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EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL
Twenty-eighth Meeting
Montreal, 14-16 July 1999

SECRETARIAT ACTIVITIES

1. This document reports on the activities undertaken by the Fund Secretariat since the 27th Meeting of the Executive Committee.

Notification of the Decisions of the Twenty-seventh Meeting of the Executive Committee

Article 5 countries

2. Decisions taken by the Executive Committee at its 27th Meeting regarding project approvals and other relevant decisions were communicated to the governments of the Article 5 countries concerned.

Transfer of resources from the Multilateral Fund

3. Resources covering all funding requests approved at the Twenty-seventh Meeting were transferred to the implementing agencies and bilateral contributions were credited against the contributions of the countries concerned as pertinent.

Convening the meeting of international experts on methyl bromide alternatives

4. In accordance with Executive Committee Decision 27/86, the Secretariat convened a meeting of international experts on methyl bromide alternatives on 9-10 June 1999 in Montreal Canada. The objective of the meeting was to prepare the technical basis for the revision by the Executive Committee of the guidelines for the funding of methyl bromide phase out projects at its 28th Meeting in July 1999. The report of the expert group meeting is being submitted to the 28th Meeting.

Technical audit of the halon production facilities in India

5. Upon the request of the Government of India, the Secretariat will proceed with the technical audit of the halon production facilities in India. For that the consulting firm which was contracted to perform the CFC production audit in India will be performing this task under an extension of the original contract and will be visiting India on 5-7 July 1999.

Review of submissions to the 28th Meeting

Bilateral cooperation

6. The Secretariat processed 23 requests, including investment projects under bilateral co-operation and provided comments and recommendations where necessary.

Investment projects

7. 170 investment projects submitted by UNDP, UNIDO and the World Bank were evaluated by the Secretariat according to the established guidelines and criteria. Project Evaluation sheets and recommendations, as appropriate, are submitted for consideration of the Executive Committee.

Country programme

8. The Secretariat reviewed and commented on two country programmes.

Work programme amendments

9. The Secretariat reviewed and commented on the 23 activities included in the 1999 Work programme amendments of UNEP and the World Bank.

Interim report on the implementation of the monitoring and evaluation work programme for 1999

10. The Senior Evaluation Officer prepared and submitted to the 28th Meeting an interim report on the implementation of the 1999 work programme on monitoring and evaluation.

Progress reports of implementing agencies

11. The Secretariat reviewed and commented on the progress reports submitted by the implementing agencies and bilateral agencies on the status of implementation of the approved projects as at 31 December 1998 and prepared the consolidated progress report for a Fund-wide perspective.

Evaluation of the implementation of the 1998 business plans of the implementing agencies

12. The Secretariat prepared the evaluation of the implementation of 1998 business plans according to the relevant decisions of the Executive Committee and submitted the results to the 28th Meeting.

Status report on ODS phase out by Article 5 countries (1999 update)

13. The Secretariat prepared and submitted to this meeting the 1999 update of the status report on the phase out of ODSs by Article 5 countries. The report drew upon different sources of data, including a survey carried out by the Secretariat.

Documents and Policy Papers prepared by the Fund Secretariat

14. Of the documents submitted for consideration at the 28th Meeting (UNEP/OzL.Pro/ExCom/28/Inf.1), the following were prepared by the Secretariat:

