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EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL

Ninetieth Meeting
Montreal, 20-23 June 2022
Item 3 of the provisional agenda¹

SECRETARIAT ACTIVITIES

I. Introduction

1. This document presents the activities of the Secretariat since the conclusion of the 88th meeting of the Executive Committee.²

II. Actions taken following the 88th meeting

2. The report of the intersessional approval process and online meetings for the 88th meeting³ was conveyed to all Executive Committee members, implementing agencies and the Ozone Secretariat, and can be found at <http://multilateralfund.org/88/default.aspx>. The outcomes of the meeting related to project approvals and HCFC phase-out management plan tranche submission delays were communicated to 104 Article 5 countries, and the relevant bilateral and implementing agencies.

3. The 89th and 90th meetings were organized based on the plan communicated to all Executive Committee members by the letter sent on 28 January 2022. The Secretariat prepared the necessary documents for the 89th and 90th meetings. To facilitate the preparation of the report identifying options for mobilizing financial resources for maintaining and/or enhancing energy efficiency when replacing HFCs with low-global-warming-potential alternatives in the relevant foam manufacturing sub-sectors and the refrigeration, air-conditioning and heat pump sectors,⁴ the Secretariat continued its communication, initiated since the 88th meeting, with bilateral donors and financial institutions listed in table 1 and Annex III of the document, through different means of communication.

¹ Document UNEP/OzL.Pro/ExCom/90/1

² As indicated in document UNEP/OzL.Pro/ExCom/89/2, due to the back-to-back scheduling of the 89th and 90th meetings of the Executive Committee, the usual report on Secretariat Activities was consolidated and issued as the current document.

³ UNEP/OzL.Pro/ExCom/88/IAP/3 and UNEP/OzL.Pro/ExCom/88/79

⁴ UNEP/OzL.Pro/ExCom/89/12

Inter-agency coordination meeting

4. The Secretariat arranged an Inter-agency coordination meeting (IACM) online, from 31 March to 1 April 2022. Participants included representatives of the bilateral agencies of Australia, Canada, France, Germany, Italy, and Japan, representatives of the implementing agencies and Secretariat staff. The coordination meeting allowed the Secretariat and the agencies to discuss several matters regarding preparations for the 89th and 90th meetings, *inter alia*, recommendations of the audit of the Multilateral Fund by the UN Office of Internal Oversight Services, including gender mainstreaming, project completion and reporting, and the financial closure of projects; the evaluation and monitoring work programme; issues relating to project submission and review; and the status of preparation of the first stage of Kigali HFC implementation plans (KIPs). The meeting report⁵ was placed on the in-session area of the Multilateral Fund's website for the 90th meeting.

III. Meetings attended and missions undertaken

5. Due to the continued constraints of the COVID-19 pandemic, no missions were undertaken. However, the following meetings and presentations took place:

- The Fund Secretariat represented by a Programme Management Officer attended the Regional Network meeting for Latin America and made a presentation on recent Executive Committee decisions at the meeting (online, 6 December 2021).
- The Fund Secretariat represented by the Chief Officer and a Senior Programme Management Officer attended the Joint Meeting of the South Asia, Southeast Asia and the Pacific Island Country Networks of National Ozone Officers and made a presentation on recent Executive Committee decisions at the meeting. The Senior Monitoring and Evaluation Officer also attended that meeting (online, 27 April 2022).
- The Fund Secretariat attended the Kigali Workstream Meeting held by the Climate and Clean Air Coalition (online, 10 May 2022).
- The Chief Officer, upon invitation, attended the 50th Global Monitoring Annual Conference of the National Oceanic and Atmospheric Administration and made a keynote speech entitled "Can data foreshadow policy? The example of the Montreal Protocol" (online, 25 May 2022)

