



Multilateral Fund for the Implementation of
the Montreal Protocol

***POLICIES, PROCEDURES, GUIDELINES AND
CRITERIA***

(As at November 2017)

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V. IMPLEMENTING AGENCIES**TERMS OF REFERENCE**

The Executive Committee shall discharge its tasks and responsibilities specified in its terms of reference as agreed by the Parties, with the co-operation and assistance of the World Bank, UNEP, UNDP, or other appropriate agencies depending on their respective areas of expertise. (UNIDO became the fourth Implementing Agency in October 1992).

(UNEP/OzL.Pro/2/3 Decision II/8, para. 6).

(UNEP/OzL.Pro/4/15 Decision IV/8 (section I.4).

Under the guidance and supervision of the Executive Committee, Implementing Agencies shall:

- (a) be requested by the Committee, in the context of country programmes to facilitate compliance with the Protocol, to co-operate with and assist the Parties within their respective areas of expertise; and
- (b) to develop an inter-agency agreement and specific agreements with the Committee acting on behalf of the Parties.

They shall apply only those considerations relevant to effective and economically efficient programmes and projects consistent with criteria adopted by the Parties. In fulfilling their responsibilities in respect of the Fund, they shall consult each other regularly, and meet at least once a year to report on their activities and consult on co-operative arrangements. They shall be entitled to receive support costs for the activities they undertake having reached specific agreements with the Committee.

(UNEP/OzL.Pro/ExCom/1/2, para. 20).

(UNEP/OzL.Pro/2/3 Annex IV, Appendix IV of Decision II/8, para. 2).

(Supporting document: UNEP/OzL.Pro/2/3 Annex IV, Appendix IV).

ASSISTANCE TO ARTICLE 5 COUNTRIES

In developing its country programme and/or its project proposals, an Article 5 Party may request technical assistance, other services and support from the Implementing Agencies within their respective areas of expertise and within the context of work programmes approved by the Executive Committee.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section II.1.3).

Article 5 Parties should select an approved Implementing Agency before preparing projects for submission to the Executive Committee. They should work together to expedite the preparation of country programmes, work programmes, and project proposals, and should develop proposed timeliness for the preparation and implementation of projects.

(UNEP/OzL.Pro/ExCom/8/29 Annex III, para. 3.1, 3.2, 3.5).

UNDP

The Executive Committee invited UNDP to co-operate and assist in feasibility and pre-investment studies and in other technical assistance measures.

(UNEP/OzL.Pro/2/3 Appendix IV of Decision II/8, para. 3b).

(Supporting document: UNEP/OzL.Pro/2/3 Annex IV, Appendix IV).

Functions

UNDP shall:

- (a) report on the status of activities related to country programmes including the activities of field offices;
- (b) prepare periodic progress reports on projects;
- (c) prepare an annual report on income and expenditures of the previous years; and
- (d) prepare a final report after completion and/or termination of each project.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section VI.2.1).

Agreement

The Executive Committee and UNDP signed an agreement on 21 August 1991 (Annex II.4).

UNEP

The Executive Committee invited UNEP to co-operate and assist in the political promotion of the objectives of the Protocol, as well as in research, data gathering and the clearing-house functions.

Functions

Clearing-house functions include:

- (a) assisting Parties, operating under paragraph 1 of Article 5, through country specific studies and other technical co-operation, to identify their needs;
- (b) facilitating technical co-operation to meet identified needs;
- (c) distributing information, holding workshops and training sessions, and other related activities for the benefit of Parties that are developing countries; and
- (d) facilitating and monitoring other multilateral, regional, and bilateral co-operation available to Parties that are developing countries.

(UNEP/OzL.Pro/2/3 Appendix IV of Decision II/8, para. 3a).

(Supporting document: UNEP/OzL.Pro/2/3 Annex IV, Appendix IV).

UNEP shall:

- (a) report on training, country studies, political promotion and communication efforts and clearing-house activities; and
- (b) prepare an annual audited report on the income and expenditures of the Multilateral Fund.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section VI.2.2)).

Agreement

The Executive Committee and UNEP signed an agreement on 19 June 1991 (Annex II.5).

Budget cycle

The Eighteenth Meeting of the Executive Committee requested UNEP to follow the same budget cycle as the other Implementing Agencies.

(UNEP/OzL.Pro/ExCom/18/75, Decision 18/11, para. 23(c)).

The Twenty-second Meeting of the Executive Committee, bearing in mind its Decision 17/22 prohibiting budget overruns, decided that as an exceptional measure, UNEP should be allowed to offset its budget overrun for 1995 against its underrun for the same year.

(UNEP/OzL.Pro/ExCom/22/79/Rev.1, Decision 22/57, para. 77).

