



**United Nations  
Environment  
Programme**

Distr.  
GENERAL

UNEP/OzL.Pro/ExCom/79/2  
14 June 2017



ORIGINAL: ENGLISH

EXECUTIVE COMMITTEE OF  
THE MULTILATERAL FUND FOR THE  
IMPLEMENTATION OF THE MONTREAL PROTOCOL  
Seventy-ninth Meeting  
Bangkok, 3-7 July 2017

**SECRETARIAT ACTIVITIES**

**Introduction**

1. This document presents the activities of the Secretariat since the 77<sup>th</sup> meeting of the Executive Committee with the exception of activities following the 77<sup>th</sup> meeting to address decision 77/59 on matters related to the Kigali Amendment arising from decision XXVIII/2, and potential additional contributions to the Multilateral Fund, which were already reported at the 78<sup>th</sup> meeting<sup>1</sup>

**Notification of the decisions of the 77<sup>th</sup> and 78<sup>th</sup> meetings of the Executive Committee**

2. The Reports of the 77<sup>th</sup> meeting<sup>2</sup> and 78<sup>th</sup> meeting<sup>3</sup> were conveyed to all Executive Committee members, other meeting participants, and Mr. Erik Solheim, the United Nations Environment Programme (UN Environment) Executive Director (ED), and was placed on the Multilateral Fund's website. Decisions of the 77<sup>th</sup> meeting related to project approvals, tranche submission delays and possible cancellation of projects, and outstanding 2014 and 2015 country programme data reports were communicated to 92 Article 5 countries, and the relevant bilateral and implementing agencies. A post-meeting document summarizing decisions taken was prepared following each of the two Executive Committee meetings and was sent to participants, to UN Environment's OzonAction Branch for onward transmission to the regional networks, and was also placed on the Multilateral Fund's website.

**Actions taken following the 78<sup>th</sup> meeting of the Executive Committee**

3. In response to decision 78/5 on key aspects related to HFC-23 by-product control technologies, the Secretariat sent letters to countries producing HCFC-22 inviting them to provide, on a voluntary basis, information on the quantities of HFC-23 in facilities producing HCFC-22 as well as their experience in controlling and monitoring HFC-23 by-product emissions, including relevant policies and regulations and the related costs. The Secretariat also contacted the Clean Development Mechanism (CDM) to request information on methods to control HFC-23 emissions, and the Secretariat of the United Nations

<sup>1</sup> In response to decision 71/1, the document includes an annex, which summarizes the advice given by the Secretariat to other bodies and organizations.

<sup>2</sup> UNEP/OzL.Pro/ExCom/77/76.

<sup>3</sup> UNEP/OzL.Pro/ExCom/78/11

Framework Convention on Climate Change to request information on approved monitoring methodologies of HCFC-22 production and HFC-23 emissions. The information provided was included in the relevant document<sup>4</sup> to the 79<sup>th</sup> meeting.

### **Preparation for the 79<sup>th</sup> meeting of the Executive Committee**

4. Logistic arrangements were made for the 79<sup>th</sup> meeting, to be held in Bangkok from 3-7 July 2017<sup>5</sup>. The Secretariat prepared the documents for the 79<sup>th</sup> meeting<sup>6</sup> as listed in document UNEP/OzL.Pro/ExCom/79/Inf.1. The Secretariat also prepared four documents for the meeting of the Sub-group on the Production Sector, which would take place in the margins of the 79<sup>th</sup> meeting.<sup>7</sup> The Secretariat also reviewed and updated databases, summary documents and operational guidelines.<sup>8</sup>

5. A site containing meeting documents in Arabic, Chinese, English, French, and Spanish, and logistical information for the 79<sup>th</sup> meeting was created in the Multilateral Fund public website.

### **Meetings attended and missions undertaken**

#### Missions of the Chief Officer

*Nairobi (Kenya) 11 – 18 February 2017*

6. Upon the invitation of the Executive Office, the Chief Officer visited UN Environment headquarters where he met with the staff of the Executive Office and had the opportunity to brief the ED and the Deputy ED on the Montreal Protocol and Multilateral Fund following the Kigali Amendment. The visit also allowed the Chief Officer to discuss various administrative matters with the Office for Operations and Corporate Services and discuss the rotational staff policy with the Acting Chief of the Human Resources Management Service.

