



**United Nations
Environment
Programme**

Distr.
GENERAL

UNEP/OzL.Pro/ExCom/91/2
16 November 2022

ORIGINAL: ENGLISH



EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL
Ninety-first Meeting
Montreal, 5-9 December 2022
Item 3 of the of the provisional agenda¹

SECRETARIAT ACTIVITIES

Introduction

1. This document presents the activities of the Secretariat since the conclusion of the 90th meeting of the Executive Committee. The document also includes a recommendation, for the consideration of the Executive Committee, on the management response to the 2019 Assessment of the Multilateral Fund by the Multilateral Organisation Performance Assessment Network (MOPAN).

I. Actions taken following the 90th meeting and for the preparation of the 91st meeting

2. The reports for parts I and II of the 89th and the 90th meetings² were conveyed to all Executive Committee members, implementing agencies and the Ozone Secretariat, and were placed on the Multilateral Fund's website. Results of the meetings related to project approvals and HCFC phase-out management plan tranche submission delays were communicated to 78 Article 5 countries, and the relevant bilateral and implementing agencies. A post-meeting document summarizing decisions taken was prepared and shared on the Multilateral Fund's website. The Secretariat updated databases, summary documents and operational guidelines, where applicable. The 91st meeting is organized based on the plan communicated to all Executive Committee members by the letter sent on 30 August 2022.³

¹ UNEP/OzL.Pro/ExCom/91/1

² UNEP/OzL.Pro/ExCom/89/15, UNEP/OzL.Pro/ExCom/89/16 and UNEP/OzL.Pro/ExCom/90/40

³ Letters of invitation were sent to members of the Executive Committee, the President of the Bureau of the Meeting of the Parties, the President and Vice President of the Implementation Committee under the Non-Compliance Procedure of the Montreal Protocol, the Executive Director of UNEP, the Executive Secretary of the Ozone Secretariat, the implementing and bilateral agencies, the Global Environment Facility (GEF), and non-governmental organizations.

Management response to the MOPAN assessment

3. A draft management response from the Executive Committee to the Secretariat of MOPAN in relation to its 2019 assessment of the Multilateral Fund, requested in decision 89/1(c)(iv) of the Executive Committee, is submitted in Annex I, for the Committee's consideration and guidance on further action.

Inter-agency coordination meeting

4. The Secretariat arranged an in-person inter-agency coordination meeting held in Montreal, Canada, with online participation as well, from 20th to 22^d September 2022. Participants included the representatives of the bilateral agencies of Canada, France, Germany and Japan, representatives of the implementing agencies and Secretariat staff. The coordination meeting allowed the Secretariat and the agencies to discuss matters regarding preparations for the 91st meeting including, country programme data reporting, matters relating to programme implementation, business planning, project submissions (including updated guides and templates), status of preparation of stage I of Kigali HFC implementation plans, issues relating to institutional strengthening, and the capacity of the Multilateral Fund institutions to address HFC phase-down. The meeting report⁴ is posted on the in-session area of the Multilateral Fund's website for the 91st meeting.

II. Meetings attended and missions undertaken

5. With travel restrictions due to the COVID-19 pandemic being lifted in several countries, a combination of online presence but also in-person participation resumed during the period.

Informal Network Meeting of the English-Speaking Caribbean

6. The Secretariat participated in the Second Quarter Informal Network Meeting of the English-Speaking Caribbean, held virtually on 27 June 2022, and made a presentation on the decisions adopted by the Executive Committee at the 89th and 90th meetings.

68th meeting of the Implementation Committee, 44th meeting of the Open-Ended Working Group, 5th Extraordinary Meeting of the Parties to the Montreal Protocol

7. The Secretariat and the Senior Monitoring and Evaluation Officer (SMEO) participated in the 44th meeting of the Open-Ended Working Group, the 5th Extraordinary Meeting of the Parties to the Montreal Protocol, and the 68th meeting of the Implementation Committee, held in Bangkok, Thailand, from 9 to 16 July 2022.

