <li>• 15 countries: Angola, Botswana, Ethiopia, Eritrea, Kenya, Lesotho, Malawi, Mozambique, Namibia, Rwanda, Sierra Leone, Tanzania, Uganda, Zambia, Zimbabwe.</li> </ul> <p><u><a href="#">Africa – Francophone</a></u></p> <ul style="list-style-type: none"> <li>• 4 countries: Democratic Republic of Congo, Djibouti, Gabon, Mauritania.</li> </ul> <p><u><a href="#">Caribbean</a></u></p> <ul style="list-style-type: none"> <li>• 10 countries: Antigua and Barbuda, Bahamas, Barbados, Belize, Dominica, Haiti, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname</li> </ul> <p><u><a href="#">Europe and Central Asia</a></u></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul>	<p><u><a href="#">Latin America</a></u></p> <ul style="list-style-type: none"> <li>• 10 countries: Bolivia, Colombia, Chile, Dominican Republic, El Salvador, Ecuador, Guatemala, Honduras, Paraguay, Peru.</li> </ul> <p><u><a href="#">South Asia</a></u></p> <ul style="list-style-type: none"> <li>• All 13 countries in the region.</li> </ul> <p><u><a href="#">South East Asia</a></u></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul> <p><u><a href="#">Pacific Island Countries</a></u></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><u><a href="#">West Asia</a></u></p> <ul style="list-style-type: none"> <li>• 8 countries: Bahrain, Jordan, Kuwait, Iraq, Oman, Qatar, Saudi Arabia, Syria.</li> </ul>
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## TECHNICAL ASSISTANCE

UN Environment provides CAP support to NOUs, the refrigeration and air conditioning sector, customs, and other industry and government stakeholders with technical support for specific issues (e.g. technology, refrigerant management, standards, certification, safety, energy efficiency awareness) upon request. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries:

<p><a href="#"><u>Africa – Anglophone</u></a></p> <ul style="list-style-type: none"> <li>• All 28 countries in the region.</li> </ul> <p><a href="#"><u>Africa – Francophone</u></a></p> <ul style="list-style-type: none"> <li>• All 26 countries in the region.</li> </ul> <p><a href="#"><u>Caribbean</u></a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#"><u>Europe and Central Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul> <p><a href="#"><u>Latin America</u></a></p> <ul style="list-style-type: none"> <li>• 7 countries: Bolivia, Dominican Republic, Ecuador, Guatemala, Honduras, Paraguay, Peru.</li> </ul>	<p><a href="#"><u>South Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 13 countries in the region.</li> </ul> <p><a href="#"><u>South East Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul> <p><a href="#"><u>Pacific Island Countries</u></a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#"><u>West Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul>
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## DATA REPORTING

UN Environment provides CAP assistance to Ozone Officers to help them comply with data reporting requirements under Article 7 of the Montreal Protocol and Country Programme data under the Multilateral Fund. CAP also provides support NOUs upon request for support with responding to Implementation Committee requests. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries:

<p><a href="#"><u>Africa – Anglophone</u></a></p> <ul style="list-style-type: none"> <li>• All 28 countries in the region</li> </ul> <p><a href="#"><u>Africa – Francophone</u></a></p> <ul style="list-style-type: none"> <li>• All 26 countries in the region.</li> </ul> <p><a href="#"><u>Caribbean</u></a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#"><u>Europe and Central Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region</li> </ul> <p><a href="#"><u>Latin America</u></a></p> <ul style="list-style-type: none"> <li>• 9 countries – Bolivia, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Nicaragua, Paraguay, Peru.</li> </ul>	<p><a href="#"><u>South Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 13 countries in the region.</li> </ul> <p><a href="#"><u>South East Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul> <p><a href="#"><u>Pacific Island Countries</u></a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#"><u>West Asia</u></a></p> <ul style="list-style-type: none"> <li>• 9 countries – Bahrain, Iraq, Jordan, Kuwait, Oman, Qatar, Saudi Arabia, Syria, Yemen.</li> </ul>
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## AWARENESS AND INFORMATION

In addition to global information, communication and education services, UN Environment also provides CAP assistance to support awareness and information activities at the national and regional levels, both within and outside of the Institutional Strengthening projects. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries:

<p><a href="#"><u>Africa – Anglophone</u></a></p> <ul style="list-style-type: none"> <li>• All 28 countries in the region.</li> </ul> <p><a href="#"><u>Africa – Francophone</u></a></p>	<p><a href="#"><u>South Asia</u></a></p> <ul style="list-style-type: none"> <li>• Focused assistance – All 13 countries in the region.</li> </ul>
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<ul style="list-style-type: none"> <li>• All 26 countries in the region. <a href="#">Caribbean</a></li> <li>• All 14 countries in the region. <a href="#">Europe and Central Asia</a></li> <li>• All 11 countries in the region. <a href="#">Latin America</a></li> <li>• All 19 countries in the region.</li> </ul>	<p><a href="#">South East Asia</a></p> <ul style="list-style-type: none"> <li>• Focused assistance – All 11 countries in the region.</li> </ul> <p><a href="#">Pacific Island Countries</a></p> <ul style="list-style-type: none"> <li>• Focused assistance – All 14 countries in the region.</li> </ul> <p><a href="#">West Asia</a></p> <ul style="list-style-type: none"> <li>• Focused assistance – All 11 countries in the region.</li> </ul>
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**KIGALI RATIFICATION AND ASSOCIATED ACTIVITIES**

UN Environment provides CAP assistance to support Article 5 countries on Kigali Amendment-related issues including monitoring the status of ratification, helping Ozone Officers understand its implications for their countries, supporting the ratification process and/or initial activities required to implement its provisions, including assistance with Enabling Activities projects. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries:

<p><a href="#">Africa – Anglophone</a></p> <ul style="list-style-type: none"> <li>• All 28 countries in the region.</li> </ul> <p><a href="#">Africa – Francophone</a></p> <ul style="list-style-type: none"> <li>• All 26 countries in the region.</li> </ul> <p><a href="#">Caribbean</a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#">Europe and Central Asia</a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul> <p><a href="#">Latin America</a></p> <ul style="list-style-type: none"> <li>• Focused assistance – 8 countries: Bolivia, Chile, Dominican Republic, Ecuador, Guatemala, Honduras, Mexico, Paraguay.</li> </ul>	<p><a href="#">South Asia</a></p> <ul style="list-style-type: none"> <li>• All 13 countries in the region.</li> </ul> <p><a href="#">South East Asia</a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> </ul> <p><a href="#">Pacific Island Countries</a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#">West Asia</a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> <li>• Focused assistance – 5 countries: Bahrain, Kuwait, Iraq, Oman, Saudi Arabia.</li> </ul>
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**SOUTH-SOUTH COOPERATION**

UN Environment provides CAP assistance upon request to facilitate cooperation between two or more countries to address specific targeted needs identified by Ozone Officers. This cooperation may take the form of bilateral country-to-country (South-South, North-South) assistance or arrangement involving several countries, depending on the needs. The cooperation may entail visits, technical missions, or study tours and varies in nature from one year to another. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries (noting that for most regions, the activities will be determined upon a case-by-case request by countries and upon assessing the needs of the countries):

<p><a href="#">Africa – Anglophone</a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#">Africa – Francophone</a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#">Caribbean</a></p> <ul style="list-style-type: none"> <li>• Grenada-Suriname: to exchange best practices regarding implementation of and support the licensing and quota systems (LQS) and development of a suitable e-LQS.</li> </ul> <p><a href="#">Europe and Central Asia</a></p> <ul style="list-style-type: none"> <li>• Subject to fund availability and resources</li> </ul>	<ul style="list-style-type: none"> <li>• Development of e-licensing systems between Thailand-Cambodia-Lao PDR.</li> <li>• Integrating RAC certification schemes into the existing frameworks and development of national training curriculum between Malaysia-Timor Leste.</li> <li>• Development of specific HS code for HFCs for all countries in collaboration with ASEAN</li> <li>• Border dialogue between China-Myanmar-Thailand</li> </ul> <p><a href="#">Pacific Island Countries</a></p>
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<p><a href="#"><u>Latin America</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>South Asia</u></a></p> <ul style="list-style-type: none"> <li>• Study tour of Iran to India for R-290</li> <li>• Resource persons from the region e.g. India and China delivering trainings to customs and refrigeration servicing technicians on good practices.</li> <li>• Border dialogue between India, Bangladesh, Bhutan, Nepal, China, Myanmar.</li> <li>• Promote China/India South-South cooperation on the marketing R-290 room air conditioner and other areas.</li> </ul> <p><a href="#"><u>South East Asia</u></a></p> <ul style="list-style-type: none"> <li>• Resource person/visit to country for training on good practice on flammable refrigerant between Malaysia-Brunei Darussalam and customs training between Thailand-Myanmar.</li> </ul>	<ul style="list-style-type: none"> <li>• Fiji or Solomon Islands to organize Regional Training of Master Trainers for Good Practices for Low-GWP Refrigerant-based Refrigerator and Air-conditioner under Enabling Activities in Cook Islands, Kiribati, Federated States of Micronesia, Marshall Islands, Niue, Nauru, Palau, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu.</li> <li>• Capacity building for operation of the National Ozone Unit and implementation of the Montreal Protocol Samoa-Federated States of Micronesia.</li> <li>• Development of specific HS code for HFCs for all countries in collaboration with Oceania Customs Organization.</li> </ul> <p><a href="#"><u>West Asia</u></a></p> <ul style="list-style-type: none"> <li>• Bahrain, Kuwait, Oman, Jordan, Lebanon, Qatar, Syria, Saudi Arabia.</li> </ul>
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## MONITORING AND CONTROL OF ODS TRADE

UN Environment provides CAP assistance to support NOUs, customs and enforcement officers in their work to implement their national licensing and quota systems for substances controlled under the Montreal Protocol, to detect and prevent illegal trade in these chemicals, and to facilitate the legal trade. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries:

<p><a href="#"><u>Africa – Anglophone</u></a></p> <ul style="list-style-type: none"> <li>• All 28 countries in the region.</li> </ul> <p><a href="#"><u>Africa – Francophone</u></a></p> <ul style="list-style-type: none"> <li>• All 26 countries in the region.</li> </ul> <p><a href="#"><u>Caribbean</u></a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#"><u>Europe and Central Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region (plus 7 associated CEIT countries).</li> </ul> <p><a href="#"><u>Latin America</u></a></p> <ul style="list-style-type: none"> <li>• 11 countries – Bolivia, Colombia, Chile, Dominican Republic, El Salvador, Ecuador, Guatemala, Honduras, Nicaragua, Paraguay, Peru</li> </ul>	<p><a href="#"><u>South Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 13 countries in the region.</li> <li>• Border dialogues – Bangladesh, India, Bhutan, Nepal, Myanmar, China, and Bhutan and India.</li> </ul> <p><a href="#"><u>South East Asia</u></a></p> <ul style="list-style-type: none"> <li>• All 11 countries in the region.</li> <li>• Border dialogues – Myanmar-China, Myanmar-Thailand.</li> </ul> <p><a href="#"><u>Pacific Island Countries</u></a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#"><u>West Asia</u></a></p> <ul style="list-style-type: none"> <li>• 9 countries: Bahrain, Iraq, Jordan, Kuwait, Lebanon, Oman, Qatar, Saudi Arabia, United Arab Emirates</li> </ul>
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## NOU CAPACITY BUILDING

UN Environment provides CAP assistance to support learning and skill growth of Ozone Officers and their staff through sharing the collective wisdom of the wider community of Ozone Officers who are leading NOUs. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries (noting that for some regions, it will be determined upon a case-by-case request by countries and upon assessing the needs of the countries):

<p><a href="#"><u>Africa – Anglophone</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>Africa – Francophone</u></a></p>	<ul style="list-style-type: none"> <li>• Advanced training – All 13 countries in the region</li> </ul> <p><a href="#"><u>South East Asia</u></a></p>
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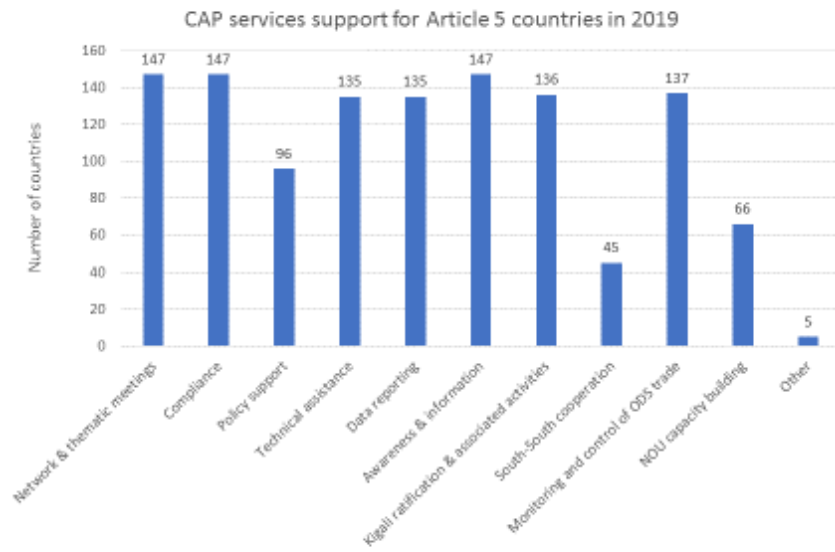
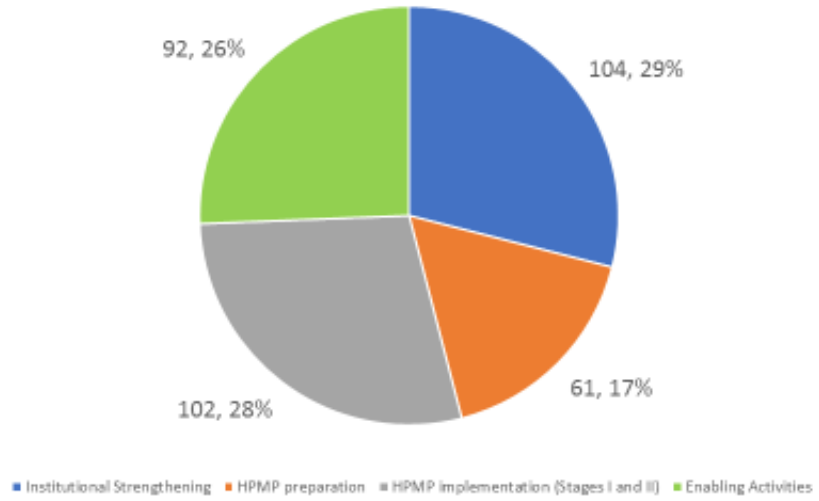
<ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>Caribbean</u></a></p> <ul style="list-style-type: none"> <li>• All 14 countries in the region.</li> </ul> <p><a href="#"><u>Europe and Central Asia</u></a></p> <ul style="list-style-type: none"> <li>• Subject to fund availability and resources.</li> </ul> <p><a href="#"><u>Latin America</u></a></p> <ul style="list-style-type: none"> <li>• 2 countries: Bolivia, Nicaragua.</li> </ul> <p><a href="#"><u>South Asia</u></a></p> <ul style="list-style-type: none"> <li>• Introductory training – 8 countries: Afghanistan, Bhutan, India, Maldives, Mongolia, Pakistan, Nepal, Sri Lanka.</li> </ul>	<ul style="list-style-type: none"> <li>• Introductory training – new Ozone Officer and/or assistants (if any).</li> <li>• Advanced training – All 11 countries in the region.</li> </ul> <p><a href="#"><u>Pacific Island Countries</u></a></p> <ul style="list-style-type: none"> <li>• Introductory training – new Ozone Officer and/or assistants (if any).</li> <li>• Advanced training – All 14 countries in the region.</li> </ul> <p><a href="#"><u>West Asia</u></a></p> <ul style="list-style-type: none"> <li>• 4 countries: Jordan, Saudi Arabia, Qatar, Syria.</li> </ul>
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**OTHER**

UN Environment is called upon by Article 5 countries to provide tailored CAP assistance to help address country-specific needs that do not fall into the above categories. In 2019, UN Environment anticipates providing services in this category to the following Article 5 countries (noting that these emerging needs will be determined in the coming months upon a case-by-case request by countries and upon assessing the needs of the countries):

<p><a href="#"><u>Africa – Anglophone</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>Africa – Francophone</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>Caribbean</u></a></p> <ul style="list-style-type: none"> <li>• Dominica: Support implementation of the Strategy and Action Plan for the special Institutional Strengthening project approved at the 80<sup>th</sup> Executive Committee meeting.</li> <li>• Antigua and Barbuda: Dedicated support to the NOU in order to get the Montreal Protocol portfolio back on track.</li> </ul> <p><a href="#"><u>Europe and Central Asia</u></a></p> <ul style="list-style-type: none"> <li>• Support the launch of the second edition of the Global Montreal Protocol Award for Customs and Enforcement Officers for 2019 – 2010 (subject to approval).</li> </ul>	<p><a href="#"><u>Latin America</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>South Asia</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>South East Asia</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>Pacific Island Countries</u></a></p> <ul style="list-style-type: none"> <li>• No need identified yet.</li> </ul> <p><a href="#"><u>West Asia</u></a></p> <ul style="list-style-type: none"> <li>• Focused assistance – 4 countries: Syria, Yemen, United Arab Emirates.</li> </ul>
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### CAP project support for Article 5 countries in 2019





