

## MONITORING AND EVALUATION WORK PROGRAMME FOR THE YEAR 2008

The Executive Committee decided:

- (a) To approve the 2008 monitoring and evaluation work programme and schedule for submission of documents on monitoring and evaluation to the Executive Committee as set out in Table 1 below; and
- (b) To approve the budget for the 2008 monitoring and evaluation work programme at the amount of US \$326,000 as set out in Table 2 below.

**Table 1: SCHEDULE FOR SUBMISSION OF DOCUMENTS ON MONITORING AND EVALUATION TO THE EXECUTIVE COMMITTEE**

1 <sup>st</sup> Meeting 2008 (54 <sup>th</sup> )	2 <sup>nd</sup> Meeting 2008 (55 <sup>th</sup> )	3 <sup>rd</sup> Meeting 2008 (56 <sup>th</sup> )	1 <sup>st</sup> Meeting 2009 (57 <sup>th</sup> )
<ul style="list-style-type: none"> <li>• Final report on the evaluation of management and monitoring of NPPs in non-LVC countries</li> <li>• Desk study on the evaluation of institutional strengthening projects</li> </ul>	<ul style="list-style-type: none"> <li>• Report on standardization of annual work programmes, progress and verification reports of MYAs and on the development of country profiles</li> <li>• Desk study on the evaluation of TPMPs</li> </ul>	<ul style="list-style-type: none"> <li>• Final report on the evaluation of institutional strengthening projects</li> <li>• 2008 consolidated project completion report</li> <li>• Draft 2009 monitoring and evaluation work programme</li> </ul>	<ul style="list-style-type: none"> <li>• Desk study on chiller projects, focusing on incentive programmes</li> <li>• Final report on the evaluation of TPMPs</li> </ul>

**Table 2: PROPOSED BUDGET FOR THE 2008 MONITORING AND EVALUATION WORK PROGRAMME**

Description	Amount (US \$)
Desk study on the evaluation of institutional strengthening projects	30,000
Case studies and final report on the evaluation of institutional strengthening projects	90,000
Desk study on the evaluation of TPMPs	20,000
Case studies and final report on the evaluation of TPMPs	100,000
Desk study on chiller projects, focusing on incentive programmes	30,000
Staff travel	50,000
Equipment (computer, etc.)	4,000
Communication (phone, mail couriers, etc.)	2,000
<b>TOTAL</b>	<b>326,000</b>

(Decision 53/7)



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THE MULTILATERAL FUND FOR THE  
IMPLEMENTATION OF THE MONTREAL PROTOCOL  
Fifty-third Meeting  
Montreal, 26-30 November 2007

**DRAFT MONITORING AND EVALUATION WORK PROGRAMME  
FOR THE YEAR 2008**

Pre-session documents of the Executive Committee of the Multilateral Fund for the Implementation of the Montreal Protocol are without prejudice to any decision that the Executive Committee might take following issuance of the document.

For reasons of economy, this document is printed in a limited number. Delegates are kindly requested to bring their copies to the meeting and not to request additional copies.

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### **Annexes:**

Annex I (A)	Evaluations completed, underway and planned of investment projects
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Annex II	Projects/sectors proposed for desk studies and field evaluations in the 2008 monitoring and evaluation work programme