Levels of funding

The Twenty-first Meeting of the Executive Committee, having considered the 1997 work programme of UNEP together with the comments and recommendations of the Fund Secretariat thereon, as well as the recommendations of the Sub-Committee on Project Review, decided:

- (a) to approve a total amount of US \$1.05 million for recurring information-exchange activities that are ongoing in nature (namely, the collection of sectoral data from world-wide sources; updated OAIC diskette version; dissemination of information materials; direct query-response service; maintenance of contact database of experts and mailing list of OzonAction programme publications; halon bank management clearing-house services; publication of the OzonAction newsletter and special supplements);
- (b) to approve a total amount of US \$0.335 million for the remaining, non-recurring information-exchange activities in the UNEP 1997 work programme, including delivery of the OzonAction newsletter and other information through the World Wide Web home page site;
- (c) to approve a total amount of US \$1.1 million for networking activities;
- (d) the amounts of US \$1.05 million approved for recurring information exchange activities, which are outlined in subparagraph (a) above, and US \$1.1 million for networking activities, which are outlined in subparagraph (c) above, would represent caps, and the levels of funding for those activities would not be increased in future years except by a factor of up to 5 per cent to cover inflation. The levels of future funding for non-recurring activities would be considered on the basis of the individual proposals submitted by UNEP;
- (f) that UNEP should have the flexibility to apportion, according to its own priorities, the amounts referred to in subparagraphs 24 (a) to 24 (c) above.

(UNEP/OzL.Pro/ExCom/21/36, Decision 21/14, para. 24).

(Supporting document: UNEP/OzL.Pro/ExCom/21/16).

The Thirtieth Meeting of the Executive Committee, while considering two projects on the methyl bromide sector submitted by UNEP, decided that:

- (b) UNEP be requested, in its annual business planning, to examine and re-prioritize its core programme to increase the effort directed towards information dissemination and awareness-raising on emerging needs such as methyl bromide ;
- (c) UNEP also be requested to make every effort to incorporate any future projects of this nature within its re-prioritized core programme.

(UNEP/OzL.Pro/ExCom/30/41, Decision 30/38, paras 63(b) and (c)).

The Thirty-second Meeting of the Executive Committee decided to:

- (b) request that similar project components (project assistance monitoring and evaluation) not come forward to future meetings of the Executive Committee;
- (c) request UNEP to produce a paper showing how the 13 per cent allowance for support costs was utilized in general terms and also in specific similar projects already implemented;
- (d) re-examine, in the light of the above paper, whether the other Implementing Agencies might be in a better position to implement the non-investment activities in question in an RMP within the 13 per cent agency support costs.

(UNEP/OzL.Pro/ExCom/32/44, Decision 32/31, para. 43 (b, c, d)).

Compliance Assistance Programme

The Thirty-fifth Meeting of the Executive Committee decided to approve the Compliance Assistance Programme (CAP) budget for UNEP (Annex V.1), with the following conditions:

- (a) the use of this budget and related CAP employees shall not be used for implementation of projects approved before 2002;
- (b) UNEP will submit a preliminary report to the 38th Meeting of the Executive Committee on the use of the programme support cost, with a detailed report to be submitted at the 40th Meeting in 2003;
- (c) UNEP should also report to the Executive Committee during 2002 on the progress made in the implementation of the CAP programme, specifically on the lessons learned during the first steps of CAP implementation;
- (d) funds approved annually for the CAP but not spent should be returned to the Multilateral Fund for re-programming at the second meeting of the Executive Committee in the year following that for which they had been approved;
- (e) consideration by the Executive Committee should be given to benefit of developing a unified budget in future years, and UNEP should provide a proposal for such a budget at the 38th Meeting of the Executive Committee.

(UNEP/OzL.Pro/ExCom/35/67, Decision 35/36, para. 69).

(Supporting document: UNEP/OzL.Pro/ExCom/35/26).

The Thirty-eighth Meeting of the Executive Committee decided to request UNEP, in the preparation of future budgets, to take into account the comments and concerns expressed by the Sub-Committee and, if possible, to prepare unified budgets, internalizing the programme support costs, if necessary in an indicative way.

(UNEP/OzL.Pro/ExCom/38/70/Rev.1, Decision 38/36, para. 69 (b)).

The Fortieth Meeting of the Executive Committee decided to set targets for UNEP's CAP with a view to full data reporting by Article 7 Parties based on the following performance indicators:

- (i) number of countries with missing data that received specific CAP assistance for data reporting in order to determine compliance baselines. UNEP should give a clear indication of the assistance provided; and
- (ii) number of countries reporting data in compliance with Article 7 of the Protocol.

(UNEP/OzL.Pro/ExCom/40/50, Decision 40/11, para. 49(b)).

The Forty-first Meeting of the Executive Committee decided:

- (b) to consider future programme support costs on the basis of a future Executive Committee decision taken after consideration of the investigation to be carried out by UNEP, as recommended in paragraph 74 below; and

- (c) to review the CAP budget in one year's time on the basis of the results achieved, including its contribution to the regional networks, in consultation with the countries in the region.

(UNEP/OzL.Pro/ExCom/41/87, Decision 41/38(b, c), para. 73).