ANNEX 1D - 2019 CAP BUDGET PROPOSAL

	Bud Ln	Component	Location	w/m	Approved CAP 2018	2018 Approved Grade	CAP 2019 Proposed	2019 Proposed Grade
<b>10</b>	<b>PROJECT PERSONNEL COMPONENT</b>							
		<b>Title/Description</b>						
	1101	Head of Branch	Paris	12	261,000	D1	266,000	D1
	1102	Senior Environment Officer - Network & Policy	Paris	12	256,000	P5	261,000	P5
	1103	Montreal Protocol Senior Programme Management Officer - Capacity Building	Paris	12	224,000	P4	261,000	P5
	1105	Montreal Protocol Programme Officer	Paris	12	224,000	P4	228,000	P4
	1106	Montreal Protocol Senior Coordination Officer-ExCom	Paris	12	224,000	P4	261,000	P5
	1107	Montreal Protocol Programme Officer - non ODS Help Desk	Paris	12	187,000	P3	191,000	P3
	1108	Montreal Protocol Programme Officer	Paris	12	187,000	P3	191,000	P3
	1111	ECA Montreal Protocol Regional Coordinator	Paris / ECA	12	224,000	P4	228,000	P4
	1121	ROAP Montreal Protocol Regional Senior Coordinator - Asia Pacific	Bangkok	12	216,000	P5	220,000	P5
	1122	ROAP Montreal Protocol Regional Coordinator - SEAP + PICs	Bangkok	12	189,000	P4	193,000	P4
	1123	ROAP Montreal Protocol Programme Officer	Bangkok	12	189,000	P4	193,000	P4
	1124	ROAP Montreal Protocol Programme Officer (SEAP + PICs)	Bangkok	12	153,000	P3	156,000	P3
	1125	ROAP Montreal Protocol Programme Officer - (SA-SEAP)	Bangkok	12	153,000	P3	156,000	P3
	1131	ROWA Montreal Protocol Programme Officer	Manama	12	218,000	P4	222,000	P4
	1132	ROWA Montreal Protocol Coordinator International Partnerships	Manama	12	230,000	P5	234,000	P5
	1133	ROWA Montreal Protocol Programme Officer	Manama	12	210,000	P3	214,000	P3
	1141	ROA Montreal Protocol Regional Senior Coordinator (Francophone)	Nairobi	12	206,000	P4	245,000	P5
	1142	ROA Montreal Protocol Regional Senior Coordinator (Anglophone)	Nairobi	12	206,000	P4	245,000	P5
	1143	ROA Montreal Protocol Programme Officer (Anglophone)	Nairobi	12	168,000	P3	171,000	P3
	1144	ROA Montreal Protocol Programme Officer (Francophone)	Nairobi	12	168,000	P3	171,000	P3
	1145	ROA Montreal Protocol Associate Officer (Anglophone)	Nairobi	12	99,000	P2	101,000	P2
	1146	ROA Montreal Protocol Associate Officer (Francophone)	Nairobi	12	99,000	P2	101,000	P2
	1147	Montreal Protocol Programme Officer (Admin and finance)	Nairobi	12	153,000	P3	156,000	P3
	1151	ROLAC Montreal Protocol Regional Coordinator (Latin America)	Panama	12	190,000	P4	194,000	P4
	1152	ROLAC Montreal Protocol Regional Coordinator (Caribbean)	Panama	12	190,000	P4	194,000	P4
	1153	ROLAC Montreal Protocol Information Manager	Panama	12	224,000	P4	194,000	P4
	1154	ROLAC Montreal Protocol Programme Officer (Caribbean)	Panama	12	162,000	P3	165,000	P3
	1155	ROLAC Montreal Protocol Programme Officer (Latin America)	Panama	12	162,000	P3	165,000	P3
	1301	Principal Assistant HOB	Paris	12	115,000	G6	117,000	G6
	1302	Programme Assistant - Regional Networks	Paris	12	115,000	G6	117,000	G6
	1303	Programme Assistant (Clearinghouse)	Paris	12	115,000	G6	117,000	G6
	1305	Programme Assistant	Paris / ECA	12	103,000	G5	105,000	G5
	1306	Programme Assistant - Capacity Building/iPIC	Paris	12	103,000	G5	117,000	G6
	1307	Programme Assistant	Paris	12	103,000	G5	104,000	G5
	1311	Programme Assistant	Paris	12	115,000	G6	0	N/A
	1312	Budget & Finance Assistant	Paris	12	122,000	G7	124,000	G7
	1317	Temporary assistance CAP			30,000		88,000	N/A
	1321	ROAP Programme Assistant (SA)	Bangkok	12	67,000	G6	68,000	G6
	1322	ROAP Programme Assistant (SEAP)	Bangkok	12	54,000	G5	55,000	G5
	1324	ROAP Administrative Assistant	Bangkok	12	60,000	G6	76,000	G7
	1331	ROWA Programme Assistant	Manama	12	75,000	G6	0	
	1332	ROWA Programme Assistant	Manama	12	75,000	G6	76,000	G6
	1341	ROA Administrative Assistant	Nairobi	12	45,000	G6	61,000	G7
	1342	Montreal Protocol Global Administrative Assistant	Nairobi	12	36,000	G5	37,000	G5
	1343	ROA Programme Assistant	Nairobi	12	45,000	G6	46,000	G6
	1344	ROA Programme Assistant (Francophone)	Nairobi	12	45,000	G6	46,000	G6
	1345	Montreal Protocol Global Administrative Assistant	Nairobi	12	54,000	G5	37,000	G5
	1351	ROLAC Administrative Assistant	Panama	12	33,000	G4	39,000	G5
	1352	ROLAC Administrative Assistant	Panama	12	46,000	G6	62,000	G7
		<b>Subtotal Staff Personnel</b>			<b>6,928,000</b>		<b>7,069,000</b>	
	<b>160</b>	<b>TRAVEL</b>						
	1601	Paris staff travel*	Paris		171,000		171,000	
	1610	ECA staff travel	Paris / ECA		25,000		25,000	
	1620	ROAP staff travel (SA)	Bangkok		33,000		33,000	
	1621	ROAP staff travel (SEAP)	Bangkok		33,000		33,000	
	1622	ROAP staff travel (PIC)	Bangkok		50,000		50,000	
	1630	ROWA staff travel	Manama		45,000		45,000	
	1640	ROA staff travel (Francophone)	Nairobi		60,500		60,500	
	1641	ROA staff travel (Anglophone)	Nairobi		60,500		60,500	
	1650	ROLAC staff travel (Caribbean)	Panama		35,000		35,000	
	1651	ROLAC staff travel (Latin America)	Panama		35,000		35,000	
		<b>Subtotal Travel</b>			<b>548,000</b>		<b>548,000</b>	
<b>20/30</b>	<b>REGIONAL ACTIVITIES</b>							
		<b>CONTRACT SERVICE COMPONENT</b>						
	2210	ECA Network Thematic Meetings/South South cooperation/Regional awareness raising	Paris / ECA		130,000		130,000	
		<b>Subtotal ECA</b>			<b>130,000</b>		<b>130,000</b>	

	2220	ROAP Network Thematic Meetings/South South cooperation/Regional awareness raising (SA)	Bangkok		92,000		92,000
	2221	ROAP Network Thematic Meetings/South South cooperation/Regional awareness raising (SEAP)	Bangkok		70,000		70,000
	2222	ROAP Network Thematic Meetings/South South Cooperation/Regional awareness raising (PIC)	Bangkok		105,000		105,000
		<b>Subtotal ROAP</b>			<b>267,000</b>		<b>267,000</b>
	2230	ROWA Network Thematic Meetings/South South cooperation/Regional awareness raising	Manama		100,000		100,000
		<b>Subtotal ROWA</b>			<b>100,000</b>		<b>100,000</b>
	2240	ROA Network Thematic Meetings/South South cooperation/Regional awareness raising (Francophone)	Nairobi		175,000		175,000
	2241	ROA Thematic Meetings/South South cooperation/Regional awareness raising (Anglophone)	Nairobi		175,000		175,000
		<b>Subtotal ROA</b>			<b>350,000</b>		<b>350,000</b>
	2250	ROLAC Network Thematic Meetings/South South cooperation/Regional awareness raising (Caribbean)	Panama		130,000		130,000
	2251	ROLAC Network Thematic Meetings/South South cooperation/Regional awareness raising (Latin America)	Panama		120,000		120,000
		<b>Subtotal ROLAC</b>			<b>250,000</b>		<b>250,000</b>
		<b>Subtotal Regional activities</b>			<b>1,097,000</b>		<b>1,097,000</b>
<b>GLOBAL SERVICES/ CAPACITY DEVELOPMENT PORTFOLIO</b>							
	3210	NOO Training			100,000		50,000
	3211	Policy & Technical Assistance			150,000		100,000
	3213	Outreach & Translation			100,000		100,000
	3214	Legal Framework post Kigali			75,000		75,000
	3215	Refrigerant Drivers Licence			80,000		80,000
	3216	Enforcement					100,000
		<b>Subtotal Global Services</b>			<b>505,000</b>		<b>505,000</b>
	<b>MEETINGS</b>						
50	4210	Advisory and Consultative Meetings and Stakeholders Workshops (Emerging needs/Refrigeration Servicing Sector)	Paris/REGIONS		165,000		165,000
		<b>Subtotal Meetings</b>			<b>165,000</b>		<b>165,000</b>
		<b>Subtotal Global Services/Meetings</b>			<b>670,000</b>		<b>670,000</b>
<b>OFFICE OPERATIONS</b>							
60	5210	Office Operations/Communication (equipment, rental, supplies & maintenance)	Paris		290,000		290,000
	5220	Office Operations/Communication (equipment, rental, supplies & maintenance)	Regions		330,000		300,000
		<b>Subtotal Office Operations</b>			<b>620,000</b>		<b>590,000</b>
99	<b>TOTAL DIRECT PROJECT COST</b>				<b>9,863,000</b>		<b>9,974,000</b>
	Programme support costs (8%)				<b>789,040</b>		<b>797,920</b>
90	<b>GRAND TOTAL</b>				<b>10,652,040</b>		<b>10,771,920</b>

Cost sharing on 8% 2015 CAP & ExCom decision 75/38							
	Administrative Officer	P3					180,000
	Budget & Finance Assistant	G6					45,000
	<b>Total</b>						<b>225,000</b>

\*1601 Participation in meetings: ExCom, OEWG, Inter Agency, Network Meetings, MOP & Outreach activities based on needs for 7 Paris Staff Members

\*\*3210 - 3215 activities & budget to be carried to 2019  
Note on all other Budget Lines unspent balances will be returned

The Annex is separated into two parts, Part I reflects the proposal for 2019 CAP budget and Part II provides an overview of re-prioritisation undertaken in the previous year CAP 2017 budget.

### Part I - Proposed Budget for 2019

1. To deliver the planned comprehensive compliance assistance services to Article 5 countries during second year of the three year rolling CAP strategy, i.e. 2019, UNEP is requesting a total budget of US\$ 10,771,920, which includes the project cost of US\$ 9,974,000 and programme support costs (PSC) of 8 per cent amounting to US\$ 797,920.

2. This 2019 CAP budget represents zero growth for activities and the request falls below the maximum 3% increase limit that was indicated in the approved Business Plan. Accordingly, UNEP is proposing a 1.12% increase to cover only inflationary costs related to staff commitments, applying Executive Committee Decision 62/24 (b) (iv), and has made every effort to avoid an increase in the budget lines for activities in the 2019 CAP budget. These increases are in line with the Noblemaire Principle being used by the International Civil Service Commission (ICSC) to have standard salaries for all United Nations staff in the different agencies. In line with this decision, all activity lines have been maintained at the 2017 level, with an adjustment only to staff lines to cover annual increment and inflation. This document also responds to Decision 66/16(v) on systematizing, streamlining and reporting on progress, which requests UN Environment to present its detailed annual progress report on CAP activities in the context of the annual CAP approval. It should be noted that UNEP will return approximately USD\$930,382 to the 82<sup>nd</sup> ExCom from unspent balances and staff savings from vacant post as per ExCom decisions on return of all unspent balances.

3. UNEP undertook an in-depth review of the actual annual expenditures for the CAP for the period 2016-2017 and this was compared with the partial expenditures for the current year up to August 2018 in order to have projections for 2019. This analysis indicated that the CAP budget is currently just adequate to cover the operations of UNEP. Reprioritisation of resources for 2019 will be reported to the Executive Committee, at the end of the fiscal year 2019, and in compliance with Decision 68/18(b)(ii), on a needs basis analysis and based on “changing priorities.”

4. The proposed 2019 budget also takes into consideration the recent review of the CAP structure and operations (Decision 81/38). In revising the budget and redistributing between budget lines, the programme was adjusted to assure requirements of the CAP 2019 work programme. In addition, the estimate for 2019 CAP budget is due to additional requirements related to the HFCs and Kigali Amendment with two new global activities being proposed within the CAP budget.

5. UNEP launched the innovative four global CAP products in 2016, a number of tools were developed and details of the expenditures and tools are provided in Annex 2B. In the approval of the 2017 budget, UNEP had requested the ExCom approval to carry over the budget lines 3210 - 3215 and activities to 2018. The global activity on ODS in the fisheries sector was completed. The NOO training was launched in 2018 and implementation of the first phase Refrigerant Driving License piloted. A number of refrigeration servicing sector tools will be finalised and launched by mid-2019, in the second year of the revised three year rolling strategy (2018-2020). UNEP is therefore kindly requesting the ExCom to consider the carryover of the budget lines, BL 3210-3215 to 2019, corresponding to the NOO training and refrigerants driving license, noting that all other unspent balances on budget lines will be returned as per ExCom decisions.

6. Table 1 presents the CAP budget approved by the ExCom for 2017 and 2018 and the proposed estimated budget for 2019. Approved and actual expenditures are indicated for 2017 under

the different categories and headings as per the CAP budget approval. Noting that expenditures are varying as at August 2018 (salaries, operations and activities commitments in UMOJA), the estimate expenditure uncertain.

**Table 1: CAP budget data for the years 2017-2019.**

Cost item	2017		Balance	2018		2019
	Approved	Expenditure		Approved	Estimated	Proposed
Staff personnel and consultants	6,841,000	6,128,471.30	712,528.70	6,928,000	6,928,000	7,069,000.00
Travel (staff and consultants)	548,000	514,243.10	33,756.90	548,000	548,000	548,000.00
Regional activities and meetings** and***	1,157,000	1,166,807.85	-9,807.85	1,262,000	1,262,000	1,262,000.00
Global services	500,000	421,057.26	78,942.74	505,000	505,000	505,000.00
Space & Equipment (rent and common costs, computers, supplies, etc.	560,000	540,492.44	19,507.56	620,000	620,000	590,000.00
Reporting and communication *	170,000	74,545.60	95,454.40			
<b>Sub-total CAP</b>	<b>9,776,000</b>	<b>8,845,618</b>	<b>930,382</b>	<b>9,863,000</b>	<b>9,863,000</b>	<b>9,974,000.00</b>
Total Programme Support Costs	782,080.00	707,649.40	74,430.60	789,040	789,040	797,920
<b>Grand Total</b>	<b>10,558,080.00</b>	<b>9,553,266.96</b>	<b>1,004,813.04</b>	<b>10,652,040</b>	<b>10,652,040</b>	<b>10,771,920</b>

\* In 2018 & 2019 Reporting and communications was merged with Space and Equipment

\*\* In 2017 and 2018, all regional activities were grouped together under one budget (south-south Corporation, network and thematic meetings and regional awareness)

\*\*\* Includes the expenditures on the advisory and consultative meetings budget line

7. UNEP's proposed CAP 2019 budget is an overall increase of 1.12% and includes 2% increase on Staff personnel. The proposed estimates for the following categories: travel, regional activities, global services and equipment and premises represents zero increase in budget and is the same as that was approved for 2017 and 2018.

***i) Reprioritisation of resources –CAP Activities 2019***

8. UNEP has considered the requirements of the CAP and the emerging needs of the Article 5 countries to meet the 2020 target of 35% HCFC phase and the new responsibilities post Kigali. Based on these needs, UNEP proposes to maintain the network and thematic budgets assigned at the approved 2018 funding level for the 2019 requested budget. UNEP will continue to exercise the due diligence and optimise on activities and costs on the use of the funds and ensure that the primary recipients, namely the National Ozone Officers receive priority in terms of services offered. UNEP proposes an adjustment in distribution of allocations between budget lines only for global services, with two additional budget lines to reflect support to commitments post Kigali.

9. The 2019 budget proposal reflects an internal analysis of the CAP structure, staff roles and responsibilities, the distribution of resources within CAP (between the individual Regions, as well as between Regions and Paris), and whether the level and type of services provided by the current CAP team match the new circumstances. It also takes into account the funds returned to the previous ExCom as an indication of actual expenditures.

10. The request for the 2019 budget continues to build on previous interventions, particularly the NOO training scheme and the Refrigerant Drivers Licence initiatives. Training to NOOs was delivered to the Caribbean and Pacific Island countries back to back with network meetings for cost effectiveness. Certain South Asia and South East new National Ozone Officers also participated in the training for the Pacific Island countries. The course needs to be further refined and implemented in other regions.

11. All regional and Paris teams will be responsible for the deployment scheme developed for the global products to be integrated into national HPMP projects. In order to achieve collective outputs for tools from CAP, integration of the refrigeration's servicing sector tools into all MLF funded projects is encouraged and would add value to the CAP products.