8. During this mission, the Secretariat took part in the contact group on the replenishment of the Multilateral Fund for the period 2021–2023, where information was provided as requested, and participated in other contact groups and numerous side events. The Secretariat also held several consultations with the representatives of both Article 5 countries and non-Article 5 countries, and bilateral and implementing agencies.

Joint Meeting of the South Asia, Southeast Asia and Pacific Island Countries Networks of National Ozone Officers

9. The Secretariat and the SMEO attended the Joint Meeting of the South Asia, Southeast Asia and Pacific Island Countries Networks of National Ozone Officers, held in Bangkok, Thailand, from 17 to 19 July 2022. Presentations were made on the Executive Committee decisions adopted at the 89th and the

⁴ IACM/2022/2/2

90th meetings, updates on the evaluation work programme and the planning of the evaluation of regional networks. Discussions with Article 5 countries also took place on the margins of the meeting.

Meeting of the Scientific Assessment Panel of the Montreal Protocol

10. The Chief Officer attended the Scientific Assessment Panel meeting on the “Scientific Assessment of Ozone Depletion: 2022”, held in Geneva, Switzerland, from 25 to 29 July 2022. She has been a reviewer and co-author of the executive summary highlights.

Thematic Technical and Coordination Meeting on the Development and Adoption of Standards as required under the Kigali Amendment and the Network Meeting of the West Asia National Ozone Officers

11. The SMEO attended the Thematic Technical and Coordination Meeting on the Development and Adoption of Standards as required under the Kigali Amendment and the Network Meeting of the West Asia National Ozone Officers, held in Dubai, United Arab Emirates, from 11 to 16 September 2022. Presentations were made to provide updates on the evaluation work programme and the planning of the evaluation of regional networks. The Secretariat participated online to present on the recent Executive Committee decisions.

Europe and Central Asia Meeting on Czech Republic’s Montreal Protocol Experience and the Preparation of Kigali HFC Implementation Plans

12. The Secretariat and the SMEO attended the Europe and Central Asia meeting on Czech Republic’s Montreal Protocol experience and the preparation of Kigali HFC implementation plans, held in Prague/Cheb, Czechia, from 20 to 22 September 2022. Presentations were made on recent Executive Committee decisions, updates on the evaluation work programme and the planning of the evaluation of regional networks. Discussions with Article 5 and non-Article 5 countries also took place on the margins of the meeting.

Joint Africa Network and Kigali HFC Implementation Plan Preparation Meeting

13. The Secretariat and the SMEO attended the Joint Africa Network and Kigali HFC Implementation Plan Preparation Meeting, held in Nairobi, Kenya, from 3 to 5 October 2022. Presentations were made on the recent Executive Committee decisions, updates on the evaluation work programme and the planning of the evaluation of regional networks. Discussions with Article 5 countries also took place on the margins of the meeting.

14. The SMEO also met with the Anglophone and the Francophone countries of the African networks to discuss various evaluation matters.

Joint Network Meeting of the South Asia and Southeast Asia National Ozone Officers

15. The Secretariat attended virtually the Joint Network Meeting of the South Asia and Southeast Asia National Ozone Officers, held in Chiangmai, Thailand, from 3 to 5 October 2022, and made a presentation on the recent Executive Committee decisions.

United National Development Programme (UNDP)

16. The Chief Officer, together with members of the Secretariat, paid a courtesy visit to the UNDP headquarters in New York, United States of America, on 10 and 11 October 2022, to meet with the Assistant Administrator and Director, and the Deputy Director of the Bureau for Policy and Programme Support, and staff of the UNDP Montreal Protocol Unit to discuss issues relating to business planning, administrative costs and potential challenges with the implementation of the phase-down of HFCs, as well as knowledge

management. This is one of a series of meetings to be held within this and next year with the implementing agencies.

