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**EVALUATION OF REGIONAL NETWORKS OF NATIONAL OZONE OFFICERS (DESK
STUDY AND TERMS OF REFERENCE FOR THE SECOND PHASE)**

Background

1. The United Nations Environment Programme (UNEP) OzonAction manages several regional networks as part of its Compliance Assistance Programme (CAP).² These networks are capacity-building mechanisms that promote the exchange of information, experience, and the know-how required to meet the Montreal Protocol commitments, report data, develop and enforce policies and regulatory frameworks, adopt technologies, and effectively manage the national ozone units (NOUs).

2. These networks have been evaluated twice before. In 1994, an evaluation was conducted on the UNEP/Sida (Swedish International Development and Co-operation Agency) project that created the first regional network in South-East Asia.³ The evaluation recommended replicating the network concept in other regions, but raised questions regarding the network's funding capacity to become self-sufficient. The second evaluation was presented at the 33rd meeting of the Executive Committee (March 2001).⁴ It assessed the functioning and organization of the eight networks operating at the time and made recommendations for improvement. Again, concerns were raised about the sustainability of the networks, given that they depended fully on Multilateral Fund funding. The 1994 and 2001 evaluations put forward a series of recommendations aimed at improving the functioning of the networks. A summary of these recommendations, together with an assessment of their implementation and comments in light of the current evaluation, is included in Table 1 of this report (paragraph 81). Additional information on the work carried

¹ Due to coronavirus disease (COVID-19)

² <https://www.unenvironment.org/ozonaction>

³ UNEP/OzL.Pro/ExCom/30/8

⁴ UNEP/OzL.Pro/ExCom/33/7 and Corr.1

out in developing and strengthening the regional networks up to 2007 can be found in Part II of Annex I of the present document.

3. At its 84th meeting, the Executive Committee approved the terms of reference for the desk study of the evaluation of regional networks of national ozone officers (NOOs) (decision 84/10 and contained in Part I of Annex I of the present document) and requested the Senior Monitoring and Evaluation Officer (SMEO) to present at the 85th meeting the desk study and the terms of reference for the second phase for this evaluation (decision 84/11).

4. In accordance with the agreed procedures for conducting the 85th and 86th meetings due to the COVID-19 pandemic, all the documents related to evaluation at the 85th meeting were deferred to the 86th meeting.

Objectives and scope of the desk study

5. The desk study assesses how the role of the regional networks has evolved in the implementation of the Montreal Protocol and analyzes whether the recommendations made by the previous evaluations were followed. It further considers the current relevance of the regional networks in the implementation of Montreal Protocol requirements at the country and regional level, by taking into account the organization, participation, choice of subject of discussion and influence over decision-making processes, as well as the changes needed to adapt the networks to the new challenges of the Montreal Protocol.

6. The document is organized into sections relating to the background, objectives and scope of the desk study, conclusions and lessons learned and methodology. It also delves more deeply into the planning and organization of meetings, including their attendance, meeting agendas and reports, evaluation of networks and follow-up of recommendations, network-to-network interaction, and global network meetings. An additional section on capacity building, with sub-sections covering the role of network meetings, training and technical workshops, south-south cooperation, the role of resource persons, coordination with bilateral and implementing agencies, best practices in project implementation, new challenges and emerging issues, and implementation of recommendations from previous evaluations.

7. The document also contains the following annexes:

- I Part I - Terms of reference for the desk study
Part II - Work carried out in developing and strengthening the regional networks up to 2007
- II List of meeting reports consulted
- III Questionnaire for the desk study
- IV Capacity building events held by the ozone networks from 2000 – 2019
- V Terms of reference for the second phase of the evaluation

8. The detailed results of the desk study are contained in the following sections. In order to provide fast access to information relating to potential actionable items and next steps, the conclusions and lessons learned have been presented at the beginning of the document.

Conclusions and summary of lessons learned

9. Regional networks continue to be of high value for the implementation of the Montreal Protocol and achieving/sustaining compliance with agreed measures in Article 5 countries. They also play a critical

role in maintaining the importance of NOUs within countries. The networks have been instrumental, among other things, in exchanging good practices/lessons and developing cooperation between countries of a given region and sometimes between regions; implementing projects successfully; building capacity through training and information sharing on a range of technology and policy aspects; creating awareness about ozone layer protection in countries; and more recently bridging the linkages between ozone and climate and preparing countries to implement provisions agreed under the Kigali Amendment.

10. The analysis of meeting reports and the responses to the questionnaire sent in preparing this desk study indicates that there is a need for innovation and the adoption of a more proactive approach to the meetings, particularly in face of new provisions brought forth by the Kigali Amendment. In some instances, there is a perception that meeting agendas and their corresponding evaluations seem to have fallen into a routine pattern, where the same agenda is followed every time. As a consequence, countries grant less importance to these and they have lost some of their impact as more junior staff are in attendance. A more proactive approach to meetings, engaging new issues and stakeholders and providing for new synergies may help streamline the relevance and importance of these meetings and strengthen the link between their work and the Montreal Protocol itself. Virtual meetings or working sessions as developed during the COVID-19 pandemic may well offer opportunities to achieve this.

11. A second phase of the evaluation to assess the impact of the networks more fully is recommended. This may be achieved through personal and more in-depth interviews with RNCs and key NOOs, IAs and other key persons, possibly during network meetings. This will also provide opportunities for exploring ways to increase follow-up with member countries between meetings on recommendations derived from a network meeting and issues or challenges arising in that period, with a view to more fully ensuring that countries' needs are met and that they have a voice in the agenda. The value of increasing network-to-network collaboration and interaction could also be further analyzed, together with ways of increasing such collaboration and interaction (if found to be beneficial).

12. Complementing this desk study with a field stage will allow direct exchange of ideas between key stakeholders and provide an opportunity for more in-depth analysis of the recommendations included in the present report. It will become possible to analyze a path forward for the networks in the coming five to 10 years and refine or adjust such recommendations as necessary. A field stage will also give clearer insight with respect to ensuring the sustainability of Montreal Protocol achievements, addressing emerging issues and challenges and the specific needs of each network. A field stage would also provide opportunity to develop clear performance/impact indicators, at country and regional levels (NOO/network) in direct consultation with key stakeholders. The terms of reference for the second stage of the evaluation of the regional networks of national ozone officers are contained in Annex V of this document.

13. The Kigali Amendment brings a good opportunity to reinvigorate network activities and maintain engagement of NOUs in the networks. Twinning workshops, thematic meetings and other similar activities can be used to promote better identification and integration of stakeholders. It is essential to reach a balance between the needed expertise and exposure to technologies, whilst avoiding real or perceived conflicts of interest in relation to specific options or alternative technologies. More active consultations with representatives from IAs, Secretariats and bilateral partners on the planning, programming and evaluating the network's activities, to support UNEP's administrative role, might be considered. Encouraging improved follow-up in countries between meetings may help to keep NOOs engaged and raise the profile of the NOUs.

14. Recent experience in virtual meetings brought about by the COVID-19 pandemic could inspire the organization of virtual sessions with specific groups within networks, on specific topics of interest.

15. Sustaining the achievements of the Montreal Protocol is a key issue, becoming increasingly complex as these achievements increase over time. This is particularly true in the case of ODS that seem to have fallen off the agenda, or where there is a perception that they are “completed business” that no longer need consideration. These ODS includes, *inter alia*, CFCs, halons, methyl bromide (MB), some laboratory and analytical uses or process agents, and also exempted uses, including for countries with zero or very sporadic consumption. The setback occurring with the recent, unexplained emissions of CFC-11, reinforces the importance of this matter. Sustainability is directly linked to institutional memory which, although generally reported to be good, often relies substantially on NOOs who have been at their posts for many years. An improved “knowledge bank” that can be efficiently used for training newcomers, finding information resources as appropriate, investigating case studies and disseminating information between countries and regions may be a good way to address this. Developing a systematic evaluation framework allowing for identification of specific capacity and resources needed by the networks, to be able to measure the real impact in supporting compliance of the countries with Montreal Protocol obligations (and thus evaluating the sustainability of its achievements), was suggested by ROLAC.

16. The SDGs are seldom (if ever) addressed during network meetings and might be considered as part of the agenda in future meetings given that they address so many common topics and offer strong linkages with issues that relate directly to the Montreal Protocol, namely: climate, energy efficiency, gender issues and food security.

17. Overall, the recommendations made in the 2001 evaluation of the regional networks have been followed, generally with successful results. The period that has elapsed since that evaluation is, however, too long, with significant milestones occurring in the Montreal Protocol over the twenty years, each with distinct impacts (e.g., CFC and MB phase-out, and the Kigali Amendment). Consideration of numerous and varied issues made this evaluation quite complex, with many reports to review, a variety of goals and milestones to consider and many stakeholders and key persons participating over the years. Although the document repository is very complete and many key persons involved are fortunately still engaged and are able to provide an excellent historical perspective, more frequent evaluation is recommended (every five or at the most 10 years).

18. Cost-effective mechanisms using technological platforms to strengthen network objectives could be analyzed. UNEP for example, reports that the experience brought by the COVID-19 pandemic has provided wide and very valuable experience on virtual meetings, even outside the main and follow-up network meetings. This could be used for enhancing network-to-network interaction, in a cost-effective manner and possibly provide ways to overcome hurdles (such as financial issues and language barriers). Ways to improve integration within a given NOU could also be discussed, with a view of allowing junior staff to attend certain network meetings without compromising decision-making processes or continuity as reported above.

Methodology

19. A consultant was recruited to prepare the desk study. She analyzed existing documentation related to, *inter alia*, regional networks, reports of the network and follow-up meetings, reports of thematic meetings, communication materials developed by the networks or UNEP, and Executive Committee documents produced between 2000 and 2019. The list of documents consulted is included in Annex II of this report. Previous evaluation reports of the networks (1994 and 2001) were also considered in detail, with particular emphasis on their recommendations. The CAP evaluations from 2006 and 2007 were also considered as part of the analysis. Many meetings include participant evaluations as a standard part of their agendas. These proved very useful in characterizing the strengths and weaknesses of the networks, the challenges encountered, the differences between networks, and the changes and evolution in their operation and achievements over time.

20. A questionnaire addressing four main subject areas, described in the following section, was prepared and sent to the regional network coordinators (RNCs), implementing agencies (IAs), the Ozone Secretariat and other key stakeholders (responding in personal capacity), who were able to provide feedback on the functioning and achievements of the networks and their future outlook. Some IAs forwarded the questionnaire to individual NOOs, particularly from the Europe and Central Asia (ECA) region, who then responded directly. A total of 22 responses were received out of the 29 sent, providing good coverage of the functioning of the networks and their evolution over the past 20 years. The full list of respondents and a copy of the questionnaire is contained in Annex III of the present report. Some of the current RNCs and IAs did not respond and others responded at a late stage. Every effort was made to consider all comments within the time frame of the evaluation. The responses received nevertheless provided useful feedback and were a valuable contribution to the analysis and to the conclusions and recommendations herewith presented. The draft report was shared with the Secretariat, bilateral and IAs and RNCs, and their comments and suggestions were duly considered.

21. One key factor conditioning the scope of the networks appears to be the position and profile that national governments grant to the NOU, noting that this may in turn impact the importance given to the Montreal Protocol in a given country.

22. The desk study focused on four main areas of evaluation: planning and organization of the meetings, capacity building, coordination with bilateral and IAs, and emerging challenges. These four areas are considered individually below.

Planning and organization of the meetings

23. Networks usually meet twice a year - one main meeting and one follow-up meeting - with thematic workshops or other specialized meetings related to specific topics taking place between the two.

24. Organization of the meetings has evolved over the past 20 years, in accordance with the development of the Montreal Protocol. For example, while meeting objectives initially concentrated mostly on ratification, compliance with Montreal Protocol commitments at the country level, difficulties with data reporting and the development of licensing systems, in recent years, meetings have tended to focus more on alternative technologies, especially in relation to the refrigeration and air-conditioning (RAC) sector. They have also tended to become more thematic in nature. For example, during the period 2013-2016, significant emphasis was placed on the adoption of HFC-free technologies, which contributed to the ratification of the Kigali Amendment. This shift in topics is certainly related to the evolution of the Montreal Protocol itself, as preparation and implementation of projects and phase-out plans including refrigerant management plans/updates, terminal phase-out management plans or HCFC phase-out management plans (HPMPs), and more recently HFC phase-down has taken centre stage amongst issues currently faced by Parties to the Montreal Protocol. There are also challenges that are more often addressed, such as reporting consumption and production data under Article 7 of the Montreal Protocol and the country programme implementation report, sustaining the phase-out achieved for a range of controlled substances (e.g., CFCs, including CFC-metered dose inhalers (MDIs) and halons), and enforcement of licensing and quota systems for all ODS. Concerns regarding whether some alternative technologies are suitable for some Article 5 Parties were expressed by respondents to the questionnaire and also in meeting reports (e.g., Caribbean thematic network meeting of 2018).⁵

25. The meeting timing, venue and choice of topics seems to be well addressed by organizers. Some meeting organization were reported to start a year in advance by identifying potential host countries and dates and discussing topics of interest with support from the RNC. It is noted that back-to-back meetings

⁵ English Caribbean and Haiti thematic network meeting (29 May - 1 June 2018, Saint Vincent and the Grenadines).

are considered useful and are well received in some networks, while in some instances are indicated as making the overall meeting too lengthy and thus rejected by other networks. A packed agenda can lead to losing focus and reducing the effectiveness of the network meeting in achieving its goals. This issue had already been noted in the 2001 evaluation and has been addressed through thematic and twinning meetings as discussed below. Some respondents indicated addressing this issue through more direct consultation with network member countries, aimed at selecting critical items for the agenda and allocating adequate time for discussion, was appropriate.

26. Several respondents to the questionnaire indicated that over time, it was not always easy to maintain the momentum or importance of network meetings. Providing wide opportunity for attendees to participate, and giving the NOOs ample scope to select topics and resource persons needed, so to influence the agenda and show that their work is valuable, were indicated as ways to increase ownership, elevate the importance of meetings and achieve good results. Defining the meeting agenda through consultations on emerging issues is critical – this plays an important role in generating interest in the meeting and the associated organizational aspects (e.g., addressing policy matters relating to HPMP development at network meetings during HPMP preparation helps countries define their strategy). The NOOs generally have a much better chance of exchanging ideas and experiences and revealing and addressing concerns and problems at network meetings than they do at Montreal Protocol meetings, and this is in fact the intent of the networks. Meetings also provide good training ground for NOOs to develop and enhance participation and negotiation skills that can then be used at Montreal Protocol meetings (and Executive Committee meetings, if applicable). For example, break-out sessions into smaller groups provide good opportunities to discuss particular concerns and challenges, “mock negotiation” events help NOOs to understand and master decision-making processes. These actions help increase the relevance of attending meetings and actively participate.

27. The RNCs, under the CAP, play an important role in identifying country needs and finding ways to respond to them. Support is extended to all network countries regardless of whether UNEP is implementing projects in their countries. For example, work between the RNC and individual countries was reported to be particularly effective in the ECA network which includes countries with economies in transition (CEIT) as well as bilateral partners (European Union (EU) countries and other non-Article 5 bilateral partners). This interaction was reported to be very relevant in countries with conflict and political instability in the African region where special project implementation modalities could become necessary. ROLAC indicated that support provided by the RNC is very relevant and should be conducted through a participatory approach to ensure NOOs are in charge of selecting topics and venues and developing agendas. In summary, the role of the RNC is to coordinate and advise.

28. In responding to the questionnaire, the Ozone Secretariat indicated that the value of their input to meetings could be increased through enhanced and timely interaction with RNCs. If invitations to attend a meeting are sent well in advance, it would allow for thorough consultation with the Ozone Secretariat’s focal point on the input required or presentations proposed. The Ozone Secretariat could also channel the needs of Article 5 Parties, sharing them with participants to the networks.

29. Facilitators are routinely identified, usually by the RNC in conjunction with the CAP team, to chair or facilitate discussions during the network meetings. This practice also follows a recommendation arising from the 2001 evaluation and was initiated early in the period evaluated. For example, it is already apparent in the report of the South-East Asia (SEAP) network meeting in 2001,⁶ and of the English-speaking African countries in 2003.⁷ Rapporteurs are frequently appointed, particularly in thematic meetings, which helps

⁶ Follow-up meeting of the SEAP network of ODS officers (9 - 10 April 2001, Bangkok, Thailand)

⁷ The 9th ODS officers network meeting for English speaking African countries (19 - 22 May 2003, Addis Ababa, Ethiopia)

with accurate drafting of the meeting reports. Facilitators and rapporteurs are most often appointed during the meeting or with little advance notice, and it was mentioned that identifying them in advance, for future meetings, could enhance their role by allowing for good preparation. Facilitators are generally NOOs. A tendency to choose the same facilitators each time was indicated and while this ensures that they are well trained and efficient, it can hinder full participation of network member countries, especially new meeting participants. It is noted that networks take different approaches on this issue. In the Caribbean, the country member hosting the meeting is appointed as chair and the country member which will hosting the next meeting as co-chair and the rapporteur is supported by the RNC. The ECA network often invites Montreal Protocol officers from the Governments or IAs' representatives to chair the network meetings. The Regional Office of West Asia (ROWA) allows the network to choose their facilitator and report writers.

30. Network meetings are increasingly being held back-to-back with other related meetings on the environment, especially thematic workshops. These meetings provide useful training on specific topics, are cost-effective (since travel is coordinated with the Ozone Secretariat) and can contribute to raising awareness on the Montreal Protocol in the host country and the region. They can also promote discussions on regional approaches to handling certain issues or challenges, for example, combating illegal trade of controlled substances or developing harmonized regulatory schemes to control controlled substances. Network meetings held back-to-back with other Montreal Protocol-related meetings help raise NOOs' awareness of discussions at the Montreal Protocol and international level. Examples of back-to-back meetings such as the ROLAC network meeting taking place immediately before the 30th Meeting of the Parties (MOP) in Quito⁸ were cited as very useful, as they further provide network participants with networking and learning opportunities.

Attendance

31. Attendance and participation in meetings has been continuously monitored and encouraged. The report of the 2001 follow-up meeting of the SA network, for example, includes the following statement: "nine of the eleven member countries (82 per cent) attended the meeting and all attending countries were represented by the NOO".⁹ This was an increase in attendance with respect to previous meetings. A meeting of Caribbean officers in 2005 lists among the meeting goals: "to promote the involvement and participation of NOOs".¹⁰

32. Participation of the individual NOOs in the regional networks can be measured in terms of attendance at meetings, but more importantly on the basis of activity and involvement before, during and after meetings, as well as participation in online communications, training, capacity-building events and information sharing. Over the last decade, active participation is notably linked with increased access to the internet and the communication tools it offers. Initial efforts to establish e-bulletins and e-forums ten to fifteen years ago met with some difficulties (including limited access to computers and poor internet connection in certain regions). However, in the past few years enhanced access to cell phones and computers has significantly increased the use of social media for developing and promoting activities, especially those aimed at raising awareness about ozone-layer protection. Mass communication options such as messaging groups through apps such as WhatsApp, online forums (e.g., email chain, social media page, websites) where discussions can be held between the regional meetings on issues concerning the organization and

⁸ Reunión de las Redes de Funcionarios Nacionales de Ozono de América Latina y el Caribe (November 2018, Quito, Ecuador)

⁹ 2001 Follow-up meeting of the SA network of NOOs (17 - 18 September 2001, Bangkok, Thailand).

¹⁰ Main meeting of the English-speaking Caribbean Ozone Officers Network (18 - 20 April 2005, Bridgetown, Barbados)

suggestions for specific topics, are becoming increasingly common. Their use has increased substantially and allows NOOs or specific groups to communicate in real time both during and between meetings.