12. Taking into account the recommendations from Network meetings, emerging needs and new commitments emanating from the Kigali Amendment, the reprioritisation of resources for 2019 is proposed for development of two new global CAP products. This will also enable the CAP to capitalise on the unique nature of the services provided by the Law Division at UNEP for a collective impact of CAP activities on customs and enforcement and strengthening institutional capacities post Kigali. Details of the two new proposed budget lines are indicated in the logical framework analysis under Annex IA.

13. The proposed budget (BL 2210-2251) for regional activities (network and thematic workshops, south-south corporation and regional awareness) is budgeted and maintained at 2017 and 2018 levels.

14. Reprioritisation is proposed as follows and as per Annex IA and the CAP 2019 work plan:

- BL 3210- NOO training decreased to USD \$ 50,000 and USD\$ 50,000 transferred to BL 3216 on Customs and enforcement. An update of the training modules to include Kigali Amendment is underway. The basic and advanced training will be offered to all regions in 2019.
- BL 3211 - Technical and policy information materials. Decreased by US\$ 50,000 and transferred to New BL 3216 Customs and enforcement. A large number of technical and policy information materials was produced in the last years. For 2019, a focus will be on the update of materials to include the Kigali Amendment.
- BL 3214 -Legal Frameworks post Kigali – total budget US\$ 75,000 to fund support to development of global products such as the institutional legal framework tool kits to enable countries assess and evaluate their own national Kigali Amendment needs.
- BL 3216- Customs and enforcement which is budgeted at –US\$ 100,000, to support global tools development for customs and enforcement.

## ***ii) CAP budget proposal 2019 - Staffing lines and revised structure***

### ***Background***

15. CAP staff have successfully responded to the expansion of their prescribed roles. This flexibility and ability to adapt to country needs is the hallmark of the CAP. Partial restructuring and retooling of the CAP global structure has been realised over the last four years. Staff have been re-deployed to meet pressing programme and regional needs.

16. Refining the CAP global structure and operations are ongoing and will continue throughout the next year to meet current programme delivery and to facilitate implementing additional enabling activities based on the Kigali Amendment. As indicated in the CAP review certain adjustments were necessary to harness the full potential of the CAP and its services especially in terms of CAP structure and operations (financial and human resources). The revised organigram Annex IF, and the CAP 2019 proposed budget Annex ID, reflects certain structural adjustments undertaken as per the various options presented in the CAP structural review (UNEP/OzL.Pro/ExCom/81/20).

17. Whereas the current staffing component is sufficient in the medium term to deliver the key functions of the CAP in a timely and efficient manner and as per the approved 3 year rolling strategy (2018-2020), due consideration was given to the unique country driven approach in project management and the large transaction costs this entails. Moreover, certain gaps in resources (human and financial) identified could be addressed through the upgrading of certain G and P positions to reflect the current and expanded roles and responsibilities defined for existing staff. This cost effective means would ensure that no additional posts would be required to meet these programme delivery needs. The change in duties is due to the fact that over time the complexity of the tasks increased as well as other tasks were added.

18. With the savings from the vacant two G 6 positions (previous BL 1311 and BL 1331), UNEP proposes to re-classify certain posts below. The financial implications of the functional upgrades of certain posts would be absorbed by the cost savings on these vacant posts and hence have negligible budgetary implications on the overall CAP budget proposal for 2019. The functions of these two vacant posts (BL1311, vacant since over 2.5 years and BL 1331 vacant since 7 months) are absorbed by other staff.

*Challenges identified by A5 countries related to CAP's delivery of services*

19. The review of the CAP structure and operations found that changes might be necessary in some areas to improve service delivery and expertise to Article 5 countries in the context of the CAP overall principles and boundaries (UNEP/OzL.Pro/ExCom/81/20). UNEP noted that in order to address the challenges in increased workload, structure and operations, improved operationalisation is needed in a few areas through a revised CAP structure that will provide a sound framework for engaging with Parties and meeting emerging needs of Article 5 countries, without any additional costs to the Multilateral Fund.

20. Given the country driven-nature of all CAP services, approved country project funds are normally disbursed to the countries for implementation via legal instruments signed between the beneficiary Government and UNEP. Whereas this mechanism has certainly built the institutional capacity and ownership to manage international programmes, the lengthy procedures and signing of legal agreements has delayed project implementation in certain countries. Currently the CAP staff manage over 600 grants in UMOJA which corresponds to individual projects as per Executive Committee approvals. Besides, the number of transactions (reporting, review of substantive reports, and financial obligations) per legal instrument per project can vary to between 4-8 pending the country and type of project. Reducing administrative delays in project management is an urgent matter. Improvements have been made to current systems and processes to gain efficiencies in terms of delivery time for fund disbursements and financial oversight on implementation of projects.

21. In taking into account the findings and recommendations of the review of the CAP, UNEP has unscaled the fiduciary accountability and speed of delivery of financial and administrative support with a dedicated fund management team as an immediate necessity. The team, under the supervision of the Head of the Programme Delivery and Management Unit, Law Division, Nairobi) comprises a P3 Programme Officer (recently recruited- administration and finance) and 2 G5 posts under recruitment. This team will be based in Nairobi and supported by the Senior Budget and Finance

Assistant (Paris) and the Support Staff in all regional teams (all the latter staff funded under the CAP), as well as the Administrative Officer (P3) funded from overhead support costs.

22. The CAP Support staff responsibilities have increased over the last years; these include drafting of legal instruments, follow up with countries on all legal instruments, management of the budgets assigned to the networks and follow up on all project disbursements, verification of financial information on all financial grants created in the UMOJA system per project. These additional assigned functions to the G staff free the Programme Officers to focus on delivering the substantive aspects of the projects and CAP services

23. Due to the increased complexities of the tasks and increased roles and responsibilities in UMOJA, in a first instance, it is proposed to upgrade certain G posts in Africa, Asia Pacific and Latin America. These posts once upgraded will be able to support all regions. The upgrades and negligible costs could be considered within the existing CAP staffing and budget. Upgrade of these posts and the increased financial and administrative support will also facilitate a smooth transition to the UMOJA Extension 2 which will be launched in December 2018. Given the roles and responsibilities of the Support Staff post Programme Assistant/Capacity building, it is proposed to upgrade the post to Research Assistant. Over the last 15 years the post description and responsibilities have been readjusted to support the Capacity Building Manager in developing tools and maintaining and managing the informal prior informed consent platform. Additional responsibilities include: preparing inputs for the online iPIC database; knowledge of capacity building materials, compiling information from various resources and contribution to development of capacity building materials; data collection and facilitates the in-depth analysis of the retrieved information designing visual graphics, prepares and maintains a country profile for each country assigned to the Unit; preparing a variety of capacity building reports, presentations, tables, lists, charts, data sets, by the supervisor and other users

#### **Proposed G Support Staffing adjustments**

24. Noting the additional roles and responsibilities assigned to the Support Staff, UNEP proposes that the savings of the vacant G6 post in Paris and vacant G6 post in Bahrain be used as follows:

- BL 1324 ROAP Administrative Assistant G6 upgraded to G7
- BL 1341 ROA Administrative Assistant G6 upgraded to G7
- BL 1351 ROLAC Administrative Assistant G4 upgraded to G5
- BL 1352 ROLAC Administrative Assistant G6 upgraded to G7
- BL 1306 Programme Assistant/Capacity Building G5 upgraded to G6

#### **Proposed other Staffing adjustments**

##### ***Africa region***

25. As was noted in the Final report on the review of the overall structure of the Compliance Assistance Programme (Decision 80/55(b)(i), document UNEP/OzL.Pro/ExCom/81/20, noting the extensive project workload and CAP services in the 54 African countries: it was proposed i) that any new vacant posts in the programme be considered for Africa; and ii) with the increased and expanded roles and responsibilities of the Montreal Protocol Regional Coordinators, extended CAP services to include support to the Kigali Amendment implementation, as well as their role in implementation of the some 350 projects, it was proposed to upgrade the two posts of Programme Officers Coordinators to the P5 level Senior Coordination Officers, in line with functions and duties. Coordination of the largest networks (Francophone 26 and Anglophone 28 countries), CAP services delivery to these countries, management and elaboration of the largest country projects portfolios, monitoring and oversight functions have increased and additional roles added to the previous P4 post functions. Should there be a continued need to perform these functions there is no other options but to reclassify the level. Once upgraded, incumbents of the post BL 1141 and BL 1142 in ROA- will continue to be report directly to Paris and the Regional Director. The ROA Francophone and Anglophone CAP structures will henceforth comprise: Montreal Protocol Regional Senior Coordination Officer (P5),

Montreal Protocol Programme Officer (P3), with support from the incumbents as Assistant Programme Officers (P2). Apart from the latter, the regional team structure will not change.

26. In addition, noting the extensive workload in the Africa Francophone 26 countries, largest portfolio of projects under the CAP and needs and as proposed in the CAP review document, the vacant post BL 1108 Montreal Protocol Assistant Programme Officer (P2) is fully assigned to Africa Francophone countries as per previous Executive Committee Decision (Decision 73/53, UNEP/OzL.Pro/ExCom/73/62).

#### *Asia and the Pacific*

27. The responsibilities of the P5 vacant post (Regional Senior Coordinator) now includes coordination, oversight and monitoring for all the three networks and management of the UNEP projects in China.

28. Noting the exceptional needs of the Pacific Island Countries and need for continuous re-enforced south-south capacity building, high turnover of NOOs (currently 9 new NOOs), the South-East Asia and Pacific Island Countries have been integrated to the previous structure under the SEAP network under the responsibilities at a P4 level staff as the Montreal Protocol Regional Officer.

#### *Paris Staffing adjustments*

29. BL 1103 Montreal Protocol Programme Officer - Capacity Building. UNEP proposes to re-classify this post to a P5, Senior Programme Management Officer, level to reflect the increased and expanded roles and responsibilities. The post responsibilities include overall leadership, coordination and management of OzonAction's global capacity building mandate for NOOs and the growing number of increasingly diverse relevant stakeholders. The new roles of the post, emerging from the new commitments under the Kigali Amendment and requirements to build and develop synergies between the HCFC phase-out and HFC phase-down, require innovation and coordination in steering OzonAction's vision and strategy in areas of policy and legislation, enforcement, standards and best practice appropriate to the fast-evolving technology developments and emerging safety issues related to state-of-the-art alternative refrigerants. Moreover, the post functions include the new responsibilities of coordination with governments, international partners, enforcement agencies and industry associations to provide overall guidance, management and supervision to deliver coherence in the development and integration of all clearinghouse and capacity building tools and materials into OzonAction's county project portfolios and CAP services. This will ensure A5 counties are provided with the most appropriate and up-to-the-minute tools and guidance to support their national HCFC phase-out and HFC phase-down commitments. The post responsibilities will provide leadership in conceptualising, developing global capacity building tools; including new innovative approaches and products (such as e-learning, mobile applications, training videos, etc), as well as specific analytical and technical reports and needs assessments, focusing on the principal target groups (servicing sector technicians and enforcement officers). These responsibilities are in addition to the current functions and responsibilities of the post.

30. BL 1106 Montreal Protocol Programme Officer- Coordinator. UNEP proposes to re-classify this post to a P5 level, Senior Coordination Officer to reflect the increased and expanded roles and responsibilities. The post responsibilities include overall leadership, oversight, management and coordination of OzonAction's extensive business planning, reporting and global projects review. The new responsibilities are required to enable CAP to effectively deliver the programme's strategic vision, objectives and global management services through the rapidly growing and increasingly diverse project portfolio emerging from existing obligations and new commitments. A5 countries' forthcoming commitments and requirements under the Kigali Amendment necessitate strategic and innovative approaches to enable CAP to provide technical assistance in reviewing all projects submitted to the MLF. The requirement to achieve coordination and synergy between all MLF nationally funded varied projects and performance indicators, necessitate innovative and



strategic leadership and management to direct and execute OzonAction's global project overview. Moreover, the additional responsibilities include global oversight and management of the UNEP's business plan development and implementation process; technical assistance on policy and legislation components of new projects, oversight and management of the entire project review and coordinates and leads development of the annual Progress Report (substantive on some 600 projects) based on ExCom approved format. The post includes responsibilities of the design, oversight and management of the two distinct global NOO training programmes for new and experienced NOOs, including delivery of the NOO training programmes in all regions and ensuring the programmes are updated to incorporate evolving commitments and advances in policy and technology. These responsibilities are in addition to the current functions and responsibilities of the post.

31. In light of the above, UNEP proposes the following post adjustments to reflect expanded roles and responsibilities in addition to current functions. The next steps involve advertisement of the following posts to reflect the current roles and responsibilities:

- BL 1141, P5, ROA Montreal Protocol Regional Senior Coordinator (Francophone)
- BL 1142, P5, ROA Montreal Protocol Regional Senior Coordinator (Anglophone)
- BL 1103, P5, Montreal Protocol Senior Programme Management Officer - Capacity Building
- BL 1106, P5, Montreal Protocol Senior Coordination Officer - ExCom

## **Part II Summary and overview of reprioritisation of the 2017 CAP budget**

### ***Analysis of 2017 expenditures –budget reprioritisation***

32. This analysis assesses the 2017 CAP budget expenditures and provides an assessment of estimated vs actual expenditures and the extent to which resources available could cover expected 2017 costs. Reprioritisation of resources from the 2017 was undertaken as follows and in compliance with Decision 68/18(b)(ii), on a needs basis and based on "changing priorities. It should be noted that UNEP will return approximately USD\$930,382 of the CAP 2017 budget to the 82<sup>nd</sup> Executive Committee from balances and staff savings from vacant posts as per ExCom decisions.

### ***Reprioritisation and global inter- regional networking and nine parallel thematic workshops***

33. The south-south cooperation was reinforced in the last five years, between countries and regions, culminating in the first global inter regional thematic and network meetings in January 2018, and back to back parallel networks for the ten networks at the OzonAction headquarters in Paris. This had numerous benefits of not only of being cost effective in terms of funding compared to the organization of ten regional networks separately during the year, but also being hosted in UN premises ensured the security and protocol services which has recently been a recurring challenge. Moreover, it was possible for the first time to invite high level technical expertise to participate in all network meetings, share knowledge and expertise and promote the south-south corporation among the regions. The meeting drew 283 participants from 142 Article 5 countries.

- OzonAction also organized for the first time a dedicated special three hour side event between the all participating NOOs from 142 countries and the Multilateral Fund Secretariat.
- The online anonymous survey received important feedback and guidance from the meeting participants. In general, feedback was positive with participants scoring the meeting with an overall score of 8.6 (out of a total score of 10). The highest scores were associated with the questions regarding the quality of the expert presenters (with a score of 8.9), the usefulness of the workshops, the organisation and venue and Regional Network Meetings (all with a score of 8.8). The lowest score was assigned to the question regarding the balance between presentations and discussion (with a score of 7.9). Despite the 'discussion panel' approach adopted for the meeting, the response to this question, and as also noted in the comments, participants still felt more time was needed for discussion.

- The panels and meeting recommendations will be invaluable to the CAP and other Implementing Agencies on planning and executing activities in Article 5 countries to meet their obligations under the HCFC phase out and simultaneously make informed decisions on alternative HFC technologies.
- This was the first time that the Chair of ExCom (Lebanon) and ExCom representatives from the UK, Italy, France, US, Canada, Sweden, Australia and Japan participated altogether in the CAP network meetings. Article 5 representatives included Kuwait, China, Argentina, Brazil, Mexico, Nigeria, Congo, Benin, Dominican Republic, and Grenada. A bilateral meeting was also convened between the donor ExCom representatives and all the CAP Professional staff from all regions. ExCom Members expressed their appreciation for this innovative workshop and a suggestion that it be considered every two years was proposed.
- The positive feedback and multiple requests for more frequent similar meetings received through this survey and other avenues are encouraging to the CAP that this First Inter-Regional Thematic Technical Workshops and Regional Network Meetings for National Ozone Officers was a success and validated the effort to prepare and run it. Any future similar meeting could be further improved from the constructive criticism and suggestions received from participants and the ExCom members who participated.
- Noting that certain regions were unable to organise and host thematic workshops during the year due to the competing dates set for the meetings of the Executive Committee, meetings of the Parties to the Montreal Protocol and other national and regional challenges, this unusual global inter-ten regional networks and parallel thematic meetings received positive feedback. Moreover, the international expertise mobilised to provide support to technical sessions during these workshops proved to be cost effective.

***Funds for the organization of the joint inter regional global meeting in Paris 2018 were as follows:***

- All balances remaining from the regional networks was used to contribute toward the DSA and travel of the participants from the regions
- BL 4270- Emerging needs – USD \$55,000 was re prioritized towards the Paris meeting
- BL 4230 - NOO training- USD \$ 40, 000 available unspent balance was used to support participation of all Pacific Island countries NOOs (9 are new), additional participants and new National Ozone Units (National Ozone Officer and Deputies from certain countries)
- BL 4260 - ODS management in fishing sector, available unspent balance USD\$ 25,000 was re prioritized to support the inter regional meeting
- BL 5210- Advisory and Consultative meetings- USD 25,000, re-prioritized to support participation of all Europe and Central Asia National Ozone Officers
- Unspent available balances from the Paris budget lines (travel, translations and reproduction was used to provide additional support towards the inter-regional workshop).