IV. Information and communications

6. The Secretariat continues to update and review databases for all aspects of the work of the Multilateral Fund. The meeting document pages on the Secretariat's website were updated to include agenda item information for each document, for ease of reference. Additional factsheets on demonstration projects on low-global-warming-potential alternatives to HCFC technologies were developed and posted to the Secretariat's website. These included factsheets on: polyurethane foam (baseline technology HCFC-141b) demonstration projects for Egypt, Morocco and Saudi Arabia; air-conditioning (baseline technology: HCFC-22) for West Asia; industrial and commercial refrigeration (baseline technology: HCFC-22) for Argentina; and refrigeration and air-conditioning servicing (baseline technology: HCFC-22) for Europe and Central Asia and a global project. Upon invitation, the Secretariat prepared an article on the Multilateral Fund for the Chilling Prospects 2022 report prepared by Sustainable Energy for All.

⁵ MLF/IACM.2022/1/2

V. Administrative matters

Staffing and recruitment

7. The process of selection for the post of the Chief Officer (D-2) was finalized and the new Chief Officer reported on 1 March 2022.

8. The process of selection for the post of Senior Administrative and Fund Management Officer (P-5) is ongoing. The job opening closed on 27 April 2022.

9. Following the resignation of two staff members: Programme Management Assistant to the Senior Monitoring and Evaluation Officer and the Chief of Unit, Information Systems, the selection process of the former has been finalized while that of the latter is currently ongoing – the job opening closed on 24 April 2022.

10. Two consultants for the monitoring and evaluation work programme and one designer to create the Secretariat's brand guidelines including a refined icon and to improve the overall visual identity have been recruited as consultants.

Staff development and training

11. All staff members undertook a number of mandatory UN online training courses and briefing sessions.

12. All Secretariat staff participated in online training relating to energy efficiency of refrigeration, air-conditioning and heat pump systems, organized by the Secretariat, on 22 and 23 February 2022.

Audit by the Office of Internal Oversight Services (OIOS)

13. Following the receipt of the results of the audit as described in document UNEP/OzL.Pro/ExCom/88/2/Add.1, and decision 88/1 of the Executive Committee, the Secretariat discussed relevant matters with bilateral and implementing agencies at the IACM (see paragraph 4 above) and prepared a further response to the auditor's recommendations that was communicated to OIOS through the Executive Director of UNEP on 12 April 2022.

14. As a result, five of the six recommendations have been closed by OIOS⁶ after having been considered as implemented. With reference to the recommendation on gender, the Secretariat communicated to OIOS that a review of the implementation of the Multilateral Fund Operational Policy on Gender Mainstreaming for Multilateral Fund-supported Projects would take place at the present meeting, in accordance with decision 84/92. Following this review, the Secretariat will request closure of this recommendation referring to the relevant decisions, agreements and guidance of the Executive Committee. The OIOS appreciated the updates on the contacts made by the Secretariat with bilateral and implementing agencies regarding this recommendation and the positive responses received thus far and highlighted the need to consider more impact-based targets in the policy and guidelines on gender mainstreaming, as

⁶ The five recommendations closed referred to the need for more effective analysis of root causes for delays in project implementation and take corrective action to address the systemic issues, the need to further enhance compliance with the Executive Committee's decisions on project completion and reporting, the need to implement the elements of the action plan to address the delays in financial closure of projects beyond the twelve-month limit stipulated by the Executive Committee, and the need for UNEP, in its capacity as Treasurer, to develop an action plan to address the long outstanding commitments relating to the Multilateral Fund and resolve them.

recommended in the audit report⁷.

VI. Cooperation with multilateral environmental agreements (MEAs) and other organizations

15. Pursuant to decision 79/1(b), the Secretariat has included a full overview of the status of all discussions with MEAs and other relevant organizations in Annex I to the present document.

Ozone Secretariat

16. The Secretariat undertook a number of exchanges with the Ozone Secretariat during the planning of the 89th and 90th meetings in order to explore possibilities to hold back-to-back meetings, create synergies and avoid overlaps.