Pacific Island Countries Network of National Ozone Officers

17. The Secretariat attended the meeting of the Pacific Island Countries Network of National Ozone Officers, held in Nadi, Fiji, from 10 to 12 October 2022, and made a presentation on the recent Executive Committee decisions. Discussions with countries of the network also took place on the margins of the meeting.

Network Meeting for Latin America Ozone Officers

18. The Secretariat and the SMEO joined the Network Meeting for Latin America Ozone Officers that was held virtually from 11 to 13 October 2022. Presentations were made on recent Executive Committee decisions, updates on the evaluation work programme and the planning of the evaluation of regional networks.

Plastics Pollution Negotiations Training and Africa Regional Consultations

19. The Secretariat was invited to make a presentation on the Multilateral Fund as the financial mechanism for the implementation of the Montreal Protocol in the Plastics Pollution Negotiations Training and Africa Regional Consultations. The presentation was made virtually. The meeting, organized by UNEP in Naivasha, Kenya, took place on 9 November 2022.

III. Information and communications

Multilateral Fund logo

20. The Secretariat has developed a new logo for the Multilateral Fund, to be used in connection with the website, presentations, and communication materials. The logo depicts the earth surrounded by two concentric circles, the inner one represents the protection that the atmosphere provides, and the outermost one, with three dots, represents the three atoms that comprise the ozone molecule. The logo is intended to provide an enduring visual identity for the Secretariat's outreach materials.

21. The October 2022 Updated UNEP 2013 Policy on the Use of the UNEP Name and Emblem/Logo, which indicates that the wreath and other elements of the UN emblem can only be used pursuant to General Assembly resolution 92(I), was taken into account when designing the new logo. In line with applicable United Nations policy, the logo will not replace the logos of the United Nations/UNEP in official Secretariat documentation. Guidelines for the use of the logo are available on the Secretariat's website.⁵

Factsheets

22. Factsheets on the following demonstration projects on low-global-warming potential alternatives to HCFC technologies were developed and are being uploaded on the Secretariat's website:⁶

- Promoting low-global-warming-potential refrigerants for air-conditioning sectors in high-ambient-temperature (HAT) countries in West Asia (PRAHA-I);
- Demonstration project at foam systems houses in Thailand to formulate pre-blended polyols for spray polyurethane foam applications using a low-GWP blowing agent; and

⁵ <http://multilateralfund.org/InformationandMedia/default.aspx>

⁶ <http://multilateralfund.org/Our%20Work/DemonProject/default.aspx>

- Demonstration of low-cost options for the conversion to non-ODS technologies in polyurethane foams at very small users.

IV. Administrative matters

Staffing and recruitment

23. The process of selection for the post of Programme Management Assistant to work with the SMEO was finalized, and the new staff member, Ms. Pamela El Kortbawi, reported on duty on 30 June 2022. She has more than 10 years of experience in project management and research, monitoring and evaluation programmes.

24. The process of selection for the post of Senior Administrative and Fund Management Officer was finalized, and the new staff member, Mr. Fadi Abou Elias, reported on duty on 3 October 2022. He has over 22 years of experience in the field of administration, finance, and budget, including over twenty years in the United Nations Secretariat.

25. The process of selection for the post of Chief of Unit, Information Systems was finalized, and the new staff member, Mr. Misha Alberizzi, reported on duty on 3 October 2022. He has over 10 years of experience in the United Nations system, where he has been leading software development teams and leading on innovative software solutions.

26. Recruitment and contractual arrangements were made for two consultants for the monitoring and evaluation work programme; two individual contractors were hired to support with project review; and two consultants were hired to support analysis and research to complement policy documents.

27. A consultant was engaged to support the Secretariat with the requests made by the Executive Committee to the Secretariat in decision 89/1(c)(ii) relating to the update of the information strategy of the Multilateral Fund, a detailed plan for information and knowledge management, the website/information technology requirements, the resources needed and the timelines for implementation. The technical feasibility study consultancy resulted in recommendations for improvements.⁷

Staff development and training

28. All Secretariat staff members completed several mandatory UN online training courses and briefing sessions, including the Leadership Dialogue on Living the UN Values. As at the date of release of this document, several Secretariat staff were registered to attend a dedicated training and information session on the Surface Hub and other collaboration tools at the Microsoft Technology Center in Montreal.