- Provisional Agenda (UNEP/OzL.Pro/ExCom/28/1/Rev.1).
- Secretariat activities (UNEP/OzL.Pro/ExCom/28/2).
- Consolidated progress report (UNEP/OzL.Pro/ExCom/28/5).
- Comments on progress reports for bilateral cooperation (included in UNEP/OzL.Pro/ExCom/28/6).
- Comments on progress reports of UNDP, UNEP, UNIDO and World Bank (included in UNEP/OzL.Pro/ExCom/28/7 to 10).
- Evaluation of implementation of the 1998 business plans (UNEP/OzL.Pro/ExCom/28/12).
- Interim report on the implementation of the 1999 monitoring and evaluation work programme (UNEP/OzL.Pro/ExCom/28/16).
- Overview of issues identified during project review (UNEP/OzL.Pro/ExCom/28/19).
- Status report on ODS phase out in Article 5 countries (1999 update) (UNEP/OzL.Pro/Excom/28/14).
- Consequences of project cancellations (UNEP/OzL.Pro/ExCom/28/11).
- Institutional strengthening projects, implementation of Decision 27/10 (UNEP/OzL.Pro/Excom/28/15).
- Shares of implementing agencies (UNEP/OzL.Pro/ExCom/28/13)
- Comments and recommendations on bilateral cooperation (UNEP/OzL.Pro/ExCom/28/20).
- Comments and recommendations on the World Bank 1999 work programme amendments (UNEP/OzL.Pro/ExCom/28/22).
- Comments and recommendations on UNEP 1999 work programme amendments (UNEP/OzL.Pro/ExCom/28/21).
- Comments and recommendations on investment and demonstration projects and project evaluation sheets (UNEP/OzL.Pro/ExCom/28/23 to 46).
- Circumstances for the consideration of ODS phase out in the commercial refrigeration end-user sector (UNEP/OzL.Pro/ExCom/28/47).
- The sterilants sector (UNEP/OzL.Pro/ExCom/28/48).
- Strategy foam sector China (UNEP/OzL.Pro/ExCom/28/49).
- Strategy halon sector India (UNEP/OzL.Pro/ExCom/28/50).
- Report of the expert group on methyl bromide alternatives (UNEP/OzL.Pro/ExCom/28/52).
- Report on concessional lending (UNEP/OzL.Pro/ExCom/28/53).
- Report on implementation of the new administrative cost regime (UNEP/OzL.Pro/ExCom/28/54).

- Export to non-Article 5 countries-Report on project eligibility (UNEP/OzL.Pro/ExCom/28/55).
- Comments and recommendations on country programme of Mongolia (UNEP/OzL.Pro/ExCom/28/51).
- The reports of the Meeting of the Sub-Committees (UNEP/OzL.Pro/ExCom/28/4 and UNEP/OzL.Pro/ExCom/28/18) will be prepared by the Secretariat after the conclusion of the meetings of the Sub-Committees.

Coordination with the Implementing Agencies

15. The Secretariat held two coordination meetings with the implementing agencies. The first one was via teleconference on 22 of April and the second was held in Montreal on 8-9 June 1999. Decisions of the 27th Meeting of the Executive Committee, draft policy papers, work programmes, investment projects and an interim report on the implementation of the 1999 work programme on monitoring and evaluation were discussed at these meetings.

Missions undertaken

16. The Secretariat participated in the following meetings and events during this reporting period: meeting of the replenishment task force in Maastrich, Regional Network meetings in Lesotho and Mexico, OORG meeting in Washington, Joint IPCC/TEAP meeting in Petten, the Council meeting of the Global Environment Facility (GEF) in Washington, the Ad hoc Group on the Replenishment and the 19th Meeting of the OEWG in Geneva.

17. The Chief Officer undertook a mission with the Chairman of the Executive Committee to Argentina, Brazil, Colombia and Chile.

Review and Update of Databases, Documents and Operational Guidelines by the Fund Secretariat

18. The Secretariat reviewed and updated the following databases, documents and operational guidelines:

- Inventory of Approved Projects as at March 1999.
- Policies, Procedures, Guidelines and Criteria as at March 1999.
- Country Programmes Summary Sheets as at March 1999.

19. The Secretariat contracted a short-term consultant to streamline and rationalize the existing data bases of the Secretariat and as a result they are more user-friendly than before. The goal of the Secretariat is to make these easily manipulatable data bases accessible to members of the Executive Committee and the wider public on-line.

Preparation for the Twenty-eighth Meeting of the Executive Committee and its Sub-Committees

20. The Secretariat has arranged for the Meetings of the Sub-Committee on Project Review, the Monitoring, Evaluation and Finance Sub-Committee, the Subgroup on the Production Sector, and the 28th Meeting of the Executive Committee to be held in Montreal, Canada. Letters of invitation and meeting documentation have been dispatched to members of the Executive Committee, the President of the Bureau, the implementing agencies and to NGOs.