United Nations organizations

International Civil Aviation Organization (ICAO)

17. Following her appointment, the Chief Officer had a courtesy call with the Secretary General of ICAO and another with the Director of the Bureau of Administrative and Services.

VII. Issues that the Secretariat would like to bring to the attention of the Executive Committee

Information relating to the United Nations Environment Programme

18. The resumed fifth session of the United Nations Environment Assembly (UNEA-5.2) took place online and in Nairobi from 28 February – 2 March 2022. The overall theme for UNEA-5 was “Strengthening Actions for Nature to Achieve the Sustainable Development Goals,” highlighting the pivotal role nature plays in our lives and in social, economic and environmentally sustainable development. UNEA-5 was an opportunity for Member States to share best practices for sustainability. It aimed to create momentum for governments to build on and catalyze impact on multilateral environmental efforts to protect and restore the natural world on which our economies and societies depend.

19. Back-to-back with UNEA-5.2, the Assembly convened a Special Session of the Assembly from 3 - 4 March 2022, devoted to the commemoration of the 50th anniversary of the creation of UN Environment Programme in 1972 (UNEP@50).

20. Stockholm+50, convened by the United Nations General Assembly to be held in Stockholm, Sweden from 2-3 June 2022, will commemorate the 50 years since the 1972 United Nations Conference on the Human Environment, which made the environment a pressing global issue for the first time. Some 122 countries attended, and participants adopted a series of principles on the environment, including the Stockholm Declaration and Action Plan for the Human Environment. The United Nations Environment Programme was created as a result of the conference. The event, anchored in the Decade of Action, under the theme “Stockholm+50: a healthy planet for the prosperity of all – our responsibility, our opportunity”, aims to accelerate the implementation of the UN Decade of Action to deliver the Sustainable Development Goals, including the 2030 Agenda, Paris Agreement on climate change, the post-2020 global Biodiversity Framework, and encourage the adoption of green post-COVID-19 recovery plans.

⁷ The OIOS recommendation on gender referred to the need to further enhance the performance indicators that measure the achievement of outcomes of the Multilateral Fund gender mainstreaming activities.

Annex I

**ADVICE AND/OR INFORMATION PROVIDED BY THE SECRETARIAT OF THE
MULTILATERAL FUND TO NON-MONTREAL PROTOCOL BODIES**

Secretariat advice/discussions held/interaction	Meeting
Adaption Fund	
Explanation of Multilateral Fund policies on interest earned. The information provided by the Secretariat can be found in document AFB/EFC.18/10 of the 18 th meeting of the Ethics and Finance Committee at https://www.adaptation-fund.org/wp-content/uploads/2016/03/AFB-EFC-18.10-Investment-income-doc.pdf .	76
Arab Forum for Environment and Development	
An article on the Multilateral Fund's experience in the Arab region for the 2018 Report of the Arab Forum for Environment and Development.	81
Center for Climate and Energy Solutions (formerly, Pew Center on Climate Change)	
Documents UNEP/OzL.Pro/ExCom/37/59, UNEP/OzL.Pro/ExCom/38/54 & Add.1; text of decisions 37/62 and 38/63; Guidelines on funding of technology not in the public domain (Annex XIV of UNEP/OzL.Pro/ExCom/38/70/rev.1); Observations on technology transfer license fees and royalties for different types of projects (liquid carbon dioxide, metered-dose inhalers, tobacco fluffing, HFC-32 for the refrigeration sector, supercritical CO ₂ , the HCFC production sector).	75
Climate and Clean Air Coalition to Reduce Short-Lived Climate Pollutants (CCAC)	
The Secretariat provided relevant information of the Multilateral Fund relating to cooling initiatives and programmes	88
Presentation on the Overview of Multilateral Fund support for implementation of the Kigali Amendment in the context of the Kigali Workstream Discussion.	86
Informal consultations with the CCAC Secretariat on a new initiative on efficient cooling that had been provisionally approved by the CCAC working group to help build high-level leadership and facilitate collaboration among stakeholders with a view to fostering enhanced energy efficiency in the cooling sector while countries implement the phase-down of HFC refrigerants under the Montreal Protocol.	83
Overview of approved HCFC demonstration projects and options for additional projects to demonstrate climate-friendly and energy-efficient alternative technologies to HCFCs (UNEP/OzL.Pro/ExCom/72/40). Briefing on Multilateral Fund-financed surveys of ODS alternatives; possible opportunities for CCAC in Countries with Economies in Transition (CEIT); lessons learned from the Multilateral Fund that might be applicable to the technical review process and funding cycle of CCAC projects.	75
Document 72/40, Overview of approved HCFC demonstration projects and options for additional projects to demonstrate climate-friendly and energy-efficient alternative technologies to HCFCs (decision 71/51(a)), which summarizes the results of Multilateral Fund HCFC demonstration projects approved so far.	74
Climate Technology Centre and Network	
Presentation on capacity building under the Multilateral Fund as resource material for the Sixth meeting of the Advisory Board. General information on the Multilateral Fund and background documents.	75