The Forty-first Meeting of the Executive Committee decided:

- (a) to investigate how it could prepare unified budgets for the Compliance Assistance Programme (CAP), possibly based on the concept of the general trust funds and integrating all the administrative costs and related expenses, as well as programme support costs, into an administrative budget; and
- (b) to submit the result of the above investigation to the 43rd Meeting of the Executive Committee for its consideration.

(UNEP/OzL.Pro/ExCom/41/87, Decision 41/39, para. 74).

The Forty-fourth Meeting of the Executive Committee decided to request UNEP to continue to report to the Executive Committee on the actual allocation and use of the 8 per cent programme support costs between support services pertaining to the implementation of the CAP and the administrative support costs charged by the United Nations Office at Nairobi.

(UNEP/OzL.Pro/ExCom/44/73, Decision 44/27, para. 134 (b)).

The Forty-seventh Meeting of the Executive Committee decided:

- (a) to approve the UNEP's Compliance Assistance Programme (CAP) budget for 2006 (Annex IV to the present report) at the amount of US \$7,770,000 plus support costs of US \$621,600 on the basis that:
- (i) UNEP would not in future seek separate funding through its business plans or work programme amendments for awareness or public information activities, including the regional awareness programme previously funded at US \$200,000 per year;
- (ii) UNEP would include in the annex to the CAP budget details regarding the use of all funds that support global awareness activities;
- (iii) requests for future increases in the CAP budget would be limited to 3 per cent, unless the Executive Committee was given evidence that inflationary pressures justified otherwise;
- (iv) UNEP was encouraged to continue to extend the prioritization of funding between CAP budget lines so as to accommodate changing priorities; and
- (b) to request the Secretariat to liaise with UNEP and monitor the return of unspent funds in accordance with decision 35/36(d).

(UNEP/OzL.Pro/ExCom/47/61, Decision 47/24, para. 96).

The Fiftieth Meeting of the Executive Committee decided:

- (a) to approve the CAP budget for 2007 at the amount of US \$8,003,000 plus agency support costs of 8 per cent amounting to US \$640,240 on the basis that:
- (i) UNEP would, in future submissions, provide details on the activities for which the funds for global awareness-raising would be used;
- (ii) UNEP was encouraged to continue extending the prioritization of funding among CAP budget lines so as to accommodate changing priorities; and
- (iii) the CAP budget should only be spent in accordance with the terms of reference for the financial mechanism contained in Article 10 of the Montreal Protocol and therefore resources should not be spent on inter-multilateral environmental agreement coordination activities;
- (b) to request UNEP to prepare a paper on how the MDI thematic workshops would be conducted based on the actual needs, including costs, of the different networks. The paper should be presented at the 51st Meeting of the Executive Committee;
- (c) to request the Secretariat to continue liaising with UNEP to monitor the return of unspent funds in accordance with decision 35/36(d).

(UNEP/OzL.Pro/ExCom/50/62, Decision 50/26 para. 116).

(Supporting document: UNEP/OzL.Pro/ExCom/50/20).

The Fifty-second Meeting of the Executive Committee decided:

- (a) to request the Senior Monitoring and Evaluation Officer to reorganize the final report on the evaluation of

the Compliance Assistance Programme (CAP), (UNEP/OzL.Pro/ExCom/52/9), around the seven issues identified in paragraphs 9(a) to 9(g) of that document;

- (b) to request UNEP to consider further regionalization of CAP resources;
- (c) to request UNEP to focus the CAP on:
 - (i) countries in potential or actual non-compliance, taking into account the likely difficulties of a number of countries in meeting the 85 per cent reduction target for CFC in 2007, to be followed by the total phase-out of CFCs, halons and carbon tetrachloride by 31 December 2009;
 - (ii) latecomers to the Montreal Protocol, in order:
 - a. to strengthen their institutional structures and develop local capacities;
 - b. to facilitate the establishment of appropriate ODS-related legislation and regulations; and
 - c. to support their public awareness activities.
 - (iii) further involving more advanced and experienced Article 5 countries to assist and advise less advanced in the same region;
 - (iv) further strengthening local capacities of trained trainers and partner training institutes formed during the “train the trainers” phase to enable future and continued training of customs officers and refrigeration technicians on a sustainable basis. UNEP should also develop a strategy that would integrate the local training capacity created, placing emphasis on national ownership and securing access to appropriate know-how beyond 2010;
 - (v) further promoting collaboration between customs and environmental authorities, in cooperation with professional associations, in order to strengthen the enforcement of legal regulations;
 - (vi) assisting, where applicable, the enforcement of unified regulations in regional customs unions or other areas of political and economic cooperation; and
- (d) to urge UNEP and the other agencies to ensure close coordination of activities in order to avoid overlapping actions; in particular, UNEP should always consult with the lead agency for national phase-out plans, terminal phase-out management plans or other phase-out plans and projects before providing technical or policy advice.

(UNEP/OzL.Pro/ExCom/52/55, Decision 52/7, para. 57).

(Supporting document: UNEP/OzL.Pro/ExCom/52/9).