Audit by the United Nations Office of Internal Oversight Services (OIOS)

29. As reported in document UNEP/OzL.Pro/ExCom/90/2, five of the six recommendations made by the OIOS audit of the Multilateral Fund conducted in 2021, had been closed by OIOS before the 90th meeting, after having been considered as implemented further to the Secretariat's submission of the relevant reports and evidence. As to the recommendation on gender,⁸ the Secretariat had communicated to OIOS that the review of the implementation of the Multilateral Fund Operational Policy on Gender Mainstreaming for Multilateral Fund-supported projects would take place at the 90th meeting, in accordance with decision 84/92, and that following such review, the Secretariat would request closure of this

⁷ Document UNEP/OzL.Pro/ExCom/91/70, prepared by the Secretariat and submitted to the present meeting, incorporates the findings and recommendations for improvements resulting from the study. The technical feasibility study prepared by the consultant is contained in information document UNEP/OzL.Pro/ExCom/91/Inf.2.

⁸ 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.

recommendation further to the relevant decisions and guidance of the Executive Committee.

30. The Secretariat thus prepared a request for closure of the recommendation on gender that was communicated to OIOS through the Executive Director of UNEP on 27 July 2022. The request referred to the progress made in shifting the concept, design and use of indicators to show that results and impact were being achieved in the attainment of the objectives of the gender mainstreaming policy, as evidenced from the discussions that took place and the decision adopted by the Executive Committee at its 90th meeting. The recommendation was closed by OIOS on 29 July 2022 as it was considered implemented.

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

31. 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 II to the present document.

Ozone Secretariat

32. The Secretariat undertook a number of exchanges with the Ozone Secretariat during the planning of the 91st meeting of the Executive Committee and of the 34th Meeting of the Parties.

United Nations and other international organizations

International Civil Aviation Organization (ICAO)

33. Discussions were held with the Director of the Bureau of Administrative Services, in ICAO's capacity as the lead United Nations agency in Montreal, on various administrative arrangements.

Global Environment Facility (GEF), Green Climate Fund (GCF) and financial institutions

34. The Secretariat held several discussions with the senior management staff of the GEF, GCF and other relevant financial institutions, including the Asian Development Bank, the African Development Bank Group, the European Bank for Reconstruction and Development, the Inter-American Development Bank, the World Bank Group and the Climate Investment Fund, further to the request of the Executive Committee to gather information on policies, projects and relevant funding modalities relating to maintaining and/or enhancing energy efficiency while phasing down HFCs (decision 90/50(b)(iii)).⁹

UNDP, UNEP, United Nations Industrial Development Organization (UNIDO) and World Bank

35. The Secretariat undertook consultations with UNDP, UNEP, UNIDO and the World Bank on the analysis related to the capacities of the MLF institutions to address HFC phase-down, requested by the Executive Committee (decision 89/4) and presented to this meeting for its consideration.¹⁰ Inputs were received in writing from one implementing agency.

Recommendation

36. The Executive Committee may wish:

- (a) To note, with appreciation, the report on Secretariat activities contained in document UNEP/OzL.Pro/ExCom/91/2; and
- (b) To request the Secretariat to transmit the management response of the Executive

⁹ Document UNEP/OzL.Pro/ExCom/91/65 is submitted to this meeting in response to that request. The annex to the document provides a list of the persons contacted from each institution.

¹⁰ Document UNEP/OzL.Pro/ExCom/91/67 is submitted to this meeting in response to that request.

Committee on the 2019 Assessment of the Multilateral Fund by the Multilateral Organisation Performance Assessment Network (MOPAN), contained in Annex I to the present document, to the MOPAN Secretariat with a letter from the Chair of the Executive Committee on behalf of the Committee.