33. Meetings that are too repetitive and routine can affect the quality of attendance; in some instances, the heads of NOUs may stop attending, sending junior staff instead. This can impair the quality of the discussions held during the meetings and break communication within the network. Some respondents to the questionnaire noted that the person (or persons) attending network meetings is often not the same person who attends the Montreal Protocol meetings. While network meetings can provide a good coaching ground for incoming staff and contribute to good succession planning, inconsistency in participation can break internal communication, hinder attention given to particular topics by country officials, and interfere with the development of particular activities. It can also impair institutional memory. This issue was indicated in varying degrees in most network regions, except ECA and ROLAC, where respondents indicated that decisions and issues discussed at network meetings are highly important, since NOOs, who are generally Government officials, also attend Montreal Protocol meetings, and are thus able to have an impact on the decision-making process there. The development of electronic meetings in the current COVID-19 context has revealed an efficient means of recording meetings and making them available to networks which, although needing the correct structure for easy participation, will clearly contribute to continuity. UNEP has supplied a list of virtual meetings held in 2020, which have been included in Annex II of the present document. However, due to the desk study's preparation time frame, they were not analyzed.

34. The turnover of NOOs is reported to have decreased substantially over time in all regions, except for the Pacific region where it has been addressed in 2015 at the Network Meeting of NOOs held in Fiji¹¹ and in the Caribbean region where it has been addressed at the meeting of the Caribbean NOOs held in Grenada in 2017.¹² Reasons for turnover are not fully explained but may be related to the position and profile held by the NOU and/or the NOO within the country government. Frequent staff changes in the NOUs can delay decisions and negatively impact institutional memory, unless a strategy to ensure continuity (e.g., succession planning) is in place. In line with the recommendations arising from the 2001 network evaluation, schemes aimed at "tutoring" new or junior staff attending the network meetings have been frequently scheduled within the meeting agenda for many years (e.g., reported since 2001 in SA network meetings,¹³ and still in place in Panama in 2015, when a specific thematic event on this topic was organized).¹⁴ The training package for new NOOs developed by *OzonAction* and launched in 2018 has made important contributions towards this goal. An online training mechanism could be created for NOOs, with follow-ups from IAs to help provide continuity in capacity building of the NOUs.

35. One important issue that was noted is that just participation in and of itself (i.e., attending a meeting or not) is not sufficient. The impact that the NOU can have on compliance with Montreal Protocol measures is far more important. One respondent indicated that lessons taken back by the NOO to their own countries and the implementation or development of actions or measures agreed during the meetings is what really counts. Further, it can be the case that a new NOO is more effective than an experienced one (i.e., impact is not only linked to service time but is clearly influenced by specific actions). A suggestion was made to develop performance/impact indicators both at the country and the regional levels that perhaps NOOs and the networks could utilize to evaluate meeting results further. As an example, the ECA has established a scheme whereby each NOO reports back to the RNC on the actions pursued and developments achieved after a meeting; the RNC in turn shares this information with all network members for information, comments and suggestions. The World Bank reported that in the West Asia and Southeast Asia networks,

¹¹ Network Meeting of National Ozone Officers of the Pacific Island Countries (October 2015, Fiji)

¹² Annual meeting of the English-speaking Caribbean and Haiti (May 2017, Grenada)

¹³ Main meeting of the South Asia network of Ozone Officers (28 April - 1 May 2001 Teheran, Islamic Republic of Iran)

¹⁴ Joint Meeting of National Ozone Officers Networks Latin America and the Caribbean (December 2015, Panama)

a strong network of countries and good communication with the RNCs ensure that discussion transcends the meetings. Formulating and refining objectives, sub-objectives, and related results and indicators for each network and region, with a short- and medium-term perspective was recommended by the 2001 evaluation. This is one of the areas where, based on the reports examined, more work appears to be needed, which may also contribute to a more robust ownership on the part of parties. A continuous online module for communication exchange could be designed to provide the necessary support.

Meeting agendas and reports

36. Meeting agendas routinely include analysis and update of decisions proposed or taken at the MOP or at Executive Committee meetings. They also continue to deal with compliance and ratification where relevant. Many respondents to the questionnaire indicated a preference for a meeting agenda that favors less complex, shorter presentations on specific topics, with more time devoted to discussion and more individual country reports or case studies, over long sessions. This was already recommended in the 2001 evaluation. A review of meeting reports shows that meeting agendas for 2001 cover a wider range of topics, with lengthier presentations and speeches than more recent meetings, which tend to be more streamlined over the years, to respond more closely to countries' needs. In the current evaluation, a suggestion was made to organize webinars to conduct specific discussion and clarification sessions on MOP and Executive Committee decisions, accessible on demand by the NOOs.

37. The objectives sought and topics to be addressed during a meeting are normally discussed in advance by the CAP and the RNCs with the NOOs. Networks follow a similar overall approach in setting agendas, giving consideration to general issues such as decisions arising from Montreal Protocol or Executive Committee meetings, compliance and reporting issues or illegal ODS trade. However, consideration of individual, specifically relevant issues for each region is highly important, and a clearer scheme seems beneficial. ECA for example reports that meeting highlights and recommendations are collected at the end of a meeting and immediately circulated for comment. In other cases, a risk of falling into a "routine agenda" has been noted in some meeting reports, particularly in Africa and Southeast Asia. This may lead to insufficient consideration of new issues or unforeseen (and even continuing) challenges.

38. The IAs, Multilateral Fund and Ozone Secretariat are sometimes consulted before setting the agenda, but in their responses and comments, they have suggested that this be done with more time and through a more interactive process that allows for selection of the best experts amongst the IA's staff. The importance of inviting experts to support technical sessions (and funding their travel) was indicated by respondents to the questionnaire. Since RNCs do not regularly participate in the MOPs or Executive Committee meetings, they rely on meeting reports or member countries to help them identify the most relevant topics. Topics for discussion and analysis will necessarily vary according to particular situations in a region or network, and this again stresses the importance of allowing ample opportunity for participation and discussion. This can be through face-to-face sessions when planning future meetings, and also between meetings, for example through email or virtual sessions. Convening groups of NOOs (e.g., African Group, or the Latin American and Caribbean Group (GRULAC)) during Montreal Protocol meetings may also bring an opportunity to identify, discuss and agree upon topics for future discussion.

39. Agendas and topics for discussion are available in advance of a meeting. A large part of the relevant documentation (i.e., decisions, agendas and items for discussion at past and upcoming meetings) is now available through the Ozone Secretariat and Multilateral Fund websites¹⁵ and is freely accessible. Presentations are not usually provided in advance to NOOs, but meeting reports do include these. However, it is noted that *OzonAction* also developed a meeting portal¹⁶ bringing together important information on

¹⁵ www.ozone.unep.org and www.multilateralfund.org

¹⁶ <http://www.ozonactionmeetings.org/ozonaction-meeting-portal>

all meetings held by the network as well as other topics. In recent years, agendas and issues discussed, and conclusions agreed during the meetings are more regionally driven by the NOOs than they were in the past. As stated previously, online forums where discussions can be held between the regional meetings on issues concerning the organization and suggestions for specific topics are becoming increasingly common. Several communication schemes have developed, such as WhatsApp groups (for informal communication,) to keep members updated and connected in real time and have been reported to work well in the African networks¹⁷ and possibly others.

40. Some respondents indicated that it would be beneficial if the Multilateral Fund and Ozone Secretariats could participate more actively in the preparation of the agenda and training materials (e.g., background documents such as primers prepared by the Ozone Secretariat for Parties to the Montreal Protocol and members of the Implementation Committee¹⁸ or by the MLF for new members of the Executive Committee).¹⁹ A mechanism for continuous consultation and participation through an electronic platform could be developed.

Evaluation of networks and follow-up of recommendations

41. The 2001 evaluation indicated a need to collect recommendations arising from each meeting, include those recommendations in the meeting report, and follow up on them as appropriate during the next meeting. In line with this recommendation, the majority of network meetings held since 2000 include sessions with this goal on their agendas, both to agree on recommendations arising from a given meeting as well as to follow-up on how recommendations from a previous meeting have been implemented.

42. Intersessional follow-up of the issues arising from network meetings does not always appear to be active or efficient and offers room for improvement, at least in some of the networks. Some respondents indicated that it has become a mere formality and has lost impact. Others pursue this more actively, and consider it especially important for increasing ownership. Giving more attention to individual day-to-day issues around Montreal Protocol implementation was mentioned as a critical area needing continued attention, which also influences ownership in members of a network (the World Bank). Early actions proposed by networks to increase interaction and follow-up between meetings include active use of e-forums in SA,²⁰ the Caribbean²¹ and Arab²² countries, as well as holding virtual sessions between meetings as suggested in 2010 at a joint meeting of the ECA and SA networks.²³ These actions were also included in the 2001 evaluation's recommendations. However, their implementation appears to be variable and has met with some difficulties over the years (more discussion on this is provided below).

43. The impact of the networks, and of particular meetings, is often and generally assessed across networks through evaluations, which consider topics discussed, experts and resource persons invited,

¹⁷ As reported in the "Desk study for the evaluation of the sustainability of the Montreal Protocol achievements"
UNEP/OzL.Pro/ExCom/84/12

¹⁸ <https://www.ozone.unep.org/meeting>

¹⁹ <http://www.multilateralfund.org/MeetingsandDocuments/executive-committee-resources/Shared%20Documents/2018Primer.pdf>.

²⁰ Main meeting of the South Asia network of Ozone Officers (28 April - 1 May 2001, Teheran, Islamic Republic of Iran)

²¹ Main Meeting of the ODS Officers Network of the English-speaking Caribbean (19 - 20 November 2001, Guyana)

²² Joint Meeting of ODS Officers in Arab Countries (21-22 October 2001, Cairo, Egypt)

²³ Joint meeting of the regional Ozone Networks for Europe and Central Asia (ECA) and South Asia (SA) (April 2010, Turkey)

training of new NOOs, country needs, future issues and other matters. The results of these evaluations are considered by RNCs for future meetings. These often take place early in the meeting agenda.

Network-to-network interaction

44. Even though the 2001 evaluation recommended strengthening network-to-network engagement, this is still reported as infrequent and not substantial. Costs, lack of a budget allocation and language barriers were cited by UNEP as hurdles limiting inter-network engagement. On occasion, coordinators or NOOs from one network have been invited to attend meetings of another network, but this is not a common practice. Identifying common issues that affect multiple regions, inter-regional issues and others are factors that can justify joint meetings and could provide opportunities for efficient operation, for example through cost coordination.

45. At the sub-regional level, however, interactions happen more frequently among networks. For example, the SA, SEA and ROWA regions met jointly in Istanbul in 2010²⁴. These same regions recently met together in China with the aim of analyzing sector-based ODS policies and choice of alternatives, enhance south-to-south cooperation, provide feedback to the Ozone Secretariat on energy efficiency and implementation of the Kigali Amendment, and encourage use of the informal Prior Informed Mechanism (iPIC) in the region.²⁵ The French-speaking and English-speaking African networks met together in 2017 and 2018 to discuss technical and policy challenges in meeting out phase-out targets at the regional level, as well as standards for flammable refrigerants and illegal trade.^{26,27} SEAP held joint network and thematic meetings in 2016 to discuss achieving post-2015 compliance targets, climate co-benefits of the HCFC phase-out, a partnership for refrigerant management and ODS-alternative surveys among others.²⁸ The Latin America and the Caribbean networks met in 2015 to analyze the state of readiness in the region to face the challenges brought by the proposed HFC management,²⁹ and in 2018 to address actual and potential risks of illegal trade in the region.³⁰ ROLAC reports the high value of joint meetings, even when language barriers exist.

46. More than two decades of network meetings have generated many stories of successful regional cooperation, addressing and solving common challenges, and spurring progress and development in the Montreal Protocol. For example, promoting use of iPIC through the networks at the regional and sub-regional level has been instrumental in addressing and combatting illegal ODS trade. China recently prevented the illegal shipment of 72 tonnes of HCFC-22 to Thailand using this mechanism.³¹ The involvement of key stakeholders (e.g., customs authorities, industry) in regional and sub-regional meetings has also contributed to successfully curbing illegal trade of ODS. In the 20-year period covered by the evaluation, ROAP has convened seven events specifically dealing with this illegal trade. ECA established the enforcement network under a Czech bilateral project and initiated the Montreal Protocol award for

²⁴ Joint meeting of the regional Ozone Networks for Europe and Central Asia (ECA) and South Asia (SA) (April 2010, Turkey)

²⁵ Joint network meeting of NOO of SA, SEA and WA (April 2018, China).

²⁶ 21st Joint network and thematic meeting of NOOs for Africa (May 2018, Botswana).

²⁷ Réunions conjointes et thématiques du réseau des administrateurs nationaux de l'ozone des 54 pays africains (March 2017, Côte d'Ivoire).

²⁸ Joint network and thematic meetings of the NOOs of Asia and the Pacific (14 – 20 June 2016, Suva, Fiji).

²⁹ Joint meeting of NOOs Networks of Latin America and the Caribbean (December 2015, Panama).

³⁰ Reunión Regional de las Redes de Funcionarios Nacionales de Ozono de México, Centro América, América del Sur y El Caribe de habla hispana (25 - 26 June 2018, Guatemala City).

³¹ OzonAction's iPIC system helps prevent illegal shipment of HCFC

<https://www.unenvironment.org/ozonaction/news/news/ozonactions-ipic-system-helps-prevent-illegal-shipment-72-tonnes-hcfc-22>

customs and enforcement officers. Enforcement meetings/award ceremonies were arranged in 2009, 2010, 2012, 2014, 2016 and 2019 (six meetings). Border control in Urumqi was organized between China, ECA and CEIT countries in June 2019.

Global ozone meetings

47. The 2018³² and 2019³³ global network meetings held in Paris, where all regional networks participated, provided good opportunities for inter-regional interaction and information exchange. They were a chance for networking with a wide variety of stakeholders including the Secretariats and non-Article 5 parties and provided an opportunity to learn about a wealth of topics.

48. Although these meetings were considered to be advantageous, and the evaluations included indicate a high degree of satisfaction, various respondents to the questionnaire indicated that they also proved overwhelming and confusing, with only limited opportunities for conducting region-specific discussions, making it difficult to reach the goals of network meetings. Some value was recognized in such global meetings, but it was noted that they should not replace the regional network meetings, which are meant to be tailored to a regions' particular needs and should focus on information exchange and capacity building. Further, some respondents to the questionnaire indicated concerns regarding the costs of conducting such meetings and hurdles presented by language barriers.

49. In addition, some respondents indicated that global meetings deprived a country from benefits from hosting a network meeting as it highlights and raises the importance of the Montreal Protocol with government authorities, increases awareness on the continued need to protect the ozone layer with the general public and allows for local expertise and progress to be showcased - benefits that a global meeting lacks.

Capacity building

Role of network meetings

50. UNEP's Work Programme for 2001 defined the role of the network as follows: "The basic aim of the Networks is to strengthen the capacity of National Ozone Officers to design and implement effective policies and strategies, well adapted to conditions in their countries, which will achieve their country's compliance with the control measures of the Montreal Protocol"³⁴.

51. Regional networks (through the CAP) have been instrumental in providing support in terms of training and exchange of information. Further, they contribute to strengthening expertise in areas such as, *inter alia*: developing policy, legislation and regulatory frameworks (e.g., to control HFCs or equipment containing them); establishing import/export licensing and quota systems (e.g., used, among others, for controlling MB imports and ensuring these are used for quarantine and pre-shipment (QPS) uses only); analyzing the benefits and feasibility of creating fiscal incentives to encourage ODS phase-out (e.g., uptake of alternatives) or disincentives/penalties to discourage continued use of ODS; working with the informal sector and small enterprises; spurring technological development; controlling/averting illegal trade (often through regional strategies); and funding resources/project co-funding modalities (an increasingly

³² First Inter-regional thematic technical workshops and regional network meetings for NOOs (15 - 19 January 2018, Paris, France)

³³ Second Global inter-regional meeting and 'Join the experts' sessions for NOOs (18 - 19 February 2019, Paris, France)

³⁴ Final report of the evaluation of regional networks (UNEP/OzL.Pro/ExCom/33/7).

important matter currently).

52. Presentations on these topics or areas of work are regularly scheduled during meetings and are deemed to be highly relevant by participants. Issues linked to the preparation and progress of HPMPs have also been continuously addressed in the past five to 10 years, sometimes to the point of becoming workshops or thematic meetings.

Training and technical workshops

53. Training for new NOOs is imparted through special sessions and also a tutoring scheme conducted with the help of more experienced NOOs. The need for such training varies among networks and appears linked to the degree of turnover (e.g., it is reported as needed and useful in the Pacific island countries (PIC) and Caribbean networks, but not as a priority in the ECA network). The NOO training package recently developed by *OzonAction*³⁵ as part of the CAP 2019 Work Programme and launched in St. Vincent and the Grenadines is reported by ROLAC as providing very good results in the region.

54. The set of documents analyzed for this evaluation reveal that capacity-building events have increased steadily since 2000:

- One regional workshop was held in 2000 and in 2001, both in the ROAP region;
- In the 20-year period covered by the evaluation, an average of five to six capacity-building events (i.e. meetings, workshops) were held per year, for a total of 112 by 2019. The peak year was 2013 with 16 events, followed by 2018 with 10 events. The ECA network organized the highest number of events, with 27 occurring between 2003 and 2019; the English-speaking ROA organized 10 events, and the French-speaking ROA organized 17 events; ROLAC organized 15 events; ROWA organized 7 events and ROAP organized 21. Several capacity-building events were organized by UNEP/OzonAction directly, and also by non-Article 5 Parties, for example Japan;
- The topics and goals of the meetings have changed in parallel with developments taking place in the Montreal Protocol and in relation to, for example, reduction or phase-out deadlines for specific ODS. MB was the topic of six workshops across networks between 2003 and 2014 but has not been addressed since;
- Halons have only been the subject of workshops twice – in 2003 in the ECA region and in 2006 in West Africa, and MDIs once in 2006 in the SEAP region, although on various occasions meeting agendas included halon-related sessions;
- The most recurrent topics overall are refrigerants, preparation of HPMPs and prevention of illegal trade. Exchanging information on ODS trade, harmonizing related legislation and the Green Customs initiative are topics associated with the prevention of illegal trade;
- Most recently, as expected, the HFC phase-down and the Kigali Amendment have taken center stage, with seven related events taking place since 2017; and
- Training programmes organized by OzonAction specifically targeted at new NOOs are proving very useful in providing knowledge, information tools and the required skills enabling officers to support their countries in abiding by Montreal Protocol measures. See,

³⁵ <http://www.ozonactionmeetings.org/introductory-training-package-new-national-ozone-officers>

for example, the training programme for new national ozone officers of Asia and the Pacific networks.³⁶

55. It is important to note, however, that many network meetings include thematic sessions on their agendas, so the fact that a specific event has not been held is not an indication that a particular topic has been left unaddressed. Annex IV of the present document contains a detailed list of events organized during the period analyzed by this evaluation, with a brief description of the topics covered.

56. Meetings are indicated as useful in network meeting evaluations, mainly because they provide targeted or focused capacity on issues of current importance. Experts and other key stakeholders are invited to give presentations and provide analysis on topics where network members have indicated they need clarification or further understanding.

57. Formal workshops are sometimes organized around selected topics, for example, a specialized event for training and certification of RAC sector technicians organized by the SA and SEAP network,³⁷ or to provide enabling activities for HFC phase-down for English-speaking Africa.³⁸ Evaluations included in the meeting reports indicate high satisfaction from participants with respect to the quality of the training provided and its contribution to complying with Montreal Protocol measures.