The Fifty-third Meeting of the Executive Committee decided:

- (a) to approve the Compliance Assistance Programme (CAP) budget, attached as Annex XXII to the final report, on the condition that UNEP submit to the Secretariat a revised budget in the amount of US \$8,243,090 plus agency support costs of 8 per cent amounting to US \$659,447, representing a 3 per cent increase on the previous year consistent with decision 47/24;
- (b) to request UNEP, in future submissions on the CAP budget, to continue:
 - (i) providing detailed information on the activities for which the global funds would be used;
 - (ii) extending the prioritization of funding between CAP budget lines so as to accommodate changing priorities and to provide details on the reallocations made in its budget following Executive Committee decisions 47/24 and 50/26; and
- (c) to request UNEP to report on current staff post levels and to inform the Executive Committee of any changes therein particularly as they related to increased budget allocations.

(UNEP/OzL.Pro/ExCom/53/67, Decision 53/21, para. 118).

(Supporting document: UNEP/OzL.Pro/ExCom/53/20).

The Fifty-sixth Meeting of the Executive Committee decided not to approve the request for a compliance contingency budget and asked UNEP to include the activities within the UNEP Compliance Assistance Programme (CAP) budget, using the flexibility provided by decision 47/24 to reallocate funding between UNEP CAP budget lines to accommodate changing priorities.

(UNEP/OzL.Pro/ExCom/56/64, Decision 56/34 para 149)

(Supporting document: UNEP/OzL.Pro/ExCom/56/16).

The Fifty-sixth Meeting of the Executive Committee decided:

- (a) to approve the request to establish a separate network for Pacific island countries (PIC), maintaining an allocation for those countries within the UNEP Compliance Assistance Programme (CAP) to allow their

participation in network meetings in the Asia and the Pacific region and encourage coordination; and

- (b) to note the above when approving the UNEP CAP budget and in reviewing the proposal to ensure linkage to the South East Asia and Pacific (SEAP) network.

(UNEP/OzL.Pro/ExCom/56/64, Decision 56/33 para 147)

(Supporting document: UNEP/OzL.Pro/ExCom/56/16).

The Fifty-sixth Meeting of the Executive Committee decided:

- (a) to approve the CAP budget for 2009 at the amount of US \$8,490,000 plus agency support costs of 8 per cent amounting to US \$679,200 [as contained in Annex XII to the final report of the 56th Meeting] and apply decision 56/41 to the budget accordingly and to agree to the changes submitted by UNEP in its budget proposal;
- (b) to request UNEP, in future submissions on the CAP budget to continue:
- (i) to provide detailed information on the activities for which the global funds would be used;
 - (ii) to expand the prioritization of funding between CAP budget lines to accommodate changing priorities; and to provide details on the reallocations made in its budget following decisions 47/24 and 50/26; and
 - (iii) to report on the current post levels of staff and to inform the Executive Committee of any changes therein particularly in respect of increased budgetary allocations.

(UNEP/OzL.Pro/ExCom/56/64, Decision 56/43 para 181)

(Supporting document: UNEP/OzL.Pro/ExCom/56/21).

The Fifty-ninth Meeting of the Executive Committee decided:

- (a) To approve the 2010 Compliance Assistance Programme (CAP) budget [as contained in Annex VII to the final report of the 59th Meeting], at a level of US \$8,745,000, plus support costs of US \$699,600; and
- (b) To further request UNEP, in future submissions of the CAP budget:
- (i) To continue to provide detailed information on the activities for which the global funds would be used;
 - (ii) To continue to expand the prioritization of funding between CAP budget lines so as to accommodate changing priorities; and to provide details on the reallocations made for its budget following decisions 47/24 and 50/26; and
 - (iii) To continue to report on the current staff post levels and to inform the Executive Committee of any changes therein, particularly in respect of any increased budgetary allocations.

(UNEP/OzL.Pro/ExCom/59/59, Decision 59/27 para 136)

(Supporting document: UNEP/OzL.Pro/ExCom/56/27).

The Sixty-second Meeting of the Executive Committee decided:

- (a) To approve the Compliance Assistance Programme (CAP) budget for 2011 at the amount of US \$9,007,000, plus agency support costs of 8 per cent amounting to US \$720,560,[as contained in Annex VI to the final report of the Sixty-second Meeting], while:
- (i) Noting the elimination of the Information Officer post and redeployment of related funds towards the creation of new regional assistant posts; and
 - (ii) Requesting UNEP:
 - a) To ensure that the primary function of the new regional assistant posts proposed in the 2011 budget focused on assisting countries, particularly low-volume-consuming countries, with the implementation of HCFC phase-out management plans, including supporting outreach activities;
 - b) To examine and monitor South-South cooperation activities, and report on the outcomes of such activities, including detailed reports by region on the utilization of related budgets, to the 65th meeting of the Executive Committee in the context of its 2012 CAP budget;
- (b) To request UNEP, in future submissions of the CAP budget:
- (i) To continue to provide detailed information on the activities for which the global funds would be used;
 - (ii) To continue to extend the prioritization of funding between CAP budget lines so as to accommodate changing priorities; and provide details on the reallocations made for its budget pursuant to decisions

47/24 and 50/26;

- (iii) To continue to report on the current staff post levels and inform the Executive Committee of any changes therein, particularly in respect of any increased budget allocations; and
- (iv) To make every effort to avoid an increase in the budget lines for activities in the 2012 CAP budget.