Secretariat advice/discussions held/interaction	Meeting
European Union / European Parliament	
During the 25 th MOP, the Chief Officer received a request from the European Parliament to have a bilateral discussion on issues related to the Multilateral Fund including the resources needed for the replenishment of the Multilateral Fund and proposals for additional contributions to fund climate benefits. Accordingly, the Chief Officer provided the two representatives of the European Parliament with a short briefing explaining the operation of the Multilateral Fund.	71
German Ministry for Economic Cooperation and Development	
Information on the achievements of the Multilateral Fund and a summary of approved projects implemented by Germany as a bilateral agency.	77
Global Environment Facility (GEF)	
The Secretariat participated in the workshop on “Delivering Multiple Global Environmental Benefits through the Sound Management of Chemicals and Waste”, organized by the Scientific and Technical Advisory Panel and was called on during discussion on identified linkages, especially regarding ozone depletion.	86
Comments on interventions relating to enabling activities, institutional strengthening and support for ratification of the Kigali Amendment in the countries with economies in transition and review of one plan for Tajikistan.	86
Informal on-line discussions between the Secretariat and staff of GEF on possibilities for further collaboration on energy-efficiency matters.	85
Review of one project: Energy efficiency (EE) for air-conditioners in buildings for India.	84
Review of one project: Accelerating Adoption of Sustainable Thermal Comfort: Transition towards Energy Efficient and Climate Resilient Cities in India.	82
Review of four projects: Completion of the phase-out of HCFC consumption with the support of low-GWP technologies in Belarus, GEF project ID 6046; Kazakhstan, HCFC Phase-out in Kazakhstan through the promotion of zero-ODS low-GWP energy-efficient technologies, GEF project ID 6090; Complete HCFC phase-out in Tajikistan through the promotion of zero-ODS low-GWP energy-efficient technologies, GEF ID 6030; Complete HCFC Phase-out in Uzbekistan through the promotion of zero-ODS low-GWP energy-efficient technologies, GEF ID 6003.	80
Review of the project on the introduction of ODS alternatives in agriculture and in the post-harvest sector in Kazakhstan (GEF project ID 9184).	76
Comments on the proposal for a methyl bromide project for Kazakhstan (GEF funding); Provided ideas on the use of funds under GEF 6 for ODS phase-out in non-Article 5 CEIT countries. Information on the discussions at recent Montreal Protocol meetings regarding proposals for an amendment to the Protocol.	75
Review of a project (Introduction of ODS alternatives in agriculture and in the post-harvest sector in Kazakhstan) against the Multilateral Fund’s policies and guidelines.	72
The Secretariat received an invitation to attend the 45 th GEF Council Meeting that would be held from 5 to 7 November 2013. In a further invitation letter to the new Chief Officer, the CEO and Chairperson of the GEF welcomed a renewal of the past cooperation in providing assistance to parties to meet their obligations under the Montreal Protocol and a renewal of historic ties. In response, the Chief Officer informed the CEO that the Fund Secretariat would not be able to attend the Council Meeting due to preparations for the 71 st meeting; however, he advised the CEO that he looked forward to meeting her with a view to strengthening the relationship with the GEF Secretariat.	71