58. During the past five to 10 years, twinning workshops are allowing a network meeting to cover customary topics and in addition focus on particular areas that need special training, clarification or expertise. The WA network was very proactive in developing the twinning concept, with a joint thematic meeting in conjunction with ROA dedicated to training and certification schemes for RAC technicians, in 2008³⁹ and another, also in conjunction with ROA, focusing on MB, in 2014⁴⁰. Twinning meetings may include national or regional customs organizations from various regions, a few examples are found below:

- A twinning workshops held in PIC countries (2019),⁴¹ bringing together ozone and customs officers, aimed at strengthening monitoring and enforcement mechanisms for ODS and HFCs by integrating trade controls into customs operations and reaching collaboration between ozone and customs authorities at the regional and national levels;
- A twinning workshop involving NOOs and customs officers, and border dialog for SA and SEA network countries⁴² where licensing and quota systems, data verification and data reporting mechanisms and differences between countries were discussed. There were also discussions on a memorandum of understanding (MOU) between a country's NOU and its customs authority to establish a longstanding relationship to monitor and control ODS

³⁶ Training programme for new national ozone officers of Asia and the Pacific networks (26 - 29 September 2018, Bangkok, Thailand) (<http://www.ozonactionmeetings.org/training-programme-new-national-ozone-officers-asia-and-pacific-networks-bangkok-thailand-26-29-6>)

³⁷ Regional Consultation Workshop with Master Technician Trainers of South and South-East Asia Networks (7 December 2018, Guangzhou Light Industries Technicians College, Guangzhou, China)

³⁸ Workshop for Enabling Activities for HFC phase-down for the Southern African Development Community (SADC) of the Africa Anglophone Network (17-19 June, 2019 Mahé, Seychelles)

³⁹ Joint Main Meeting for ODS Officers' Networks of African (English-Speaking) and West Asia Countries and COMESA Customs Enforcement Network (May 2008, Cairo, Egypt)

⁴⁰ Global policy and technical workshop on MB. Towards a successful total phase-out before 1 January 2015: Approaches and challenges (February 2014, Sharm El-Sheikh, Egypt)

⁴¹ Twinning Workshop for the PIC Ozone and Customs Officers on Strengthening Monitoring and Enforcement Mechanism for Ozone Depleting Substances (ODS) and HFC Trade Control (16 - 17 August 2019, Koror, Palau)

⁴² National Ozone and Customs Officers Twinning Workshop and Border Dialogues for Countries of South Asia and South-East Asia Networks (October 2018, Thailand).

trade, including customs training, regular coordination meeting for ODS data verification/reconciliation, enforcement/operations, and risk profiling management; and

- Two twinning workshops held in ROA-E, bringing together ozone and customs officers to discuss data differences and strengthening of border cooperation. The first was for the Southern African Development Community (SADC) countries and held in South Africa in 2018⁴³, and the second for East African countries held in Uganda in 2019⁴⁴.

59. Overall, these meetings are reported as being useful for finding synergies that strengthen the enforcement of mechanisms set up to control ODS consumption and trade.

60. Another modality is the “*Ozone2Climate* meetings” where relevant issues like training and certification of RAC technicians are addressed, roundtables on topics of interest are held (e.g., refrigerants and safety, good practices in the servicing sector, compressors, air-conditioning, heat pumps and cold chain) and a wide range of stakeholders are present, including commercial companies (industry) that can showcase their products.

61. Some questionnaire respondents, as well as the evaluations found in meeting reports, stressed the importance of ensuring that these meetings do not become occasions for promoting certain technologies or alternatives, and that the technologies presented are indeed appropriate and available for use in Article 5 countries.

South-south cooperation

62. South-South (or country-to-country) cooperation activities are much encouraged during network meetings, with many successful examples spanning many years, covering various topics, such as:

- Thailand assisting the Philippines, with support from the CAP, in developing the voucher system to sell mobile air-conditioning equipment to local SMEs, using a combination of shop contributions and a set subsidy value (2003);⁴⁵
- The ROLAC network developed a database of specific issues related to ODS phase-out and experts available to provide information;⁴⁶
- Cooperation, with CAP facilitation, of farmers and NOU staff from Botswana to visit farms in Kenya to learn about MB alternatives (2005);⁴⁷
- Korea agreed to exchange information with Pakistan on its exports of CTC, establishing a beneficial mechanism for information exchange, whilst Iran agreed to send a Farsi-speaking resource-person to Afghanistan for the refrigeration training (2006);⁴⁸

⁴³ NOU and Customs twinning workshop and border dialogues for countries of the SADC region – Africa Anglophone Network (24 - 26 October 2018, Johannesburg, South Africa)

⁴⁴ NOU and Customs twinning workshop and border dialogues for countries from the East African Region – Africa Anglophone Network (20 - 22 November 2019, Kampala, Uganda)

⁴⁵ 2003 Meeting of the SEAP network of ODS officers (8 – 11 October 2003, Phuket, Thailand)

⁴⁶ Joint Main Meeting of the Mexico and Central America, South America and the Spanish-speaking Caribbean Networks of ODS officers (5 - 8 May 2003, Bogotá, Colombia)

⁴⁷ Report of the 11th ODSNET meeting for English-speaking Africa (13 - 16 June 2005, Mombasa, Kenya)

⁴⁸ 2006 Joint South Asia and SEAP network meetings (22 - 24 May 2006, Bangkok, Thailand)

- Establishing international cooperation through the Doha declaration encouraging cooperation between defense establishments to share information on halons (2009);⁴⁹ and
- The scheme developed by the NOU in Chile in 2016⁵⁰ in collaboration with the Ministry of Agriculture to track and monitor the use of MB imported into the country for (exempted) QPS uses, to prevent this substance from deviating into controlled uses (which would put the country in non-compliance), was used as a model and example by the SEAP network to help address this problem in 2019.⁵¹

Role of resource persons

63. From the inception of the ozone regional networks, resource persons have been invited to attend meetings and are considered a valuable asset. The 2001 evaluation recommended that resource persons continue to be invited as they contributed to capacity building, and this recommendation has clearly been implemented. Resource persons can be, for example, independent experts who sometimes are also members of the Montreal Protocol assessment panels (e.g., TEAP or members of the technical options committees, or SAP), researchers, members of academia, consultants and others, who are asked to provide information on a specific topic, technology or issue. Recent examples of resource persons include customs officers, experts in foams, halons, refrigerants or energy efficiency, legal advisers and representatives of industry associations, particularly in the RAC sector. Members of the Ozone Secretariat or Multilateral Fund are also invited to provide knowledge and analysis on specific subjects. Various IAs and the Ozone Secretariat have indicated, in their responses to the questionnaire, that they would welcome an opportunity for broader consultation on topics, selection of experts and preparation. Some RNCs (e.g., ROLAC) indicated an active role in selecting resource persons with specific expertise as required and if possible, it is preferred that they come from the region. ECA regularly invites the agencies and Secretariats to propose agenda topics and their own contributions. Agenda items will depend on the confirmed experts and contributions from bilateral partners, IAs and Secretariats.

64. Contributions from resource persons (or institutions/organizations) should evolve and expand in accordance with developments of the Montreal Protocol. For example, climate-change experts bring useful feedback for specific sessions dealing with the Kigali Amendment; a standards related workshop held in the Australian Gold Coast to help countries understand requirements for adoption of refrigerant technologies⁵²; or meetings with World Customs Organizations (WCO) representatives to learn about HS codes to more readily identify refrigerants (and more recently HFCs), were successful contributions brought forth by the ECA network.⁵³ Involving regional bodies such as the Caribbean Community and Common Market (CARICOM, the Organization of Eastern Caribbean States) or the Common Market for Eastern and Southern Africa (COMESA) has brought positive results during many network meetings over the past 20 years, particularly for controlling trade of ODS and ODS technologies (or equipment containing ODS).^{54 55}

⁴⁹ Sub-regional Workshop on ODS Phase-out in Military Applications (16 - 17 April 2009, Colombo, Sri-Lanka)

⁵⁰ Latin America and the Caribbean Networks Meeting (13 -19 May 2016, Santiago, Chile).

⁵¹ Recommendations/Conclusions of the Network Meeting of the National Ozone Officers of Southeast Asia (20 February 2019, Paris)

⁵² Joint Network Meeting of Ozone Officers of Asia and the Pacific (May 2013, Gold Coast, Australia)

⁵³ ECA regional Green Customs workshop and ECA enforcement network meeting, (11 - 15 October 2010, Ashgabat, Turkmenistan)

⁵⁴ Main Meeting of the ODS Officers Network of the English-speaking (19 - 20 November 2001, Caribbean Guyana)

⁵⁵ Report of 2008 Joint Main Meeting for ODS Officers' Networks of African (English-Speaking) and West Asia Countries and COMESA Customs Enforcement Network (May 2008, Cairo, Egypt).

65. When there is need for wider consideration of a specific topic, a workshop or thematic meeting can be organized during a network meeting, with a separate agenda. This is ideal, as resource persons or stakeholders who are not NOOs should not take part in internal network discussions (e.g., HFC legislation). It is particularly important to avoid real or perceived conflicts of interest, for example, with the promotion of specific technologies or products, industry groups offering financial help, and others.

Coordination with bilateral and IAs

66. Regional networks provide excellent opportunities for information exchange and fruitful collaboration between NOOs and bilateral and IAs, the Multilateral Fund and the Ozone Secretariat, and non-Article 5 countries. Meeting agendas regularly include one-to-one sessions between individual countries and bilateral or IA, Secretariat or Party representatives, where concerns and challenges, requests for clarification and funding/ expertise requirements specific to a country can be addressed. These sessions can also be arranged on the spot, if last-minute topics arise. This is again in line with the 2001 evaluation, which recommended that networks “continue to provide a forum in their regions where Implementing Agencies, the Secretariat and non-Article 5 Parties meet Ozone Officers and discuss and clarify issues related to projects and policies, share and update information and exchange feedback on each other’s perceptions, actions and concerns”.⁵⁶

67. When responding to the questionnaire, all bilateral and IAs and the Ozone Secretariat indicated their willingness to engage in deeper, more thorough interaction and explore ways to enhance collaboration. Some indicated they had only a limited chance to contribute effectively to the meeting agenda and would be very willing to do so. Suggestions for achieving this include preparing more dedicated background documents, engaging with the networks more proactively to discuss topics of interest, and selecting the best experts amongst their staff to participate in the meetings.

68. The networks, for their part, provide IAs and the Secretariats with valuable information on collective/regional challenges experienced by countries. The opportunity for the agencies to interact with clients in a setting outside direct project activities in-country is valuable, fostering, for example, coordination or information exchange between several countries working with the same agency. Secretariats can also get exposure to specific needs and challenges faced by a given country or region. Non-Article 5 partners remain generally stable for a given region, for example Sweden and the South-East Asian network or Australia for the PICs. Long-term relationships of this kind can be important in providing adequate support. IAs with an active portfolio in a given region will participate in network meetings regularly as it is in their direct interest to engage with specific countries in the region. In this sense, for example, ROLAC reported UNDP and UNIDO being more active in network meetings of that region than the World Bank, with UNEP playing a coordination role.

69. UNEP/CAP plays a critical role when organizing the meetings, by ensuring that key persons who are helping to move these issues forward attend the meetings. The goal is to enhance cooperation and ensure that network members take full advantage of their status as Parties to the Montreal Protocol. In this sense, taking full advantage of country representatives in the Executive Committee and delegates who attend Montreal Protocol meetings is very important. UNEP/CAP work plans are discussed during network meetings with a view to sharing proposed activities and gathering ideas and suggestions from participants. This is key in defining topics for communication materials (i.e., CAP’s clearinghouse programme, which is in charge of the CAP’s communication strategy through publications), including translation requests

⁵⁶ Paragraph 60 of document UNEP/OzL.Pro/ExCom/33/7

(e.g., from ECA region for translation of meeting reports and other documents into Russian^{57,58,59} or of UNEP manuals into Spanish),⁶⁰ which then have a direct impact on awareness-raising and training strategies. Translation was further deemed important for key issues like establishing licensing systems or regulatory frameworks and developing labelling and security standards.

Best practices in project implementation

70. Best practices are addressed and considered in various sectors during network meetings. It was found that in recent meetings, best practices have been addressed most frequently, and very relevantly, in reference to refrigerants.

71. Best practices are not specifically mentioned in the recommendations of previous evaluations. However, they were addressed in relation to other ODS and in other sectors, such as Integrated Pest Management when evaluating alternatives for replacing MB as a soil fumigant in crop production. Clear examples of implementing alternatives with a best-practice approach can be found in the reports of the 2008 joint meeting of English-speaking African and West Asian countries,⁶¹ the 2008 regional meeting on MB alternatives held in Egypt⁶², or the workshop held in 2014 also in Egypt.⁶³ In addition, experience-sharing on the implementation of specific projects or activities, sometimes taking place on the margins of meetings, can contribute to the adoption of best practices.

New challenges and emerging issues

72. Analysis of meeting reports shows that networks played a key role in facilitating a way forward for the Kigali Amendment. Since 2001 linkages between ozone protection and climate have been addressed, including options to reduce HFCs, which in some cases had already been identified as having a high GWP. This was developed with support from bilateral and IAs and non-Article 5 partners, particularly Australia and the United States of America.

73. With the Kigali Amendment now in force, networks are acquiring renewed importance. The existing structure as a platform for early learning, information exchange and preparation for upcoming issues is a robust setting, developed over 25 years, from which ozone-to-climate linkages can be efficiently addressed. Provisions agreed under the Kigali Amendment are requiring engagement of new stakeholders (e.g., climate and energy-efficiency experts for example) while maintaining momentum for the remaining ODS phase-out, and perhaps more importantly, sustaining the phase-out already achieved. New topics arising from the Protocol impact industries and sectors, establishing linkages that perhaps had not emerged as prominently before (e.g., food security is directly impacted by a proper cold chain). Support provided by the networks to address these issues while strengthening regulatory frameworks as needed, maintaining the

⁵⁷ ECA regional Green Customs workshop and ECA enforcement network meeting (11 - 15 October 2010, Ashgabat, Turkmenistan,)

⁵⁸ Thematic meeting for candidate countries on harmonization of ODS legislation with EU regulations (September 2010, Serbia)

⁵⁹ Annual meeting of the regional ozone networks for Europe and Central Asia (26 - 28 May 2015, Yerevan, Armenia)

⁶⁰ Meeting of the Central American, South American and Spanish-speaking Caribbean networks of ozone officers (5 December 2014, Dominican Republic)

⁶¹ Report of 2008 Joint Main Meeting for ODS Officers' Networks of African (English-Speaking) and West Asia Countries and COMESA Customs Enforcement Network (May 2008, Cairo, Egypt)

⁶² Regional meeting on methyl bromide alternatives (9 - 11 December 2007, Egypt)

⁶³ Global policy and technical workshop on MB. Towards a successful total phase-out before 1 January 2015: Approaches and challenges (February 2014, Sharm El-Sheikh, Egypt)

importance of ozone-layer protection, and developing HFC licensing and quota systems, training and certification as appropriate, appears more relevant than ever.

74. Most respondents said networks do not need particular changes in their role, structure or functioning in the light of the Kigali Amendment, but did recommend reinvigorating and strengthening activities such as training and capacity building, to ensure appropriate technical support. For example, work in relation to harmonized system (HS) codes that specifically address HFCs, strengthening certification schemes for refrigeration technicians, and addressing difficulties for reaching SMEs in Article 5 Parties especially when located in distant rural areas have been indicated as issues requiring special attention. As the Kigali Amendment brings new topics not previously considered under the Protocol (e.g., consumption in CO₂ equivalents), new and different stakeholders need to be engaged, while remaining independent and neutral. Technology options need to be presented with accompanying guidance to ensure the selection is appropriate for a country and is accessible, affordable and safe. Twinning workshops or similar formats can be used to strengthen integration between the Montreal Protocol and the Kigali Amendment into national policy agendas and Sustainable Development Goal (SDGs) frameworks. The role of the networks in advising policy to LVCs becomes even more relevant, as most LVCs do not manufacture ODS or ODS-containing equipment. They may face hurdles in developing and updating their monitoring and licensing systems for controlling ODS trade, and may not have access to the alternative technologies proposed.

75. The Montreal Protocol has evolved into an ozone layer and climate protection agreement through the Kigali Amendment and as such, UNEP suggests it could now be appropriate to refer to Montreal Protocol Officers rather than NOOs, to Montreal Protocol Units rather than NOUs, and to Regional Montreal Protocol Networks rather than Regional Ozone Networks.

76. Ensuring the sustainability of the achievements of the Montreal Protocol to date is increasingly important. Networks play a very relevant role in sustaining ODS phase-out as they continue tracking challenges, developments and issues in member countries, and ensuring that institutional memory is preserved. Networks are a depository of knowledge, history and practices and play a key role in helping countries address prominent and recurring challenges like ODS management and destruction, curbing illegal trade and others. One challenge mentioned repeatedly over the years, but still being addressed, is tracking MB imports for QPS uses and ensuring this ODS does not end up in controlled uses (e.g., India addressed this issue during the SA network meeting held in India in 2017,⁶⁴ as did the SEAP in 2018⁶⁵), which have been banned in Article 5 Parties since 2015. There is a renewed importance in strengthening synergies and cooperation with the Multilateral Fund and Ozone Secretariats, as the networks can foster training and capacity-building opportunities, including for small enterprises or even the informal sectors where reporting, control and implementation of alternatives have been indicated to be more difficult and challenging.^{66 67}

77. Parallel implementation of certain activities relating to HCFC phase-out and activities for sustainable technology adoption in cooling (which includes Montreal Protocol and activities outside MLF funded projects, such as KCEP) is also emerging as a challenge due to complexity for staff to manage multiple projects and increased technical complexity. Networks can thus play a crucial role in providing training and share experiences to surmount these challenges.

⁶⁴ South Asia National Ozone Officers Annual Network Meeting (May 2017, Agra, India)

⁶⁵ Recommendations/Conclusions of the Network Meeting of the National Ozone Officers of Southeast Asia, Paris, (20 February 2019, France)

⁶⁶ 21st Joint Network and Thematic Meeting of Ozone Officers for Africa (May 2018, Botswana)

⁶⁷ Joint Network Meeting of NOO of South Asia, South-East Asia and West Asia (April 2018, China)

78. Financial sustainability was briefly addressed in the 1994 and 2001 evaluations, and a note was made in the latter that “the continuity of the networks depends fully on further financing from the Multilateral Fund and the Government of Sweden for the SEAP Network. Continued managerial support through UNEP's staff seems also to be the only viable option in a situation where a neutral institution has to manage the funds provided by the Multilateral Fund for the networks' operation (...)”.⁶⁸ A recent desk study presented to the Executive Committee⁶⁹ indicated that Government support is envisioned in some countries to ensure the continuity of NOU work into the future. However, this has not always been the case and many countries noted concern over the continuity of the NOU if funding stops.