(UNEP/OzL.Pro/ExCom/62/62, Decision 62/24 para 76)

(Supporting document: UNEP/OzL.Pro/ExCom/62/16).

The Sixty-fifth Meeting of the Executive Committee decided:

- (a) To approve the Compliance Assistance Programme (CAP) budget for 2012 at the amount of US \$8,987,000, plus agency support costs of 8 per cent, amounting to US \$718,960 for UNEP, [as contained in Annex VI to the Sixty-fifth meeting report];
- (b) To request UNEP, in future submissions of the CAP budget:
 - (i) To continue to provide detailed information on the activities for which the global funds would be used;
 - (ii) To continue to extend the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and to provide details on the reallocations made for its budget following decisions 47/24 and 50/26, on the condition that such reallocations did not result in savings from movement of personnel-related costs to other activity lines;
 - (iii) To continue to report on the current staff post levels and to inform the Executive Committee of any changes thereto, particularly in respect of increased budget allocations; and
 - (iv) To provide a report in the context of UNEP's role in implementation of HCFC phase-out management plans (HPMPs), clearly delineating expenditures made from the CAP budget and those made from HPMP funds.

(UNEP/OzL.Pro/ExCom/65/60, Decision 65/17 para 89)

(Supporting document: UNEP/OzL.Pro/ExCom/65/19).

The Sixty-eighth Meeting of the Executive Committee decided:

- (a) To approve the Compliance Assistance Programme (CAP) budget for 2013 at the amount of US \$9,158,000, plus agency support costs of 8 per cent amounting to US \$732,640 for UNEP, as shown in Annex XI to the present report;
- (b) To request UNEP, in future submissions of the CAP budget, to continue:
 - (i) Providing detailed information on the activities for which the global funds would be used;
 - (ii) Extending the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and providing details on the reallocations made in its budget pursuant to decisions 47/24 and 50/26; and
 - (iii) Reporting on the current staff post levels and informing the Executive Committee of any changes thereto, particularly in respect of any increased budget allocations.

(UNEP/OzL.Pro/ExCom/68/53, Decision 68/18 para 95)

(Supporting document: UNEP/OzL.Pro/ExCom/68/20).

The Seventy-first Meeting of the Executive Committee decided:

- (a) To approve the UNEP's Compliance Assistance Programme (CAP) budget for 2014 in the amount of US \$9,338,000, plus agency support costs of 8 per cent, amounting to US \$747,040, as contained in Annex XIX to the present report;
- (b) To request UNEP, in future submissions of the CAP budget to continue:
 - (i) To provide detailed information on the activities for which the global funds would be used;
 - (ii) To extend the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and to provide details on the reallocations made in its budget pursuant to decisions 47/24 and 50/26;
 - (iii) To report on the current staff post levels and to inform the Executive Committee of any changes thereto, particularly in respect of any increased budget allocations; and
- (c) To request UNEP to report to the Executive Committee on the implications of its adoption of the

International Public Sector Accounting Standards (IPSAS) in meeting the requirements of decision 35/36(d), requiring the return of the balances of CAP funds, by the 74th meeting.

*(UNEP/OzL.Pro/ExCom/71/64, Decision 71/33 para 126)
(Supporting document: UNEP/OzL.Pro/ExCom/71/23).*

The Seventy-third Meeting of the Executive Committee decided:

- (a) To approve UNEP's Compliance Assistance Programme (CAP) budget for 2015, contained in Annex XVI to the present report, in the amount of US \$9,459,000, plus agency support costs of 8 per cent, amounting to US \$756,720, on the understanding that, for the implementation of agreed activities, the expenditure of CAP funds and the responsibilities and placement of staff would remain as submitted, and that, were any changes to be proposed, UNEP would report them to the Executive Committee as soon as possible for its consideration and a decision thereon;
- (b) To request UNEP to report to the 74th meeting actions taken to implement the recommendations 1, 3, 4, and 7 listed below, taken from the May 2014 report of the United Nations Office of Internal Oversight Services on the audit of the UNEP OzonAction Branch, in accordance with all relevant Executive Committee decisions relating to the operation of UNEP as an implementing agency of the Multilateral Fund:
 - (i) Recommendation 1: UNEP should review the existing organizational arrangements to ensure that they provide for a clear accountability and efficient and effective delivery of the OzonAction Branch programme of work in accordance with the decisions of the Executive Committee;
 - (ii) Recommendation 3: UNEP should put in place a mechanism to ensure that funds are used as approved by the Executive Committee, variances are disclosed in a timely basis, and unspent balances are returned to the Executive Committee in a timely manner;
 - (iii) Recommendation 4: UNEP should define a mechanism to ensure that projects are financially closed no more than 18 months after the date of operational completion, and that unutilized balances are returned to the Fund for the Implementation of the Montreal Protocol in a timely manner;
 - (iv) Recommendation 7: UNEP should ensure that the OzonAction Branch does not enter into contractual agreements which duplicate the services of the Compliance Assistance Project;
- (c) To further request UNEP, in future submissions of the CAP budget, to continue:
 - (i) Providing detailed information on the activities for which the global funds would be used;
 - (ii) Extending the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and to provide details, pursuant to decisions 47/24 and 50/26, on the reallocations made; and
 - (iii) Reporting on the current post levels of staff and informing the Executive Committee of any changes thereto, particularly with respect to any increased budget allocations.