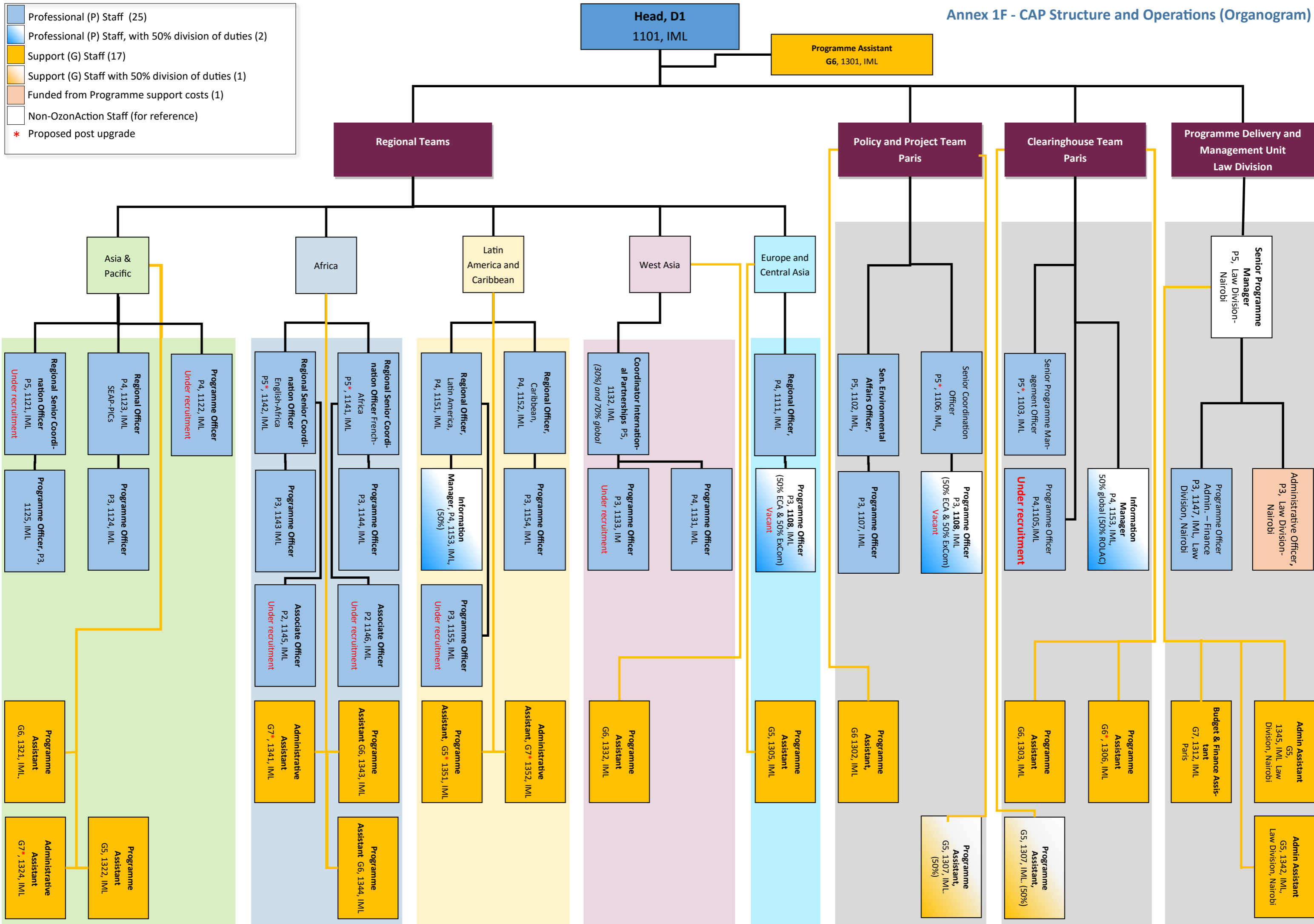
***Detailed costs incurred for the Paris inter regional meetings***

34. The overall costs for the Paris inter regional meetings were absorbed by balances available under the 2017 CAP budget Regional Network and thematic workshops and re prioritisation as indicated below (Table 3).

**Table 3: overall costs for Paris inter regional workshops, January 2018**

<b>UN Environment OzonAction Inter-regional network and parallel nine thematic meetings for National Ozone Officers</b>	
<b>15-19 January 2018 - Paris UNESCO</b>	<b>EUR</b>
<b>Room rental and technical support (for 5 rooms during 5 days)</b>	
Conference room facilities and technical assistance	26,335
Interpretation languages during 5 days	64,860
<b>TOTAL:</b>	<b>91,195</b>
<b>Catering</b>	
Coffee breaks, Boxed lunches for participants (for 5 days)	<b>43,437</b>
<b>TOTAL:</b>	<b>134,632</b>
<b>Participants travel and DSA cost</b>	
West Asia Region - 13 participants	49,000
Caribbean and Latin America Region - 30 participants	126,314
Anglophone and French speaking Africa Region - 47 participants	166,955
South Asia, South East Asia, Pacific Islands Countries Region - 35 participants	189,855
Eastern and Central Europe Region - 11 participants	33,000
Experts and resource persons cost - 9 participants	24,200
<b>TOTAL USD \$:</b>	<b>\$589,324</b>
<b>GRAND TOTAL Costs for 5 days:</b>	<b>751,324</b>

- Professional (P) Staff (25)
- Professional (P) Staff, with 50% division of duties (2)
- Support (G) Staff (17)
- Support (G) Staff with 50% division of duties (1)
- Funded from Programme support costs (1)
- Non-OzonAction Staff (for reference)
- \* Proposed post upgrade



## Annex 2A - Projects Submitted and Approved by Excom in 2017 and 2018

### a) Projects Submitted and Approved by ExCom 80

	Country	Project title
<b>HCFC phase-out management plan - Stage I</b>		
1	Bahamas	HCFC phase-out management plan (stage I, third tranche)
2	Bangladesh	HCFC phase-out management plan (stage I, third and fourth tranches)
3	Barbados	HCFC phase-out management plan (stage I, second tranche)
4	Burkina Faso	HCFC phase-out management plan (stage I, third tranche)
5	Congo, DR	HCFC phase-out management plan (stage I, third tranche)
6	Maldives	HCFC phase-out management plan (stage I, fourth tranche)
7	Mauritania	HCFC phase-out management plan (stage I, first tranche)
8	Myanmar	HCFC phase-out management plan (stage I, second and third tranches)
9	Timor-Leste	HCFC phase-out management plan (stage I, third tranche)
<i>Sub-total HPMPs</i>		<i>9 projects</i>
<b>HCFC phase-out management plan - Stage II</b>		
1	Peru	HCFC phase-out management plan (stage II, first tranche)
2	Timor-Leste	HCFC phase-out management plan (stage II, first tranche)
<i>Sub-total HPMPs</i>		<i>2 projects</i>
<b>INSTITUTIONAL STRENGTHENING PROJECT RENEWALS (ISRs)</b>		
1	Afghanistan	Renewal of institutional strengthening project (Phase VIII)
2	Albania	Renewal of institutional strengthening project (Phase VIII)
3	Angola	Renewal of institutional strengthening project (Phase VI)
4	Benin	Renewal of institutional strengthening project (Phase X)
5	Bolivia	Renewal of institutional strengthening project (Phase X)
6	Cameroon	Renewal of institutional strengthening project (Phase XI)

7	Chad	Renewal of institutional strengthening project (Phase VIII)
8	Comoros	Renewal of institutional strengthening project (Phase X)
9	Guinea	Renewal of institutional strengthening project (Phase X)
10	Kenya	Renewal of institutional strengthening project (Phase XI)
11	Liberia	Renewal of institutional strengthening project (Phase VII)
12	Marshall Islands	Renewal of institutional strengthening project (Phase VI)
13	Niger	Renewal of institutional strengthening project (Phase XI)
14	Palau	Renewal of institutional strengthening project (Phase VII)
15	Peru	Renewal of institutional strengthening project (Phase V)
16	Rwanda	Renewal of institutional strengthening project (Phase VII)
17	Saint Lucia	Renewal of institutional strengthening project (Phase X)
18	Saint Vincent and the Grenadines	Renewal of institutional strengthening project (Phase VII)
19	Samoa	Renewal of institutional strengthening project (Phase IX)
20	Senegal	Renewal of institutional strengthening project (Phase XII)
21	Solomon Islands	Renewal of institutional strengthening project (Phase VII)
22	Tonga	Renewal of institutional strengthening project (Phase VII)
<i>Sub-total for IS Projects</i>		<i>22 projects</i>
<b>TECHNICAL ASSISTANCE PROJECTS (ENABLING ACTIVITIES)</b>		
1	Angola	Enabling activities for Kigali amendment
2	Bhutan	Enabling activities for Kigali amendment
3	Cambodia	Enabling activities for Kigali amendment
4	China	Enabling activities for Kigali amendment (cooperating agency)**
5	Chile	Enabling activities for Kigali amendment (cooperating agency)**
6	Dominica	Enabling activities for Kigali amendment
7	Dominican Republic	Enabling activities for Kigali amendment
8	Ecuador	Enabling activities for Kigali amendment

9	Eritrea	Enabling activities for Kigali amendment
10	Gabon	Enabling activities for Kigali amendment
11	Ghana	Enabling activities for Kigali amendment
12	Guatemala	Enabling activities for Kigali amendment
13	Kyrgyzstan	Enabling activities for Kigali amendment
14	Lesotho	Enabling activities for Kigali amendment (lead agency)*
15	Maldives	Enabling activities for Kigali amendment (lead agency)*
16	Mexico	Enabling activities for Kigali amendment (cooperating agency)**
17	Mongolia	Enabling activities for Kigali amendment
18	Namibia	Enabling activities for Kigali amendment
19	Nigeria	Enabling activities for Kigali amendment
20	Palau	Enabling activities for Kigali amendment
21	Rwanda	Enabling activities for Kigali amendment (lead agency)*
22	Saint Lucia	Enabling activities for Kigali amendment
23	Saint Vincent and the Grenadines	Enabling activities for Kigali amendment
24	Senegal	Enabling activities for Kigali amendment
25	Sudan	Enabling activities for Kigali amendment (lead agency)*
26	Suriname	Enabling activities for Kigali amendment
27	Togo	Enabling activities for Kigali amendment
28	Tonga	Enabling activities for Kigali amendment
29	Turkmenistan	Enabling activities for Kigali amendment
30	Zambia	Enabling activities for Kigali amendment
31	Zimbabwe	Enabling activities for Kigali amendment
<i>Sub-total for tech. assist.</i>		<i>31 projects</i>
<b>VERIFICATION REPORTS</b>		
1	Botswana	Verification report on the implementation of the HPMP
2	Comoros	Verification report on the implementation of the HPMP

3	Djibouti	Verification report on the implementation of the HPMP
4	Gabon	Verification report on the implementation of the HPMP
5	Swaziland	Verification report on the implementation of the HPMP
6	Togo	Verification report on the implementation of the HPMP
<i>Sub-total for Verification</i>		<i>6 projects</i>
<i>Total ExCom 80</i>		<i>70 Projects</i>

\* Enabling activities projects for Lesotho, Maldives and Rwanda are implemented with the Government of Italy as the bilateral cooperating agency. An enabling activities project for Sudan is implemented with UNIDO as the cooperating agency.

\*\* Enabling activities project documents for China, Chile and Mexico are included into the WPAs of the respective lead agencies.

#### **b) Projects Submitted and Approved by ExCom 81**

	<b>Country</b>	<b>Project title</b>
<b>HCFC phase-out management plan - Stage I</b>		
1	Albania	HCFC phase-out management plan - Stage I (tranche 4)
2	Benin	HCFC phase-out management plan - Stage I (tranche 4)
3	Burundi	HCFC phase-out management plan - Stage I (tranches 3 & 4)
4	Cape Verde	HCFC phase-out management plan - Stage I (tranche 4)
5	Guatemala	HCFC phase-out management plan - Stage I (tranche 4)
6	Honduras	HCFC phase-out management plan - Stage I (tranche 4)
7	Madagascar	HCFC phase-out management plan - Stage I (tranche 4)
8	Malawi	HCFC phase-out management plan - Stage I (tranche 4)
9	Nicaragua	HCFC phase-out management plan - Stage I (tranche 3)
10	Sao Tome and Principe	HCFC phase-out management plan - Stage I (tranche 4)
11	Suriname	HCFC phase-out management plan - Stage I (tranche 3)
12	Zambia	HCFC phase-out management plan - Stage I (tranche 4)
<i>Sub-total HPMPs</i>		<i>12 projects</i>



<b>HCFC phase-out management plan - Stage II</b>		
1	Bangladesh	HCFC phase-out management plan - Stage II (tranche 1)
2	Chile	HCFC phase-out management plan - Stage II (tranche 2)
3	China	HCFC phase-out management plan - Stage II (tranche 2)
4	Colombia	HCFC phase-out management plan - Stage II (tranche 2)
5	Kyrgyzstan	HCFC phase-out management plan - Stage II (tranche 2)
<i>Sub-total HPMPs</i>		<i>5 projects</i>
<b>INSTITUTIONAL STRENGTHENING PROJECT RENEWALS (ISRs)</b>		
1	Bahrain	Renewal of institutional strengthening project (Phase IX)
2	Belize	Renewal of institutional strengthening project (Phase IX)
3	Burundi	Renewal of institutional strengthening project (Phase VIII)
4	Cape Verde	Renewal of institutional strengthening project (Phase VI)
5	Congo	Renewal of institutional strengthening project (Phase X)
6	Djibouti	Renewal of institutional strengthening project (Phase VII)
7	Dominica	Renewal of institutional strengthening project (Phase VII)
8	Equatorial Guinea	Renewal of institutional strengthening project (Phase III)
9	Gabon	Renewal of institutional strengthening project (Phase X)
10	Grenada	Renewal of institutional strengthening project (Phase VI)
11	Guatemala	Renewal of institutional strengthening project (Phase VIII)
12	Kuwait	Renewal of institutional strengthening project (Phase VII)
13	Kyrgyzstan	Renewal of institutional strengthening project (Phase IX)
14	Lao, PDR	Renewal of institutional strengthening project (Phase IX)
15	Maldives	Renewal of institutional strengthening project (Phase X)
16	Mali	Renewal of institutional strengthening project (Phase IX)
17	Mauritania	Renewal of institutional strengthening project (Phase VI)
18	Nepal	Renewal of institutional strengthening project (Phase X)

19	Nicaragua	Renewal of institutional strengthening project (Phase IX)
20	Saint Kitts and Nevis	Renewal of institutional strengthening project (Phase VII)
21	Seychelles	Renewal of institutional strengthening project (Phase VIII)
22	Sudan	Renewal of institutional strengthening project (Phase IX)
<i>Sub-total for IS Projects</i>		<i>22 projects</i>
<b>TECHNICAL ASSISTANCE PROJECTS (ENABLING ACTIVITIES)</b>		
1	Afghanistan	Enabling activities for Kigali amendment
2	Bahrain	Enabling activities for Kigali amendment
3	Bangladesh	Enabling activities for Kigali amendment – cooperating agency
4	Benin	Enabling activities for Kigali amendment
5	Botswana	Enabling activities for Kigali amendment
6	Chad	Enabling activities for Kigali amendment
7	Comoros	Enabling activities for Kigali amendment
8	Cote d'Ivoire	Enabling activities for Kigali amendment
9	Democratic Republic of the Congo	Enabling activities for Kigali amendment
10	Djibouti	Enabling activities for Kigali amendment
11	Equatorial Guinea	Enabling activities for Kigali amendment
12	Egypt	Enabling activities for Kigali amendment - the lead agency in cooperation with UNIDO
13	Ethiopia	Enabling activities for Kigali amendment
14	Georgia	Enabling activities for Kigali amendment
15	Guinea Bissau	Enabling activities for Kigali amendment
16	Guyana	Enabling activities for Kigali amendment
17	Honduras	Enabling activities for Kigali amendment
18	Iraq	Enabling activities for Kigali amendment
19	Kenya	Enabling activities for Kigali amendment

20	Kiribati	Enabling activities for Kigali amendment
21	Kuwait	Enabling activities for Kigali amendment
22	Lao, PDR	Enabling activities for Kigali amendment
23	Madagascar	Enabling activities for Kigali amendment
24	Malawi	Enabling activities for Kigali amendment
25	Mali	Enabling activities for Kigali amendment
26	Marshal Islands	Enabling activities for Kigali amendment
27	Mauritania	Enabling activities for Kigali amendment
28	Micronesia (Federated States of)	Enabling activities for Kigali amendment
29	Mozambique	Enabling activities for Kigali amendment
30	Myanmar	Enabling activities for Kigali amendment
31	Nauru	Enabling activities for Kigali amendment
32	Nepal	Enabling activities for Kigali amendment
33	Niue	Enabling activities for Kigali amendment
34	Oman	Enabling activities for Kigali amendment
35	Pakistan	Enabling activities for Kigali amendment
36	Paraguay	Enabling activities for Kigali amendment – the lead agency in cooperation with UNDP
37	Saint Kitts and Nevis	Enabling activities for Kigali amendment
38	Samoa	Enabling activities for Kigali amendment
39	Sao Tome and Principe	Enabling activities for Kigali amendment
40	Saudi Arabia	Enabling activities for Kigali amendment
41	Sierra Leone	Enabling activities for Kigali amendment
42	Solomon Islands	Enabling activities for Kigali amendment
43	South Sudan	Enabling activities for Kigali amendment
44	Sri Lanka	Enabling activities for Kigali amendment
45	Swaziland	Enabling activities for Kigali amendment

46	Tanzania	Enabling activities for Kigali amendment
47	Tuvalu	Enabling activities for Kigali amendment
48	Uganda	Enabling activities for Kigali amendment
49	Vanuatu	Enabling activities for Kigali amendment
<i>Sub-total for tech. assist.</i>		<i>49 projects</i>
<b>PREPARATION OF HCFC PHASE-OUT MANAGEMENT PLANS (STAGE 2)</b>		
1	Cape Verde	Preparation of HCFC Phase-out Management Plans (stage 2)
2	Congo	Preparation of HCFC Phase-out Management Plans (stage 2) – the lead agency in cooperation with UNIDO
3	Ethiopia	Preparation of HCFC Phase-out Management Plans (stage 2) – the lead agency in cooperation with UNIDO
4	Guinea Bissau	Preparation of HCFC Phase-out Management Plans (stage 2) – the lead agency in cooperation with UNIDO
5	Malawi	Preparation of HCFC Phase-out Management Plans (stage 2) – the lead agency in cooperation with UNIDO
6	Rwanda	Preparation of HCFC Phase-out Management Plans (stage 2) – the lead agency in cooperation with UNIDO
7	Sao Tome and Principe	Preparation of HCFC Phase-out Management Plans (stage 2)
<i>Sub-total for individual prep</i>		<i>7 projects</i>
<b>PREPARATION OF REGIONAL HCFC PHASE-OUT MANAGEMENT PLAN (STAGE 2) OF 12 PACIFIC ISLANDS COUNTRIES</b>		
1	12 Pacific Islands Countries	Preparation of Regional HCFC Phase-out Management Plan Stage II in Cook Islands, Kiribati, Marshall Islands, Micronesia (Federated States of), Nauru, Niue, Palau, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu
<i>Sub-total for regional prep</i>		<i>1 project (12 countries)</i>
<i>Total ExCom 81</i>		<i>96 Projects</i>
<b>Grand Total ExCom 80 &amp; 81</b>		<b>166 Projects</b>

## ANNEX 2B - PROGRESS REPORT ON FOUR GLOBAL CAP ACTIVITIES

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This Annex is divided into two sections and provides a brief update of substantive progress and outcomes (A) and overall costs (B) of the four global activities which were approved in the 2016 CAP budget:

- (i) Refrigerant drivers licence
- (ii) Global training in refrigeration servicing sector
- (iii) NOO training programme
- (iv) ODS management in fishing sector

### A. Substantive progress of global activities

#### (i) *Development of a Refrigerant Driving License (RDL)*

The Refrigerant Driving License (RDL) is an initiative that aims to introduce a globally-recognised qualification program for the sound management of refrigerants. RDL aims to set minimum competencies and skills for the HVAC&R (Heating, Ventilating, Air Conditioning and refrigeration) servicing network (individuals and companies) and creates an international recognition program through industry and governments.