79. Gender issues, as a topic, was not included in previous evaluations. Nevertheless, it was found that the gender balance in the networks is generally good (as confirmed through meeting attendee lists). Furthermore, some respondents (e.g., ROLAC) indicated that within the United Nations Secretary General's mandate adopted by the Executive Committee, and in line with the SDGs, networks can play an active role in mainstreaming gender issues into MLF projects. This topic has been addressed in some networks and has increasingly been discussed in recent meetings, as shown in the following examples:

- The ROLAC-Caribbean meeting of 2008⁷⁰ included an assessment of participation by gender. It was found that 62 per cent of the staff at NOUs in the region were female and 38 per cent male. With respect to total participation in the meeting, 42 per cent were male and 58 per cent female;
- Two thematic meetings held by the ECA network in 2016^{71,72} included sessions on gender considerations in project implementation;
- The annual ECA meeting of 2018⁷³ included “lively discussions” on gender mainstreaming of Montreal Protocol projects and policies; member countries requested a webinar and training on that issue with a view of developing ideas on how to incorporate the gender dimension into Montreal Protocol projects and policies;
- The ROLAC joint network meeting of 2018⁷⁴ considered the desk study of the evaluation of gender mainstreaming in the Montreal Protocol projects and policies prepared by the Executive Committee⁷⁵ and proposed to address gender mainstreaming in Montreal Protocol matters “in a holistic way”;
- The SEAP network meeting held in Paris in 2019⁷⁶ and the PIC network meeting of 2019⁷⁷ both addressed gender mainstreaming, indicating a need to include this in their daily

⁶⁸ Final report of the evaluation of regional networks (UNEP/OzL.Pro/ExCom/33/7)

⁶⁹ UNEP/OzL.Pro/ExCom/84/12

⁷⁰ Montreal Protocol regional workshop of the Caribbean ozone officers' network (28 -30 May 2008, Georgetown, Guyana)

⁷¹ Thematic meeting on implementation of HPMPs and ODS alternative surveys (8 - 10 November 2016, Chisinau, Republic of Moldova)

⁷² Europe and Central Asia (ECA) meeting of ozone officers (11 - 12 October 2018, Antalya, Turkey)

⁷³ Europe and Central Asia (ECA) meeting of ozone officers (11 - 12 October 2018, Antalya, Turkey)

⁷⁴ Joint network meeting ROLAC (November 2018, Quito, Ecuador)

⁷⁵ UNEP/OzL.Pro/ExCom/81/9

⁷⁶ Meeting of National Ozone Officers from South Asia Network (February 2019, Paris, France)

⁷⁷ Pacific Island Countries Network Meeting (February 2019, France). Country Successful Practices, Challenges, Priorities, Needs for the Implementation of the Montreal Protocol, including the HPMP, and the Enabling Activities

operations and to start reporting disaggregated information on male and female participants when reporting on the implementation of projects; and

- The ROA-E network meeting held in Paris, in 2019, addressed gender mainstreaming, indicating a need to include this in their daily operations and to start reporting disaggregated information on male and female participants when reporting on the implementation of projects.

80. Gender issues go beyond the number of women and men attending a meeting. Respondents to the questionnaire indicated that network meetings can be used to promote good practices on gender mainstreaming as part of capacity-building activities, with a view to increasing participation of women in different instances of Montreal Protocol implementation. Ensuring dissemination of communication materials developed by the Montreal Protocol⁷⁸ and working with UNEP in addressing this topic will give visibility to this issue and help the implementation of incremental changes at every level of the Montreal Protocol.

Implementation of recommendations from previous evaluations

81. Table 1 below summarizes some of the recommendations from 1994 and 2001 evaluations and provides a brief analysis of how these have been implemented over the past 20 years. It also includes related remarks from the present desk study.

Table 1. Recommendations of the 1994 and 2001 evaluations and their implementation

1994 Evaluation		2001 Evaluation		2020 Desk Study
Recommendations	Implementation	Recommendations	Implementation	Recommendations/Remarks
Recommend the continued development and operation of SE Asia network.	Yes, network continued and led the way for the rest of the networks now operating.	Formulate and refine objectives, sub-objectives, related results and indicators, for each network and region, with a short and medium-term perspective.	Yes, Indicators developed only to a limited extent (e.g., with respect to compliance, legislation).	Develop clear performance/impact indicators, at country and regional levels (NOO/network). Evaluations are routinely conducted at the end of meetings but were reported by some to have lost impact. Their format could be revamped to help measure performance and impact.
The network should be open to a limited number of additional countries from the SEA network. Focus should continue on meeting the needs of NOOs, and not involving industry.	Yes, recommendation followed. Network grew and evolved to include all parties in the region.	Meeting participants should be well prepared in advance. Agendas, country reports and issues for consideration should be circulated with enough time before the meeting, to maximize discussion time.	Yes, this is regularly addressed and evident from meeting reports.	In some regions, more consultation with NOUs and bilateral and IAs could be useful. There is risk of falling into a routine pattern with respect to agendas that may result in overlooking certain issues.
Workshops and other activities should continue to focus on areas of common interest – public awareness, regulations and other control	Yes, recommendation followed.	Documentation related to the MOP or Executive Committee meetings of relevance to the networks should be circulated to participants via e-mail or	Yes, fully implemented, documents available on websites. Ease of consultation and accessibility have increased.	This recommendation is still valid and important. Ongoing efforts to make websites more user-friendly should continue. Virtual fora or other tools

⁷⁸ <https://ozone.unep.org/women-making-their-mark-cooling-sector> <https://ozone.unep.org/sites/default/files/2020-01/gender-in-the-ozone-treaties-rev-jan20.pdf>

1994 Evaluation		2001 Evaluation		2020 Desk Study
Recommendations	Implementation	Recommendations	Implementation	Recommendations/Remarks
measures, training, evaluation of alternatives, strategies for SMEs.		posted at the Ozone Secretariat or Multilateral Fund websites where it would be readily accessible to all.		might be used to help NOOs access the information more efficiently.
Very clear funding requirement. Recommended that Sida provide this for at least 2 more years.	Sida continued funding, with UNEP joining afterwards.	An e-mail forum and a website should be developed to facilitate information exchange and interaction between meetings.	E-mail forum implemented, with initial hurdles. Quality of communication increased over time.	E-mail forum no longer needed. Inter-sessional virtual meetings could improve follow-up between network members and between RNCs and NOOs.
Appoint a Regional Network Coordinator and a Network Manager.	Yes, recommendation followed, and this was done for all regional networks thereafter.	Follow-up meetings should be more technical than main meetings, and ideally combined with training workshops or addressing specific topics.	Yes, recommendation generally followed.	Recommendation still valid, in recent years industry has become more actively involved (particularly RAC sector), with concerns noted.
		Facilitators should be identified and appointed to help with discussions at sessions dealing with substantive issues.	Yes. In various instances the same facilitators are repeatedly used.	Selection/training of new facilitators should be encouraged among network members for innovation, reinvigoration and good succession/knowledge retention.
		Network meetings could be held back-to-back with high-level regional meetings (e.g., of environment ministers, senior officials) with a view to raising political awareness on ozone-layer protection issues and promote regional approaches (for example on dealing with illegal trade).	Yes. Many examples of these kinds of meetings have taken place over the years, perhaps less often recently.	The Kigali Amendment brings new opportunities for positioning ozone-layer + climate protection strongly within governments.
		Programs to tutor and train incoming (new) ozone officers should be developed and strengthened on a regular basis, with help of more experienced ozone units or officers.	Yes, much more actively initially, but still implemented as needed.	This is an important activity where important achievements have been made (e.g., CAP is holding one-on-one or group trainings for new officers on demand), and which should be permanent. It ensures good continuity and preserves institutional history and expertise.
		Encourage more intensive contact and information between the different networks.	Not widely, very few instances of this recorded in reports reviewed.	This is an area needing more work. The global meetings in 2018 and 2019 were an attempt to increase regional interaction, however with financial implications and drawbacks as described.

1994 Evaluation		2001 Evaluation		2020 Desk Study
Recommendations	Implementation	Recommendations	Implementation	Recommendations/Remarks
		Strengthen sub-regional cooperation, to address common challenges.	Yes, many examples of successful intra-regional cooperation e.g., in Africa, LAC, SEAP.	A very important action needing enhancement, contributes to harmonizing legislation, fighting illegal trade, raising awareness, and enhancing training efforts, among others.
		Agree on recommendations arising from each meeting and include these in the meeting report. They should be followed up appropriately and reviewed during the subsequent meeting.	Yes, routinely done across all networks. Follow-up with individual countries - particularly between meetings- sometimes reported as insufficient.	Needs to continue. Actions to make follow-up more efficient already being pursued by CAP, should be reinforced.
		Continue to provide a forum for IAs, the Multilateral Fund Secretariat, the Ozone Secretariat and non-Article 5 Parties to come together to discuss and clarify issues of common concern.	Yes, meetings provided such a forum across networks.	This is a useful forum for all involved. Bilateral and IAs, non-Article 5 partners and the Ozone Secretariat indicated strong willingness to pursue this collaboration further and more proactively. Point worth discussing with networks
		UNEP to consult IAs on draft agendas and dates of network meetings, and to help mainstream ozone issues into the general environmental agenda of Article 5 countries through their Regional Directors and high-level country officials (e.g., Ministers of Environment).	Generally, yes, but consultation would be beneficial.	Bilateral and IAs, and Ozone Secretariat indicate that more thorough and timely discussion of meeting agendas will contribute towards a more efficient and proactive agenda. Point worth discussing with networks.

Recommendation

82. The Executive Committee may wish:

- (a) To note the desk study of the evaluation of regional networks of national ozone officers contained in document UNEP/OzL.Pro/ExCom/86/11;
- (b) To invite the bilateral and implementing agencies to apply, where appropriate, the findings and recommendations of the evaluation referred to in sub-paragraph (a) above; and
- (c) To approve the terms of reference for the second phase of the evaluation of regional networks of national ozone officers contained in Annex V of document UNEP/OzL.Pro/ExCom/86/11.

Annex I

PART I: TERMS OF REFERENCE FOR THE DESK STUDY OF THE EVALUATION OF REGIONAL NETWORKS OF NATIONAL OZONE OFFICERS

Background

1. At its 82nd meeting, the Executive Committee requested the Senior Monitoring and Evaluation Officer (SMEO) to prepare the terms of reference for the desk study of the evaluation of regional networks of national ozone officers (NOO) to be presented at the 84th meeting (decision 82/10).
2. The networks are capacity building mechanisms that promote the exchange of information, experience, and the know-how required to meet the Montreal Protocol (MP) commitments, report data, set and enforce policies, adopt technologies, and effectively manage the national ozone units (NOUs).
3. The objective of the networks is to provide NOOs with regular updates and guidance on the MP compliance requirements and in the implementation of phase-out activities that lead towards meeting and sustaining compliance with the MP.
4. The networks play the role of a forum for continuous communication between NOOs, non-Article 5 countries, the Fund and Ozone Secretariats, and the bilateral and implementing agencies. Annual meetings are conducted and thematic workshops are organized regularly, to discuss *inter alia*, technical, scientific and policy-related information. This allows the NOOs to share knowledge, develop cooperation and strengthen their expertise and capacity.
5. The first network was created in 1993 for the South-East Asia region with support from the Swedish International Development Cooperation Agency (SIDA). Between 1994 and 2008 eight other networks were created.¹ Today, there are nine regional networks operating in five regions, with 147 Article 5 countries participating.
6. The networks have been evaluated twice in the past: in 1994, an evaluation was conducted on the UNEP/SIDA project that created the first regional network in South-East Asia. The objective of the evaluation was to provide UNEP and SIDA with “assistance in decisions regarding the future funding and format of the project in South East Asia and lessons for the application and development of similar network projects in other regions.”² The evaluation concluded that the network played an important role in raising awareness about the MP and its role among a key group of government officials; helped define phase-out priorities; facilitated technology transfer; and engendered a spirit of cooperation in the region. A question was raised regarding the network’s funding capacity to become self-sufficient. The evaluation recommended replicating the network concept in other regions.
7. The final report of the second evaluation of the regional networks was presented at the 33rd meeting (March 2001),³ assessed the functioning and organization of the eight networks and made recommendations for improvement. The findings showed that the networks provided the NOOs with opportunities to learn about the decisions of the Executive Committee and of the Meeting of the Parties (MOP); to exchange experiences; and to increase their level of knowledge related to the latest developments of technological

¹ Anglophone Africa (1994); Francophone Africa (1994); Mexico and Central America (1994); South America (1994); the Caribbean (1994); West Asia (1996) South Asia (1997); Europe and Central Asia (2003); and Pacific Island Countries (2008).

² UNEP/OzL.Pro/ExCom/30/8

³ UNEP/OzL.Pro/ExCom/33/7 and Corr.1

alternatives. The network meetings provided a forum to develop personal contacts and learn about success and failures in order to avoid pitfalls. On the other hand, the meeting agendas were often overloaded, the time allocated for presentations was not always adequate and the meeting attendance was irregular.

Objectives of the desk study

8. Noting that the previous evaluation of regional networks was conducted in 2001, the desk study will assess how the role of the different networks has evolved in the implementation of the MP and will assess whether the recommendations made by the previous evaluation were accomplished. It will analyze the relevance of the regional networks in the implementation of the MP requirements at country and regional level, by taking into account the organization, participation, choice of subject of discussion and influence over decision making processes as well as the changes needed to adapt the networks to the new challenges of the MP.

9. The desk study will try to answer the following evaluation questions:

Planning and organization

10. What are the lessons and good practices from the regional networks, the regional meetings and the capacity building and information sharing in these networks and how could they be used to improve their functioning?

11. How is the countries' ownership of the networks and how could this ownership be enhanced? What were the objectives and identified needs for the participating countries of the regional networks? Is there a mechanism to ensure that their needs are met?

12. Were there changes in the organization of the regional networks over time? What were the pros and cons? What types of changes were made and what were their objectives? Were these objectives attained?

13. How was the participation of the individual NOOs in the regional networks (e.g., regular attendance of NOOs to the meetings, active in online training, capacity building and information sharing)? Has the turn out improved over time? How was the turnover in the participation of the NOOs in the networks? How was the knowledge and know-how of the meetings maintained and transmitted (i.e., how was the institutional memory of the meetings built)?

14. Are the meeting objectives and topics previously discussed with the NOOs and agreed upon before a meeting? What are the differences between the networks' approaches? What is the selection process for the topics for discussions to be held (e.g., are they suggested during the previous meeting; are the NOOs contacted beforehand)? Is the time frame for the presentation of topics adequate?

15. How are the participants prepared before a meeting? Is the documentation provided in advanced to the NOOs (e.g., available on the OzonAction website)? Is there an online forum (e.g., email chain, social media page, website) where discussions can be held between the regional meetings on issues concerning the organization and suggestions for specific topics?

16. Are there facilitators identified to chair or to facilitate the discussions? How are they chosen?

17. How is the impact of networks assessed? Is there a follow-up of the results achieved by the discussions held during the meetings? Are the results of these discussions presented at the following meeting and their successes and failures analyzed?

18. Are the network meetings held back-to-back with other related meetings on the environment (e.g., meetings of the Ministers of Environment) in order to raise political awareness concerning ozone issues in the region and to promote policy discussions on regional approaches?

19. What are the experiences and lessons learned from 2018 and 2019 ozone networks meetings where regional networks participated?

Capacity building

20. What capacity building activities are carried out to enhance the performance of the NOUs? Are new NOOs tutored by experienced NOOs? How do Regional Network Coordinators keep track of the new developments in the different NOUs and is it a frequent endeavor?

21. Do regional networks provide support in terms of training and exchange of expertise and know-how in areas such as, *inter alia*: legislation, import/export licensing systems, fiscal incentives, working with the informal sector and small enterprises, technological development, control of illegal trade, recovery and recycling projects and project co-funding modalities? How is this information shared and what are the results?

22. Are resource persons such as, *inter alia*, Customs officers, legal advisers and representative of industry association, invited to the meetings?

23. Are there contacts and information exchanges between the different networks organized? Are experienced NOOs invited in other regional meetings to impart their knowledge? Were monitoring and reporting by the NOUs on consumption and production of controlled substances to the Ozone Secretariat and to the Fund Secretariat addressed during the meetings, and were best practices, challenges, opportunities and shortfalls in monitoring and verification discussed at the regional level? Was there any sign of improvement afterwards?

24. Were the participants able to influence decision-making processes at the country level or at regional level? Were these decisions formulated during the meetings? Were these decisions relevant to address issues of relevance at regional scale, such as standards for safety and energy efficiency, policies for bulk procurement or other measures that can help harmonize the market pricing of alternatives, the possibility to discuss and design regional projects or initiatives, and North-South and South-South cooperation, and how this support to decision-making can be improved within regional networks?

25. What activities demonstrate that regional network meetings are effective platforms to transmit decisions emanating from the Executive Committee and the Meeting of the Parties? How can this be improved? How did the regional meetings address the new challenges for the implementation of new Amendments (i.e., Beijing and Kigali) in their work programme?

Coordination with bilateral and implementing agencies (IAs)

26. How do the regional networks contribute to the activities of the bilateral and IAs, the Fund Secretariat and the Ozone Secretariat? Do network meetings help to address the coordination and communication issues between the bilateral and IAs and the NOUs?

27. How important is the bilateral and IAs' and Ozone and Multilateral Fund Secretariats participation in the meetings? What was their role in discussions, cross-fertilization of ideas about issues and projects? What is the role of UNEP in fostering cooperation among participants and the IAs? Are non-Article 5 countries invited to participate in the meetings (other than as bilateral agencies)?

28. How do meetings contribute to strengthen regional cooperation among countries (e.g., addressing common problems)? Are there joint activities organized as a consequence of the discussions held during the meetings?

New challenges

29. How will the roles of the regional networks change in the light of the new orientation brought about by the Kigali Amendment? What types of modifications are needed to strengthen the networks and to support their activities? What are the lessons and good practices from the regional meetings and how could they be used to improve their functioning?

30. What role do the networks play in the sustainability of the achievements of the MP?

31. What role do the networks play in incorporating gender issues in the MP?

Methodology

32. A consultant will be recruited to prepare the desk study. She or he will analyze existing documentation related to, *inter alia*: regional networks, reports of the network meetings, and Executive Committee documents. A questionnaire could be prepared and sent to Regional Network Coordinators and to the NOOs. Discussion will be held with staff from UNEP, the Secretariat and other relevant stakeholders.

33. The draft report will be shared with the Secretariat, bilateral and IAs and NOUs for comments. If needed, a second part including participation at the regional meetings will be suggested, based on the findings of the desk study.

PART II: WORK CARRIED OUT IN DEVELOPING AND STRENGTHENING THE REGIONAL NETWORKS UP TO 2007

1. The United Nations Environment Programme (UNEP) *OzonAction* manages the regional networks as part of its Compliance Assistance Programme (CAP)¹. The networks are capacity-building mechanisms that promote the exchange of information, experience, and the know-how required to meet the Montreal Protocol commitments, report data, develop and enforce policies and regulatory frameworks, adopt technologies, and effectively manage the national ozone units (NOUs). Networks receive direct support from UNEP/*OzonAction* to strengthen the capacity of governments (through their NOUs) in complying with agreements and measures taken under the Montreal Protocol. They provide NOOs with regular updates and guidance on the Montreal Protocol compliance requirements and on the implementation of measures and activities that lead towards meeting and sustaining compliance with the MP. Further, they have become a forum for communication between NOOs, non-Article 5 bilateral partners, the Multilateral Fund and Ozone Secretariats, and the bilateral and implementing agencies (IAs). Annual meetings are conducted, and thematic workshops are organized regularly, to discuss *inter alia*, technical and policy-related information. This allows, for example, the NOOs to share knowledge, identify experts and good practices in specific areas, develop cooperation at the regional level in some cases and strengthen their expertise and capacity.

2. The first network was created in 1993 for the South-East Asia region with support from the Swedish International Development Cooperation Agency (Sida). Between 1994 and 2008 eight other networks were created under the Multilateral Fund: Anglophone Africa (1994) and Francophone Africa (1994), which are part of the regional network of ozone officers in Africa (herewith referred to as ROA, the regional office); Mexico and Central America (1994), South America (1994), and the Caribbean (1994), which are part of the regional network of ozone officers from Latin America and the Caribbean (referred to as ROLAC); West Asia (1996) or the regional network of ozone officers of West Asia (referred to as ROWA); South Asia (1997) (SA); Europe and Central Asia (referred to as ECA), created with initial bilateral support from the Czech Republic, Slovak Republic and Hungary (2003); and Pacific Island Countries (PIC, 2008). The ROAP network comprises the region of Asia and the Pacific. Today, there are nine regional networks operating in five regions, providing assistance to 147 Article 5 countries.² The networks are managed by staff based in the regional offices, except for the networks in the ECA, which is managed by the *OzonAction* office in Paris.