Annex I

DRAFT MANAGEMENT RESPONSE

At its 89th meeting (decision 89/1(c)(iv)), the Executive Committee requested the Secretariat to prepare, for consideration by the Executive Committee at its 91st meeting, a draft management response from the Executive Committee to the Secretariat of MOPAN in relation to its 2019 Assessment of the Multilateral Fund.

The attached draft is presented by the Secretariat for the consideration of the Executive Committee.

The response shall be transmitted on a formal letter from the Chair of the Executive Committee.

To: MOPAN Secretariat

Cc: Institutional Lead Country for the MOPAN assessment

The following management response would be attached to the letter:

Introduction

The Executive Committee of the Multilateral Fund for the Implementation of the Montreal Protocol (MLF) welcomes the 2019 Assessment of the MLF by the Multilateral Organisation Performance Assessment Network (MOPAN) and commends the MOPAN Secretariat and the assessment team for the constructive engagement and the wide-ranging and insightful review of the MLF's performance.

The Executive Committee appreciates the opportunity provided to the MLF through the MOPAN assessment, to continue to strengthen its delivery and to draw the attention of the Secretariat and its partners to areas where their further active support was needed.

The Executive Committee also expresses its strong appreciation to the Institutional Lead Country, Canada, and Canada's leadership in the conduct of the assessment, which has been key in the success of the process. The availability of Canada and the MOPAN representatives to present the assessment report at the 86th meeting of the MLF's Executive Committee, is greatly valued.

This MLF's first assessment by MOPAN proved to be a collaborative and positive one. We are also appreciative of the efforts made by the assessment team to understand the specific features of the MLF's business model and its differences from other multilateral organisations, and the professionalism with which the assessment was conducted.

The Executive Committee welcomes the key strengths and areas for improvement identified by the assessment, as well as its overall positive conclusions and consideration that the MLF, as the Montreal Protocol's financial instrument, has been key to the success of the Protocol, considered one of the most effective international environmental treaties to date. We are proud of the assessment's affirmation that the Multilateral Fund has significantly contributed to the global phase-out of ozone depleting substances (ODS), and to environmental and human health impacts by supporting developing countries in this endeavour.

Overall, the MOPAN's assessment concludes that the MLF has proved to be very effective in delivering on its mandate, and that the almost USD 4 billion contributed to the MLF in the period 1991-2019 could possibly be considered the most effective international expenditure to date.

The MOPAN assessment has provided the MLF with valuable opinions and recommendations, which have been carefully considered to enhance organisational improvement, and have been incorporated into the Fund's strategic analysis, planning and aspirations.

Key strengths

The positive findings of the assessment that the Executive Committee is satisfied to note include that:

- The MLF is a uniquely focused organisation with an extremely clear set of internationally mandated and achievable targets and has been extremely successful in supporting the compliance of Article 5 countries in phasing out controlled substances that affect the ozone layer and global climate.
- In terms of results, the MLF has achieved, or is on track to achieve, most of the targets set under the Montreal Protocol for Article 5 countries. It has contributed to substantial, global-scale environmental, human health and climate change mitigation impacts.
- The organisation makes efficient use of a relatively small budget and limited staff. It is very cost-conscious and operates via a close network of small professional teams. The periodic reporting and independent verification for each tranche of the national phase-out plans is one of the key strengths.
- The MLF is staffed with dedicated and technically focused professionals ensuring high quality scrutiny of project proposals and monitoring.

The Executive Committee is pleased to reaffirm that the MLF is building on the strengths and the important organisational lessons outlined in the report.

Areas for improvement

The assessment also provides insights into areas where there may be potential to improve the performance of the MLF. The Executive Committee has made important decisions on the basis of proposals made by the MLF Secretariat to address the areas identified and wishes to note that several actions are already underway to further increase the MLF's achievements through addressing the highlights of the assessment.

The main areas for improvement noted by the assessment refer to the results framework, the information and communications function, sustainability, the evaluation function, and gender equality.