The initiative was launched as a concept by UNEP and AHRI (Air-Conditioning, Heating and Refrigerating Institute) at the 37<sup>th</sup> OEWG meeting in July 2015. Since then, AHRI and UNEP promoted the RDL in the HVAC&R associations benefiting of several venues such as the Global Refrigerant Management Initiative (GRMI). Consequently, an RDL Advisory Committee was established which consisted of industry associations that supported the RDL namely ABRAVA, ACAIRE, AREA, EPEE, JRAIA, Refrigerants Australia, the Alliance for Responsible Atmospheric Policy, the Russian Union of Refrigeration Enterprises and ASHRAE<sup>1</sup>. The Advisory Committee's serves as the technical advisory and review body for RDL to ensure that suggested deliverables do not conflict with any existing certification scheme in any country or region, evaluate the work at different stages of the initiative and recommend and/or promote regions/countries to pilot RDL.

#### ***Progress***

During 2016-2018, AHRI and UNEP worked in consultation with the RDL Advisory Committee, to review and analyse<sup>2</sup> the existing globally recognised certification programs, to explore the qualification categories and agree on the operational modality. After thorough analysis and in-depth consultation, the RDL Advisory Committee adopted four categories for the start-up of RDL (Table 1).

Additional categories will be considered in the future such as for the mobile air conditioning and due consideration will be given to a special RDL for handling ammonia and CO<sub>2</sub> applications. The RDL Advisory Committee agreed on the operational mechanism for RDL, including a model for accrediting local institutes/centres to award RDL certificates, how to engage with interested governments to introduce the RDL as a national certification program and explore mechanisms for a financial model for the operation and management of RDL in a sustainable manner.

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<sup>1</sup> **ABRAVA**: Brazilian trade association that represents refrigeration, air conditioning, ventilation, heating, and air treatment equipment manufacturers, **ACAIRE**: Colombian air conditioning and refrigeration association that represents business, institutes, professional members, technicians, correspondents, and students in the industry, **AREA**: Air conditioning and Refrigeration European Association, **ASHRAE**: American Society of Heating, Refrigerating and Air-Conditioning Engineers, **EPEE**: European Partnership for Energy and the Environment & **JRAIA**: Japan Refrigeration and Air Conditioning Industry Association

<sup>2</sup> Comprehensive report about major certification programs, around the globe, and their characteristics was developed under the 'review and analysis' exercise as part of the project.

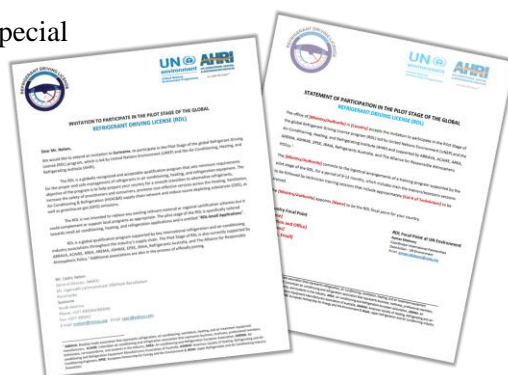
**Table 1: RDL categories**

Competency Requirements	(A) Small Applications	(B) Commercial A/C	(C) Commercial Refrigeration	(D) Enterprises
<b>Basic Knowledge (Environment, Refrigerants classifications/types, applications and relevant policies)</b>	X	X	X	
<b>Handling, transportation, storage and management of refrigerants' containers</b>	X	X	X	
<b>Servicing skills of leak detection, R&amp;R, evacuation, charging and system tightness</b>	X	X	X	
<b>Logging and Record Keeping</b>		X	X	X
<b>Tools and equipment for the job</b>	X	X	X	X
<b>Employment Skills, training and certification</b>				X

Full technical documentation for RDL Category-A (RDL for Small Applications) was developed, discussed, reviewed and endorsed by RDL member associations. In addition, AHRI and UNEP jointly developed a package for governments to pilot the RDL. The criteria set for selecting the pilot countries included several parameters for example: countries where training can be conducted in English<sup>3</sup>, possibility to link with ongoing training programs under the national HPMPs, countries that do not already have a local certification program or are facing difficulties in setting one up, availability of well or reasonably equipped training centre/institute and countries where the small applications' sector is the major consuming sector in the country.

OzonAction, through its network meetings, conducted special sessions to present and discuss the RDL with all Article-5 countries with detailed explanations about how to link RDL to ongoing training and/or certification programs under HPMPs. After several rounds of discussions and with the support from CAP regional teams, the following countries expressed an interest and agreed to pilot the RDL in conjunction with their HPMPs:

1. Grenada
2. Maldives
3. Rwanda
4. Sri Lanka
5. Suriname
6. Trinidad & Tobago



Workplans were developed for the selected pilot countries to start train-the-trainers/assessors sessions in Oct-Nov 2018 followed by training of around 150-200 technicians to be certified as per RDL. Table 2 shows the different responsibilities under the pilot stage as agreed with the selected countries and RDL Advisory Committee. The Pilot stage is expected to be completed by first half of 2019 leading to immediate start of RDL in its final format and operational setup during 2nd half of 2019

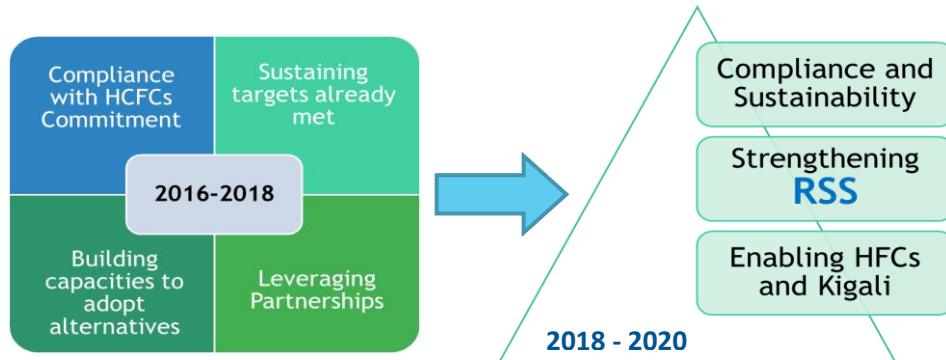
<sup>3</sup> The pilot stage of the RDL will be conducted only in English, later stages will include other UN languages and possibly of additional local languages subject to availability of resources

**Table 2 : RDL Pilot Stage – Roles and Responsibilities**

RDL Pilot Program		Actor						
		RDL Admin		Local Level				
Responsibility		RDL Administrator	Independent Monitors	NOUs	Test Centers	Trainers	Assessors	Technicians
Initiation	Endorse the RDL program through a signed Statement of Interest.							
	Identify and inspect testing centres that can participate in the RDL program.							
	Provide Testing Centres with a list of the necessary tasks, skills, and criteria to qualify technicians under the RDL program.							
	Requirements for trainers and assessors							
	HVACR and water heating equipment recommendations							
	Suggested training references							
	Assessment criteria for theoretical and practical testing							
Renewal of training and qualification								
Capacity Building	Hire independent monitors.							
	Identify competent refrigerant trainers and assessors.							
	Arrange logistics for “Train the Trainer” and “Train the Assessor” workshops.							
	Hold “Train the Trainer” and “Train the Assessor” workshops.							
	Attend “Train the Trainer” workshop.							
Attend “Train the Assessor” workshop.								
Preparation	Provide outreach to technicians and encourage them to participate in the RDL program.							
	Write questions for RDL assessment test							
	Give pre-test for RDL refrigerant technician candidates to take voluntarily							
	Apply, register, and take a pre-test for the RDL program.							
	Train RDL candidates under the RDL curriculum.							
	Monitor RDL training							
Testing and Assessment	Assess RDL candidates under the RDL testing structure.							
	Witness tests and verify conformance to the RDL requirements.							
	Complete and pass an RDL assessment test.							
	Confer RDL certificates to qualified Refrigerant Technicians.							

(ii) *Global training programme for the refrigeration servicing sector*

The UNEP CAP 3 year rolling strategy for (2016-2018) included several initiatives that could address certain training needs of the refrigeration servicing sector (RSS), including the development of capacity building and outreach tools. These activities were further elaborated in the CAP revised 3 year rolling strategy (2018-2020), which noted the importance of the RSS as a separate overarching objective, especially given that it will be the remaining HCFCs consuming sector for more than 80 Article 5 countries. The RSS will remain a priority for CAP given the synergies, challenges and opportunities posed by the Kigali amendment.



Accordingly, OzonAction addressed the training needs for RSS in a holistic approach through exhaustive consultation with all global stakeholders, including implementing agencies and HVAC&R associations. In 2016, UNEP- OzonAction organized the First International Stakeholder workshop on the RSS that was attended by international associations and MLF bilateral and implementing agencies as well as experts from all regions. The workshop focused on the training needs for the RSS and discussed a roadmap for addressing gaps and mobilizing potential capacities to upscale training tools and services.

In 2018, OzonAction maintained the global consultation platform for RSS by organizing the Second International Stakeholder Workshop on Refrigeration Servicing Sector (RSS) with a broader objective to discussing means and exploring tools for joint actions to “Change the Mindset of RSS”.

While the first meeting managed to identify gaps and suggested potential areas of work in relation to training materials for RSS, the second meeting looked at synergizing efforts to outreach all available tools and resources and how these could be integrated in a more structured manner with ongoing phase-out programs funded by the MLF.

**Progress**

During 2016-2018, in cooperation with international partners, OzonAction developed and initiated several activities and products that responded to the training needs of RSS. The completed and ongoing activities initiated by CAP are as follows:

- **Cooperation with ASHRAE to develop two specialised e-learning courses on refrigerants:**
  - The first completed e-learning was launched during the 39th OEWG, entitled: “**Refrigerants Literacy e-Learning Course**” which is the first of its kind course on refrigerants for non- specialists. The course is offered to all NOUs and other stakeholders at no cost. The course is currently under translation into Spanish and French and will be offered in both languages by the end of 2018. Feedback on the course has been positive due to its simplicity and thorough explanation of refrigerant-related issues in a language appropriate to specialists and non-specialists.



- The second e-learning course will be the first e-Learning course for technicians and engineers on “**Sound Management of Refrigerants**” including good service practices and issues related to new and flammable refrigerants. The course is planned to be completed by October 2018 and will be officially launched at MOP-30 in Quito.
- OzonAction teamed up with the American University in Beirut (AUB), and provided inputs to the University’s special initiative ‘**University Course on Refrigerant Management**’ for undergraduates engineering studies. The course is the first of its type to be developed in accordance with academic requirements for engineering universities and colleges and it includes a full semester course (16 weeks). Through the cooperation with ASHRAE and its university networks (more than 450 engineering colleges and institutes worldwide), the course has been offered since early 2018 and more than 40 university/colleges expressed an interest in offering it. Twenty four universities have already started offering the course in 2018 (including those in Brazil, Canada, Egypt, India, Indonesia, Lebanon, Pakistan, Peru, Philippines, Singapore, Serbia, Turkey, UAE & USA).
- OzonAction in collaboration and corporation with the European Association of Refrigeration, Air conditioning and heat pump contractors and associations (AREA), is finalising a “**Universal Training Kit**” to address good practices for different types of applications and refrigerants. The final training kit will be a universal training tool for all training institutes/centres in A5 countries with the possibility to tailor national training programs in accordance with the local market needs. The Universal Kit will be offered, starting from 2019, to all NOUs and training institutes in A5 countries, and will offer training modules for the following sub-sectors:
  - Domestic/ light Commercial refrigeration and air-conditioning applications
  - Commercial air-conditioning applications
  - Commercial Refrigeration
  - Mobile A/C (MAC)
  - Operation and Management of Large Installations
- To further support these above activities, OzonAction developed and launched information and capacity building tools as follows:

- Booklets: *Quick Guide on the Good Servicing Practices for Flammable Refrigerants* and a guidebook on **Codes of Practices in Handling R290 in the Room Air Conditioner sector**

- **Smart App** mobile applications for RAC technicians:
- “**RAC technician video smartphone application**” consisting of a series of short instructional videos on techniques (14), safety and best practice for refrigeration and air conditioning (RAC) technicians (in 7 languages) ; and
- “**What Gas?**” smartphone application tool for ozone depleting substances (ODS) and other alternatives



- “**Refrigerant Identifier App**” - Identification of ozone depleting substances using refrigerant identifiers,
- “**Refrigerant charge size calculator**” - to calculate room size and charge size for flammable refrigerants
- Among the OzonAction series of factsheets, several are related to RSS such as, blends and mixtures, commonly used tools by RAC technicians, flammability, ASHRAE Refrigerant designation and safety classification, etc).

OzonAction team has also developed a deployment plan to ensure the incorporation of all tools and products within the countries’ HPMPs, ISPs and other related projects, as appropriate.

### ***(iii) NOO training programme***

Under the UNEP CAP 2016-2018 three year rolling strategy and the strategic programme objective (SPO) 6, *Developing capacities of National Ozone Officers to effectively manage their national ODS phase out programmes*, UNEP is developing two new training modules:

- Introductory training for newly appointed NOOs, assistants and other staff.
- Advanced (refresher) training for experienced NOOs.

#### ***Progress***

##### ***1. Introductory training for newly appointed NOOs/ assistants and others***

The Introductory training package has been designed for training new NOOs, assistants and other staff of National Ozone Units (NOUs). The main objective of this training package is to provide new NOU staff with essential information about the Montreal Protocol, country's obligations under the Montreal Protocol and the main activities carried out by NOUs. It aims to provide new NOUs staff with fundamental knowledge and information tools that will enable them to support their national governments in meeting the commitments agreed by all countries under the Montreal Protocol.

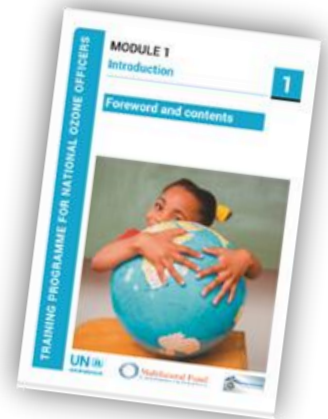
The training package is divided into 13 modules to be delivered during a 2-3 day training course, face to face exercises, assessments as well as some background information and follow-up activities.

The training package covers the following elements:

- Ozone depletion and reasons why the ozone layer needs to be protected
- Negative effects of ozone depletion on human health and the environment
- Links between ozone and climate change
- Evolution and achievements of the Montreal Protocol
- Structure and bodies of the Montreal Protocol
- Global commitments agreed under the Montreal Protocol
- The role of the National Ozone Unit
- National legislation, policies and activities
- Data collection, monitoring and reporting
- Enforcement and prevention of illegal trade in ozone-depleting substances
- Multilateral Fund projects
- Working with stakeholders, raising awareness, training and certification
- Overview of alternative technologies

The first pilot training programme for national ozone officers was delivered in the Caribbean region, the 28-29 May 2018 in Kingstown, Saint Vincent and the Grenadines. The participants included NOU officers and assistants from Belize, Dominica, Haiti, Jamaica, St. Kitts and Nevis, Saint Lucia, St. Vincent and the Grenadines. The representative of Grenada also participated in the work of the NOU training as a resource person and assisted in delivering the workshop.