3. The networks have been evaluated twice in the past: in 1994, an evaluation was conducted on the UNEP/Sida project that created the first regional network in South-East Asia.³ The evaluation concluded that the network played an important role in achieving Montreal Protocol objectives; contributed to developing expertise of ODS issues among government decision makers; provided valuable information and advice on ODS issues; and helped develop in-country expertise on topics and sectors relevant to the Montreal Protocol. The opportunity provided by the network to cooperate with the Multilateral Fund and IAs was also underlined. The evaluation recommended replicating the network concept in other regions. Questions were raised regarding the network's funding capacity to become self-sufficient.

4. The second evaluation of the regional networks was presented at the 33rd meeting of the Executive Committee (March 2001);⁴ it assessed the functioning and organization of the eight networks operating at the time and made recommendations for improvement. The evaluation included a field stage providing opportunity for direct consultation with the networks,⁵ which led to constructive comments and

¹ <https://www.unenvironment.org/ozonaction>

² <https://www.unenvironment.org/ozonaction/networks>

³ UNEP/OzL.Pro/ExCom/30/8.

⁴ UNEP/OzL.Pro/ExCom/33/7 and Corr.1.

⁵ E.g., 2000 Main meeting of the South Asia network of Ozone Officers, 20-23 June 2000, Negombo, Sri Lanka.

recommendations, which were generally well received. Findings of the 2001 evaluation showed that the networks played a key role within the Montreal Protocol, in achieving its goals and sustaining its achievements; they also identified some hurdles mainly relating to meeting agendas, attendance and follow-up of recommendations.

5. The evaluation concluded that the networks benefited participating countries by improving the preparedness and skills of NOOs; providing an opportunity to understand and follow up on decisions taken by the Meeting of the Parties (MOP) and the Executive Committee; addressing and complying with obligations under the Montreal Protocol; exchanging information on experiences, lessons learned and effective alternatives to ODS; allowing for close coordination with Regional Network Coordinators (RNCs) and network manager; identifying regional challenges and possible solutions; allowing an opportunity for countries to establish a communication channel with non-Article 5 bilateral partners, IAs and the Ozone and Multilateral Fund Secretariats to discuss problems and procedures, and project preparation; raising awareness about ozone issues and raising the profile of NOOs, particularly in the country hosting a meeting; and providing the host country an opportunity for showcasing, for example, success stories of capacity building, ODS phase-out and adoption of alternatives.

6. In parallel, the 2001 evaluation identified some weaknesses related to deficient communication facilities impairing the installation of electronic forums; for example, reference was made to some meetings aiming at developing dense agendas with very long, detailed presentations - including individual country reports - that did not allow for sufficient reflection and discussion; absence of regular linkages with other regional networks; members frequently missing meetings resulting in lack of continuity; limited access to information or documents arising from the Executive Committee, particularly in advance of meetings; and insufficient opportunities to establish more robust linkages with non-Article 5 countries.

7. The workload of the RNCs in the different regions was reported to be uneven, due to the number of countries included in each network, the number of meetings held and the heterogeneous composition of the meetings, mainly as a result of countries not participating in the meetings, countries sending different representatives each time or significant turnover of NOOs in some countries. The evaluation nevertheless recognized the dedicated and professional work of Regional CAP teams in charge of managing the networks (Network Managers and RNCs) both during and in between meetings.

8. In addition, concerns were raised about the sustainability of the networks, given that they depended fully on Multilateral Fund funding, except for funding provided at the time by the Government of Sweden for the South East Asian and the Pacific (SEAP) network.

9. The 1994 and 2001 evaluations put forward a series of recommendations aimed at improving the functioning of the networks. A summary of these recommendations, together with an assessment of their implementation, plus comments in light of the current evaluation is included in Table 1 of this report.

10. In line with the Executive Committee's strategic planning, UNEP assessed the services needed by Article 5 countries, and in the course of 2001 began to strategically reorient its *OzonAction* Programme towards the regionalization of its delivery, with regional offices headed by regional directors, the RNCs, under the overall supervision of the *OzonAction* Branch of UNEP's Division of Technology, Industry and Economics (DTIE) located in Paris. In December 2001, at its 35th meeting the Executive Committee approved the new approach (decision 35/36) and funded UNEP's CAP.⁶

11. The CAP established the Regional Networks of NOOs, a capacity-building mechanism under the Multilateral Fund to promote exchange of information and experience between countries on complying

⁶ UNEP/OzL.Pro/ExCom/35/67/Corr.1

with Montreal Protocol requirements, data reporting, adoption of alternatives, national program management and setting and enforcing policies. The CAP commits UNEP to delivering direct, country-specific assistance to Article 5 countries, especially to low-volume consuming countries (LVCs) where UNEP implements most of its projects, to assist them in meeting their compliance commitments under the Montreal Protocol and sustain that compliance. It is further aimed at increasing a sense of “ownership” in countries, by assisting them with the ratification of Montreal Protocol amendments, and helping to integrate country programmes and ODS phase-out strategies into national environmental plans. This includes developing legislation and regulatory frameworks, building the capacity of client countries, raising the political profile of the Montreal Protocol and enhancing public awareness. An important contribution is the preparation of communication materials and tools through its information clearinghouse, and the facilitation of thematic meetings. The CAP further facilitates client access to specific expertise (e.g., efficient and feasible alternatives to ODS and now also HFCs), promotes inter and intra-regional cooperation (e.g., to combat illegal traffic) and country-to-country assistance (south-south cooperation).

12. The CAP was evaluated, as part of the Monitoring and Evaluation Programme of the Executive Committee, in 2006 (desk study)⁷ and in 2007 (final evaluation report).⁸ The evaluations concluded that the “CAP had made a significant, even if not quantifiable, contribution to facilitating compliance in all regions through direct support to the individual countries and activities related to the solution of common problems in the different regions”.⁹ These contributions were deemed to be particularly important for LVCs, countries in potential or actual non-compliance and countries that had recently acceded to the Montreal Protocol. They included important aspects such as ratification, reporting data on ODS production and consumption under Article 7 of the Protocol and providing direct policy and technical assistance, particularly to countries reporting zero consumption of various substances (methyl bromide (MB), carbon tetrachloride (CTC), trichloroacetic acid (TCA) and halons), to help ensure sustained zero consumption.

13. The 2007 evaluation recommended the CAP to focus its work on countries in potential or actual non-compliance; on countries that had recently acceded to the Montreal Protocol to help them strengthen capacity and develop pertinent and appropriate regulatory frameworks; on involving more experienced Article 5 Parties with a view of assisting less experienced ones; on strengthening local capacity under a “train-the-trainers” approach; on promoting collaboration with customs and environment authorities to strengthen legislation enforcement; and on assisting the development and enforcement of unified regulations in regional customs unions or other areas of political or economic cooperation. Close cooperation between UNEP and other IAs was also recommended, to avoid overlapping or duplicate actions.

⁷ UNEP/OzL.Pro/ExCom/49/8.

⁸ UNEP/OzL.Pro/ExCom/52/9.

⁹ UNEP/OzL.Pro/ExCom/52/9.

Annex II

LIST OF MEETING REPORTS CONSULTED

2000

- ODS/AF 4th Joint Meeting 29 August – 1 September 2000, Bamako, Mali
- 6th Main Meeting of English-Speaking Africa Network Banjul, The Gambia, 17- 20 April 2000
- 5th Main Meeting of Africa Francophone Network, Conakry, Guinea, 11- 14 April 2000
- 2000 Main meeting of the South Asia Network of Ozone Officers 20-23 JUNE 2000 NEGOMBO, SRI LANKA
- Regional Workshop on Control and Monitoring of ODS Consumption for the South Asia Region, Dalian, China 9-13 October, 2000
- Follow up Meeting of the SEAP Network 20-22 March 2000 (location unspecified)
- 2000 Meeting of the SEAP network of ODS officers 9-13 October 2000, Vientiane, Lao People's Democratic Republic
- Follow meeting of the South Asia network of ODS officers, Dalian, China 15-16 October 2000
- Follow-up Meeting of the Caribbean Network of ODS Officers, Belize, 13-14 November 2000
- Joint Follow-up Meeting of the ODS Officers Network of Latin America Punta del Este, Uruguay, 26 - 27 October 2000
- Joint Meeting of the ODS Officers Networks of Latin America Punta del Este, Uruguay, 26 - 27 October 2000
- Joint Main Meeting of the ODS Officers Network of Mexico, Central America and the Spanish-speaking Caribbean and of South America Montelimar, Nicaragua 16-19 May 2000
- Main meeting of the ODS Officers Network of the English-speaking Caribbean, Sty. John's, Antigua and Barbuda, 13-16 June 2000
- Main West Asia network meeting of Ozone Officers, Jeddah, Saudi Arabia, 8-10 May 2000
- Second Main Meeting of Baltic Network of Ozone and Climate Change Officers Hosted by the Government of Estonia Tallinn/Roosta, Estonia 23 – 24 October 2000

2001

- Baltic States Network Meeting of Ozone and Climate Change Officers Helsinki, Finland 20-21 November 2001
- ODS/AF-F, Septième atelier de travail Cotonou, 07 - 10 May 2001
- 2001 Follow-up meeting of the South Asia Network of Ozone Officers 17 – 18 September 2001 Bangkok, Thailand
- 2001 Main meeting of the South Asia network of ozone Officers 28 April - 1 May 2001 Tehran, Iran
- Follow-up meeting of the SEAP network of ODS Officers 9-10 April 2001 Bangkok, Thailand
- 2001 Meeting of the SEAP network of ODS officers 24 – 28 September 2001 Hanoi, Vietnam
- South Asia Regional Workshop Montreal Protocol and Climate Change – “Technology Choices to Replace Ozone Depleting Substances” 19 – 21 September 2001 Bangkok, Thailand
- Workshop Kyoto Protocol & Montreal Protocol: “Technology choice to replace ODS” 19-21 September 2001, Bangkok, Thailand
- Reunión de expertos técnicos en ozono de América Latina, Ushuaia, Argentina 13-15 septiembre 2001

- Main Meeting of the ODS Officers Network of the English-speaking Caribbean Guyana 19 - 20 November 2001
- Main Meeting of the ODS Officers Network of the English-speaking Caribbean Kingstown, St. Vincent and The Grenadines, 18 - 21 June 2001
- Conclusions and Recommendations of the Main Meeting of the Central America, Spanish-speaking Caribbean and South American Networks of ODS Officers, Cuba, 15-18 May 2001
- 2001 Main meeting of the Caribbean Ozone Network – St Vincent, 18 – 21 June 2001
- Joint Meeting of ODS Officers in Arab Countries Cairo, Egypt, 21-22 October 2001
- Main Meeting of ODS Officers Network for West Asia countries Bahrain 5-7 June 2001
- Eighth Meeting of the ODS Officers' Network for West Asia Sanaá, 8-9 January 2001

2002

- Workshop for Environmental Journalists UNEP Regional Office for Africa in cooperation with OzonAction Programme 26-28 November 2002
- 8th ODSNET AF/E meeting held in Matsapha, Swaziland 7-10 May 2002
- 6th Joint ozone network meeting for Africa (ODSONET/AF) 01-04 October 2002
- Follow-up meeting of the South Asia network of ozone officers Phuket, Thailand, 30-31 October 2002
- 2002 meeting of the SEAP network of ODS officers 7 – 11 October 2002 Stockholm, Sweden
- Follow-up meeting of the SEAP network of ODS officers 22 – 23 April 2002 Chiangmai, Thailand
- Follow-up Meeting of the ODS Officers Network of the English-speaking Caribbean St. George's, Grenada 7 – 12 December 2002
- Joint Main Meeting of the ODS Officers of Mexico, Central and South America, and the Spanish speaking Caribbean Networks Santo Domingo, Dominican Republic 23 – 26 April 2002
- Main Meeting of the ODS Officers Network of the English-speaking Caribbean Roseau, Dominica 3 – 6 June 2002
- Reunión de seguimiento de funcionarios ozono de México, Centro América, el Caribe de habla hispana y América del Sur Santiago, Chile Septiembre 16-18, 2002
- Recommendations of the follow-up meeting of the ODS officers in West Asia network Kuwait, 29-30 October 2002
- 2002 main meeting of ODS officers in West Asia Network. Muscat, Oman, 28-30 May 2002

2003

- Eastern Europe and Central Asia network of ozone officers first meeting Ohrid, Macedonia, 6-9 October 2003
- 9th ODS officers network meeting for English speaking African countries. 19-22 May, 2003, Addis Ababa, Ethiopia
- 2003 Meeting of the SEAP network of ODS officers 8 – 11 October 2003 Phuket, Thailand
- Small Group Meeting of SA and SEAP Network of Ozone Officers on RMP Review and Update *Dhaka, Bangladesh, 13-14 June 2003*
- 2003 Meeting of the South Asia Network of ODS Officers 8-11 October 2003 Phuket, Thailand
- Follow-up Meeting of the ODS Officers of the English Speaking Caribbean Network Paramaribo, Suriname, 20-21 October 2003

- Discussion Forum on Alternatives to CFC phase-out in the Refrigeration and Air Conditioning Sectors (October 8, 2003, Mexico) Follow-up Meeting of the Spanish-Speaking Ozone Officers Network of Latin America and the Caribbean (October 9-10, Mexico)
- Joint Main Meeting of the Mexico and Central America, South America and the Spanish-speaking Caribbean Networks of ODS Officers Bogotá, Colombia 5-8 May 2003
- Main Meeting of the ODS Officers of the English Speaking Caribbean Network – St. Kitts and Nevis 16- 19 June 2003
- 2003 Follow-up meeting of West Asia network Damascus-Syrian Arab Republic 10-11 December 2003
- Recommendations of the 2003 Main Meeting of Ozone Depleting Substances (ODS) Officers in West Asia (WA) Region 8-11 June, Bahrain

2004

- Regional Ozone network for Europe and Central Asia Regional halon management workshop Belgrade, Serbia and Montenegro, 1-2 November 2004
- Regional ozone network for Europe and Central Asia, 2nd meeting of ozone officers 25-28 May 2004 Sarajevo
- Atelier Régional sur les expériences en matière d'utilisation des Alternatives au bromure de méthyle, 08-10 mars 2004, Dakar, Sénégal
- Huitième reunion conjointe des réseaux des responsables des pays Africaines Francophones et anglophones chargés de la mise en œuvre du Protocole de Montréal; Brazzaville, 28 Septembre- 01 Octobre 2004
- Regional Consultative Meeting to finalize a Regional Action Plan for the implementation of the Communication Strategy for Global Compliance with the Montreal Protocol. 28-29 January 2004 Manila, The Philippines
- South Asia networks of ODS officers 3 – 5 November 2004 Siem Reap, Cambodia.
- Small Group Network Meeting “Effective Policy Setting and Enforcement” 16-18 February 2004 Islamabad, Pakistan
- 2004 Workshop on preventing illegal trade: Public-private partnership 26-27 February 2004 Hua Hin, Thailand
- Hydrocarbon Technologies Training Programme for National Ozone Officers and Industry Experts of the English Speaking Caribbean Network, Havana, Cuba 13-16 June 2004
- Main meeting of the ozone officers network of Latin America and the Spanish-speaking Caribbean, 21 – 22 October, 2004
- Meeting of the ozone officers network of Central America and Belize 23 October, 2004 Asunción, Paraguay
- Training workshop for new NOOs and assistant NOOs of the English-speaking Caribbean network. Nassau, The Bahamas 18-20 May 2004
- Workshop report “Alternatives to Methyl Bromide in non-agricultural uses and QPS traceability Costa Rica 1-2 July 2004
- 2004 Follow-up Meeting of ODS Officers for West Asia Network Manama – Kingdom of Bahrain, 10-12 October
- Main meeting of ODS officers for West Asia network 2-5 June 2004, Beirut – Lebanon

2005

- Regional Ozone network for Europe and Central Asia. 4th meeting 21-23 March 2005 Bucharest, Romania
- Regional Ozone network for Europe and Central Asia. Sub-regional workshop on implementation of refrigerant management plans in the Balkans. 9-10 February 2005 Ohrid Macedonia
- Regional Ozone network for Europe and Central Asia. Trilateral meeting China-Kazakhstan-Kyrgyzstan on control of trade in ODS. 25-27 August 2005
- Dixième atelier de travail du réseau de coordinateurs nationaux SAO (Substances Appauvrissant la couche d'ozone) Nouakchott, Mauritanie 18 - 21 Avril 2005
- 11th ODSNET meeting for English-speaking Africa 13-16 June, 2005 Mombasa, Kenya
- 9th Joint meeting of the Ozone Depleting Substances officers' network Africa Arusha, Tanzania 4-7 October 2005
- Follow-up meeting of the Caribbean network September 7, 2005 Trinidad and Tobago
- Southeast Asia and the Pacific & the South Asia networks of ODS officers 20 – 23 April 2005 Beijing, China
- 2005 meeting of Southeast Asia and Pacific networks of ODS officers & thematic meeting on challenges of Methyl Bromide phase-out, 10 – 14 October 2005 Hua Hin, Thailand
- 2005 Meeting of the South Asia network of ODS officers and thematic meeting on challenges to Methyl Bromide phase-out, 3 – 6 October 2005 Kathmandu, Nepal
- Main meeting of the English-speaking Caribbean Ozone Officers network 18-20 April, 2005 Bridgetown, Barbados
- Workshop on Methyl Bromide alternatives for strawberry crops in the Southern Cone. Santiago, Chile, August 2005
- Reunión para detectar rutas de comercio de Sustancias Agotadoras del Ozono entre países productores y consumidores de CFC Centroamérica, Colombia, Cuba, Haití, México, República Dominicana y Venezuela Panamá, Abril 2005'
- Follow-up network meeting West Asia, Bahrain 2005
- 2005 main meeting of ODS officers for West Asia network. Amman, Jordan April 2005

2006

- English-speaking Network of Ozone Officers Luanda, Angola, 8-11 May 2006
- 2nd joint meeting of NOUs English and French speaking Africa Antananarivo Madagascar September 2006
- 11^e réunion du réseau des responsables nationaux en matière de protection de la couche d'ozone en Afrique francophone Mai 2006, Sao Tome & Principe
- 2006 Joint South Asia and SEAP network meetings in Bangkok: 22-24 MAY 2006
- 2006 Meeting of the Southeast Asia and the Pacific network of ODS officers 2 – 5 October 2006 Jakarta, Indonesia
- 2006 Meeting of South Asia network, Colombo, Sri Lanka (including a thematic meeting on MDIs).
- National Train the Trainers Workshop on Good Practices in Refrigeration DPR Korea, August 2006
- Follow-up Meeting of ODS Officers for West Asia Network Manama, Bahrain; 7-8 December 2006
- 2006 Main Meeting of ODS Officers for West Asia Network DUBAI – UNITED ARAB EMIRATES, 14-17MAY 2006
- Roundtable Meeting on Halon Management for Maritime and Merchants Shipping 5-6 December 2006, Manama – Bahrain

- Specialized Roundtable Meeting for the Media on Strengthening Compliance with the Montreal Protocol 3-4 December 2006; Manama – Bahrain
- Evaluation of the CAP – Desk Study

2007

- Final report of the evaluation of the CAP Programme - UNEP/OzL.Pro/ExCom/52/9 26 June 2007
- 6th Meeting of the Regional Ozone Network for Europe & Central Asia, Ashgabat, Turkmenistan, 26 February – 2 March 2007
- 1^{er} atelier thématique de travail du réseau ODSNET pour l’Afrique francophone de l’Ouest et du Nord sur le thème : préparation des plans finaux d’élimination des SAO. Lomé, Mars 2007
- Thirteenth meeting of the Ozone Depleting Substances officers’ network for English-speaking African countries. Zimbabwe, 2007
- 11th Joint ODS officers network for Africa meeting August 2007 Kampala, Uganda
- “Full compliance by 2010: Challenges” 2007 Meeting of the South Asia & the SEAP Networks of ODS officers 10 – 13 April 2007 Thimphu, Bhutan
- Joint meeting of SEAP and South Asia networks on sustaining compliance. Bali, Indonesia, 2007
- Conclusions and Recommendations of the joint SA and SEAP network meeting, November 2007, Bali, Indonesia
- Joint Meeting of the South Asia and SEAP Networks of Ozone Officers, Thimphu Bhutan, 10-13 April 2007 Conclusions and Recommendations
- Caribbean Ozone Officers meeting and workshop on prevention and control of illegal trade in ODS and technologies whose continued use is dependent on CFCs Saint Lucia May 2007
- Meeting of the ODS officers’ networks from Mexico, Central and South America and meeting of the Working Group for customs enforcement network, Managua, Nicaragua, December 2007
- Reunión principal conjunta de las tres redes de Oficiales de Ozono de América Latina y el Caribe Ciudad de Panamá, Panamá, Agosto de 2007
- 2007 Main Meeting of ODS Officers for West Asia Network Sana’a, Yemen; 8-10 May 2007
- Regional meeting on methyl bromide alternatives 9-11 Dec 2007 Egypt (and roundtable on updating agricultural curricula)