7. The Chief Officer had the opportunity to discuss matters related to the Kigali Amendment with the Executive Secretary of the Ozone Secretariat and pay a courtesy visit to the Director of the Regional Office of Africa. He also met with the staff of the Compliance Assistance Programme Africa team to discuss ongoing projects.

8. During his visit the Chief Officer together with the Treasurer met with the Ambassadors of Greece and Israel to follow up on outstanding contributions.

---

<sup>4</sup> UNEP/OzL.Pro/ExCom/79/48

<sup>5</sup> Letters of invitation were sent to members of the Executive Committee, the President of the Bureau of the Twenty-eighth MOP, the President and Vice President of the Implementation Committee under the Non-Compliance Procedure of the Montreal Protocol, the Executive Director of UN Environment, the Executive Secretary of the Ozone Secretariat, the implementing agencies, the Global Environment Facility (GEF), and non-governmental organizations.

<sup>6</sup> The provisional agenda was prepared in consultation with the Chair and Vice-Chair of the Executive Committee. The Status of contributions and disbursements and the Status of additional contributions were prepared jointly with the Treasurer of the Fund.

<sup>7</sup> Limited distribution documents for the Sub-group are available on a restricted area of the website for members of the Executive Committee. Restricted documents were sent by email to members of the Sub-group on the Production Sector.

<sup>8</sup> Inventory of approved projects as of April 2017; Policies, procedures, guidelines and criteria as of April 2017; the guide for the preparation of stage I of HPMPs; the guide for the presentation of the tranches of HPMPs; the guide for preparation of stage II of HPMPs; the guide for the presentation of stage II of HPMPs; the guide for the presentation of tranches of HCFC production sector phase-out management plans (HPPMPs); the guide on preparing institutional strengthening projects; and the guide for preparation of the surveys of ODS alternatives and presentation of the resulting data.

*Agra (India) 20 – 27 May 2017*

9. The Chief Officer participated in the network meeting for the South Asia National Ozone Officers. He gave an opening address and made one presentation on recent decisions of the 77<sup>th</sup> and 78<sup>th</sup> meetings and a second one on the preliminary results of the ODS alternative surveys funded by the Multilateral Fund. He also attended the Ozone2Climate (O2C) Technology Roadshow that was organised by the Ministry of Environment, Forest and Climate Change of the Government of India and UN Environment which had been organized back to back with the regional network meeting.

10. The mission provided the Chief Officer with the opportunity to have brief discussions with representatives of the Government of India on issues related to the Montreal Protocol and the Multilateral Fund. The Chief Officer also had bilateral discussions with the representative of the Government of Maldives on issues related to the phase-out of HCFCs used in fishing vessels.

Missions of other staff*Las Vegas, Nevada (United States of America) 30 January to 2 February 2017*

11. Two senior programme officers attended the AHRI Expo<sup>9</sup> 2017 and where they held discussions with representatives from different enterprises in the refrigeration and air-conditioning (RAC) industries. They also attended a side event organized by UN Environment and the AHRI entitled “Lower-GWP Alternatives for High Ambient Conditions; Are We Ready?” which provided information and updates on potential technologies available for countries with high ambient temperatures and the on-going project being implemented jointly by UNIDO and UN Environment (Promoting low-global warming potential refrigerants for air-conditioning sectors in high ambient temperature countries (PRAHA)). The senior programme officers also participated in the Sustainable Technologies for Stationary Air Conditioning Workshop organized by the Climate and Clean Air Coalition (CCAC), the Governments of Canada, Germany, and the United States of America, and the Alliance for Responsible Atmospheric Policy.

12. The senior programme officers also took the opportunity to hold discussions with implementing agencies in the margins of the meetings on submissions for the 79<sup>th</sup> meeting.

*Ningbo Shaoxing, Jiaxing, and Shanghai (China) 8 – 16 April 2017*

13. Following an invitation from the Deputy Director General of the Foreign Economic Cooperation Office of the Ministry of Environmental Protection of China, three programme officers travelled to China to study lessons learned from stage I of the HCFC phase-out management plan (HPMP) for China in regard to the upcoming implementation of stage II of the HPMP and the Secretariat’s review of proposals for stage II of the HPMPs for other relevant countries, and the work related to the HFC-23 emissions control following decision XXVIII/2. The programme officers visited several enterprises including those manufacturing air-conditioning equipment using HFC-290 technology and extruded polystyrene foam using CO<sub>2</sub> technology, an enterprise developing compressors for HFO-1234ze and other low-GWP alternatives, and also a polyurethane foam system house commercializing (pre-blended hydrocarbons), a vocational college where 1,000 HC-290-based room air-conditioners are installed, and a HCFC-22 producer with an HFC-23 destruction facility.