**I. Status of implementation of the 2007 monitoring and evaluation work programme**

1. The following evaluations were implemented in line with the 2007 monitoring and evaluation work programme:

- (a) Evaluation of CTC phase-out projects and agreements: case studies were completed for the Islamic Republic of Pakistan, the Republic of India, the People's Republic of China and the Democratic People's Republic of Korea. The synthesis report was presented to the 51<sup>st</sup> Meeting of the Executive Committee.
- (b) Evaluation of the Compliance Assistance Programme (CAP): following the desk study, meetings of most regional networks were attended by consultants to interview ozone officers and representatives of implementing and bilateral agencies. Case studies on CAP activities in all regions were prepared. The final synthesis report was presented to the 52<sup>nd</sup> Meeting of the Executive Committee.
- (c) Extended desk study on incentive programmes for retrofits: this study analyzed experiences gained during implementation of four such programmes in countries in various regions where commercial end-users in the refrigeration sector received subsidies to their cost of converting installations to non-CFCs. The final report was presented to the 52<sup>nd</sup> Meeting of the Executive Committee.
- (d) Extended desk study on low volume methyl bromide (MB) projects: numerous technical assistance and training projects have been approved to phase-out MB in many countries with low or no consumption. Available documentation was reviewed with regard to the objectives, approach, results and impact of the projects. In addition, representatives of implementing agencies and some ozone officers were interviewed by e-mail, phone, and in the margins of the Nineteenth Meeting of the Parties. Based on the information collected, an approach to further evaluation work in the field was developed. The desk study is being presented to the 53<sup>rd</sup> Meeting of the Executive Committee.
- (e) The consolidated project completion report (PCR) for 2007 provides the Executive Committee with an overview of the results reported in the PCR received during the reporting period, i.e., since the 50<sup>th</sup> Meeting in November 2006. It also reports on the follow-up to decision 50/8 with regard to establishing full consistency of data in PCRs, in the inventory and in the annual progress reports of the implementing agencies, and on their efforts to provide previously missing information and outstanding PCRs. In line with decision 48/12, lessons learned in the annual progress reports of multi-year agreements (MYAs) are also included. The report is being presented to the 53<sup>rd</sup> Meeting of the Executive Committee.

## **II. Evaluation studies foreseen in the year 2008**

### **(a) Evaluations underway and proposed**

2. The following reports are being proposed for the monitoring and evaluation work programme for 2008, (a) and (b) being a continuation of work started and funded under the 2007 work programme and (c), (d), (e) and (f) as new activities:

- (a) Evaluation of management and monitoring of national phase-out plans (NPPs) in non-low-volume-consuming (non-LVC) countries: this is to complement the evaluation of refrigeration management plans (RMPs) and NPPs in non-LVC countries which focused on the refrigeration sector. It seems appropriate to analyze the experiences arising from various forms of management, in particular with project management units, use of the flexibility clause, with inter-ministerial coordination and stakeholder cooperation, with the role of lead agencies, coordination among agencies, and the country-driven approach. Moreover, the quality and reliability of monitoring, verification and reporting are being looked at, as they are the basis for continued funding.
- (b) Report on initiating work on standardization of annual work programmes, progress and verification reports of multi-year agreements (MYAs): the work accomplished so far has focused on creating web-based overview tables standardizing the information on results obtained under the previous funding tranche and activities planned under the tranche for which funding is requested. The draft format has been adjusted after discussions with the implementing agencies and the tables have been used for submissions for the 53<sup>rd</sup> Meeting (see also interim report in document 53/11). Further work is required to address some technical difficulties and to standardize the use by all agencies. Also a web-based portal to all related documentation is under development, in order to facilitate project preparation, review, monitoring and evaluation. The development of a format for completion reports for MYAs has started, taking into account the information in the overview tables and adding assessment sections as in current PCRs; this is timely as the first 2 MYAs were completed in 2006 and a further 7 are scheduled for completion in 2007. The formats for terminal reports and extension requests for institutional strengthening projects will be analyzed with a view to simplifying the presentation and examining possibilities for creating a web based format and data base.
- (c) Extended desk study and final report on the evaluation of TPMPs: those plans are the main modality for phasing out the remaining consumption of CFCs and other ODS in low-volume-consuming (LVC) countries. In view of the large number of such plans being approved and their importance for achieving the 85 per cent reduction target for CFC consumption in 2007 and the final phase-out in 2010, it seems appropriate to evaluate the progress achieved in terms of phase-out and compliance with the 50 per cent and 85 per cent reduction steps for CFCs, the reasons for the implementation delays and submission of funding requests, the difficulties encountered and overcome, the prospects for sustainability of the measures taken and institutional capacities created and the lessons learned on the way to final phase-out.