2008

- Contact group meeting of Russian-speaking countries (Europe and Central Asia) on progress of TPMP implementation, Chisinau, Republic of Moldova, 2-4 December 2008
- Contact group meeting on HCFC related policies, guidelines and preparation of HCFC national phase-out plans (NPP), Ohrid, FYR of Macedonia, 15– 16 May 2008
- Annual meeting of the Regional Ozone network for Europe & Central Asia, Tirana, Albania, 25– 28 March 2008
- 12^e réunion conjointe Africaine relative au Protocole de Montréal. Cotonou September 2008
- 2^eme atelier thématique de travail, réseau ODSNET/ Afrique francophone (zone II) Cameroun, Mai 2008
- Atelier thématique sur la mise en œuvre des plans de gestion d’élimination finale des TPMP des CFCs, ODSNET /Afrique française. Burkina Faso Mars 2008
- Report of 2008 Joint Main Meeting for ODS Officers’ Networks of African (English-Speaking) & West Asia Countries and COMESA Customs Enforcement Network, Cairo, Egypt, May 2008

- Meeting of SEAP network of ODS officers “Enforcing 2010 compliance and preparation for HCFC phase-out” Pattaya, Thailand 20 - 23 September 2008
- Workshop on ODS destruction and meeting of South Asia network of ODS officers “Addressing remaining 2010 Compliance challenge and moving ahead on HCFC phaseout” 19-22 September 2008 Tokyo, Japan
- UNEP Ozone and Climate Change Media Workshop 21-23 April 2008 Singapore
- Regional workshop of the Caribbean Ozone officers’ network Guyana May 2008
- Main Joint Meeting of OzonAction Networks' Officers of Latin America and the Caribbean Dominican Republic, October 2008
- Primera Reunión Conjunta de Funcionarios de Ozono y Aduanas de la Red de Cumplimiento del Protocolo de Montreal sobre SAO. Panamá Diciembre 2008
- Taller nacional de capacitación para el control de importaciones y exportaciones de SAO. Paraguay Abril 2008. Programa Acción Ozono

2009

- Ministerial consultation on HCFC policies & legislation in Belgrade, Serbia, 23-24 March 2009 (followed by a contact group meeting of Ozone Officers March 2009)
- Annual meeting of the Regional Ozone Network for Europe & Central Asia, Yerevan, Armenia, 18-22 May 2009
- 13th joint meeting of ODS officers networks for English and French speaking African countries. Nigeria August 2009
- 15th meeting of ODS officers network for English-speaking African countries. Rwanda, May 2009
- Atelier thématique ODS sur la préparation des HPMPs en Afrique francophone. Togo, November 2009
- Joint meeting of SEAP and South Asia networks of ODS officers *from 2010 twilight to 2013 dawn meeting new challenges*. Thailand, October 2009
- Meeting of SEAP network of ODS officers “Final countdown to 2010” Thailand, April 2009
- “Sub regional Workshop on ODS Phase out in Military Applications”: Colombo, 16-17 April 2009
- Joint Meeting of South Asia & West Asia Networks of ODS Officers for the Implementation of Montreal Protocol Manama, Bahrain Monday 11th May 2009
- Regional workshop for the network of Caribbean Ozone Officers. Grenada March 2009
- Follow-Up Meeting of the OzonAction Networks of Central America, South America, Mexico and the Spanish-Speaking Caribbean. Ecuador June 2009
- Asia Forum on Trade of ODS Manama, Bahrain Tuesday 12th May 2009
- Roundtable Meeting for Media Experts & West Asia Network Manama, Bahrain 13th May 2009
- West Asia Network Meetings Manama, Bahrain May 2009

2010

- ECA Regional Green Customs Workshop & ECA enforcement network meeting Ashgabat, Turkmenistan, 11-15 October 2010
- Thematic meeting for candidate countries on harmonization of ODS legislation with EU regulations, Serbia, September 2010
- Thematic meeting on exchange of approaches in development of HPMP, Moldova, July 2010
- Joint meeting of the Regional Ozone networks for Europe & Central Asia (ECA) and South Asia (SA), Turkey, April 2010

- 14th Joint meeting of African Ozone Units, September 2010 Cote D'Ivoire
- 16th Meeting of ODS officers' network for English-speaking African Countries, May 2010 Malawi
- Atelier thématique sur la préparation des HPMPs en Afrique de l'ouest francophone. Senegal Avril 2010
- Joint Meeting of SEAP – SA Networks of Ozone Officers September 2010, China
- Second meeting of Pacific Island Countries (PIC) network of ODS officers July 2010 Coral Coast, Fiji
- Caribbean Ozone Officers, Regional Workshop Belize, 2 to 5 March 2010
- Joint Annual Meeting of the Ozone Action Networks from Latin America and the Caribbean October 2010
- Low-GWP, Energy-Efficient HCFC Replacement Technologies in the Refrigeration and Air Conditioning Sector - South America Regional Workshop. Bogotá April 2010
- Meetings of the ODS Officers' Network & Climate Change Focal Points of West Asia & Celebration of the International Day for the Preservation of the Ozone Layer September 2010, Saudi Arabia

2011

- Roundtable on climate and ozone-friendly technologies in refrigeration and air-conditioning & Annual meeting of the Regional Ozone Network for Europe and Central Asia Serbia, May 2011
- Brainstorming Symposium on Illegal Trade in ODS: Integrated Capacity Building of the Enforcement Chain Paris 9-10 June 2011
- 17th Meeting of the ODS officers' network for English-speaking African countries Seychelles, June 2011
- 15th Joint meeting of the ODS officers' network for African countries, Zimbabwe October 2011
- *Atelier thématique sur la conformité et mise en œuvre des HPMPs en Afrique de l'ouest et du nord francophone Juin 2011 Bamako, Mali*
- *Atelier thématique sur la conformité, la préparation et mise en œuvre des HPMPs en Zone II Afrique francophone Bangui Décembre 2011*
- *Coopération entre administration douanière des pays frontaliers dans la lutte contre le trafic illicite des ODS. Postes de contrôle de Burkina Faso, Benin et Togo avec la participation des NOUs. Burkina Faso Juillet 2011*
- Third meeting of the regional network of Ozone officers for PIC May 2011 Fiji
- Greening the future through HCFC phase-out and low carbon development. Joint meeting of the Regional Ozone Networks for West Asia & South Asia May 2011, Maldives
- Meeting of the English-speaking Caribbean Ozone Officers March 2011, Antigua and Barbuda
- English-speaking Caribbean Network of Ozone Officers Results and Conclusions Antigua Barbuda, March, 2011
- *Reunión 2011 de las Redes de Acción por el Ozono de México, América Central, América del Sur y el Caribe de habla hispana Paraguay Junio de 2011*
- *Taller sobre gestión de proyectos del MLF del Protocolo de Montreal. Bolivia, Abril 2011*

2012

- Contact group meeting on establishing ODS and F-gas legislation and review of F-gas regulations in Sarajevo, Bosnia and Herzegovina, 10-11 July 2012
- ECA customs cooperation meeting on ODS and ECA Ozone Protection Award for customs & enforcement officers in Istanbul, Turkey, October 2012

- Thematic meeting on HPMP and certification on technicians, Georgia, June 2012
- Thematic meetings on ODS and F-Gas legislation and certification of technicians Zagreb, Croatia, 4-5 June 2012
- Atelier thématique sur le développement du manuel de formation sur la récupération des HCFCs et la conversion des systèmes de climatisation individuelle Et Atelier thématique sur la Conformité, la préparation et la mise en œuvre des HPMP en Zone II Du Réseau ODS/AF-F. Burkina Faso Avril 2012
- 18TH Meeting of ODS officers' network for English-speaking African countries Zambia May 2012
- Green customs initiative workshop Zimbabwe, August 2012
- Joint Meeting of the Ozone Officers Network of English-Speaking and French-Speaking Africa Djibouti, September 2012
- Joint meeting of the Regional Ozone Network for South Asia (SA) and Southeast Asia and the Pacific (SEAP) Bhutan May 2012
- Joint meeting of the Regional Ozone Network for South Asia (SA) and Southeast Asia and the Pacific (SEAP) Thailand October 2012
- Furth meeting of the Regional Network of Ozone Officers of the PIC May 2012 Vanuatu
- Regional Workshop on Phase-out of HCFCs in Foam System Houses May 2012- Dead Sea- Jordan
- 2012 Main Meeting of ODS Officers Network for West Asia May 2012 Dead Sea – Jordan

2013

- Contact group meeting on ODS and F-gas legislation Ankara, Turkey, February 2013
- Contact group meeting on training & certification schemes for refrigeration & air-conditioning (RAC) technicians Istanbul, Turkey, February 2013
- Thematic meeting on implementation of HPMPs, Croatia, September 2013
- Joint annual meeting of the OzonAction network of Central America, South America and the Caribbean. Kingston, Jamaica October 2013
- Atelier de formation des formateurs des techniciens du froid sur la récupération des HCFCs et la sécurité liée à l'utilisation des hydrocarbures – Djibouti, Mars 2013
- Atelier national de formation des formateurs frigoristes et des douaniers sur la récupération des HCFC et sur la sécurité liée à l'utilisation des HC. Février 2013, Comores
- Atelier national de formation des formateurs des techniciens frigoristes sur la récupération des HCFCs sur la sécurité liée à l'utilisation des HFCs et la manipulation des équipements et matériels Janvier 2013, Madagascar
- Atelier des expertes techniques des états membres de la CEDAO pour la finalisation et la validation technique du projet de règlement régional sur les substances appauvrissant la couche d'ozone. Burkina Faso Novembre 2013
- Train-the-trainers workshop for HCFC alternative technologies January 2013, Malawi
- Train-the-trainers workshop for the HCFC alternative technology, February 2013, Lusaka, Zambia
- Train-the-trainers workshop for HCFC alternative technology, March 2013, Swaziland
- Ozone2Climate industry roundtable 2013 Shanghai, China April 9, 2013
- Joint Network Meeting of Ozone Officers of Asia and the Pacific, May 2013, Gold Coast Australia
- Joint Network Meeting of Ozone Officers of South Asia and South East Asia and the Pacific, China, September 2013
- 4th *Ozone2Climate* technology roadshow and industry roundtable November 2013, The Philippines

- Pacific Islands Regional *Ozone2Climate* technology symposium and train-the-trainer workshop on good refrigeration practices. November 2013, Samoa
- Regional workshop on HCFC phase-out and Energy Efficiency linkages. China September 2013
- English-speaking Caribbean Ozone Officers and Haiti Regional Network Meeting, St Kitts, March 2013
- Regional training workshop- protecting Caribbean borders from Illegal Trade in ODS. Grenada November 2013
- Reunión Anual de las Redes de Acción por el Ozono de México, América Central, América del Sur y el Caribe de habla hispana. Colombia Junio 2013
- Main Meeting of the Network of Ozone Officers in West Asia for 2013, Bahrain
- Regional Workshop on Management & Operation (HCFC) Phase-Out Management Plans. Bahrain May 2013

2014

- Contact group meeting: Implications of joining the customs union between Belarus, Kazakhstan and the Russian Federation, Belarus, March 2014
- 17TH Joint meeting of the Ozone Officers network for Africa (ODSONET/AF) held back-to-back with anglophone and francophone network meetings, Ethiopia 2014
- Atelier thématique sur les alternatives aux HCFCs, les technologies disponibles, la certification et l'élaboration des normes, et réunion du réseau des coordonnateurs chargés du programme ozone en Afrique francophone et lusophone Benin, 2014
- Workshop on the establishment and operation of certification schemes and national /regional RAC Association. Ethiopia 2014
- Meeting of the Pacific Islands Network of NOOs. Capacity building workshop for senior customs officers on controlling trade in environmentally sensitive commodities in PICs. Joint meeting for OOs and customs officers. Tonga, 2014
- South Asia Network Meeting Colombo, Sri Lanka: 27-30 May 2014
- Network Meeting of the Ozone Officers of Southeast Asia and the Pacific, Lao PDR 2014
- Thematic Meeting of the Ozone Officers Network of South-East Asia and the Pacific. Cambodia, 2014
- English-speaking Caribbean countries and Haiti National Ozone Officers Network April 2014, Suriname
- Taller nacional de capacitación para el control de las importaciones y exportaciones de SAO. Ecuador, Mayo 2014
- Meeting of the Central American, South American and Spanish-speaking Caribbean Networks of Ozone Officers Dominican Republic. 5 December 2014
- Global policy and technical workshop on MB. Towards a successful total phase-out before 1 January 2015: Approaches and challenges February, 2014 (Sharm El-Sheikh, Egypt)
- Thematic Workshop on Standards in RAC sector for the Caribbean sub-regional network, Panama 2014.

2015

- Annual meeting of the Regional Ozone Network for Europe & Central Asia, Yerevan, Armenia, 26-28 May 2015

- Thematic meeting on implementation of HCFC phase-out management plans, Bucharest, Romania, 29 September - 1 October 2015
- Thematic meeting on implementation of HCFC phase-out management plans, Minsk, Belarus, 13-15 October 2015
- 18^e réunion conjointe du réseau ODS/AF/AANG, Octobre 2015, Sénégal
- Joint Network Meeting of Ozone Officers of South Asia and Southeast Asia and the Pacific “An inclusive approach for connecting stakeholders” Korea March 2015
- Network Meeting of National Ozone Officers of the Pacific Island Countries. October 2015, Fiji
- Thematic meeting of the Southeast Asia and the Pacific (SEAP) Networks of ODS officers 5-7 October 2015
- Caribbean Network Meeting of Ozone Officers, Nassau, Bahamas 24-27 March 2015
- Joint Meeting of National Ozone Officers Networks Latin America and the Caribbean December 2015 Panama.

2016

- Regional customs cooperation meeting and ozone protection award for customs & enforcement officers Turkmenistan, May 2016 and annual meeting of the Regional Ozone Network for Europe & Central Asia, Turkmenistan, May 2016
- Thematic meeting on implementation of HCFC phase-out management plans and ODS alternative surveys in Chisinau, Moldova, 8-10 November 2016
- Thematic meeting on implementation of HCFC phase-out management plans, Belgrade, Serbia, 29 November – 1 December 2016
- Groupe Francophone Victoria Falls, 2016
- Thematic Meeting on ODS survey, Dakar, Senegal, 12th -14th December, 2016
- Thematic Meeting on surveys of ODS alternatives, Kenya December 2016
- Joint network and thematic meetings of the ODS officers of Africa and West Asia, Zimbabwe, March 2016
- Joint Africa and West Asia Network meeting, Zimbabwe March 2016
- Report of the Joint Network and Thematic Meetings of the National Ozone Officers of Asia and the Pacific Suva, Fiji, 14- 20 June 2016
- Nepal Border dialogue, Kathmandu, Nepal: 12-13 December 2016
- *Ozone2Climate* Industry Roundtable 2016 Beijing, China 8 April, 2016
- Border dialogue meeting between ozone and customs officers of Cambodia and Thailand to strengthen the cooperation in ODS trade control. Cambodia December 2016
- Latin America and the Caribbean Networks Meeting Santiago, Chile May 13-19, 2016
- Thematic Network Meeting of National Ozone Officers of Haiti and the English-speaking Caribbean 6-8 December 2016 Bridgetown, Barbados.

2017

- Regional ozone network for Europe & Central Asia: Setting up institutional and legal frameworks to prepare for the HFC phase-down under the Kigali Amendment Macedonia FYR, 10-12 May 2017
- Thematic meeting on HPMPs and HFCs phase-down initiatives Tirana, Albania, October 2017: Getting prepared for the HFC phase-down under the Kigali Amendment
- Thematic meeting on HPMPs and HFCs phase-down initiatives. Tbilisi, Georgia, October 2017

- Réunions Conjointes et Thématiques du Réseau des Administrateurs nationaux de l’Ozone des 54 pays africains, Cote d’Ivoire, Mars 2017
- 20th joint network meeting and thematic meeting of OO for Africa March 2017 Cote d’Ivoire
- Ozone2Climate Technology Expo 2017 August 2017, Maldives
- Ozone2Climate Industry Roadshow and Roundtable 2017 Shanghai, China 12-14 April, 2017
- Pacific Islands Countries Annual Network and Thematic Meeting April, 2017, Thailand
- South Asia National Ozone Officers Annual Network Meeting – May 2017 Agra, India
- Network Meeting of the Ozone Officers of Southeast Asia and the Pacific 2-5 May 2017, Thailand
- Annual meeting of the English-speaking Caribbean and Haiti, May 2017 Grenada
- Reunión de las redes de funcionarios nacionales de ozono de América Latina. Potenciales cambios en la aplicación del Protocolo de Montreal a la luz de la Enmienda de Kigali. Costa Rica Octubre 2017.
- 2017 Meeting of ODS Officers Network in West Asia Dead Sea, Jordan (24-27 April 2017)

2018

- Atelier de formation sur l’outil de gestion des hydrofluorocarbures regroupant seize (16) pays Africains. Senegal, December 2018
- Europe & Central Asia (ECA) meeting of Montreal Protocol and Refrigeration & Air-conditioning (RAC) experts Valencia, Spain, June 2018
- Europe & Central Asia (ECA) meeting of Ozone Officers in Antalya, Turkey, 11-12 October 2018
- First Inter-Regional Thematic Technical Workshops and Regional Network Meetings for National Ozone Officers 15-19 January 2018, Paris, France
- Strategic Direction of HCFC Phase out Management Plans
- Dialogue frontalier entre les fonctionnaires de douanes et coordinateurs ozone des pays de l’UEMOA, du Cap-Vert, de la Mauritanie et de la Guinée. Benin, October 2018
- 21st Joint Network and Thematic Meeting of Ozone Officers for Africa. May 2018 Botswana
- Joint Network Meeting of NOO of South Asia, South-East Asia and West Asia, China, April 2018
- National Ozone and Customs Officers Twinning Workshop & Border Dialogues for Countries of South Asia and South-East Asia Networks, Thailand October 2018
- Network and Thematic Meetings of the Pacific Islands Countries’ Ozone Officers “Next Step: Implementation of the Initial Obligations and HPMP” 27-29 September 2018 Bangkok, Thailand
- Regional Consultation Workshop with Master Technician Trainers of South and South-East Asia Networks 7 December 2018 Guangzhou Light Industries Technicians College, Guangzhou, China
- Summary & Recommendations of the Risk Profiling Workshop for Customs, Border Control and National Ozone Officers of India, Maldives, Pakistan, Sri Lanka 20-22 June 2018, Bangkok, Thailand
- English Caribbean and Haiti Thematic Network Meeting 29th May to 1st June 2018, Sant Vincent and the Grenadines
- Joint Network Meeting – Quito, Ecuador, 2018
- Reunión de las Redes de Funcionarios Nacionales de Ozono de América Latina y el Caribe Noviembre 2018, *Quito, Ecuador*.
- Reunión Regional de las Redes de Funcionarios Nacionales de Ozono de México, Centro América, América del Sur y El Caribe de habla hispana 25 y 26 de junio de 2018. Ciudad de Guatemala.