14. The programme officers also attended the launch of stage II of the industrial and commercial refrigeration and air-conditioning sector plan for China, and participated in the workshop on R-290 in the air-conditioning industry (10 April 2017) and the 2017 Ozone2Climate Industry Roundtable in Shanghai

<sup>9</sup> The International Air-Conditioning, Heating, Refrigerating Exposition is an annual event which hosts exhibitors from the heating, ventilation, air-conditioning and refrigeration sector. It is co-sponsored by the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) and Air-Conditioning, Heating and Refrigeration Institute (AHRI), and is held concurrently with ASHRAE’s Winter Conference.

(13 April 2017), and an International Exhibition on refrigeration and air-conditioning equipment. A programme officer gave an opening speech at all these events.

*Bangkok (Thailand) 16 – 20 April 2017*

15. The Senior Administrative and Fund Management Officer and Information Technology Officer travelled to Bangkok to make logistical and administrative arrangements for the 79<sup>th</sup> meeting.

#### Meetings of regional network of ozone officers

16. The Secretariat participated in the following network meetings where the participating officer made presentations on the key decisions of the 77<sup>th</sup> and 78<sup>th</sup> meetings:

- Joint Network Meeting for National Ozone Officers for English-speaking and French-speaking Africa and Thematic Meeting on the Kigali Amendment from 20-24 March 2017 in Abidjan, Côte d'Ivoire;
- Network Meeting for the West Asia National Ozone Officers from 26-27 April 2017 in Dead Sea, Jordan;
- Network Meeting of the Southeast Asia and the Pacific (SEAP) National Ozone Officers and Thematic Workshop on the Kigali Amendment from 2-5 May 2017 in Phuket, Thailand; and
- Annual Meeting of the Regional Ozone Network for Europe and Central Asia from 10-12 May 2017 in Ohrid, The former Yugoslav Republic of Macedonia.

17. The Secretariat gave presentations by Skype to the network meetings for the Pacific Island Countries (9-12 April 2017), and the English Caribbean and Haiti (15-19 May 2017).

#### Monitoring and evaluation

18. The Senior Monitoring and Evaluation Officer and a consultant travelled to Brazil from 8-12 May 2017 as part of the field work for the second phase of the evaluation of chiller projects with co-funding modalities. A field mission to Jordan was also undertaken by a consultant from 1-5 May 2017. Other missions related to the evaluation will be carried out in Argentina, Colombia, Cuba, the Philippines and the Sudan between June and August 2017.

#### Staffing and recruitment

19. Mr. Munyaradzi Chenje, who was appointed as Deputy Chief Officer, took up his position on 15 May 2017.

20. Following the upgrade of four P3 positions (decision 77/63(b)(ii)) the posts for Chief, Information Systems Unit, Information Management Officer, and Programme Management Officers (two positions) were advertised in Inspira. The recruitment process for two of the positions was completed. Applications for the other two positions are currently under review.

21. The positions for Programme Management Assistant (G5) and Information Technology Assistant (G6) were advertised in Inspira and applications for the positions are currently under review. Following decision 77/63(b)(ii) the two General Service positions reclassified at the G6 level are pending further review of the job descriptions.

Staff development and training

22. The Human Resources Officer of UNON visited the Secretariat from 29-30 March 2017 to provide training for Hiring Managers and an information session on the United Nations mobility policy. The Safeguards Advisor of the Gender and Safeguards Unit, UN Environment, visited to the Secretariat on 12 April 2017 to provide staff with mandatory training on Safeguards Policy.<sup>10</sup> Staff also undertook a number of mandatory United Nations training courses.

**Cooperation with Multilateral Environmental Agreements (MEAs) and other organizations***Secretariat of Climate and Clean Air Coalition to Reduce Short-Lived Climate Pollutants (CCAC)*

23. The Secretariat was invited to participate in CCAC's Scientific Advisory Panel workshop on "Metrics for Evaluating and Reporting on Black Carbon and Methane Interventions" which took place in Ottawa from 16-17 March 2017. A Senior Programme Officer attended the workshop where he described the data reporting mechanisms used in the Multilateral Fund, and highlighted the importance of institutional strengthening and role of national ozone units in the data reporting system, and the value of a common data reporting format to facilitate data comparison and analysis.