- (d) Evaluation of MB projects in low-volume-consuming countries: as a result of the desk study, a field stage is envisaged, including discussions with ozone officers at regional network meetings and selected field visits. This will help to evaluate project results and problems (if any) more closely and to analyze the sustainability of the measures taken. It will also be useful to generate lessons learned for the way forward at a time when the majority of MB projects proposed in the near future are likely to be in countries with low volumes of MB consumption.
- (e) Extended desk study on the evaluation of chiller projects: the chiller demonstration projects approved at the 47<sup>th</sup> and 48<sup>th</sup> Meetings of the Executive Committee for implementation in various regions and countries will, by the end of 2008, have generated lessons learned which could be useful for subsequent chiller projects. In view of their importance for achieving final phase-out of CFCs in the countries concerned and the novelty of the implementation approach those projects merit an evaluation, taking into account also the experiences of earlier projects, particularly those in Mexico, Thailand and Turkey on chiller conversions during implementation and after their completion.
- (f) Consolidated project completion report for 2007: this is a statutory report due to the third meeting of the Executive Committee in each year, summing up the results and lessons learned in the PCRs received during the reporting period.

3. An overview of the evaluation studies and time schedule proposed for 2008 is presented in Table 1 below. For 2009, further evaluation studies will be suggested at the end of 2008.

Table 1

**2007 SCHEDULE FOR SUBMISSION OF DOCUMENTS ON MONITORING AND EVALUATION TO THE EXECUTIVE COMMITTEE**

<b>1<sup>st</sup> Meeting 2008 (54<sup>th</sup>)</b>	<b>2<sup>nd</sup> Meeting 2008 (55<sup>th</sup>)</b>	<b>3<sup>rd</sup> Meeting 2008 (56<sup>th</sup>)</b>	<b>1<sup>st</sup> Meeting 2009 (57<sup>th</sup>)</b>
<ul style="list-style-type: none"> <li>Final report on the evaluation of management and monitoring of NPPs in non-LVC countries</li> </ul>	<ul style="list-style-type: none"> <li>Extended desk study on the evaluation of TPMPs</li> <li>Report on standardization of annual work programmes, progress and verification reports of MYAs</li> </ul>	<ul style="list-style-type: none"> <li>Final evaluation report on MB projects in low-volume-consuming countries</li> <li>2008 consolidated project completion report</li> <li>Draft 2009 monitoring and evaluation work programme</li> </ul>	<ul style="list-style-type: none"> <li>Final report on the evaluation of TPMPs</li> <li>Extended desk study on the evaluation of chiller projects</li> </ul>

**(b) Implementation modalities and methodological approach**

4. The practice of preparing desk studies for consideration of the Executive Committee has proven to be useful for the identification of the main evaluation issues and the preparation of adequate terms of reference for field visits. This practice is therefore planned to be continued.

Desk studies consists of preparing a detailed review of project documents, progress reports, project completion reports and other relevant information from the databases available in the Multilateral Fund Secretariat. Extended desk studies also use other sources of information such as interviews by phone and e-mail, participation in network meetings and in some cases a few field visits, in order to complement the written information and to develop a thorough approach to the main phase of the evaluation.

5. Specific evaluation methodologies are worked out for each study, including the elaboration of questionnaires and/or guidelines for structured interviews to be conducted with relevant public and private stakeholders during visits to a representative sample of countries in all regions. The case studies resulting from such visits are then synthesized and the summary reports with conclusions and recommendations presented to the Executive Committee.

6. All draft evaluation reports are extensively discussed with the ozone units of the countries visited and the implementing and bilateral agencies concerned, and the comments received are taken into account for the final versions. This facilitates the discussion in the Executive Committee and the acceptance of the recommendations.

7. In line with decision 46/7(c), evaluation reports submitted to the Executive Committee are for general distribution. They are posted on the public website of the Secretariat ([www.multilateralfund.org](http://www.multilateralfund.org)) at the time of dispatch, jointly with the decisions taken by the Executive Committee after discussing them. The project and country case studies are placed on the intranet of the Secretariat.