The Executive Committee considered, at its 89th meeting a document prepared by the MLF Secretariat,¹¹ which outlined observations and actions proposed by the Secretariat related to the five key areas of improvement identified.

In its decision 89/1, the Executive Committee requested the MLF Secretariat, taking into account the discussions held on the matter:

- To develop a results framework and a scorecard that fit the operations of the Multilateral Fund for consideration by the Executive Committee at its 92nd meeting;
- To update the information strategy of the Multilateral Fund, to include a detailed plan for information and knowledge management, the website/information technology requirements, the resources needed and clear timelines for implementation and to submit the strategy for consideration by the Executive Committee at the 91st meeting;
- To explore opportunities to further highlight how the sustainability of activities supported by the Multilateral Fund would be ensured, including by further clarifying in the documents submitted by

¹¹ UNEP/OzL.Pro/ExCom/89/2/Add.1

the Secretariat how partner capacity, risks and critical assumptions were considered, and to report to the Executive Committee at its 91st meeting.

The Executive Committee also requested the Senior Monitoring and Evaluation Officer (SMEO) to include in the monitoring and evaluation work programme for the year 2023 for consideration by the Executive Committee at its 91st meeting, actions to enhance the evaluation function outlined in document UNEP/OzL.Pro/ExCom/89/2/Add.1.

On the development of a results framework and a scorecard, the Secretariat has made a preliminary analysis of the current MLF indicators, actions, and deliverables. Based on this analysis, the Secretariat will develop a results framework that identifies objectives and performance indicators that demonstrate the results of MLF-supported activities across Montreal Protocol-related and other areas of social, economic and environmental stewardship more effectively, for consideration by the Executive Committee at its 92nd meeting. The goals of the results framework will be largely achieved by reorganizing the data already available at the Secretariat, and with guidance from the Executive Committee.

In connection with information and knowledge management, the Secretariat, with the support of a consultant, undertook a technical feasibility study to assess the current state of knowledge management within the Secretariat based on reviews of the website, documents, submission processes, existing databases, and discussions with stakeholders (users). The update of the information strategy of the MLF is essentially the development of a new knowledge management system, which is proposed in the document submitted to the 91st meeting.¹²

The new knowledge management system aims at preserving the existing data and information and providing efficient, secure, and user-friendly access to them by all stakeholders; and organizing and transforming these data and information to knowledge that could be passed on to various types of stakeholders to facilitate decision-making processes through different tools (i.e., a revamped website and meeting portal, an online reporting tool under the country programme data extending to HFCs, a data portal, country profiles, a searchable online collection of the MLF policies, guidelines, and procedures).

The document includes recommendations for improvements, and a detailed plan on information and knowledge management, website/information technology requirements, resources needed, and clear implementation timelines.

In response to the matter on sustainability, the Secretariat submitted a document to the 91st meeting,¹³ where it reports on the areas addressed under the project review process and on opportunities to highlight and communicate those areas. The Secretariat's project review encompasses a detailed review of the consumption and, where relevant, production data for the country concerned; the capacity of institutions and enterprises to undertake the planned activities; the policy and regulatory frameworks to support the sustained phase-out; and measures that may have been undertaken in case of delays and challenges in implementation. To communicate those assessments more clearly, the Secretariat has identified a few changes that will be introduced to documents for tranches and new stages of HPMPs, aimed at ensuring that sustainability, risk assessment and assessment of partner capacity are an integral part of project preparation, implementation and completion undertaken by the bilateral and implementing agencies and the overall project review process. The necessary indicators and metrics on sustainability and risk management will also be considered, to be included in the results framework and the scorecard to be submitted at the 92nd meeting of the Executive Committee.

¹² UNEP/OzL.Pro/ExCom/91/70. The consultant's full report is contained in document UNEP/OzL.Pro/ExCom/91/Inf.2.