Secretariat advice/discussions held/interaction	Meeting
The Secretariat participated in a meeting of the GEF Chemicals and Waste Technical Advisory Group (TAG) to provide feedback on the draft focal area strategy for chemicals and wastes to guide the sixth replenishment of the GEF (GEF-6). The draft strategy included the Montreal-Protocol-related activities of the GEF.	69
Since the 67 th meeting there has been an interchange of correspondence with the Chief Executive Officer of the GEF on issues related to cooperation between the two funding mechanisms. Consideration has been given to the possibility of issuing a joint Multilateral Fund/GEF publication on the implementation of the Montreal Protocol over the last 25 years.	68
Government of France	
The Chief Officer and the Senior Fund Management and Administrative Officer participated in the semi-public presentation on recommendations related to the retrospective evaluation on the French contribution to the Multilateral Fund.	88
The Chief Officer participated in an interview on retrospective evaluation proposal on the French contribution to the Fund Secretariat and provided additional information as requested	86/87
Courtesy visit to the Ministry for the Economy and Finances of France. Issues discussed included <i>inter alia</i> bilateral co-operation by the Government of France, and the replenishment of the Multilateral Fund for the 2021-2023 triennium.	83
Information on the modalities for additional contributions to the Multilateral Fund.	77
Green Climate Fund (GCF)	
Informal on-line discussions between the Secretariat and staff of the GCF on possibilities for further collaboration, as the consultative meeting on development of GCF energy efficiency sectoral guidance scheduled for 27-28 February 2020 was cancelled due to COVID-19.	85
A representative of the GCF visited the Secretariat and held a number of meetings with the Secretariat staff that provided an opportunity for an exchange of information on how both funds operate and possibilities for further collaboration.	84
Informal discussions between the Chief Officer and the Deputy Executive Secretary of the GCF on matters of interests to both Funds, in the margins of the fourth session of the United Nations Environment Assembly.	83
Meeting documents related the modalities for reporting the administrative costs of implementing agencies including the following documents: UNEP/OzL.Pro/ExCom/26/67, UNEP/OzL.Pro/ExCom/34/52 and, UNEP/OzL.Pro/ExCom/38/59, UNEP/OzL.Pro/ExCom/55/48, and UNEP/OzL.Pro/ExCom/80/43	81
Conference call to provide information on the Multilateral Fund practices regarding concessional lending and incremental costs.	80
Provided link to documents relevant to the Technology and Economic Assessment Panel, Scientific Assessment Panel, and the Environmental Effects Assessment Panel on the Ozone Secretariat's website, and also an introduction to the Ozone Secretariat's Communications Officer; Documents were provided, including: the Executive Committee Primer; Multilateral Fund policy, procedures, guidelines and criteria; the presentation entitled "The Multilateral Fund: Governance, Business Model, Accomplishments, Challenges"; examples of pre-session documents for business planning, project proposals; monitoring and evaluation work programme and project completion reports; business plan templates; progress reporting guidelines; reports of the two evaluations on institutional strengthening; and the monitoring and evaluation work programme.	77
The Fund Secretariat's experience in establishing legal arrangements with implementing entities and establishing a progress reporting system for the Multilateral Fund.	76