The second and third training workshops of new NOOs for the (i) Pacific Islands Countries (PIC) network and (ii) South Asia and Southeast Asia network respectively, took place in Bangkok, Thailand on 25-26 and 28-29 September 2018. The participants included NOU officers and assistants from all the Pacific



Island Countries: Cook Islands, Fiji, Kiribati, Marshall Islands, Micronesia (Federated States of), Nauru, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu. The following countries participated in SA/SEAP NOU training: Afghanistan, Bhutan, Mongolia, Nepal, Pakistan and Sri Lanka; Indonesia, Lao PDR, Myanmar, Philippines, Thailand, Timor-Leste and Viet Nam.

Introductory training modules are being revised based on the feedback received from Caribbean, PIC and SA/SEAP NOU training workshops. UNEP CAP will incorporate the feedback and comments from participants to improve and ‘fine tune’ the training curricula. The training package will be translated into French and Spanish languages. Further training programmes based on the developed modules will be regularly organised by CAP regional teams in coming years based on requests/needs of A5 countries from the respective Networks.

## 2. *Advanced (refresher) training for experienced NOOs*

The training package and components for the advanced (refresher) training for experienced NOOs are currently under review. This programme has been designed to provide advanced training for National Ozone Officers, assistants and other staff of National Ozone Units. The package of training materials contains a series of modules suitable to further build the capacity and knowledge of NOOs and other staff who already have experience in the Montreal Protocol.

The advanced training programme addresses the following areas:

- Details of the Kigali Amendment on HFC phase-down, including legal aspects, agreed principles and points, and implications for Article 5 countries
- Near-term steps for ratifying and implementing the Kigali Amendment
- Longer-term steps for implementing the Kigali Amendment, including policy measures and options
- Checklist, advice and guidance on identifying stakeholders in HFC sub-sectors, and tools for furnishing stakeholders with the information they need
- Tools for optimising Multilateral Fund projects and project management skills
- Updated information on CP data reporting to the Fund Secretariat
- Updated information on Article 7 data reporting to the Ozone Secretariat
- Information resources on alternative technologies
- Information for trainers and course organisers

Both the above training modules contain information and practical exercises that assist to strengthen and extend the skills of experienced NOOs, especially key skills that help NOUs to function more effectively, including enhanced knowledge about Kigali amendment and its implementation at the national level. The training package contains case studies, examples of activities carried out by NOUs, and practical learning exercises, project performance management as well as project development, communication and awareness-raising, advocacy/negotiation, and resource mobilization.

The advanced modules for experienced NOOs are planned to be completed by early 2019.

### *(iv) Management of ODS in the fishing sector*

Given the complexity of refrigerant supply, use and demand in the fisheries, Parties face particular challenges to report on the intake of refrigerants for vessels working in international waters or under various fishing licensing agreements. UNEP’s CAP 2016-2018 strategy included a strategic programme objective (SPO 4) to foster a coordinated approach to assessment of ODS use and management in the fishing sector. For fisheries facilities that are land based, ODS usage is documented and reported as captured through customs procedures. However, for the international marine fishing sector, customs

procedures would not normally be involved in the control of refrigerant supply to fishing vessels. There is no agreed system nor uniformity on the monitoring and reporting by vessels owners and flagged states.

The various activities undertaken by CAP was aimed at supporting the work of National Ozone Officers in compliance data reporting and taking into account all ODS uses at national level. It also facilitated the building of new partnerships with the Fishing and Tourism sectors, created greater awareness of ODS use in the fishing sector and promoted the phase out of HCFCs and or transition to non ODS low GWP alternatives in this sector. The activities were a direct response of CAP to needs expressed by the PICs and other island and port countries with substantial fishing sectors.

### ***Achievements, outputs and compliance***

#### *a) Network and thematic workshops*

During the period 2016-2017, CAP fostered a unique collaboration between NOOs with a number of major relevant stakeholders including the Pacific Islands Forum Fisheries Agency (FFA) and the International Maritime Organization. ODS management in the fisheries sectors was regularly included as an agenda item in network meetings and experts shared experiences on unregulated, unreported fishing and data collection in the fisheries sector, and how this was accounted for (or not) in the national ODS consumption under Article 7 data reporting, and the consequences for non-compliance. CAP provided technical assistance with data reporting to all countries as requested. Support provided to Fiji was acknowledged and the country had to re-adjust their baseline due to the additional reported ODS consumption in non-flagged vessels at their ports.

Technical support was provided to ten Pacific Island countries to review their licensing systems for an effective control of import and export of ODS, in particular the reporting of ODS in fishing vessels. In addition, the following 7 countries requested special missions and assistance to assess their ODS consumption in the fishing sector: Niue, Palau, Samoa, Solomon Islands, Tonga, Tuvalu and Fiji.

#### *b) PICs non ODS alternative national surveys*

CAP provided technical assistance to all PIC countries that undertook a non ODS alternative survey and ensured that this included information on the marine/fisheries sector as part of the data collection for a more holistic overview of refrigerant consumption in the country. These surveys will be used in all countries to now assess new commitments under the Kigali Amendment. Moreover, the data collected will add value to the enabling activities country projects.

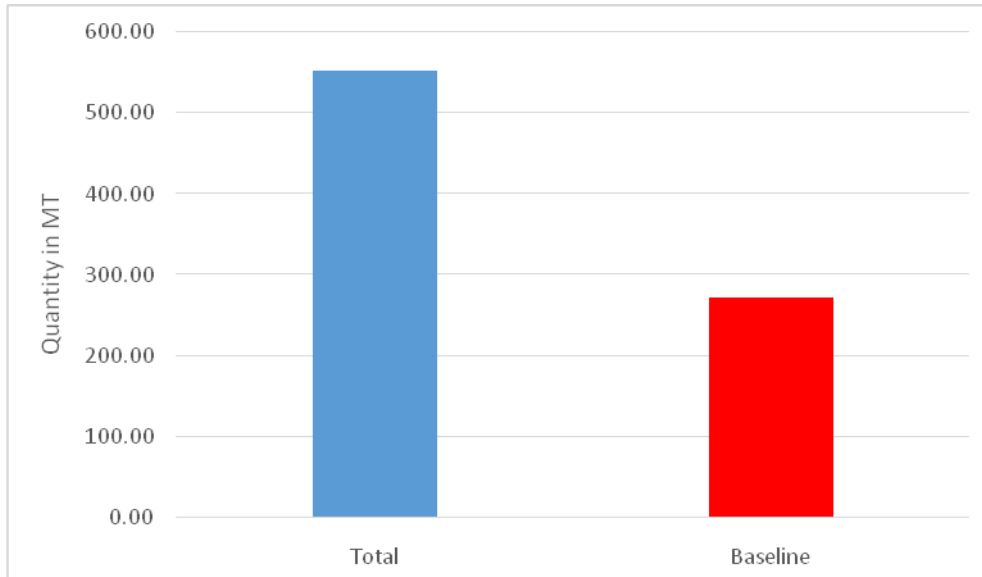
#### *c) Preliminary study on the the use of HCFC by vessels flagged in Article 5 countries*

In the Pacific region, the demand and market supply routes of HCFC-22 refrigerants and refrigerant servicing in the marine fishing sector are not fully known. A preliminary study was undertaken in collaboration with the Pacific Islands Forum Fisheries Agency (FFA) to look into the use of HCFC by vessels flagged in Article 5 countries that are also member countries of FFA. This study, sought to determine the level of refrigerant usage that had been elusive for the last 30 years.

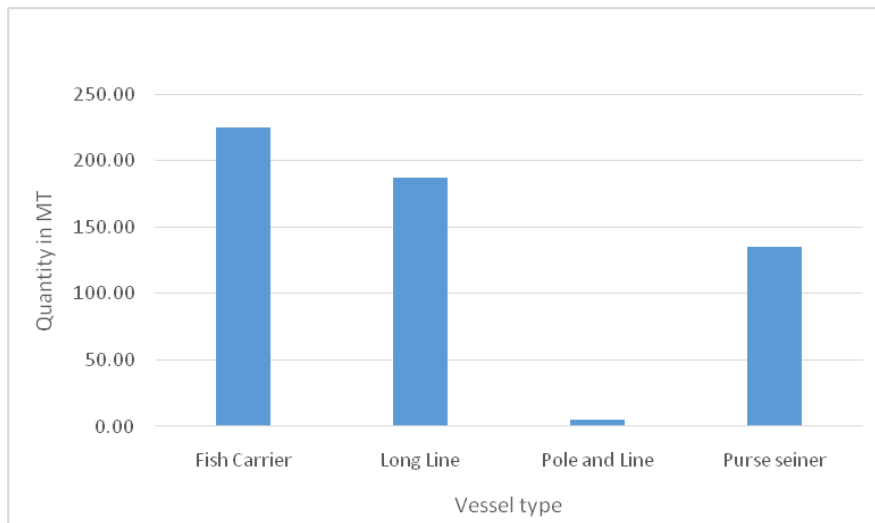
The initial study data showed that fishing vessels flagged in member countries use a total of 552.20 MT of HCFC-22 annually and as refrigerants (Fig 1). Fish carriers use the most HCFC, followed by long-liners, purse seiners and pole-and-line fishing vessels (Fig.2).

The draft report showed that the HCFC-22 holding volume on vessels flagged in 9 FFA countries operating as Article 5 under the Montreal Protocol, is over 103% more than the summation of the Montreal Protocol baseline for 14 Pacific Islands countries. This demand supply versus Montreal Protocol compliance necessitates that countries be alerted about this massive difference if they are to meet

their treaty obligations and also sustain the industry. To balance these two interests, it is recommended that a more in-depth study of HCFC usage by the fishing sector at the national, regional and international level be undertaken.



**Figure 1. Estimated total amount of HCFC used by vessels flagged in FFA member countries as compared to the total allocated base lines for all PICs.**



**Figure 2. Trend in the use of HCFC-22 by different types of fishing vessels flagged in FFA member countries**

d) *First International Conference on Sustainable RAC Technologies for Marine and Off-Shore Fisheries Sector*

Organised by OzonAction CAP in Bangkok in April 2017 in collaboration with the following partners: ASHRAE, IIR and UNIDO and the Government of the Kingdom of Thailand was attended by 180 participants, including 85 government representatives (principally NOOs), UN Agencies (FAO, IMO, UNCTAD, UNDP, UNIDO) and specialised international bodies. The deliberations

during the conference ranged from maritime Montreal Protocol implementation and compliance; adoption of energy efficient, ozone and climate friendly refrigeration technologies in marine vessels; available alternatives and challenges to access these; off-shore vessels servicing sector challenges; standards and strategic action plans that could be included under national HPMPs. The possibility of a Refrigerant Management Plan for the Fishing sector was discussed (For more information, please see: [www.ashrae.org/marine2017](http://www.ashrae.org/marine2017)).

*e) Considerations and options for replacement and retrofit of refrigeration systems in fishing vessels (TEAP report June 2016)*

OzonAction CAP contributed to the Working Group established within the TEAP Decision XXVII/4 Task Force. Substantive information gathered from the network meetings, initial study and country missions was shared with the TEAP.

## **B. Expenditures - global activities**

An overview of expenditures for the four global activities (NOO training, Refrigerant driver's license, global training in the refrigeration servicing sector and ODS management in the fishing sector) is provided below.

**Table 3: Overall costs for four global activities 2016- 2018 (US\$)**

<b>Global Activity</b>	<b>Approved in 2016</b>	<b>Approved in 2017</b>	<b>Approved in 2018</b>	<b>Total funds approved (2016-2018)</b>	<b>Expenditures to date-August 2018</b>
NOO training Programme	42,000	40,000	100,000	182,000	82,000*
Refrigerant Driver's license	60,000	40,000	80,000	180,000	120,000*
Global Training in the refrigeration servicing sector	77,000	60,000	0	137,000	152,000**
ODS Management in the Fisheries Sector	42,000	25,000	0	67,000	68,540***

\*Activities still on-going, updated financial report will be provided later; funding also requested for 2019

\*\* Additional USD\$ 15,000 was re prioritised from the Budget Line 4270-Emerging needs- to support the organisation of the 2<sup>nd</sup> International stakeholders workshop on refrigeration servicing sector in July 2018 in Paris

\*\*\* Exact closed commitment of USD\$1,540, topped up from the Budget Line 4270-Emerging needs.

## ANNEX 2C - CAP PARTNERSHIPS FOR OZONE PROTECTION AND CLIMATE CO-BENEFITS

Organisation	Type of organisation	Scope	Type of cooperation with UN Environment	Details about the partnership
<b>Refrigeration and air conditioning</b>				
Air Conditioning and Refrigeration European Association (AREA)	Professional association	Global	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology; online e-learning; materials on the use of new refrigerants; certification of technicians	<ul style="list-style-type: none"> <li>• Sharing experience on strengthening RAC associations, training, certification, technology transfer and innovation with the network countries.</li> <li>• Development of Universal Training Kit for the sound use of new refrigerants for training centres and institutes in Article 5 countries</li> <li>• Developing model certification programs for Article 5 countries.</li> </ul>
Air Conditioning, Heating, and Refrigeration Institute (AHRI)	Industry association	Global	Promoting a global industry approach to qualify refrigeration technicians; cooperating in addressing technical needs for promoting low-GWP alternatives	<ul style="list-style-type: none"> <li>• Partnering through a cooperation framework to develop and deploy the Refrigerant Driving License (RDL) global refrigeration qualification program.</li> <li>• Organizing joint events and disseminating information.</li> <li>• Cooperation in developing an international guide for testing laboratories on testing with flammable refrigerants</li> </ul>
ASHRAE	Professional association	Global	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology; e-training; organizing joint international and regional events; strengthening RAC associations in Article 5 countries; supporting ODS phase-out activities through promotion of responsible and sound management of refrigerants	<ul style="list-style-type: none"> <li>• UN Environment and ASHRAE have a cooperation framework (MOU) and an bi-annual work plan.</li> <li>• Organize joint international and regional technical events.</li> <li>• Support/strengthen RAC associations in Article 5 countries.</li> <li>• Facilitate access of Article 5 countries to ASHRAE's knowledge tools.</li> <li>• Develop joint e-Learning training courses and outreach materials.</li> <li>• Develop international guideline (assessment</li> </ul>

Organisation	Type of organisation	Scope	Type of cooperation with UN Environment	Details about the partnership
				<p>program) for the good management of refrigeration/air-conditioning installations.</p> <ul style="list-style-type: none"> <li>UN Environment is also part of ASHRAE's Refrigeration Committee and Research Committee to ensure that the needs of Article 5 countries are known to ASHRAE for its standards, research and global activities.</li> <li>ASHRAE supports UN Environment's K-CEP Twinning project.</li> </ul>
Bundesfachschule Kälte-Klima-Technik (BFS)	Training institute	Global	Training and capacity building related to safe use of ozone-friendly low-GWP & energy efficient RAC technology	<ul style="list-style-type: none"> <li>Co-developing training materials/applications for low-GWP refrigerants.</li> </ul>
China Household Electric Appliances Association (CHEAA)	Industry Association	National	Facilitating South-South cooperation (especially in the SEAP region) to exchange China's experiences with the transition to R290 (propane) in A/C industry to other Article 5 countries; cooperating in risk assessment for higher flammability or A3 refrigerants	<ul style="list-style-type: none"> <li>Supporting CHEAA's annual conference.</li> <li>Cooperating to assist HAT countries to build a risk assessment model for the use of A3 refrigerants.</li> </ul>
China Refrigeration and Air Conditioning Industry Association (CRAA)	Industry Association	National	Facilitate the outreach of the Ozone2Climate alternative technologies in the R/AC industry to other countries.	<ul style="list-style-type: none"> <li>Jointly organize the annual Ozone2Climate alternative technologies event in China.</li> <li>Assist with the identification of the resource persons to promote Ozone2Climate alternative technologies in other countries.</li> </ul>
China Trust Fund	National	Regional	South-south cooperation for the implementation of the Montreal Protocol for countries of the Asia Pacific region. Cooperation with Foreign Economic Cooperation Office (FECO)/MEP, China, and air conditioning industry and other regional experts	<ul style="list-style-type: none"> <li>To increase the understanding of NOOs and industry on the safe introduction of flammable alternatives</li> <li>Assist selected developing countries to develop their national policies/infrastructure on the use of the flammable refrigerants</li> </ul>
Emirates Authority for Standardization and Metrology (ESMA)	Government agency	National	Organizing joint conferences and events about low-GWP alternatives and technologies; promoting the update of RAC standards; establishing relationships between refrigerant	<ul style="list-style-type: none"> <li>Jointly organizing international symposia on alternative refrigerants for high ambient countries</li> </ul>