*UNEP/OzL.Pro/ExCom/73/62, Decision 73/53, para.159).
(Supporting document: UNEP/OzL.Pro/ExCom/73/30).*

The Seventy-fifth Meeting of the Executive Committee decided:

- (a) To approve UNEP's Compliance Assistance Programme (CAP) activities and budget for 2016 in the amount of US \$9,540,000, plus agency support costs of 8 per cent, amounting to US \$763,200, contained in Annex XVII to the present report;
- (b) To note the 2016–2018 rolling strategy proposed by UNEP for its CAP and the approaches contained therein;
- (c) To request UNEP to continue to submit an annual work programme and budget for the CAP, including:
 - (i) Providing detailed information on the progress of the four new activities identified in the 2016 work programme where the global funds would be used until their completion;
 - (ii) Extending the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and to provide details on the reallocations made in its budget pursuant to decisions 47/24 and 50/26; and
 - (iii) Reporting on the current staff post levels and informing the Executive Committee of any changes thereto, particularly in respect to any increased budget allocations.

*UNEP/OzL.Pro/ExCom/75/85, Decision 75/38, para.174).
(Supporting document: UNEP/OzL.Pro/ExCom/73/33/Rev.1).*

The Seventy-seventh Meeting of the Executive Committee decided:

- (a) To approve the UNEP's Compliance Assistance Programme (CAP) activities and budget for 2017 in the amount of US \$9,776,000, plus agency support costs of 8 per cent, amounting to US \$782,080, contained in Annex XV to the present report;
- (b) To request UNEP to continue to submit an annual work programme and budget for the CAP that included:
 - (i) Detailed information on the progress of the four new activities identified in the 2016 work programme for which global funds would be used until their completion;
 - (ii) Extension of the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and details on the reallocations made in its budget pursuant to decisions 47/24 and 50/26;
 - (iii) Reporting on the current levels of staff posts and information for the Executive Committee on any changes thereto, particularly with respect to any increased budget allocations; and
- (c) To further request UNEP to review the overall structure of the CAP and to consider its operations and regional structure in addressing emerging needs and new challenges, and to submit a final report of that review to the Executive Committee for consideration at its 79th meeting.

UNEP/OzL.Pro/ExCom/77/76, Decision 73/38, para.139 and Annex V).

(Supporting document: UNEP/OzL.Pro/ExCom/77/32).

The Eightieth Meeting of the Executive Committee decided:

- (a) To approve UNEP's Compliance Assistance Programme (CAP) activities and budget for 2018 in the amount of US \$9,863,000, plus agency support costs of eight per cent, amounting to US \$789,040, as contained in Annex XIV to the present report;
- (b) To request UNEP to provide:
 - (i) A final report to the 81st meeting on the review of the overall structure of the CAP and its operations and regional structure in addressing emerging needs and new challenges in Article 5 countries;
 - (ii) A final report to the 82nd meeting on the four global activities (national ozone officer training programme, refrigerant drivers licence programme, global training programme for the refrigeration servicing sector, and ODS management in the fisheries sector) which were identified in the 2016–2018 three-year rolling strategy, providing details on the overall cost, achievements and outputs and how these had contributed to the compliance for Article 5 countries within the CAP mandate, in line with decision 75/38(c)(i);
- (c) To further request UNEP, in future submissions of the CAP budget, to continue:
 - (i) Providing detailed information on the activities for which the global funds would be used;
 - (ii) Extending the prioritization of funding between CAP budget lines so as to accommodate changing priorities, and to provide details, pursuant to decisions 47/24 and 50/26, on the reallocations made;
 - (iii) Reporting on the current post levels of CAP staff and informing the Executive Committee of any changes thereto, particularly with respect to any increased budget allocations; and
 - (iv) Providing a budget for the year in question, and a report on the estimated costs incurred in the previous year, noting sub-paragraphs (c)(ii) and (c)(iii) above.

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/55, para 166)

(Supporting document: UNEP/OzL.Pro/ExCom/80/28).

Global awareness campaign

The Thirty-fifth Meeting of the Executive Committee decided to request UNEP to make a presentation to its 36th Meeting on the progress in the global public awareness and education campaign to sustain the phase-out established by Decision 34/35.

(UNEP/OzL.Pro/ExCom/35/67, Decision 35/63, para. 138).