2019

- Europe and Central Asia (ECA) enforcement meeting and network meeting, Kiev, Ukraine, 26-27 September 2019

- 2nd Global Inter-regional meeting of NOO 17-20 February 2019 Paris France
- Europe and Central Asia (ECA) network meeting Kiev, Ukraine, 26-27 September 2019
- Europe and Central Asia (ECA) Ozone2Climate meeting with Montreal Protocol officers and RAC Associations / Experts and participation in SMEITS / KGH'S 50th International HVAC&R Congress and Exhibition in Belgrade, Serbia, 4-6 December, 2019
- Dialogue frontalier entre les fonctionnaires des douanes et NOOs des pays francophones de L'Afrique Centrale et de L'Est Yaoundé-Cameroun, du 23 au 24 octobre 2019
- Workshop for Enabling Activities for HFC Phase down for the Southern African Development Community (SADC) of the Africa Anglophone Network 17-19 June, 2019 Mahe, Seychelles
- Recommendations/Conclusions of the Network Meeting of the National Ozone Officers of Southeast Asia Paris, 20 February 2019
- Pacific Island Countries Network Meeting France, February 2019
- Country Successful Practices, Challenges, Priorities, needs for the Implementation of the Montreal Protocol, including the HPMP, and the Enabling Activities
- Meeting of National Ozone Officers from South Asia Network, February 2019 Paris, France
- Thematic Workshop for National Ozone Officers of South Asia Network "Building Enabling Conditions for HFC Phase-down while Phasing out HCFCs" Mongolia 26-29 August 2019
- Thematic Workshop of the South East Asia (SEA) Network of NOOs on Compliance with the Montreal Protocol Post-Kigali Cebu, Philippines, 30 July – 2 August 2019
- ROAP TVET- NOU meeting Bangkok June 2019
- Turkmenistan on track to ratify the Kigali Amendment as part of its new national climate strategy Ashgabat, 30 September - 2 October 2019
- Twinning Workshop for the PIC Ozone and Customs Officers on Strengthening Monitoring and Enforcement Mechanism for Ozone Depleting Substances (ODS) and HFC Trade Control Koror, Palau, 16-17 August 2019
- Report of the Regional Celebration of the World Ozone Day & Regional Training Workshop of Ozone Officers in West Asia *Dekwaneh Vocational School & Awkal and Saydah Industries Choueifat, September 16, 2019 Beirut Verdun, September 17-18, 2019*
- Second Global Inter-Regional Meeting and 'Join the Experts' Sessions for National Ozone Officers 18-19 February 2019 Paris, France

2020

- ECA needs and priorities 2020 – Feedback as of February 2020 (survey)

Virtual meetings organized by CAP

The following events were organized or supported by CAP following the outbreak of COVID-19. National events are indicated by "**."

- Qatar Customs Training on Best Practices under the Montreal Protocol and Combating Illegal Trade of ODS, Virtual meeting, 21-23 April 2020.*
- Qatar Train-the-Trainers for Refrigeration & Air Conditioning Technicians – F-Gas Certified (Implemented), Virtual meeting, 30 March-1 April 2020.*
- National Stakeholder Consultation and Awareness Workshop on Safety and Energy Efficiency Standards for Refrigeration and Air conditioning Equipment in Mongolia, Virtual meeting, 30 April 2020.

- 1st ECA Online Meeting on OEWG arrangements (including technology check), Virtual meeting, 7 May 2020.
- Saudi Arabia Capacity Building for HPMP and ISP Implementation and Data Reporting, Virtual meeting, 11 May 2020.*
- Latin America and Caribbean: Regulations and procedures for control of substances under Montreal Protocol, Virtual meeting, 22 May 2020.
- Consultation Meeting for the Preparation of Regional HPMP Stage II of PICs, Virtual meetings, 26 May 2020.
- Series of Consultation Meetings for the Preparation of Regional HPMP Stage II of PICs, Virtual meetings, 4, 10, 17, 24 June 2020.
- Iraq Capacity Building for HPMP and ISP Implementation and Data Reporting, Virtual meeting, 4 June 2020.*
- LAC: Fast Forward to the Kigali Amendment, Virtual meeting, 10 June 2020.
- International Webinar “Alternative Refrigerants for High Ambient Temperature (HAT) Countries”; English Version, Virtual meeting, 10 June 2020.
- Gender Mainstreaming into the Montreal Protocol for Latin American Network, Virtual meeting, 11 June 2020.
- Thematic Workshop for Finalization of the Regional PIC HPMP Stage II Project Document, Virtual meeting, 11-12 June 2020.
- 2nd ECA Online Meeting on How to Prevent Import of Contaminated Refrigerants and ECA Needs and Priorities, Virtual meeting, 12 June 2020.
- Stakeholder Consultation Workshop for the HPMP Stage II Development in Mongolia, Virtual meeting, 15 June 2020.*
- International Webinar “Alternative Refrigerants for High Ambient Temperature (HAT) Countries”; French, Virtual meeting, 17 June 2020.
- LAC: Law in the time of Covid-19: Implementing Legal Frameworks for the Kigali Amendment, Virtual meeting, 17 June 2020.
- Stakeholder Consultation Workshop for the HPMP Stage II Development in Nepal, Kathmandu, Nepal (UNEP joined virtually), 18 June 2020.*
- ECA Country-to-Country Meeting for Eurasian Economic Union member countries, Virtual meeting, 19 June 2020.
- LAC: Enabling Activities for Kigali Amendment in Bolivia, Virtual meeting, 19 June 2020.*
- LAC: Article 7 Online Reporting Training Class, Virtual meeting, 24 June 2020.
- ECA Country-to-Country Meeting on Training and Checklist for Environmental Inspectors, Virtual meeting, 3 July 2020.
- ECA Country-to-Country Meeting on Albania’s Experience in Dealing with Contaminated Refrigerants, Virtual meeting, 3 July 2020.
- Consultation Meeting for the Preparation of Regional HPMP Stage II of PICs, Virtual meetings, 8 July 2020.
- 3rd ECA Online Meeting on Labelling of Refrigerant Cylinders, Virtual meeting, 8 July 2020.
- iPIC: Streamlined and Updated – How Can Your Country Benefit? Virtual meeting Caribbean region, 8 July 2020.
- Meeting of the South Asia Network of Ozone Officers, Virtual meeting, 8 July 2020.

- Meeting of the Southeast Asia Network of Ozone Officers, Virtual meeting, 9 July 2020.
- Finalization of Lao PDR HPMP II, Vientiane, Lao PDR (UNEP joined virtually), 9 July 2020.*
- Meeting on the Harmonized System codes for HFCs, and HFC Blends and Planning and Organization of World Ozone Day Celebration 2020 for the South Asia Network and the Southeast Asia Network, Virtual meeting, 30 July 2020.
- United Arab Emirates Virtual Customs Training on Best Practices under the Montreal Protocol and Combating Illegal Trade of ODS, Virtual meeting, 23 July 2020.*
- Qatar Virtual Customs Training on Best Practices under the Montreal Protocol and Combating Illegal Trade of ODS, Virtual meeting, 26-27-July 2020.*
- Sub-Regional Consultation Meeting on HFCs Reporting Requirements and Licensing System Establishment under the Kigali Amendment - Lebanon, Jordan and Oman, Virtual meeting, 28 July 2020.
- 4th ECA Online Meeting on Gender Considerations in Project Design, Virtual meeting, 5 August 2020.
- Anglophone Africa Webinar - iPIC Streamlined and Updated: How can your country benefit?" Virtual meeting, 19 August 2020.
- Experts Meeting of the Refrigerant Driving License Program, Virtual meeting, 19 August 2020.
- Asia-Pacific: Thematic Meeting for Sustaining Capacity Building of RAC Servicing Sector through Integration of Good Servicing Practices into National Vocational Training and Certification Programme for RAC Technicians, Virtual meeting, 20 August 2020.
- IIR-UNEP Workshop on Cold Chain in Hot Climates (in the margins of the 6th IIR International Conference on Sustainability and the Cold Chain (ICCC2020)), Virtual meeting, 26 August 2020.

Annex III

QUESTIONNAIRE FOR THE DESK STUDY ON THE EVALUATION OF REGIONAL NETWORKS OF NATIONAL OZONE OFFICERS

Background

At its 82nd meeting the Executive Committee requested the Senior Monitoring and Evaluation Officer (SMEO) to prepare the terms of reference for the desk study of the evaluation of regional networks of national ozone officers (NOO) to be presented at the 84th meeting (decision 82/10).

The networks have been evaluated twice in the past: in 1994 when the UNEP/SIDA project that created the first regional network in South-East Asia was considered; and in 2001, when the evaluation was extended to all regional networks.

The first evaluation concluded that the network played an important role in raising awareness about the Montreal Protocol (MP) and its role among a key group of government officials; helped define phase-out priorities; facilitated technology transfer; and engendered a spirit of cooperation in the region. A question was raised regarding the network's funding capacity to become self-sufficient. The evaluation recommended replicating the network concept in other regions.

The second evaluation¹ assessed the functioning and organization of the eight networks and made recommendations for improvement. The findings showed that the networks provided the NOOs with opportunities to learn about the decisions of the Executive Committee and of the Meeting of the Parties; to exchange experiences; and to increase their level of knowledge related to the latest developments of technological alternatives. The network meetings provided a forum to develop personal contacts and learn about success and failures in order to avoid pitfalls. On the other hand, the meeting agendas were often overloaded, the time allocated for presentations was not always adequate and the meeting attendance was irregular.

The desk study will assess how the role of the different networks has evolved in the implementation of the MP and whether the recommendations made by the previous evaluation were accomplished. It will analyze the relevance of the regional networks in the implementation of the MP requirements at country and regional level, by taking into account the organization, participation, choice of subject of discussion and influence over decision making processes, as well as the changes needed to adapt the networks to the new challenges of the MP. It will cover various aspects related to planning and organization, capacity building and coordination with bilateral and implementing agencies (IAs). It identifies achievements and will strive to characterize new and emerging challenges brought by relevant developments of the Protocol, in particular the Kigali Amendment.

Existing documentation related to, *inter alia*: regional networks, reports of the network meetings, and Executive Committee documents will be analyzed. In addition, the questionnaire herewith contained is being sent to Regional Network Coordinators, IAs and key persons who can provide useful feedback (a list of questionnaire respondents will be included in an Annex). Discussions will be held with staff from UNEP, the Secretariat and other relevant stakeholders. The draft report will be shared with the Secretariat, the bilateral and IAs and the NOUs for comments. If needed, a second part, including participation at the regional meetings, will be suggested, based on the findings of the desk study.

¹ UNEP/OzL.Pro/ExCom/33/7 and Corr.1

We would appreciate receiving your response by 15 May 2020. Please keep your answers short and to the point. There is no need to supply actual regulations or detailed examples of work. However, it will be useful to identify specific challenges or hurdles that networks may be facing currently.

Please send your responses to:

Ms. Marta Pizano mpizano@hortitecna.com

Ms. Angelica Domato adomato@unmfs.org

Mr. Joël Paré-Julien Joel@unmfs.org

Many thanks in advance for your valuable cooperation.

Questionnaire filled by:

Name: _____

Network/ Country: _____

E-mail: _____

This questionnaire was sent to the persons listed below (those from whom responses were received are identified with *. Persons sending comments on the draft report are indicated with **):

- Mr. Patrick Salifu ** - Montreal Protocol Coordinator for Anglophone Africa
- Mr. Yamar Guissé - Montreal Protocol Coordinator for Francophone Africa
- Mr. Halvart Koeppen* - Montreal Protocol Regional Coordinator for Europe and Central Asia (ECA)
- Mr. Marco Pinzon* - Montreal Protocol Coordinator, Caribbean (mainly) and Latin America Networks
- Ms. Donnalyn Charles** - Officer-in-Charge, Caribbean Network
- Mr. Hu Shaofeng * - Montreal Protocol Coordinator for Asia and the Pacific
- Mr. Khaled Klaly ** - Montreal Protocol Coordinator for West Asia
- Mr. James Curlin** – UNEP/OzonAction
- Ms. Tina Birmpili* – The Ozone Secretariat
- Ms. Mary Ellen Foley* – The World Bank
- Mr. Bernhard Siegele* – GIZ
- Mr. Ole Nielsen* – UNIDO (Mr. Rodrigo Serpa and Ms. Mirjana Ilijin responded on behalf of UNIDO)
- Ms. Ulrika Raab* – Swedish Environmental Protection Agency
- Ms. Sandrine Bernard – Norway
- Mr. Philippe Chemouny – Environment Canada
- Mr. Cristiano Piacente – Ministry of the Environment, Italy
- Mr. Atsushi Wasaki – Japan
- Ms. Xiaofang Zhou – UNDP

In addition, the following key persons provided responses in a personal capacity:

- Ms. Mirian Vega* – formerly ROLAC network coordinator
- Ms. Suely Carvalho* – Formerly UNDP director for Montreal Protocol Unit
- Mr. Atul Bagai* – Formerly SEAP network coordinator
- Mr. Marco González* – Formerly Executive Director for the Ozone Secretariat
- Mr. Ansgar Eussner* – Formerly Senior Evaluation Officer, the Multilateral Fund
- Ms. Maria Nolan* – Formerly Chief Officer, the Multilateral Fund

At the request of UNIDO the following NOOs provided direct responses:

- Ms. Liana Ghahramanyan* – NOU Armenia
- Ms. Bojana Radeski*, NOU Serbia
- Ms. Tatjana Boljevic*, NOU Montenegro
- Ms. Mimoza Vokshi*, NOU Albania

Evaluation of Regional Networks of National Ozone Officers – Questionnaire/checklist –

REGIONAL NETWORK

Issues evaluated		Specific questions	Please provide examples/ brief explanation. Include challenges, problems identified
1	Planning and Organization	(a) What are the lessons and good practices learned from your regional network, regional meetings and the capacity building and information sharing in the networks? How can they be used to improve its functioning? (Note: if additional space is needed, please elaborate on your answer to this question separately, at the end of the questionnaire)	
		(b) How is the countries' ownership of the network assured? How can it be enhanced or improved?	
		(c) Please give examples of objectives and identified needs of participating countries of your network. Is there a mechanism in place to ensure identified needs are met?	
		(d) Has the organization of the regional networks changed over time? Please give short examples, indicating the objectives sought and if they were met or not. Indicate pros and cons?	
		(e) How do you rate the participation of individual NOOs? Has the turnout improved over time? Are measures taken to maintain and transmit institutional memory? Please give short examples.	
		(f) Are network meeting objectives and topics discussed in advance with NOOs? Are facilitators identified to lead and coordinate discussions? Is the impact of the meetings assessed? Please describe the process briefly.	
		(g) Are network meetings held back-to-back with other related meetings in order to raise awareness on ozone issues and promote discussions regionally?	
		(h) Please describe experiences and lessons learned from 2018 and 2019 meetings where regional networks participated	
2	Capacity building	(a) Please describe activities to enhance performance of the NOUs. Are new NOOs tutored by experienced ones? Do regional networks keep track of developments in individual NOUs in the region?	
		(b) Do regional networks provide support for training and expertise exchange (e.g., to develop legislation, licensing systems, fiscal incentives, control of illegal trade)?	

	Issues evaluated	Specific questions	Please provide examples/ brief explanation. Include challenges, problems identified
		(c) Are resource persons or other key stakeholders invited to the meetings (e.g., customs officers, legal/technical advisers, industry associations)?	
		(d) Are contacts and information exchange organized between networks? Are experienced NOOs invited? Are issues (e.g., monitoring and reporting of ODS, best practices, challenges, opportunities and others) discussed at the regional level? If yes, were there ensuing signs of improvement?	
		(e) Are decisions discussed during meetings and are participants then able to influence decision-making at the country or regional levels? Are such decisions relevant regionally (e.g., safety and energy efficiency standards, bulk procurement) to harmonize pricing of alternatives, initiatives to promote North-South or South-South cooperation)	
		(f) Are regional network meetings effective for transmitting decisions coming from the Executive Committee and MOP? Can this be improved and how? For example, how did regional meetings address new challenges arising from implementation of amendments (e.g. Beijing, Kigali)?	
3	Coordination with bilateral and IAs	(a) How do regional networks contribute to the activities of the bilateral and IAs, the MLF secretariat and the Ozone Secretariat (OS)? Do network meetings contribute to ensure coordination and communication between bilateral and IAs and the NOUs? (b) Is participation of bilateral and IAs, the MLF and the OS regular, is it important and useful? What is their role in discussions on issues and projects? What is the role of UNEP in fostering cooperation between participants and IAs? Are non-A5 countries invited to meetings (other than as bilateral agencies)? (c) How do meetings contribute to strengthen regional cooperation (e.g., to address common problems)? Are joint activities organized as a result of discussions held during meetings?	
4	New challenges	(a) How will the role of the regional networks change in the light of the Kigali Amendment? What modifications are necessary to strengthen networks and support their activities? What lessons and good practices arising from regional meetings can be used to improve their functioning? (b) What role do the networks play in the sustainability of achievements made by the Montreal Protocol? (c) What role do (or can) the networks play in incorporating gender issues in the MP?	