Organisation	Type of organisation	Scope	Type of cooperation with UN Environment	Details about the partnership
			selection and energy efficiency programs	
European Partnership for Energy and the Environment (EPEE)	Industry association	Europe	Exchanging experiences between Europe and Article 5 countries on policies and market practices/measures to comply with environmental regulations for eliminating ODS and reducing dependency on high-GWP alternatives	<ul style="list-style-type: none"> <li>• Cooperation in building global HFCs Outlook Model for A5 countries</li> <li>• Co-organizing and supporting different technical events for promoting use of low-GWP alternatives in RAC sectors</li> </ul>
Finnish Meteorological Institute (FMI)	Non-profit government agency	Global	Analysis and presentation of data on ODS and alternatives	<ul style="list-style-type: none"> <li>• Development of data visualization products and tools to assist A5 countries in understanding census, survey and project data on ODS and alternatives to allow better understanding and planning for technology and refrigerant transitions.</li> </ul>
Global Food Cold Chain Council (GFCCC)	Industry association	Global	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology in the cold chain sectors	<ul style="list-style-type: none"> <li>• Development of Cold Chain Database Model to support data collection and analysis of cold chain technologies in A5 countries</li> </ul>
Global Refrigerant Management Initiative (GRMI)	Initiative (RAC industry associations)	Global	Promoting the sound management of refrigerants in RAC industry; supporting training and emissions reduction measures; advocating for refrigerant management policies and norms	<ul style="list-style-type: none"> <li>• Cooperating with GRMI secretariat and members to convey the needs and voice of Article 5 countries and Montreal Protocol to that initiative.</li> <li>• GRMI is one of RDL supporters and discussion is ongoing about possible role of GRMI to promote RDL once the RDL pilot is completed.</li> </ul>
International Institute of Refrigeration (IIR)	Inter-Governmental Organization	Global	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology in the cold chain sectors	<ul style="list-style-type: none"> <li>• Development and dissemination of Cold Chain Technology Briefs</li> <li>• Sharing technical information and expertise.</li> <li>• Organising joint events</li> </ul>
Japan Refrigeration and Air Conditioning Industry Association (JRAIA)	Industry Association	National	South-South cooperation to exchange Japan experience in transition to low-GWP alternatives in A/C industry to other Article 5 countries; cooperating in risk assessment for A2L refrigerants.	<ul style="list-style-type: none"> <li>• Cooperating to assist HAT countries to build risk assessment model for the use of A2L refrigerants.</li> </ul>

Organisation	Type of organisation	Scope	Type of cooperation with UN Environment	Details about the partnership
Kigali Cooling Efficiency Programme (K-CEP)	International philanthropic program	Global	Philanthropic program to support the Kigali Amendment of the Montreal Protocol by assisting countries to transition to more efficient cooling equipment, phasing down the production and use of hydrofluorocarbons and replacing them with newer, climate-safe coolants	<ul style="list-style-type: none"> <li>Capacity Building for National Ozone Officers and Technical Support for Linking Energy Efficiency with Montreal Protocol Objectives</li> </ul>
Pacific Islands Forum Fisheries Agency (FFA)	Inter-Governmental Organization	Regional	Promoting adoption of ozone-friendly low-GWP and energy RAC technology	<ul style="list-style-type: none"> <li>Collecting data, sharing and outreaching information and publications related to the maritime and fishery sector.</li> <li>Collaborating on an assessment of ODS used in the fishing sector in Pacific Islands</li> </ul>
Secretariat of the Pacific Community (SPC)	Intergovernmental	Regional	Supporting RAC technical vocational training and energy efficiency policy management in the Pacific region	<ul style="list-style-type: none"> <li>Exploring possible synergies with the Pacific Islands Labelling and Standards (PALS) for RAC systems.</li> <li>Technical vocational training/certification in formal national educational institutions and linking to energy efficiency management policies.</li> </ul>
<b>Customs and enforcement</b>				
Association of Southeast Asian Nations (ASEAN)	Regional	Regional	Regional collaboration on ratification of the Kigali Amendment, development and adoption of regional HS codes for HFCs and HFC blends, strengthening regional cooperation in combatting illegal ODS trade for the Southeast Asia Network	<ul style="list-style-type: none"> <li>All SEAP countries (except Timor Leste) are member of ASEAN, which has play a vital role in the region to promote regional collaboration in a number of aspects including environment.</li> <li>UN Environment will collaborate with ASEAN through their relevant working groups to promote the ratification of the Kigali Amendment at the regional level.</li> <li>ASEAN has established an 8-digit regional HS code system to harmonize the trade of common commodities in the region. UN Environment will work with ASEAN to explore the possibility to assign the HS code to HFCs and HFC blends, for further adoption of each member country.</li> </ul>

Organisation	Type of organisation	Scope	Type of cooperation with UN Environment	Details about the partnership
				<ul style="list-style-type: none"> <li>Strengthening regional cooperation in combatting illegal ODS trade for the Southeast Asia Network.</li> </ul>
Green Customs Initiative (GCI)	International organisation	Global	Customs training; compliance and enforcement; combatting illegal ODS trade	<ul style="list-style-type: none"> <li>The GCI partners include the Secretariats of the relevant multilateral environmental agreements (Basel, Cartagena, CITES, Montreal, Rotterdam Stockholm), Interpol, the Organisation for the Prohibition of Chemical Weapons, UN Environment, the United Nations Office on Drugs and Crime (UNODC) and the WCO. The partnership is coordinated by UN Environment's Law Division (i.e. outside of OzonAction).</li> <li>Represent Montreal Protocol in GCI partner meeting and customs training workshops.</li> <li>Contribute to new GCI materials related to Montreal Protocol.</li> </ul>
Gulf Cooperation Council (GCC) Secretariat	Regional	Regional	Technical and Policy	<ul style="list-style-type: none"> <li>Update of the regional Ozone Regulation following Kigali Amendment</li> <li>Ensure the technical and policy related challenges receive high awareness at the regional ministerial and technical fora</li> </ul>
League of Arab States (LAS) Secretariat	Regional	Regional	Technical and Policy	<ul style="list-style-type: none"> <li>Update of regional refrigeration and insulation (foam) unified codes</li> <li>Ensure the technical and policy related challenges receive high awareness at the regional ministerial and technical fora</li> </ul>
Oceania Customs Organization Secretariat (OCO)	Regional	Regional	Development and adoption of regional HS code for HFCs and HFC blends, strengthening regional cooperation in combatting illegal ODS trade for the Pacific Islands Countries Network	<ul style="list-style-type: none"> <li>OCO has launched the Pacific Harmonized Commodity Description and Coding System 2017 (PACHS17) in June 2018, which aims to establish the regional HS code to standardize names and codes of goods exported and imported by the Pacific region. It is expected that all the Pacific Islands Countries would ratify to the PACSH17 by end of December 2019.</li> </ul>

Organisation	Type of organisation	Scope	Type of cooperation with UN Environment	Details about the partnership
				<ul style="list-style-type: none"> <li>• UN Environment has initiated the discussion with OCO on the possibility to include the specific HS code for HFC and HFC blends in the regional code being finalized.</li> <li>• Strengthening regional cooperation in combatting illegal ODS trade for the PIC Network.</li> </ul>
World Customs Organisation (WCO)	International organisation	Global	Customs training; e-training; compliance and enforcement; combatting illegal ODS trade	<ul style="list-style-type: none"> <li>• UN Environment and WCO have a formal framework for cooperation (MOU). UN Environment cooperates with both WCO Headquarters as well as WCO's Regional Intelligence Liaison Offices (RILOs), Regional Offices of Capacity Building (ROCB), and Regional Training Centres.</li> <li>• The joint UN Environment-WCO Montreal Protocol e-learning course for customs officers is hosted on WCO's e-learning platform.</li> <li>• Reciprocal participation in each other's relevant events.</li> <li>• Development of joint factsheets and capacity building materials for customs officers.</li> </ul>

## ANNEX 2C BIS-SUMMARY OF OZONACTION PARTNERSHIPS & RELEVANT TOOLS

As part of the three-years overarching strategy launched in 2016, OzonAction has re-focused its clearinghouse activities to develop tools that can be utilized by different stakeholders at the local level allowing NOUs and governments to smoothly implement Montreal Protocol projects and programs and meet the compliance targets. For this purpose, OzonAction strengthened previous partnerships and forged new partnerships with several international organizations and associations to mobilize their capacities and knowledge in producing, reviewing and campaigning for state-of-art products that are technologically up-to-date and easy to use by clients of the Montreal Protocol.

Through analyzing the needs, countries and clients to be served under Montreal Protocol programs and projects, the following list of stakeholders were identified:

A. Institutional (Public Sectors)	B. Technical (Private, Non-Governmental)
1. NOUs (Environmental Authorities)	1. Servicing workshops, companies and technicians
2. Energy/ Climate Authorities	2. Refrigerants' importers, wholesalers and distributors
3. Customs, Enforcement, Boarder controls	3. Training Institutes and Centers
4. Standardization Authorities	4. Engineers, plants/facility managers and operators
5. Industry Authorities	5. Consultants and consulting firms
6. Technical Education & Vocation Training (TVET)	6. Buildings and Plants Owners/Investors
7. Engineering groups	7. Research Institutes & Universities
8. Research Institutes & Universities	8. Engineering groups
9. Housing and Buildings Authorities	9. Informal servicing sector
10. Procurement Boards and Committees	
11. Marine/Fisheries/Agriculture/Ports, Others	
12. Chambers of Trade and Industry	

In reaching out to those different clients, OzonAction staff re-forced their work over the last three years to develop products and tools that can be instantaneously utilized as part of ongoing phase-out projects and capacity building programs. The products and tools were also designed in different formats to allow broader use and better accessibility. For best utilization of those tools, OzonAction Clearinghouse Team developed a **Deployment Plan** that links all the tools with the ongoing projects i.e. ISPs, HPMPs and Kigali Enabling. The Deployment Plan will be the live working document to ensure incorporation of all developed tools and products into countries' projects and measuring impacts as well as the need to update, upgrade or improve any of the tools. The OzonAction Clearinghouse Team will continue updating this plan with the new tools and products.

The below table 1 summarizing the list of OzonAction key Partnerships<sup>1</sup> against relevant products and tools that can be utilized by A5 countries while implementing their phase-out/phase-down programs and projects. The summary does not include information publications an events/functions that are developed in cooperation with partners like factsheets, technology briefs, O2C Roadshows, technical symposia/events which are already listed in the document titled "*OzonAction list of products and tools*".

Table 1: Partnerships

Partner*	Product	Availability	Who could benefit of
ASHRAE		(English) Available	Government officials, buildings owners, NOUs, consultants, other individuals who

<sup>1</sup> Please see Annex-1 which includes list OzonAction Partnerships

Partner*	Product	Availability	Who could benefit of
	<b>Refrigerant Literacy E-Learning Course</b> with international certificate	(Spanish) Nov 2018	wish to learn about Refrigerants progression, classification, applications and basic good management practice
		(French) Feb 2019	
	<b>Refrigerant Sound Management E-Learning Course</b> with international certificate	(English) Nov 2018	Servicing technicians and engineers as well as servicing contractors and buildings' managers
		(Spanish) Mar 2019	
(French) Mar 2019			
	<b>Refrigerant Management for Future Engineers</b> (University Program)	Available	Full Elective Course about Regenerant Management for one teaching semester at engineering universities or colleges. The course is designed as per Academic requirements
<b>EPEE</b>	<b>HFCs Outlook Model</b>	2 <sup>nd</sup> Pilot Stage is ongoing with 8 countries <sup>2</sup> and will be ready for rollout to all interested countries early 2019	NOUs that which wo build scenario model about HFCs vs. HCFCs projection as substances and based-products against MP compliance targets
<b>AREA</b>	<b>Universal Training Kit</b>	Mar 2019	Modular Training Kit that can be used directly by training institutes/centers in A5 countries where they can build the desired format of any training course (subject/target groups/duration) through an online portal
<b>AHRI</b>	<b>Refrigerant Driving License (RDL)</b>	Pilot Stage is ongoing with 6 countries <sup>3</sup> and will be ready for rollout to all interested countries mid 2019	Global Industry-based qualification program with international certificate recognized by RAC industry <sup>4</sup> on sound management of refrigerants
<b>JRAIA</b>	<b>Risk Assessment Model</b> (Roadmap) for use of flammable refrigerants	As part of PRAHA-II project and will be ready by April 2019	A roadmap for building local risk assessment model analyzing risks and measures need to be considered when using flammable refrigerants during the logistics process (non-manufacturing) i.e. installation, operation and servicing of residential A/C applications
<b>GFCCC, IIR, FAO &amp; IEA</b>	<b>Cold Chain Database Model</b>	Feb 2019	A database model to assist countries is sorting and classifying cold chain related applications for better decision making about technology selection and phase-

<sup>2</sup> Bosnia and Herzegovina, Dominican Republic, Gabon, Guatemala, Honduras, Mali, Senegal and Sri Lanka

<sup>3</sup> Grenada, Suriname, Trinidad & Tobago, Rwanda, Maldives and Sri Lanka

<sup>4</sup> RDL Industry supporting group includes: ABRAVA, ACAIRE, AREA, ASHRAE, EPEE, JRAIA, Refrigerant Australia, The Alliance

<b>Partner*</b>	<b>Product</b>	<b>Availability</b>	<b>Who could benefit of</b>
			out/phase-down programs. The model will be offered as tool that can be used during preparation of Stage-II of HPMPs, HFCs plans and any relevant local surveys
<b>BFS</b>	<b>Good Practice Videos &amp; Mobile App</b>	Available	Set of short educational videos about best practices in refrigeration servicing and
<b>WCO</b>	<b>Customs E-Learning</b>	Available	A series of interactive training modules on Montreal Protocol, legal trade facilitation and prevention of illegal trade in ODS and alternatives. Developed in cooperation with the WCO and hosted on the WCO training platform.
<b>UNODC / WCO</b>	<b>Customs Training Manual, Risk profiling guide</b>	Available	The customs training manual is a comprehensive guide to Montreal Protocol and illegal trade issues. It also provides guidance on delivery of customs training workshops. The risk profiling guide (in development) provides guidance on applying intelligence-led enforcement to ODS trade.

\* **IIR**: International Institute of Refrigeration – **BFS**: Bundesfachschule Kälte-Klima-Technik - **AREA**: European association of refrigeration, air conditioning and heat pump (RACHP) contractors - **AHRI**: Air-Conditioning, Heating and Refrigerating Institute - **WCO**: World Customs Organization – **UNODC**: UN Office of Drugs & Crime – **EPEE**: European Partnerships for Energy and Environment – **GFCCC**: Global Food Cold Chain Council.

## ANNEX 1 - OZONACTION PARTNERSHIPS

Organisation	Type of organisation	Scope	Type of cooperation with UNEP	Details about partnership (past, present and/or future)
<b>Refrigeration and air conditioning</b>				
<b>Air Conditioning and Refrigeration European Association (AREA)</b>	Professional association	Global	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology; online e-learning; materials on the use of new refrigerants; certification of technicians	Sharing experience on strengthening RAC associations, training, certification, technology transfer and innovation with the network countries; developing training kits for the sound use of new refrigerants for training centres and institutes in Article 5 countries as well as developing model certification programs for A5 countries
<b>Air Conditioning, Heating, and Refrigeration Institute (AHRI)</b>	Industry association	Global	Promoting a global industry approach to qualify refrigeration technicians; cooperating in addressing technical needs for promoting low-GWP alternatives	Partnering through a cooperation framework to develop and deploy a global refrigeration qualification program amongst RAC industry associations – the Refrigerant Driving License (RDL) –; organizing joint events and dissemination of information and cooperation in developing international guide for testing laboratories on testing with flammable refrigerants.
<b>ASHRAE</b>	Professional association	Global	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology; e-training; organizing joint international and regional events; strengthening RAC associations in Article 5 countries; supporting ODS phase-out activities through promotion of responsible and sound management of refrigerants	UN Environment and ASHRAE have a formal framework of cooperation and an annual work plan. Activities include: <ul style="list-style-type: none"> <li>- organising joint international and regional technical events;</li> <li>- supporting/strengthening RAC associations in Article 5 countries;</li> <li>- Facilitating access of Article 5 countries to ASHRAE’s knowledge tools;</li> <li>- Developing joint e-Learning training courses and outreach materials.</li> <li>- Developing international guideline (assessment program) for the good management of refrigeration/air-conditioning installations</li> <li>- UN environment is also part of ASHRAE’s refrigeration and research committees to ensure that the needs of Article 5</li> </ul>



Organisation	Type of organisation	Scope	Type of cooperation with UNEP	Details about partnership (past, present and/or future)
				countries are known to ASHRAE for its standards, research and global activities.
<b>Bundesfachschule Kälte-Klima-Technik (BFS)</b>	Training institute	Global	Training and capacity building related to safe use of ozone-friendly low-GWP & energy efficient RAC technology	Co-developing training materials/applications for low-GWP refrigerants.
<b>China Household Electric Appliances Association (CHEAA)</b>	Industry Association	National	Facilitating South-South cooperation (especially in the SEAP region) to exchange China's experiences with the transition to R290 (propane) in A/C industry to other Article 5 countries; cooperating in risk assessment for higher flammability or A3 refrigerants	Supporting the annual conference of CHEAA; organizing a special workshop and field trip for A/C industry from Middle East high ambient temperature (HAT) countries in the margins of the CHEAA conference; cooperating to assist HAT countries to build a risk assessment model for the use of A3 refrigerants.
<b>China Trust Fund</b>	Government agency	Regional	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology in Asia-Pacific region	Bilateral project funded outside of Multilateral Fund: "Strengthen the capacity of the Asia Pacific countries for the adoption of the environmental friendly alternatives through South-South Cooperation for the implementation of the Montreal Protocol." Includes information sharing, capacity building related to low-GWP alternatives, workshops, and training.
<b>Emirates Authority For Standardization and Metrology (ESMA)</b>	Government agency	National	Organizing joint conferences and events about low-GWP alternatives and technologies; promoting the update of RAC standards; establishing relationships between refrigerant selection and energy efficiency programs	Jointly organizing 5 international symposia on alternative refrigerants for high ambient countries; organizing regional event on update of RAC and foam-related standards in the West Asia region. Organizing the sixth international symposium (2018) on alternatives for HAT countries in both air-conditioning and refrigeration sectors
<b>European Partnership for Energy and the</b>	Industry association	Europe	Exchanging experiences between Europe and Article 5	Sharing experiences of the EU in market adaptation with F-Gas regulation to Article 5 countries;