UNIDO

The Executive Committee invited UNIDO to co-operate and assist in project development and implementation comprising pre-investment studies and in other technical assistance measures.

(UNEP/OzL.Pro/ExCom/8/29 Annex IV (page 29).

(Supporting document: UNEP/OzL.Pro/8/29 Annex IV).

Agreement

The Executive Committee and UNIDO signed an agreement on 22 October 1992 (Annex II.6).

WORLD BANK

The Executive Committee invited the World Bank to co-operate and assist in administering and managing the programme to finance the agreed incremental costs.

(UNEP/OzL.Pro/2/3 Appendix IV of Decision II/8, para. 3c).

(Supporting document: UNEP/OzL.Pro/2/3 Annex IV, Appendix IV).

Functions

The World Bank shall:

- (a) report on activities related to country programmes and on project proposals or groups of project proposals including those which require Executive Committee approval; and
- (b) prepare a final report on operations financed by the Fund.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section VI.2.3)).

Agreement

The Executive Committee and the World Bank signed an agreement on 9 July 1991 (Annex II.7).

INTER-AGENCY AGREEMENT

The Executive Committee took note of the tripartite agreement among UNEP, UNDP and the World Bank on Procedural Arrangements for Co-operation and Assistance in Protecting the Ozone Layer in the Context of the Vienna Convention for the Protection of the Ozone Layer and its Montreal Protocol on Substances that Deplete the Ozone Layer (Annex V.2).

(UNEP/OzL.Pro/ExCom/2/5/Rev.1, para. 18).

(Supporting document: UNEP/OzL.Pro/ExCom/2/5/Rev.1 Annex I).

OTHER IMPLEMENTING AGENCIES

The Third Meeting of the Executive Committee agreed that regional and national agencies were in principle not excluded from being considered as Implementing Agencies provided that they were invited to co-operate with the Committee and were considered by it to have appropriate expertise.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1, para. 45).

Other Implementing Agencies (e.g., regional banks) who undertake projects financed from the Fund shall be required to report as appropriate based on the nature of these activities.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section VI.2.4)).

ADMINISTRATIVE COSTS OF THE IMPLEMENTING AGENCIES

The Eighth Meeting of the Parties decided that the Executive Committee should, over the next three years, work toward the goal of reducing agency support costs from their current level of 13 per cent to an average of below 10 per cent to make more funds available for other activities. The Executive Committee should report to the Parties annually on their progress, and the Parties may adjust the goal accordingly.

(UNEP/OzL.Pro.8/12 Decision VIII/4.7).

The Twenty-first Meeting of the Executive Committee decided:

- (a) to recall paragraph 6 of decision VIII/4, by which the Eighth Meeting of the Parties decided that the Executive Committee should, over the next three years, work towards the goal of reducing agency support costs from the current level of 13 per cent to an average of below 10 per cent;
- (b) to recognize that, while the 13 per cent charge levied over the initial years of the Multilateral Fund could probably be reduced as a result of economies of scale being achieved, the percentage could be different for large and small projects, for umbrella projects, and for projects that covered many small-scale enterprises;
- (c) to emphasize that, whether or not a reduced rate was agreed upon, the Committee must in no way discourage proper supervision, verification and evaluation of ongoing projects, and that agency support costs should not become a negotiating point on individual projects;
- (d) to agree that an independent consultant should be recruited to work with the Secretariat and Implementing Agencies to identify options and approaches for reducing the overall level of administrative costs, focusing on revising the current uniform, fee-based system;

(e) to approve the terms of reference for the consultancy as contained in Annex V.3 to the present report.
(UNEP/OzL.Pro/ExCom/21/36, Decision 21/2, para. 8).
(Supporting document: UNEP/OzL.Pro/ExCom/21/4).

The Twenty-fifth Meeting of the Executive Committee decided:

- (a) to defer further consideration of the subject (administrative costs of the Implementing Agencies) to its 26th Meeting;
- (b) to request the Implementing Agencies to take into account the suggestions made and the views expressed in the course of the discussion when preparing their 1999 business plans, with a view to reaching the goal of reducing agency support costs from their current level of 13 per cent to an average of below 10 per cent so as to make more funds available for other activities.

(UNEP/OzL.Pro/ExCom/25/68, Decision 25/54, para. 98).
(Supporting document: UNEP/OzL.Pro/ExCom/25/66).

The Twenty-sixth Meeting of the Executive Committee decided:

- (a) to apply an agency fee of 13 per cent on projects up to a value of \$500,000;
- (b) that for projects with a value exceeding \$500,000 but up to and including \$5,000,000, an agency fee of 13 per cent should be applied on the first \$500,000 and 11 per cent on the balance;
- (c) to assess projects with a value exceeding \$5 million on a case-by-case basis;
- (d) that the agency fee for projects submitted under the SME window (Decision 25/56) should be 13 per cent;
- (e) that agencies implementing projects under the SME window should report back to the Executive Committee on the actual administrative costs of such projects;
- (f) to request the Secretariat and the Implementing Agencies to develop standardized cost items for future reporting on administrative costs;
- (g) to review the results of implementation of this decision at the second meeting of the Executive Committee in 1999 and to report to the Eleventh Meeting of the Parties in 1999, in line with decision VIII/4 of the Meeting of the Parties;
- (h) to apply this decision to projects approved beginning with the current meeting.