¹³ UNEP/OzL.Pro/ExCom/91/68

In response to the request to enhance the evaluation function, the SMEO has prepared a draft 2023 Work Programme on Monitoring and Evaluation,¹⁴ which includes two new activities aimed at achieving the highlighted improvements. The first activity is the undertaking of a self-assessment of the evaluation function at the MLF, to be prepared based on the United Nations Evaluation Group methodology to assess the maturity of evaluation functions in the UN organizations. This would be followed by an external independent assessment to validate the findings and propose a road map to strengthen the evaluation function, as recommended in the MOPAN assessment.

In its decision 90/28(g), the Executive Committee requested the SMEO to identify how to improve the relevance and use of Project Completion Reports. The second activity proposed in the draft 2023 Work Programme aims at satisfying this request, through the evaluation of the relevance, formats and usefulness of project completion and verification reports.

Responding on gender, the Secretariat mentioned in document UNEP/OzL.Pro/ExCom/89/2/Add.1 that, in accordance with decision 84/92(e), it would review the implementation of the MLF Operational Policy on Gender Mainstreaming and would prepare a report for consideration of the Executive Committee at its 90th meeting. The report submitted to the 90th meeting referred to the application of the policy by the bilateral and implementing agencies throughout the project cycle, to how such implementation had contributed to achieving the objective of the policy, as well as to the performance indicators used by the agencies that measure the achievement of outcomes of gender mainstreaming activities in project proposals. The response to the MOPAN considerations on gender equality was discussed in the context of the review of the implementation of the gender mainstreaming policy at the 90th meeting of the Executive Committee.

The discussions demonstrated the level of awareness and commitment of the members of the Executive Committee towards gender mainstreaming, and that its consistent integration into policy interventions, programmes, projects, monitoring and evaluation processes should show results in achieving the policy objectives of gender equality and women's empowerment. Thus, indicators that capture the transformative dimension of this change as well as potential barriers to achieving this outcome are to be employed. The Executive Committee decided through its decision 90/48, to encourage bilateral and implementing agencies to continue ensuring that the gender mainstreaming policy was applied to all Montreal Protocol projects, taking into consideration the specific activities presented in the review document; to request bilateral and implementing agencies to provide a brief report on key gender mainstreaming results achieved, as part of their annual progress reports, as of 2023; and to request the Secretariat to develop, for consideration of the Executive Committee at its 92nd meeting, improved project requirements, including specific outputs and outcomes, and related key performance indicators for the systematic application of the gender mainstreaming policy; and to incorporate within the proposed scorecard an overarching results statement on gender mainstreaming, on the basis of the reports by the bilateral and implementing agencies. An update on the implementation of the gender mainstreaming policy will be submitted to the last meeting of 2024 for the consideration of the Executive Committee.

Conclusion

The Executive Committee very much appreciates and embraces the findings and recommendations of the MOPAN assessment and is glad to reassure MOPAN that the MLF institutions are working tirelessly to address them towards an ever more efficient and effective delivery of the Fund.

The valuable guidance provided by the assessment supports us in our quest to further strengthen the MLF's organizational effectiveness and in maximising the Fund's contribution to achieving the targets and ultimate objectives of the Montreal Protocol and the Kigali Amendment, with a wide-ranging impact on the ground in changing people's lives and contributing to wider social, economic, and environmental betterment.

¹⁴ UNEP/OzL.Pro/ExCom/91/11

Annex II

**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)	
On-line discussions dealing with issues relating to energy efficiency in the context of HFC phase down and climate change / energy efficiency	91
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)	
On-line discussions dealing with issues relating to energy efficiency in the context of HFC phase down and climate change / energy efficiency	91
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 MOAP 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 Office of Internal Oversight Services (OIOS)	
The Secretariat discussed relevant recommendations with implementing and bilateral agencies.	90
The Secretariat prepared document UNEP/OzL.Pro/ExCom/88/2/Add.1 on the recommendations of the OIOS audit report.	88

Secretariat advice/discussions held/interaction	Meeting
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 in **bold** fonts.