Organisation	Type of organisation	Scope	Type of cooperation with UNEP	Details about partnership (past, present and/or future)
<b>Environment (EPEE)</b>			countries on policies and market practices/measures to comply with environmental regulations for eliminating ODS and reducing dependency on high-GWP alternatives	cooperating with the West Asia region on non-ODS surveys and market projections. Cooperation to build a model for alternatives and market scenarios for LVCs.
<b>Global Refrigerant Management Initiative (GRMI)</b>	Initiative (RAC industry associations)	Global	Promoting the sound management of refrigerants amongst RAC industry; supporting training and emissions reduction measures; advocating for refrigerant management policies and norms	UN Environment is cooperating with GRMI secretariat and members to convey the needs and voice of Article 5 countries and Montreal Protocol to that initiative. RDL, which is joint UNEP-AHRI Initiative, is becoming one of the partners to GRMI.
<b>International Institute of Refrigeration (IIR)</b>	Inter-Governmental Organization	Global	Promoting adoption of ozone-friendly low-GWP and energy efficient RAC technology in the cold chain	Sharing technical information and expertise; organising joint events; co-organizing thematic workshop on alternative technologies for cold chain Develop jointly technologies briefs on the cold chain sub-sectors trends and challenges.
<b>Japan Refrigeration and Air Conditioning Industry Association (JRAIA)</b>	Industry Association	National	South-South cooperation to exchange Japan experience in transition to low-GWP alternatives in A/C industry to other Article 5 countries; cooperating in risk assessment for A2L refrigerants.	Organizing special workshop and field trip for A/C industry from Middle East HAT countries to Japan; cooperating to assist HAT countries to build risk assessment model for the use of A2L refrigerants.
<b>Pacific Islands Forum Fisheries Agency (FFA)</b>	Inter-Governmental Organization	Regional	Promoting adoption of ozone-friendly low-GWP and energy RAC technology	Collecting data, sharing and outreaching information and publications related to the maritime and fishery sector; collaborating on an assessment of ODS used in the fishing sector in Pacific Islands.
<b>Secretariat of the Pacific Community (SPC)</b>	Intergovernmental	Regional	Supporting RAC technical vocational training and energy efficiency policy	UN Environment is exploring with SPC about forming possible synergies with the Pacific Islands labelling standards for RAC systems, technical vocational

Organisation	Type of organisation	Scope	Type of cooperation with UNEP	Details about partnership (past, present and/or future)
			management in the Pacific region	training/certification in formal national educational institutions and in linking to energy efficiency management policies.
<b>Customs and Policy Enforcement</b>				
<b>Green Customs Initiative (GCI)</b>	International organisation	Global	Customs training; compliance and enforcement; combatting illegal ODS trade	The GCI partners include the Secretariats of the relevant multilateral environmental agreements (Basel, Cartagena, CITES, Montreal, Rotterdam Stockholm), Interpol, the Organisation for the Prohibition of Chemical Weapons, UNEP, the United Nations Office on Drugs and Crime (UNODC) and the WCO. The partnership is coordinated by UN Environment Law Division.
<b>Gulf Cooperation Council (GCC) Secretariat</b>	Regional	Regional	Monitor the trade ODS and alternatives as well as combat illegal trade.	UN Environment is cooperating with GCC and other regional & sub-regional organizations and secretariats to support the development and implementation of strategies or action plans to foster the monitoring the trade ODS and alternatives as well as combat illegal trade.
<b>League of Arab States (LAS) Secretariat</b>	Regional	Regional	Development and dissemination of Codes	Develop jointly the first and second regional refrigeration and air-conditioning code (2010 & 2015), working on updating the RAC code and adding two (2) more codes on District Cooling and Commercial Refrigeration, start the process of update the insulation materials codes as part of the regional buildings codes. Developing tools for introduction of the developed/updated codes to all Arab member states.
<b>World Customs Organisation (WCO)</b>	International organisation	Global	Customs training; e-training; compliance and enforcement; combatting illegal ODS trade	UN Environment and WCO have a formal framework for cooperation (MOU). UNEP collaborated with WCO to develop a Montreal Protocol e-learning course for customs officers, which is hosted by WCO's e-learning platform; mutual participation in relevant events. UNEP cooperates with WCO Headquarters as well as WCO's Regional Intelligence Liaison

Organisation	Type of organisation	Scope	Type of cooperation with UNEP	Details about partnership (past, present and/or future)
				Offices (RILOs), Regional Offices of Capacity Building (ROCB), and Regional Training Centres (e.g. AKMAL in Malaysia, ROK, India).

## ANNEX 2D – REPORT ON UTILISATION OF CAP STAFF FOR MULTILATERAL FUND AND MONTREAL PROTOCOL ACTIVITIES

Decision 70/10 (iii) requested UNEP to provide a status report to the 71<sup>st</sup> Executive Committee meeting on the extent to which UNEP implemented measures to ensure that all staff time paid with CAP funds was used for the Multilateral Fund Montreal Protocol activities, in line with decision 50/26(a)(iii). Moreover, Decision 70/10(d)(ii), requested UNEP to continue providing reports according to the following five categories in the context of annual progress and financial reports on utilisation of CAP staff:

- Projects and services approved by the Executive Committee;
- Pursuing synergies or implementing joint activities with other non-Multilateral Fund partnerships and initiatives;
- Mobilizing resources for ozone protection activities from entities outside of Multilateral Fund;
- UNEP-wide processes and activities; and
- Administrative activities.

### Use of staff time

- CAP staff in Paris and the regions continue to explore in collaboration with NOOs co-financing and climate co-benefits through interactions with non-Multilateral Fund organizations.
- CAP staff are involved in and support related to information sharing on low-GWP, energy efficient alternatives to HCFCs and HFCs through the following projects:
  - Kigali Cooling Efficiency Programme, launched in Kigali 2016; CAP is cooperating with the Energy Branch in UNEP and the K-CEP to deliver a unique ‘twinning’ project that aims at building the capacity of NOOs and national energy policymakers in support of the Kigali Amendment; implemented via two days joint workshops, back to back with Network meetings, the objective is to raise awareness of basic concepts of energy efficiency in the refrigeration, air conditioning sector.
  - The China Trust Fund Strengthen the Capacity of the Asia Pacific countries for the adoption of the environmental friendly alternatives through south-south cooperation for the implementation of the Montreal Protocol.
- All CAP staff have developed their individual work plans for the period 1 April 2017 – 31 March 2018 and the new cycle 1 April 2018 – 31 March 2019 in close consultation with the Head of OzonAction. UNEP has ensured that all of the staff paid through CAP focus their time on activities and services approved by the Executive Committee via the Business Plan and CAP Work Programme and Budget. The individual work plans reflects the goals and priorities set for the staff member for this reporting period.

For the 2017-2018 period, the following CAP teams are involved with management activities for specific projects outside of the Multilateral Fund (as detailed in the Partnership annex):

Project/initiative	CAP team					
	Africa	Asia Pacific	ECA	LAC	West Asia	Paris
China Trust Fund		•				•
K-CEP project	•	•	•	•	•	•

CAP team	Projects and services approved by the Executive Committee	Pursuing synergies or implementing joint activities with other non-Multilateral Fund partnerships and initiatives %	Mobilising resources for ozone protection activities from entities outside of Multilateral Fund	UNEP-wide processes and activities	Administrative activities for CAP and MLF projects
Africa – Anglophone		10			20
Africa – Francophone		10			20
Caribbean		10			20
Europe & Central Asia		10			20
Latin America		10			20
Pacific Island Countries		10			20
South Asia		10			20
South East Asia**		10			20
West Asia		10			20
Paris (Global)*		20	10		30

The following table reflects use of CAP staff time on projects and services.

\*Network and Policy Manager is coordinating and managing the K-CEP project

\*\*Staff coordinating and managing the China Trust Fund regional project

### Reporting lines

Regional Network Coordinators report to the Head of OzonAction Branch as their First Reporting Officer and to the UNEP Regional Director as their Second Reporting Officer (Decision 70/10 (d) (iv))

## 2017-2018 SCHEDULE OF NETWORK AND THEMATIC MEETINGS Compliance Assistance Programme (OzonAction)

2017

<b>NAME OF MEETING/WORKSHOP</b>	<b>LOCATION</b>	<b>DATES</b>
Ozone2Climate Technology Roadshow and Industry Roundtable	Lahore, Pakistan	16-17 March 2017
Joint Network Meeting for National Ozone Officers for English-speaking and French-speaking Africa and Thematic Meeting on the Kigali Amendment	Abidjan, Cote d'Ivoire	20, 24 March 2017
Network Meeting for National Ozone Officers for English-speaking speaking African countries	Abidjan, Cote d'Ivoire	22-23 March 2017
Network Meeting for National Ozone Officers for French-speaking speaking African countries	Abidjan, Cote d'Ivoire	22-23 March 2017
International Conference on Sustainable Management of Refrigeration Technologies in Marine and Off-Shore Fishing Sector	Bangkok, Thailand	6-8 April 2017
Network Meeting of the National Ozone Officers of the Pacific Islands Countries(PICs) Post-Kigali Amendment Challenges and Ways Forward for the PICs	Bangkok, Thailand	9-12 April 2017
Ozone2Climate Technology Roadshow and Industry Roundtable	Shanghai, China	12-14 April 2017
Post Kigali Regional Round-Table Meeting; Ratification and Policy Update	Dead Sea, Jordan	24-25 April 2017
Main Network Meeting of the West Asia National Ozone Officers	Dead Sea, Jordan	26-27 April 2017
Network Meeting and Thematic Workshop of the South East Asia National Ozone Officers	Phuket, Thailand	2-5 May 2017
Annual Meeting of the Regional Ozone Network for Europe & Central Asia	Ohrid, Macedonia FYR	10-12 May 2017
Network Meeting of National Ozone Officers for the English Caribbean and Haiti and Cool Tourism Initiative	St. George's, Grenada	15-19 May, 2017
Network Meeting and Thematic Workshop of the South Asia National Ozone Officers and Thematic Meeting on HCFC Phase out and Kigali Amendment	Agra, India	23 May 2017
1 <sup>st</sup> Ozon2Climate Technology Roadshow and industry roundtable-post Kigali	Agra, India	24-26 May

South Asia regional workshops with Standards Bodies and Ozone Officers on country status on adoption of Standards for the Adoption of HCFC Alternatives	Bangkok	11-July 2017
Ozone2Climate Technology Roadshow and Industry Roundtable	Dbarubaaruge, Malé, Maldives	14-16 August 2017
Network Meeting of National Ozone Officers for Latin America	San Jose, Costa Rica	3-5 October 2017
Europe & Central Asia Thematic Meeting on HCFC Phase-out Management Plans and HFCs Phase-down Initiatives	Tirana, Albania	10-12 October 2017
Europe & Central Asia Thematic Meeting on HCFC Phase-out Management Plans and HFCs Phase-down Initiatives	Tbilisi, Georgia	24-26 October 2017

**2018 SCHEDULE OF NETWORK AND THEMATIC MEETINGS**  
**Compliance Assistance Programme (OzonAction)**

<b>NAME OF MEETING/WORKSHOP</b>	<b>LOCATION</b>	<b>DATES</b>
Inter-Regional Thematic & Network Meetings for National Ozone Officers	Paris, France	15, 16 and 19 January 2018
Africa Anglophone Network Meeting for National Ozone Officers	Paris, France	17-18 January 2018
Africa Francophone Network Meeting for National Ozone Officers	Paris, France	17-18 January 2018
Europe and Central Asia Network Meeting for National Ozone Officers	Paris, France	17-18 January 2018
Caribbean Network Meeting for National Ozone Officers	Paris, France	17-18 January 2018
Mexico, South America and Central America Network Meeting for National Ozone Officers	Paris, France	17-18 January 2018
South Asia, South East Asia Pacific and Pacific Island countries Network Meeting for National Ozone Officers	Paris, France	17-18 January 2018
West Asia Network Meeting for National Ozone Officers	Paris, France	17-18 January 2018
Joint South Asia/South East Asia/ West Asia Thematic Meeting back-to-back with the Ozone2Climate Technology Roundtable	Beijing, China	8 April 2018
West Asia Thematic meeting for National Ozone Officers	Beijing, China	9 April 2018
Joint South Asia and South East Asia thematic meeting for National ozone Officers	Beijing, China	9 April 2018



<b>NAME OF MEETING/WORKSHOP</b>	<b>LOCATION</b>	<b>DATES</b>
Twinning Workshop on Energy-Efficient and Climate-Friendly Refrigeration and Air Conditioning: Asia	Beijing, China	10-11 April 2018
Sub regional border dialogue on ODSs trade controls and Illegal trade prevention (Nicaragua, Guatemala, El Salvador and Honduras)	San Pedro Sula, Honduras	April 16- 19, 2018
Border Dialogue for HCFC Trade Coordination & Cooperation between Ozone, Customs and Enforcement Officers of Bangladesh, Bhutan, China, India, Myanmar and Nepal	Dhaka, Bangladesh	9-10 May 2018
Joint Africa Anglophone and Francophone Network meeting of National Ozone Officers	Gaborone, Botswana	21 May 2018
Africa Anglophone and Francophone Network meeting of National Ozone Officers	Gaborone, Botswana	22-23 May 2018
Africa Francophone Network meeting of National Ozone Officers	Gaborone, Botswana	22-23 May 2018
Twinning Workshop on Energy-Efficient and Climate-Friendly Refrigeration and Air Conditioning: Africa	Gaborone, Botswana	24-25 May 2018
Training of new National Ozone Officers in the Caribbean Region	Kingstown, Saint Vincent and the Grenadines	28-29 May 2018
Annual Caribbean Network Meeting of the National Ozone Officers	Kingstown, Saint Vincent and the Grenadines	30 May 2018
Thematic Meeting for Customs and Caribbean National Ozone Officers	Kingstown, Saint Vincent and the Grenadines	31 May – 1 June 2018
Europe and Central Asia Meeting of National Ozone Officers	Valencia, Spain	18-19 June 2018
Europe and Central Asia Meeting of National Ozone Officers and Refrigeration & Air Conditioning Associations and Experts	Valencia, Spain	20-21 June 2018
Risk Profiling Workshop for Customs Officers and National Ozone Officers of India, Maldives, Pakistan, and Sri Lanka	Bangkok, Thailand	20-22 June 2018
Annual Latin America Network Meeting of the National Ozone Officers	Guatemala City, Guatemala	25-29 June 2018
Twinning Workshop on Energy-Efficient and Climate-Friendly Refrigeration and Air Conditioning: Latin America	Guatemala City, Guatemala	27-28 June 2018
2 <sup>nd</sup> International Stakeholders Workshop in the Servicing Sector	Paris, France	16-17 July 2018
Special Experts Meeting Risk Assessment Model for the Use of Lower-GWP Refrigerants in High Ambient Temperature Countries (PRAHA II)	Cairo, Egypt	31 July – 1 August 2018

Training Workshop for New National Ozone Officers of the Pacific Islands Countries	Bangkok, Thailand	25-26 September 2018
Network and Thematic Meetings of the Pacific Islands Countries National Ozone Officers	Bangkok, Thailand	27-29 September 2018
Training Workshop for the New National Ozone Officers of the South Asia and Southeast Asia	Bangkok, Thailand	28-29 September 2018
Consultation Workshop on the Implementation of the Initial Obligations of Kigali Amendment for Parties in Asia and the Pacific	Bangkok, Thailand	30 September 2018
Twinning Workshop on Energy-Efficient and Climate-Friendly Refrigeration and Air Conditioning: Pacific Island Countries	Bangkok, Thailand	1-2 October 2018
Twinning Workshop on Energy-Efficient and Climate-Friendly Refrigeration and Air Conditioning: Europe & Central Asia	Antalya, Turkey	9-10 October 2018
Europe and Central Asia Meeting of Montreal Protocol Experts	Antalya, Turkey	11-12 October 2018
Joint National Ozone Unit and Customs Twinning Workshop for South Asia and South East Asia	Bangkok, Thailand	17-19 October 2018
*Joint National Ozone Officers and Customs Twinning workshop and back to back parallel Border Dialogues for selected countries of Africa Francophone Network	Grand Popo, Benin	23-25 October 2018
*Joint National Ozone Officers and Customs Twinning workshop for Southern Africa Development Cooperation (SADC) countries	Johannesburg, South Africa	24-26 October 2018
*Twinning Workshop on Energy-Efficient and Climate-Friendly Refrigeration and Air Conditioning: Caribbean	Quito, Ecuador	30-31 October 2018
*Joint Meeting of the Networks of Central America, South America and the Caribbean	Quito, Ecuador	1 November 2018
*Latin America Network Meeting of National Ozone Officers	Quito, Ecuador	2-4 November 2018
*Caribbean Network Meeting of National Ozone Officers	Quito, Ecuador	2-4 November 2018
*Capacity Building and Awareness on HFCs and Alternatives Management	Dakar, Senegal	4-6 December 2018

\* Meetings planned