### **(c) Budget**

8. The main budget items for conducting the proposed evaluations consist of fees and travel costs for consultants. The use of individual consultants has generally given good results due to their technical expertise in specialized fields and is significantly less costly than hiring consulting companies. Therefore, it is intended that the hiring of individual consultants for the evaluations planned will continue as much as possible from both non-Article 5 and Article 5 countries and with gender balance in mind.

9. Table 2 below provides best estimates of cost for the proposed evaluation activities in the year 2008. The cost for finalizing the evaluation of management and monitoring of national phase-out plans and for further work on standardization of annual work programmes, progress and verification reports of MYAs are covered by the budget for 2007. Desk studies usually cost about US \$10,000 or more if some field visits are already involved. Country case studies cost about US \$10,000 on average per country for consultant's fees and travel cost, and the draft synthesis reports about US \$10,000 to 20,000, depending on the number of consultants involved. As those estimates may vary for each particular study, depending on the approach used, some flexibility in expenses between the various studies proposed is assumed. The total budget proposed for the 2008 work programme is US \$326,000 compared to US \$361,000 in 2007.

Table 2

**PROPOSED BUDGET FOR THE 2008 MONITORING AND EVALUATION  
WORK PROGRAMME**

<b>Description</b>	<b>Amount (US \$)</b>
Desk study on the evaluation of TPMPs	20,000
Case studies and final report on the evaluation of TPMPs	120,000
Evaluation of MB projects in low-volume-consuming countries	70,000
Extended desk study on the evaluation of chiller projects	50,000
Staff travel	60,000
Equipment (computer, etc.)	4,000
Communication (phone, mail courriers, etc.)	2,000
<b>TOTAL</b>	<b>326,000</b>

**III. Action expected from the Executive Committee**

10. The Executive Committee may wish to consider approving the proposed 2008 work programme for monitoring and evaluation at a budget of US \$326,000, as shown in document UNEP/OzL.Pro/ExCom/53/10.

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**ANNEX I (A): OVERVIEW OF EVALUATION COMPLETED, UNDERWAY AND PLANNED INVESTMENT PROJECTS**

Sector	No. of Approved Projects	No. of Completed Projects	ODP Consumption Approved As Per Inventory	ODP Consumption Phased Out As Per 2006 Progress Report	ODP Production Approved As Per Inventory	ODP Production Phased Out As Per 2006 Progress Report	Total Funds Approved	Total Funds Disbursed	Evaluation Completed	Evaluation Underway	Evaluation Planned
Aerosol	121	111	26,374	25,075	0	0	53,538,823	28,877,923	X		
<i>CTC*</i>	3	2	173	150	0	0	676,779	524,322	X		
Foam	979	964	64,111	62,119	0	0	342,309,168	312,911,840	X		
Fumigant	80	33	5,468	3,548	0	0	73,206,184	45,125,662	X		
<i>Low Volume Methyl Bromide****</i>	3	2	17	18	0	0	659,802	633,158		X	
Halon	38	34	41,254	41,113	41,658	41,658	71,447,826	59,030,722	X		
Process Agent (CTC)	26	16	6,210	5,770	38,750	32,108	104,985,291	66,267,859	X		
National Phase-Out Plan	169	39	31,704	24,701	10,826	9,896	192,317,755	86,623,818	X	X	
<i>CTC**</i>	29	5	13,142	12,038	10,826	9,896	55,079,699	26,196,708	X		
<i>Incentive and Retrofit</i>	12	1	524	220	0	0	10,900,592	4,343,619	X		
<i>TPMP</i>	49	9	771	245	0	0	9,301,466	2,201,841			X
Production CFC	32	22	0	0	80,783	70,736	263,600,000	215,599,066	X		
Refrigeration	602	568	41,121	37,897	0	0	426,568,616	405,718,435	X		
<i>Chiller</i>	8	7	83	67	0	0	3,708,783	2,672,166			X
<i>Compressor</i>	44	43	4,583	4,582	0	0	65,861,920	65,798,010	X		
<i>MAC</i>	23	21	284	64	0	0	36,641,588	36,353,517	X		
<i>MAC Compressor</i>	3	3	1	1	0	0	4,624,714	4,624,714	X		
Solvent	123	113	6,962	6,765	0	0	89,756,781	66,204,801	X		
<i>CTC*</i>	38	30	5,217	5,124	0	0	58,586,567	40,545,866	X		
Other***	24	18	2,105	1,903	2,190	4,340	36,806,010	24,327,329			
<b>Total</b>	<b>2,194</b>	<b>1,918</b>	<b>225,309</b>	<b>208,891</b>	<b>174,207</b>	<b>158,738</b>	<b>1,654,536,455</b>	<b>1,310,687,456</b>			

\* Projects with CTC component; however, no separate figures are available.