Annex IV

CAPACITY BUILDING EVENTS HELD BY THE OZONE NETWORKS 2000 - 2019

Year	Location and organizer	Topic
2000	China, South Asia	Regional workshop on control and monitoring of ODS consumption for SA
2001	Thailand, South Asia Network	Regional Workshop Montreal Protocol and Climate Change “Technology Choices to Replace Ozone Depleting Substances”
2002	Kenya, ROA and OzonAction	Workshop for Environmental Journalists
2003	Mexico, ROLAC	Discussion Forum on Alternatives to CFC phase-out in the RAC Sectors
2004	Belgrade, ECA	Regional halon management workshop
	Senegal, Francophone Africa	Regional workshop on alternatives to methyl bromide
	The Philippines SA and SEAP	Regional consultative meeting to finalize action plan for implementation of the communication strategy for global compliance with the Montreal Protocol
	Pakistan SA and SEAP	Small group network meeting “Effective Policy Setting and Enforcement”
	Thailand – SA network	Workshop on preventing illegal trade: public-private partnership
	Cuba – ROLAC Caribbean	HC technologies training for National Ozone Officers and Industry
	Bahamas- Caribbean ROLAC	Training workshop for new NOOs and assistant NOOs
2005	Costa Rica, Central America ROLAC	Workshop on alternatives to methyl bromide in non-agricultural uses and QPS traceability
	Macedonia, ECA	Sub-regional workshop on implementation of RMPs in the Balkans
	ECA, South Asia	Trilateral meeting China-Kazakhstan-Kyrgyzstan on control of trade in ODS
	Thailand, SA	Thematic meeting on challenges of methyl bromide phase-out
	Nepal, SA network	Thematic meeting on challenges of methyl bromide phase-out
	Santiago, Chile, ROLAC	Workshop on MB alternatives for strawberry crops in the Southern cone
2006	Panama, Central America ROLAC	Meeting for detecting ODS trade routes between CFC producing and consuming countries
	Sri Lanka, SA	Thematic meeting on MDIs
	DPR Korea, UNEP and UNIDO	National Train the Trainers Workshop on Good Practices in Refrigeration
	Bahrain, West Asia	Roundtable on Halon Management for Maritime and Merchants Shipping
2007	Bahrain, West Asia	Specialized Roundtable Meeting for the Media on Strengthening Compliance with the Montreal Protocol 3-4 December
	Togo, Francophone Africa	Thematic workshop for West and North francophone Africa on the preparation of ODS final phase-out plans
	Saint Lucia ROLAC - Caribbean	Workshop on prevention and control of illegal trade in ODS and technologies whose continued use is dependent on CFCs
	Nicaragua ROLAC – Central America	Working group for customs enforcement
2008	Egypt – English-speaking Africa	Regional meeting on methyl bromide alternatives
	Moldova - ECA	Contact group meeting of Russian-speaking countries on progress of TPMP implementation
	Macedonia - ECA	Contact group on HCFC related policies, guidelines and HPMP preparation
	Cameroon – Francophone Africa	2 nd thematic workshop for ODSOINET
	Burkina Faso – Francophone Africa	Thematic workshop for developing final TPMPs on CFCs
	Tokyo, Japan – SA	Workshop on ODS destruction
	Singapore – ROAP	UNEP Ozone and Climate Change Media Workshop
	Guyana- ROLAC Caribbean	Regional workshop of the Caribbean Ozone officers: 2010 CFC ban
	Paraguay – ROLAC S. America	National training workshop on ODS imports and exports
2009	Serbia - ECA	Ministerial consultation on HCFC policies and legislation
	Togo – French-speaking Africa	Thematic network on the preparation of HPMPs in Africa

Year	Location and organizer	Topic
	Sri Lanka - SA	Sub-regional Workshop on ODS phase-out in military Applications
	Grenada ROLAC	Regional workshop for the network of Caribbean Ozone Officers
	Bahrain- West Asia	Asia Forum on Trade of ODS
	Bahrain- West Asia	Roundtable Meeting for Media Experts
2010	Turkmenistan- ECA	Regional Green Customs workshop
	Serbia - ECA	Thematic meeting for candidate countries on harmonization of ODS legislation with EU regulations
	Moldova - ECA	Thematic meeting on exchange of approaches in development of HPMP
	Senegal - Francophone Africa	Thematic workshop on HPMP preparation in West Africa
	Belize – ROLAC Caribbean	Caribbean Ozone Officers, Regional Workshop. Licensing and quota systems, HPMPs
	Colombia – ROLAC S. America	Workshop on low-GWP, energy-efficient HCFC replacement technologies in the RAC sector
2011	Serbia - ECA	Roundtable on climate and ozone friendly technologies in RAC
	France UNEP-DTIE	Brainstorming Symposium on Illegal Trade in ODS: Integrated Capacity Building of the Enforcement Chain
	Mali - Francophone Africa	Thematic workshop on HPMP preparation
	Burkina Faso - Francophone Africa	Cooperation between customs officers of border countries to combat illegal ODS trade
	Bolivia – ROLAC South America	Workshop on management of projects of the Montreal Protocol of the MLF
2012	Bosnia - ECA	Contact group meeting on establishing ODS and F-gas legislation and review of F-gas regulations in Sarajevo, Bosnia and Herzegovina
	Turkey- ECA	Customs cooperation meeting on ODS and ECA Ozone protection award for customs and enforcement officers
	Georgia- ECA	Thematic meeting on HPMP and technician certification
	Zagreb, Croatia- ECA	Thematic meeting on ODS and F-Gas legislation and technician certification
	Burkina Faso- Francophone Africa	Thematic workshop on HCFC recovery and conversion of individual AC systems and HPMP preparation and implementation
	Zimbabwe- Anglophone Africa	Green customs initiative workshop
	Jordan – West Asia	Regional Workshop on phase-out of HCFCs in Foam System Houses
2013	Turkey - ECA	Contact group meeting on ODS and F-gas legislation
	Turkey - ECA	Contact group on training and certification schemes for RAC technicians
	Croatia - ECA	Thematic meeting on implementation of HPMPs
	Djibouti – French-speaking Africa	Train the trainers workshop for refrigeration technicians on HCFC recuperation and safety related to HC use
	Comoros – French-speaking Africa	Train the trainers workshop for refrigeration technicians on HCFC recuperation and safety related to HC use
	Madagascar – English-speaking Africa	Train the trainers workshop for refrigeration technicians on HCFC recuperation and safety related to HC use and handling of equipment
	Burkina Faso – French-speaking Africa	Workshop for technicians of CEDAO member countries for finalizing regional ODS regulations
	Malawi – English-speaking Africa	Train-the-trainers workshop for HCFC alternative technologies
	Zambia – English-speaking Africa	Train-the-trainers workshop for HCFC alternative technologies
	Swaziland – Anglophone Africa	Train-the-trainers workshop for HCFC alternative technologies
	China – South Asia ROAP	<i>Ozone2Climate</i> Industry Roundtable
	The Philippines – S. Asia ROAP	<i>Ozone2Climate</i> technology roadshow and industry roundtable
	Samoa – South Asia ROAP	Pacific Islands Regional Ozone2Climate technology symposium and train-the-trainer workshop on good refrigeration practices
	China – South Asia ROAP	Regional workshop on HCFC phase-out and energy efficiency linkages

Year	Location and organizer	Topic
	Grenada- ROLAC Caribbean	Training workshop protecting Caribbean borders from illegal ODS trade
	Bahrain – West Asia	Regional workshop on management and operation of HPMPs
2014	Belarus - ECA	Contact group on implications of joining the customs union between Belarus, Kazakhstan and the Russian Federation
	Benin – Francophone West Africa	Thematic workshop on alternatives to HCFCs, available technologies, certification and regulations
	Ethiopia – English-speaking Africa	Workshop on the establishment and operation of certification schemes and national/ regional RAC Associations
	Tonga - PIC	Capacity building workshop for senior customs officers on controlling trade in environmentally sensitive commodities in PICs
	Cambodia - SEAP	Thematic SEAP meeting, safety and energy efficiency in HCFC alternatives
	Ecuador – ROLAC S. America	National workshop on controlling ODS imports and exports
	Egypt – Anglophone Africa	Global policy and technical workshop on MB. Towards a successful total phase-out before 1 January 2015: Approaches and challenges
	Panama ROLAC – C. America	Thematic Workshop on Standards in RAC sector for the Caribbean
2015	Romania - ECA	Thematic meeting on implementation of HPMPs
	Belarus - ECA	Thematic meeting on implementation of HPMPs
	Armenia - SEAP	Thematic meeting of the SEAP. Safe adoption of low-GWP alternatives
2016	Turkmenistan - ECA	Regional customs cooperation meeting and Ozone Award for customs and enforcement officers
	Moldova - ECA	Thematic meeting on HPMP implementation and ODS alternative surveys
	Serbia - ECA	Thematic meeting on implementation of HPMPs
	Senegal – French-speaking Africa	Thematic Meeting on ODS survey
	Kenya – English-speaking Africa	Thematic Meeting on surveys of ODS alternatives
	Nepal - ROAP	Nepal Border dialogue
	China – ROAP SA	<i>Ozone2Climate</i> Industry Roundtable
	Cambodia - ROAP	Border dialogue between ozone and customs officers of Cambodia and Thailand to strengthen the cooperation in ODS trade control
2017	Barbados – ROLAC Caribbean	Thematic Meeting on surveys of ODS alternatives
	Albania – ECA	Thematic meeting on and HFC phase-down initiatives
	Georgia - ECA	Thematic meeting on and HFC phase-down initiatives
	Cote d'Ivoire – Francophone AF	Thematic Meeting on surveys of ODS alternatives
	Maldives - ROAP	<i>Ozone2Climate</i> Technology Expo
2018	China – ROAP South Asia	<i>Ozone2Climate</i> Industry Roadshow and Roundtable
	Senegal – Francophone Africa	Workshop on HFC management for 16 African countries
	Valencia, Spain - ECA	ECA meeting of Montreal Protocol and RAC experts
	Benin ROA Francophone Africa	Border dialogue between customs and ozone officers of UEMOA, from Cap-Vert, Mauritania and Guinea
	Thailand- South Asia and SEAP	National ozone and customs officers twinning workshop and border dialogues
	China - SA and SEAP	Regional consultation workshop with master technician trainers
2019	Thailand-ROAP	Risk Profiling Workshop for Customs, Border Control and National Ozone Officers of India, Maldives, Pakistan, Sri Lanka
	Serbia - ECA	<i>Ozone2Climate</i> meeting with Montreal Protocol officers and RAC Associations/Experts and participation in SMEITS/KGH'S 50 th international HVAC&R congress and exhibition
	Cameroon – ROA Francophone Africa	Border dialogue between customs officers and NOOs of French-speaking East and West African countries
	Seychelles -Anglophone Africa	Workshop for Enabling Activities for HFC Phase down for the SADC

Year	Location and organizer	Topic
	Mongolia – ROAP South Asia	Thematic Workshop for NOOs of South Asia Network “Building Enabling Conditions for HFC Phase-down while Phasing out HCFCs
	The Philippines – ROAP SEA	Thematic Workshop of the SEA Network of NOOs on Compliance with the Montreal Protocol Post-Kigali
	Thailand – ROAP	ROAP TVET- NOU. technical and vocational education and training, GSP
	Palau - ROAP	Twinning Workshop for the PIC ozone and customs officers on strengthening monitoring and enforcement mechanism for ODS and HFC trade
	Lebanon West Asia	Regional celebration of World Ozone Day, regional training workshop of Ozone Officers

Annex V

TERMS OF REFERENCE FOR THE SECOND STAGE OF THE EVALUATION OF REGIONAL NETWORK OF NATIONAL OZONE OFFICERS

Background

1. In line with decision 84/11, the Senior Monitoring and Evaluation Officer (SMEO) prepared the desk study for the evaluation of regional networks¹ of national ozone officers (NOO), which, due to the coronavirus pandemic (COVID-19) is being presented to the 86th meeting. The objectives of the desk study were to analyze the evolution of the role of the networks, as well as their relevance and contribution to the implementation of the Montreal Protocol. It considered issues such as the organization, participation, choice of subject of discussion and influence over decision-making processes, as well as the changes needed to adapt the networks to the new challenges of the Montreal Protocol.

2. The desk study considered the findings of two previous evaluations (1994 and 2001)² and analyzed to what extent the recommendations made were pursued. It analyzed various documents pertaining to previous network meetings, such as network meeting reports and agenda; communication materials developed by the networks or UNEP; Executive Committee documents; and UNEP's Compliance Assistance Programme (CAP) evaluations from 2006 and 2007. A questionnaire was also sent out to the Regional Network Coordinators (RNCs), implementing agencies (IAs), the Ozone Secretariat and other key persons (responding in a personal capacity).

3. The desk study concluded that regional networks continue to be useful for the implementation of the Montreal Protocol and help in achieving/sustaining compliance with agreed measures in Article 5 countries. They also play a critical role in maintaining the visibility and importance of national ozone units (NOUs) within countries. The networks have been instrumental, among other things, in exchanging good practices/lessons and developing cooperation between countries of a given region and sometimes between regions; implementing projects successfully; building capacity through training; and more recently preparing countries to implement provisions agreed under the Kigali Amendment. The study made several recommendations. These relate to developing clear performance/impact indicators, at country and regional levels to allow NOOs and the networks to evaluate meeting results further; increasing the number of consultations with NOUs and bilateral and IAs to prepare meaningful agendas; taking a more proactive approach to meetings, engaging new issues and stakeholders, thus providing for new synergies within the networks and with Montreal Protocol stakeholders.

4. The desk study stressed the importance of further investigating the reasons for the high turnover of NOOs in some countries and propose solutions to address the transfer of knowledge to the NOOs. This may be done in concordance with countries and the bilateral and IAs who have dealt with the issue successfully. Similarly, ways of increasing network-to-network collaboration and interaction could also be further analyzed.

5. The Kigali Amendment brings a good opportunity to renew the commitment to network activities via twinning workshops, thematic meetings and other similar activities, to promote better identification and integration of stakeholders. The study, however, raised concern about "advocacy groups" for certain technologies; and how to ensure a balance between the needed expertise and the exposure to technologies, whilst avoiding "lobbying" for specific options or alternatives.

6. The desk study suggests to explore the inclusion, in the network agendas, of issues such as the sustainability of the Montreal Protocol achievements and the Sustainable Development Goals (SDGs) (e.g.,

¹ UNEP/OzL.Pro/ExCom/86/11

² UNEP/OzL.Pro/ExCom/30/8 and UNEP/OzL.Pro/ExCom/33/7 and Corr.1.

poverty reduction, gender equality, affordable and clean energy, decent work and economic growth, innovation).

7. The desk study thus recommended a second stage of the evaluation, to evaluate the impact of the networks, that could be achieved through personal interviews with RNCs and key NOOs, IAs and other key persons, possibly during network meetings. Given the evolving situation of the COVID-19 pandemic, the strategy will be adapted to the situation and adapt to the formate of the network meeting (i.e., virtual or in person meetings).

Objectives of the second phase of the evaluation

8. The objective of the evaluation will be to build upon the completed desk study and assess the relevance of the networks to the implementation of the Montreal Protocol. The justification for a second stage is to complement the findings of the desk study with updated information to be collected directly from the meetings, will allow for a wider perspective on the functioning of the networks. This will allow to frame clearer conclusions and practical recommendations to enhance the operation of the networks. A field approach will also give better insight into how the sustainability of the Montreal Protocol achievements can be ensured, and opportunities to identify and address emerging issues and challenges and the specific needs of each network. The second stage will also allow a follow-up with member countries between meetings on how the meetings recommendations were followed and what challenges were encountered, with a view to fully ensure that countries' needs are met and that the networks continue to be a voice where they can discuss issues related to implementation.

9. The second phase of the evaluation of regional networks of NOOs should focus on several main areas:

Network objectives and effectiveness of network meetings

- (a) How do the networks assist the countries in achieving MP objectives and how are they being achieved? Is there a follow-up system to assess the achievement of the objectives?
- (b) How are the main performance indicators for providing effective assistance identified and targets defined?
- (c) How did the global and inter-regional network meetings held in 2018 and 2019 compare with the individual network meeting approach, and which concept should be retained or discarded to ensure a more effective way to meet the networks' objectives?

Processes for planning and organizing network meetings

- (a) How are the network meeting agendas planned and do the NOUs play an effective role in defining the network agenda? What are the lessons learned on how to keep the meeting focused, the interest high and the ownership of the meetings? Are there mechanisms in place to make sure NOOs are participating and are being included in the planning? What other external participation would benefit in selecting the topics of the agendas and how should this be addressed?
- (b) What are the main challenges observed in planning and coordination of the meeting and how can these issues be addressed (e.g., defining agenda, timing of network meetings, logistics and coordination, participation of NOUs, resource persons/experts and industry associations/representatives)?

- (c) Noting that respondents to the questionnaire mentioned the benefits of shorter and more focused agendas items, with specific case studies and time for discussion, how effective is the time allocation for different agenda items of the network meeting? What format has been the most useful to your network and are there specific suggestions on structuring the network meetings differently in addressing the challenges faced by the countries?
- (d) What were the main aspects that would benefit from replication in the global network meetings? What were the main challenges (e.g., language barrier, broad topics)? How should these meetings be designed to have an effective impact? How often should these meeting occur?
- (e) What measures can be strengthened to use network meetings as a platform for training new Ozone Officers?
- (f) What actions could be taken for implementing training and capacity building in a cost-effective way through electronic platforms?
- (g) In the context of the Kigali Amendment, how can the network activities be designed to maximize knowledge sharing on implementing HFC control measures?
- (h) In the current post COVID-19 context, what aspects can be covered through web-based processes (e.g., through webinars, pre-recorded information sessions, online messaging apps and video conferences)? What are possible shortcomings of these approaches, noting that they can result in greater flexibility and would be more cost-effective? How can these lessons and new approaches be applied to the return to a normal situation?

Process of information outreach and knowledge sharing

- (a) How effectively do network meetings consultations facilitate the sharing of information and knowledge among its members? How can regional policy/technical bodies (e.g., CARICOM, COMESA) play a role in strengthening regional network and implementation of Montreal Protocol activities in network countries?
- (b) What capacity building activities are carried out to enhance the performance of the NOUs through regional networks? What other activities should be considered to strengthen capacity building in the networks?
- (c) Do the networks provide support in terms of training and exchange of information on policy, regulatory and technology aspects, to assist countries in achieving Montreal Protocol objectives (e.g., regulations on controlling and monitoring controlled substances, data collection and reporting challenges relating to controlled substances, fiscal incentives and other measures for smooth programme implementation, technology adoption experiences including supporting informal sector and small enterprises, key policy decisions taken during the Executive Committee meetings and Meeting of the Parties)?
- (d) How do the network meetings support sharing of good practices and experiences, on technical and policy matters, with the country representatives, and what specifically are the roles of agencies during the network meetings and technical experts on identified issues?
- (e) What are the main tools/mechanisms used to share information and how effective are these tools/mechanisms (e.g., print and electronic publishing, holding workshops, undertaking training and capacity development)? How can electronic platforms be effectively used for cost-effective information and knowledge sharing?

- (f) In light of the high turnover of NOOs, what mechanisms can be implemented to institutionalize knowledge retention and sharing in networks and how can other stakeholders (e.g., IAs and associations) play a role in these mechanisms?

Processes of lessons learning and feedback

- (a) How do the regional networks contribute to the operations of the IAs, the Multilateral Fund Secretariat and the Ozone Secretariat?
- (b) What role do the networks play in the sustainability of the achievements of the Montreal Protocol?
- (c) What measures can be institutionalised to improve feedback on network performance to provide a fair assessment of network effectiveness? What indicators could be used to monitor network effectiveness assessment?

Impact on achieving the United Nations SDGs

- (a) Are the relevant United Nations SDGs included in the meeting agendas or addressed in a meaningful way (e.g., poverty reduction, gender equality, affordable and clean energy, decent work and economic growth and innovation)? If so, how are they addressed and what can be improved? Could the networks serve as a vehicle to report on and share effective ways to address the SDGs? If the SDGs are not part of the process, how can they be included effectively?
- (b) How are gender mainstreaming issues included in the networks? Are actions undertaken to provide men and women equal opportunities, in workshops, training and other activities? Are gender policies for project implementation discussed and favored and good practices shared on gender issues? Are other Montreal Protocol stakeholders' gender policies included, discussed and shared, and if so how has this benefitted the NOOs? What additional actions should be taken to encourage gender mainstreaming and equal representation in the networks?

Structure and organization

- (a) The desk study highlighted the importance of the lessons brought back by the NOOs and the implementation or development of actions and measures that were agreed during the meetings. In this regard, a rotation of the attending staff can have a number of benefits (e.g., training newer member and disseminating/retaining knowledge) and negative impacts (e.g., reduced interest, lower decision-making potential, hinder communication). What can be done to maximize the positive impacts and minimize the negative ones?
- (b) How are networks organized and what is the distribution of power within the network? Who are the main stakeholders? Has the organization changed in time, if so, how?
- (c) How will the role of the networks change in the light of the new orientation brought about by the Kigali Amendment? What type of modifications are needed to the functioning and activities of the networks?

Network efficiency

- (a) What are the costs for organizing activities such as regional networks meetings and others? Does the network have the adequate resources, financial or else, to operate? Were there

any impediments in reaching objectives because of scarcity of resources? Where are the resources coming from? Has this change during the years and how?

Methodology

10. The method of analysis will be the comparative case study. A consultant, or a team of consultants, will be recruited to participate in the network meetings. After each meeting a case study will be prepared with the findings of the consultant(s). A synthesis report will summarize the findings, and formulate conclusions and recommendations to conclude the evaluation.

11. The data collection methods include, *inter alia*, participant observation, as the consultant(s) will attend the meetings, open-ended interviews will be carried out with participants and key persons involved in, and invited to, the meeting, and focus group interviews will be organized with the NOOs.

12. In addition, the consultant(s) will read existing documentation, such as the desk study of this evaluation. Telephone interviews can be further organized with staff from the bilateral and IAs and the Ozone and Multilateral Fund Secretariats. The draft report will be shared with the Secretariat, IAs and the NOUs for comments.

13. It is worth taking into account the importance of conducting the second phase of the evaluation in person, which gives invaluable inputs and insight to the evaluation team, in part due to the rich opportunity for the participants to provide direct detailed information. However, due to the evolving situation of the COVID-19 pandemic, the methodology of the second phase could either be adjusted to the network meetings format (i.e., virtual meetings, in person meetings or a combination of both) or the field visits could be postponed until they are feasible.