Secretariat advice/discussions held/interaction	Meeting
Information on performance indicators developed for the Multilateral Fund; Information on the discussions at recent Montreal Protocol meetings regarding proposals for an amendment to the Protocol; Information on the Multilateral Fund's monitoring and accounting framework including Chapter XI of the Multilateral Fund policies, procedures, guidelines and criteria (monitoring and evaluation); Presentation on capacity building under the Multilateral Fund.	75
Presentation on the Multilateral Fund and a sample of key documents including Secretariat activities, status of the Fund, consolidated business plans and progress reports, a sample of project proposals and policy papers. Further details and discussions on the Multilateral Fund.	74
Overview of the objectives and operation of the Multilateral Fund, including its project review process, policy development, meeting process, and implementation of Executive Committee decisions.	72
The Interim Secretariat of the GCF wrote to the Multilateral Fund on 24 September 2013 with an invitation to attend the 5 th meeting of the Board of the GCF as an observer, although the letter noted that observer status for the Multilateral Fund had not yet been approved. The Fund Secretariat could not attend the Board meeting, which took place from 8 to 10 October, due to preparations for the 71 st meeting. A further letter of 21 October 2013 informed the Fund Secretariat that the next Board meeting would take place in Indonesia from 19 to 21 February 2014, indicated that observer status for the Multilateral Fund had been approved by an amendment to decision B.04/15, and also requested the Fund Secretariat to nominate a contact person.	71
Grenoble School of Management	
Information on the policies and procedures of the Multilateral Fund and the process of project approval for a study on technology learning curves.	80
Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES)	
Information on practices regarding financial support to meeting participants/delegates.	75
International Energy Agency (IEA)	
The Secretariat and the Executive Secretary of the Ozone Secretariat met with a representative of the IEA. The Secretariat explained the work on energy efficiency in the context of the Kigali Amendment. The representative of the IEA indicated that his Organization had undertaken a compilation of policies and standards on energy efficiency in different countries and made it available to the Secretariat. The representative also shared a report on cooling prepared by the IEA.	83
Joint Inspection Unit of the United Nations	
The Secretariat completed a questionnaire with regard to the review of environmentally sustainable policies and practices across organizations of the United Nations system.	86
An updated summary of the information on technical assistance and funding provided to Small Island Developing States (SIDS) under the Multilateral Fund, which had previously been provided in February 2015. Further clarifications were provided on 20 October and 7 November 2016.	77
Comments on the draft document "Review of Activities and Resources Devoted to Address Climate Change in the United Nations System Organizations"; Substantive information including a summary of technical assistance and funding provided to Small Island Developing States (SIDS) under the Multilateral Fund and comprehensive information on Multilateral Fund projects approved for each country.	74
The Secretariat completed a questionnaire with regard to the review of activities and resources devoted to address climate change.	73
Comments and factual corrections to information on the Multilateral Fund in the report "Post-Rio+20 review of environmental governance within the United Nations system".	72