\*\* Including projects with CTC component; however, no separate figures are available, except for CTC Phase-Out Plan.

\*\*\* Other include Multiple Sector (4 projects), Tobacco Fluffing (8 projects), Production TCA (1 project), Production MB (1 project), Production ODS (7 projects) and Sterilant (3 projects).

\*\*\*\* For countries with baseline less than 5 ODP tonnes.

**ANNEX I (B): OVERVIEW OF EVALUATION COMPLETED, UNDERWAY AND PLANNED NON-INVESTMENT PROJECTS**

Sector	No. of Approved Projects	No. of Completed Projects	ODP To Be Phased Out As Per Inventory	ODP Phased Out As Per 2006 Progress Report	Total Funds Approved	Total Funds Disbursed	Evaluation Completed	Evaluation Underway	Evaluation Planned
Country Programme	165	161	0	0	7,266,082	7,075,925			
Demonstration	85	69	473	219	32,357,586	17,337,641			
<i>Chiller</i>	12	0	0	0	14,524,000	39,197			X
<i>Methyl Bromide</i>	41	37	23	22	12,424,414	11,931,434	X		
<i>Low Volume Methyl Bromide****</i>	2	1	4	3	456,500	354,056		X	
<i>Recovery/Recycling and MAC Recovery/Recycling*</i>	25	25	226	123	4,232,063	4,189,901	X		
Institutional Strengthening	539	351	679	544	59,171,670	43,506,248	X		X
Preparation	1,145	1,027	0	0	48,449,760	45,630,522			
Technical Assistance	882	577	15,430	5,389	145,777,355	112,880,260			
<i>Chiller</i>	1	0	0	0	200,000	0			X
<i>Clearing House</i>	20	20	0	0	4,064,534	4,064,534	X		
<i>Regional Networks</i>	35	35	0	0	7,331,465	7,331,465	X		
<i>Recovery/Recycling and MAC Recovery/Recycling*</i>	57	54	2,165	1,831	14,126,113	13,193,030	X		
<i>RMP</i>	258	114	4,534	1,923	28,249,355	19,150,140	X		
<i>Methyl Bromide</i>	63	42	284	167	6,082,904	4,060,449	X		
<i>Low Volume Methyl Bromide****</i>	29	17	11	3	2,253,012	1,782,703		X	
<i>National Phase-out Plans</i>	64	8	453	22	7,283,186	2,405,469		X	
<i>TPMP</i>	33	5	145	22	2,399,449	634,583			X
<i>Customs Training</i>	36	10	855	469	5,733,353	4,008,349	X		
<i>Licensing Systems</i>	29	19	361	0	5,704,509	5,287,576	X		
<i>CAP</i>	6	5	0	0	38,601,663	29,714,008	X		
<i>CTC (NPP)***</i>	4	0	0	0	925,000	0	X		
<i>CTC (Solvent)***</i>	14	6	39	91	755,690	297,204	X		
<i>Incentive and Retrofit</i>	25	5	685	260	4,984,679	1,816,301	X		
Training	323	269	1,203	392	25,923,507	22,949,844	X		
<i>RMP*</i>	157	115	869	163	9,130,630	6,753,234	X		
<i>Methyl Bromide</i>	21	21	6	6	1,566,843	1,539,990			
<i>Low Volume Methyl Bromide****</i>	20	20	6	6	1,526,843	1,500,007		X	
<i>National Phase-out Plans</i>	11	3	0	0	2,246,126	1,907,861		X	
<i>TPMP</i>	3	2	0	0	184,847	65,940			X
<i>Customs Training**</i>	78	57	265	49	3,974,924	3,082,818	X		
<i>Licensing Systems**</i>	10	7	146	15	524,000	329,925	X		
<b>Total</b>	<b>3,139</b>	<b>2,454</b>	<b>17,785</b>	<b>6,544</b>	<b>318,945,962</b>	<b>249,380,441</b>			