*Climate Technology Centre and Network (CTCN)*

24. The Secretariat received an invitation to participate as Observer in the ninth meeting of the Advisory Board to the Climate Technology Centre and Network (CTCN), which was held in at UN Campus in Bonn from 3-5 April 2017.

*Global Environment Facility*

25. The Secretariat provided comments on proposals for a HCFC phase-out projects for Belarus,<sup>11</sup> Kazakhstan<sup>12</sup>, Tajikistan,<sup>13</sup> and Uzbekistan,<sup>14</sup> which were under consideration by the GEF.

United Nations organizations*Ozone Secretariat*

26. The Secretariat provided support and assistance to staff of the Ozone Secretariat and UNON conference services staff during their exploratory mission from 13-15 February 2017 in regard to the Montreal Protocol meetings to be held in Montreal in November 2017. The Secretariat assisted with the identifying suitable venues and facilitated discussions with Government officials from Canada and key ICAO staff.

27. In response to a request from the Ozone Secretariat, the Fund Secretariat provided comments on the Agenda of the workshop on the safety standards relevant to the safe use of low-GWP alternatives to

<sup>10</sup> This policy incorporates Human Rights-Based Approach (HRBA), disclosure of project information to the public and safeguard stakeholder response mechanism. It will be also aligned with the UN Environment Policy and Strategy for Gender Equality and the Environment, Indigenous People Policy Guidance and Results-Based Management (RBM) perspectives.

<sup>11</sup> Completion of the phase out of HCFCs consumption with support of low GWP technologies in Belarus, GEF project ID 6046

<sup>12</sup> HCFC Phase-out in Kazakhstan through promotion of zero ODS low GWP energy efficient technologies, GEF project ID 6090

<sup>13</sup> Complete HCFC Phase-out in Tajikistan through Promotion of zero ODS low GWP Energy Efficient Technologies, GEF ID 6030

<sup>14</sup> Complete HCFC Phase-out in Uzbekistan through Promotion of zero ODS low GWP Energy Efficient Technologies, GEF ID 6003

HFCs, that would take place in Bangkok on 10 July 2017 back-to-back with the 39<sup>th</sup> meeting of the Open-ended Working Group.

Other governmental organizations

*Lawrence Berkeley National Laboratory*

28. Following a request from the Lawrence Berkeley National Laboratory the Secretariat provided comments on the draft report on opportunities and risks of efficiency improvement and refrigerant transition in room air-conditioning.

Celebration of Montreal 375

29. To mark Montreal's 375<sup>th</sup> anniversary, Montreal's international environmental organizations, including the Commission for Environmental Cooperation, the Secretariat of the Convention on Biological Diversity, Future Earth, the International Civil Aviation Organization, and the Secretariat of the Multilateral Fund organized an event at Montreal's Botanical Garden. Staff from the Secretariat attended and the Chief Officer, along with the heads of the other organizations, gave a short speech.

**Visit of delegation of the Government of Austria**

30. His Excellency Andrä Rupprechter, the Federal Minister of Agriculture, Forestry, Environment and Water Management, paid a courtesy visit to the Secretariat's offices on 13 April 2017. The Chief Officer provided some general information on the Multilateral Fund including the replenishment of the Fund at the Twenty-ninth Meeting of the Parties in November 2017.

**Annex I**

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

| <b>Body</b>                   | <b>Secretariat advice</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Date provided</b>    | <b>Further actions</b>      |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------|
| Global Environment Facility   | Review of four projects: Completion of the phase out of HCFCs consumption with support of low GWP technologies in Belarus, GEF project ID 6046; Kazakhstan, HCFC Phase-out in Kazakhstan through promotion of zero ODS low GWP energy efficient technologies, GEF project ID 6090; Complete HCFC phase-out in Tajikistan through promotion of zero ODS low GWP energy efficient technologies, GEF ID 6030; Complete HCFC Phase-out in Uzbekistan through promotion of zero ODS low GWP energy efficient technologies, GEF ID 6003. | February and March 2017 | Further advice as requested |
| 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                                                                                                                                                                                                                                                                                                                                                                                  | April/May 2015          | Further advice as requested |