Secretariat advice/discussions held/interaction	Meeting
<p>With regard to the 2013 evaluation/review entitled “Post-Rio+20 review of environmental governance within the United Nations system, the Secretariat provided the Joint Inspection Unit with information about the Fund’s structure, funding levels, number and characteristics of meetings, meeting participants, project approval process, support costs, Secretariat personnel levels, history of approvals from 2006-2013, implementation modalities, compliance, governance framework, strategic planning, synergies and coordination with other MEAs, scientific assessments, advocacy and outreach, administration, gender distribution and geographical balance of the Executive Committee and Secretariat.</p>	70
Kigali Cooling Efficiency Program (K-CEP)	
<p>Participation in the webinar on 28 January 2020 on the Nationally Determined Contributions (NDC) Support Facility for Efficient, Climate-Friendly Cooling (NDC Support Facility) – a new initiative that provides funding and guidance to entities that support countries in integrating cooling solutions into the next round of their NDCs.</p> <p>Upon a request by the Secretariat for clarification on whether the project proposals submitted would include safeguards to avoid uptake of energy-efficient cooling applications based on high-GWP refrigerants; K-CEP assured that low-GWP technologies would be promoted through the NDC Support Facility.</p>	85
<p>Upon a request to provide feedback to ITAD Ltd., an organisation that has been commissioned to help develop a better understanding of K-CEP role in promoting energy efficiency in the cooling sector, the Secretariat had a conference call with an ITAD staff member informing on the input provided by the Secretariat to K-CEP in the initial phase of its establishment and its understanding of the linkage of K-CEP’s activities with the Montreal Protocol project activities, particularly relating to HFC phase-down projects.</p>	84
<p>Continued informal sharing of experience of the Multilateral Fund.</p>	80
<p>The Director and one other representative of K-CEP, responsible for coordinating the work of 19 philanthropic foundations on matters related to energy-efficiency and cooling with regard to implementation of the Kigali Amendment, visited the Secretariat on 26 January 2017 to learn more about the Multilateral Fund. K-CEP aims to allocate approximately US \$53 million from philanthropic foundations by the end of 2017 for targeted support through country programmes in a small number of countries and more general support to over 100 countries to improve energy efficiency.</p> <p>Information provided included the Executive Committee Primer; a presentation that summarizes how the Multilateral Fund operates; Guidelines for submitting progress and financial reporting; Guide for preparation of project proposals; the templates for project completion reports; and document UNEP/OzL.Pro/ExCom/74/51 on the Review of institutional strengthening and the associated decision 74/51.</p>	78
Lawrence Berkeley National Laboratory	
<p>The Secretariat provided comments on a draft report on opportunities and risks of efficiency improvement and refrigerant transition in room air-conditioning.</p>	80
Natural Resources Defense Council	
<p>Multilateral Fund Climate Impact Indicator (MCII) including the tool (Excel file), the manual (PDF) and an explanation of the tool (Word file).</p>	81
Minamata Convention on Mercury	
<p>In July 2013, the Secretariat received an invitation from the Government of Japan to attend the Conference of Plenipotentiaries for the adoption and signature of the Minamata Convention on Mercury, held from 9 to 11 October 2013 in Kumamoto and Minamata, Japan. However, the Secretariat was unable to attend.</p>	71

Secretariat advice/discussions held/interaction	Meeting
Multilateral Organisation Performance Assessment Network (MOPAN)	
The Secretariat prepared document UNEP/OzL.Pro/ExCom/88/2/Add.2 on the recommendations of the assessment report.	88
Following receipt of the assessment report of the Multilateral Fund, a virtual meeting is being organized for the MOPAN Secretariat to present the report to the Executive Committee and a bilateral discussion is scheduled between the two Secretariats on the assessment of the Multilateral Fund, the methodology used and potential flexibility of adapting it to the type of organization to be assessed in future.	86
The Secretariat reviewed the draft assessment report and made factual corrections and provided comments on it. Follow-up communication took place between the two Secretariats with regard to the timeline for the final report and possible ways of sharing key findings with the Executive Committee.	86
The Secretariat provided additional information and clarifications on matters related to the Multilateral Fund to the consultant responsible for the assessment of the Multilateral Fund by MOPAN. The Secretariat had further discussions with MOPAN Secretariat, which indicated that the draft assessment report was in its last stage of preparation and would be submitted to the Secretariat to review it before it is submitted to Member Governments.	85
The representatives of the Secretariat of MOPAN and of the service provider that carries out the assessment, visited the Secretariat. The Chief Officer made a presentation on the Multilateral Fund, including its governance, business model and accomplishments. The representatives of MOPAN had a number of meetings with the Secretariat staff. The Secretariat was also informed about the meetings that the evaluators organized with all four implementing agencies of the Fund. The Secretariat provided the contact data of members of the Executive Committee, some of whom would be contacted to provide input to the assessment exercise.	84
The Secretariat attended a meeting at the Secretariat of MOPAN, where an introduction of the Fund was made. Discussions were held on <i>inter alia</i> the scope of the assessment to the stakeholders involved; major differences between the Multilateral Fund and other organizations being assessed, which would lead to a tailored assessment to ensure fairness; the schedule for an inception visit to the Fund Secretariat, and the possible need for the assessment team to attend an Executive Committee.	83
Letter received from MOPAN Secretariat informing that MOPAN's Steering Committee took the decision to assess the Multilateral Fund in its next assessment cycle.	82
Sustainable Energy for all (SE4All)	
The Secretariat prepared an article on the Multilateral Fund for the Chilling Prospects 2022 report.	90
Sustainable United Nations (SUN)	
The Secretariat made a presentation at the 31 st meeting of the United Nations Issues Management Group (IMG) on Environmental Sustainability Management, held at ICAO, Montreal on 11 October 2019. The Secretariat presented how the UN offices can collaborate with activities undertaken by the agencies on implementation of projects at national, regional and global levels that promote adoption of ozone friendly and HFC-free technologies. A representative of the Sustainable United Nations (SUN), an office that manages and supports the IMG on Environmental Sustainability Management, visited the Secretariat office and presented the work of this office to the staff.	84
United Nations Auditors	
The Secretariat discussed relevant recommendations with implementing and bilateral agencies.	90