\* Evaluation completed for LVC countries, on-going for Non-LVC countries

\*\* These are stand-alone projects and some which are part of RMPs but have separate project numbers and budgets. Those which are fully integrated into one RMP project are part of the

\*\*\* Projects with CTC component; however, no separate figures are available.

\*\*\*\* For countries with baseline less than 5 ODP tonnes.

**ANNEX II: OVERVIEW OF PROJECTS/SECTORS PROPOSED FOR DESK STUDIES AND FIELD EVALUATIONS IN THE 2008 MONITORING AND EVALUATION WORK PROGRAMME**

Sector	Agency	No. of Approved Projects	No. of Completed Projects	Total Funds Approved	Total Funds Disbursed	ODP Approved (tons)	ODP Phased Out (tons)	PCR Received	
TPMP	<b>Investment Projects</b>								
	<b>Total</b>	<b>49</b>	<b>9</b>	<b>9,301,466</b>	<b>2,201,841</b>	<b>771</b>	<b>245</b>	<b>1</b>	
	IBRD	8	3	2,300,866	595,682	272	137	0	
	UNDP	16	1	2,443,574	176,263	203	43	0	
	UNIDO	9	2	2,324,282	451,901	180	61	1	
	Bilateral	16	3	2,232,744	977,995	116	3	0	
	<b>Non-Investment Projects (Technical Assistance and Training)</b>								
	<b>Total</b>	<b>36</b>	<b>7</b>	<b>2,584,296</b>	<b>700,523</b>	<b>145</b>	<b>21.8</b>	<b>0</b>	
	UNDP	5	0	290,000	104,724	3	2	0	
	UNEP	18	2	1,444,347	145,940	0	0	0	
	UNIDO	7	2	259,249	123,410	70	7	0	
	Bilateral	6	3	590,700	326,449	73	13	0	
	Chiller	<b>Investment Projects</b>							
<b>Total</b>		<b>8</b>	<b>7</b>	<b>3,708,783</b>	<b>2,672,166</b>	<b>83</b>	<b>67</b>	<b>6</b>	
IBRD		4	4	1,803,443	1,803,443	55	55	4	
Bilateral		4	3	1,905,340	868,723	28	11	2	
<b>Non-Investment Projects (Demonstration and Technical Assistance)</b>									
<b>Total</b>		<b>13</b>	<b>0</b>	<b>14,724,000</b>	<b>39,197</b>	<b>0</b>	<b>0</b>	<b>0</b>	
IBRD		1	0	6,884,612	0	0	0	0	
UNDP		4	0	3,984,353	0	0	0	0	
UNEP		1	0	200,000	0	0	0	0	
UNIDO		3	0	2,402,535	-4,790	0	0	0	
Bilateral		4	0	1,252,500	43,987	0	0	0	
Low Volume Methyl Bromide		<b>Investment Projects</b>							
		<b>Total</b>	<b>3</b>	<b>2</b>	<b>659,802</b>	<b>633,158</b>	<b>17</b>	<b>18</b>	<b>1</b>
	UNDP	2	1	430,802	412,116	6	6	0	
	UNIDO	1	1	229,000	221,042	12	12	1	
	<b>Non-Investment Projects (Demonstration, Technical Assistance and Training)</b>								
	<b>Total</b>	<b>51</b>	<b>38</b>	<b>4,236,355</b>	<b>3,636,766</b>	<b>21</b>	<b>12</b>	<b>34</b>	
	UNDP	8	4	1,416,326	1,085,054	17	12	3	
	UNEP	26	23	2,059,617	1,997,111	1	0	23	
	UNIDO	10	8	448,863	352,165	2	0	5	
	Bilateral	7	3	311,549	202,436	2	0	3	