Secretariat advice/discussions held/interaction	Meeting
The Secretariat prepared document UNEP/OzL.Pro/ExCom/88/2/Add.1 on the recommendations of the audit report.	88
The Secretariat provided information and documentation, responses to questions and clarification to facilitate an audit by the Office of Internal Oversight Services which aims to assess the efficiency and effectiveness of the provision of services at the Secretariat to the Multilateral Fund covering the period from 1 January 2018 to 31 December 2020.	86/87
Background information on the Multilateral Fund and other information including, <i>inter alia</i> , UNEP interim financial statements on the Multilateral Fund; report on contributions and disbursements; progress report; 2015 Monitoring and evaluation work programme; and the link to policy and procedures manual.	75
United Nations Environment Programme	
Together with the Ozone Secretariat, the Multilateral Fund Secretariat provided the Chemicals and Health Branch, Economy Division of UNEP with comments on GCO-II report to the Chemicals and Health Branch including information related to: the accelerated phase-out of HCFCs, the Kigali Amendment regarding HFCs, the increased emissions of CFC-11 according to the publication by Montzka et al. in 2018; compliance with the Montreal Protocol's control measures and data reporting.	82
United Nations Framework Convention on Climate Change (UNFCCC)	
Comments on the draft technical summary of the mitigation benefits of actions, initiatives and options to address non-carbon dioxide greenhouse gas emissions	74
<p>The Secretariat received an invitation in early October 2013 to attend the 19th session of the Conference of the Parties to the UNFCCC and the 9th session of the Conference of the Parties serving as the Meeting of the Parties to the Kyoto Protocol that would take place in Warsaw, Poland, from 11 to 22 November 2013.</p> <p>The Chief Officer informed the UNFCCC Secretariat that he was unable to attend due to preparations for the 71st meeting. Noting that the UNFCCC Secretariat was invited to attend the 25th MOP, he suggested an informal meeting to exploit potential opportunities for collaboration between the two Secretariats. The Executive Secretary of UNFCCC Secretariat responded that the Coordinator of the Mitigation, Data and Analysis Programme, who would be attending the MOP, would arrange to meet bilaterally with him.</p> <p>The representatives of both Secretariats met and discussed informally ways in which the two Secretariats could collaborate in the future as the need arose.</p>	71
University of Bristol	
Provided a summary of the data contained in documents on HFC-23 prepared by the Secretariat, aggregated consumption of HFC-23 reported in surveys of ODS alternatives conducted in 119 Article 5 countries, and data it had derived from publicly available resources during the preparation of document UNEP/OzL.Pro/ExCom/79/48.	83
World Trade Organization, Trade and Environment Division	
Update of the MEA Matrix for the WTO's Committee on Trade and Environment (https://www.wto.org/english/tratop_e/envir_e/envir_matrix_e.htm)	75

Note: New information is indicated in **bold** in the column referring to the number of the meeting.