(UNEP/OzL.Pro/ExCom/26/70, Decision 26/41, para. 77).
(Supporting document: UNEP/OzL.Pro/ExCom/26/67).

Administrative cost regime

The Thirty-eighth Meeting of the Executive Committee decided:

- (a) to adopt a new administrative cost regime for the 2003-2005 triennium that includes US \$1.5 million, subject to annual review, for a core unit funding budget per year, applying in addition:
 - (i) an agency fee of 7.5 per cent for projects with a project cost at or above US \$250,000, as well as institutional strengthening projects and project preparation;
 - (ii) an agency fee of 9 per cent for projects with a project cost below US \$250,000, including country programme preparation;
- (b) to apply the above regime to UNDP, UNIDO and the World Bank;
- (c) to urge Implementing Agencies to strive toward achieving optimization of these support costs, taking into account the goal of Decision VIII/4 of the Eighth Meeting of the Parties to reduce agency support costs to an average below 10 per cent, recognizing that new challenges in the implementation of projects during the compliance period would require substantial support from Implementing Agencies;
- (d) review the administrative cost regime and its core unit funding budget at the 41st Meeting of the Executive Committee.

(UNEP/OzL.Pro/ExCom/38/70/Rev.1, Decision 38/68, para. 116).
(Supporting document: UNEP/OzL.Pro/ExCom/38/59).

The Forty-first Meeting of the Executive Committee decided to continue to monitor the administrative cost regime adopted by Decision 38/68 in the context of budget requests for future years bearing in mind the need to maintain an overall rate of administrative costs below 10 per cent as was achieved in 2002 and 2003.

(UNEP/OzL.Pro/ExCom/41/87, Decision 41/94, para. 150(d)).
(Supporting document: UNEP/OzL.Pro/ExCom/41/81).

The Forty-fourth Meeting of the Executive Committee decided:

- (c) to request a review of the current administrative cost regime and provide recommendations either for its continuance or for an alternative administrative cost regime for the 2006-2008 triennium; and
- (d) to request the Implementing Agencies to provide more in-depth information on their administrative costs, in time for it to be used in the review of the administrative cost regime to be presented by the Secretariat at the 46th Meeting of the Executive Committee.

(UNEP/OzL.Pro/ExCom/44/73, Decision 44/7, para. 58 (c, d)).

(Supporting document: UNEP/OzL.Pro/ExCom/44/9 and Corr.1).

The Forty-sixth Meeting of the Executive Committee decided:

- (a) to note the review of administrative costs presented in document UNEP/OzL.Pro/ExCom/46/40;
- (b) to extend the operation of decision 38/68 and its administrative cost regime for the 2006-2008 triennium, with the following modifications:
 - (i) the base rate for core unit costs for UNDP and UNIDO would be US \$1.7 million instead of US \$1.5 million;
 - (ii) an annual increase of up to 3 per cent for UNDP, UNIDO and the World Bank based on budgets to be submitted for approval at the last Meeting of the year for the following year;
- (c) to review the operation of the administrative cost regime as modified by the present decision before the end of the following triennium; and
- (d) to note that, for UNIDO to maintain its current level of administrative costs, it would need either to increase its revenue significantly, including continued and increasing subsidies from UNIDO, or to significantly reduce its administrative costs, or both.

(UNEP/OzL.Pro/ExCom/46/47, Decision 46/35, para. 144).

(Supporting document: UNEP/OzL.Pro/ExCom/46/40).

The Fifty-sixth Meeting of the Executive Committee decided:

- (a) to note the report on 2008 core unit costs for UNDP, UNIDO and the World Bank as presented in document UNEP/OzL.Pro/ExCom/56/20; and
- (b) to approve the requests for US \$1,857,636 for core unit funding for 2009 for UNDP, US \$1,857,636 for UNIDO, and US \$1,663,347 for the World Bank, in accordance with decision 46/35 and in the light of the above report and decision 56/41(b) on key issues arising from the assessment of the administrative costs required for the 2009-2011 triennium contained in document UNEP/OzL.Pro/ExCom/56/19.

(UNEP/OzL.Pro/ExCom/56/64, Decision 56/42 para 175)

(Supporting document: UNEP/OzL.Pro/ExCom/56/20).

The Fifty-ninth Meeting of the Executive Committee decided:

- (a) To note the report on 2010 core unit costs for UNDP, UNIDO and the World Bank as presented in document UNEP/OzL.Pro/ExCom/59/18;
- (b) To approve the requests for core unit funding of US \$1,913,365 for UNDP; US \$1,913,365 for UNIDO; and US \$1,701,466 for the World Bank in accordance with decision 56/41; and
- (c) To discuss at the 60th Meeting, a methodology to assist UNIDO in identifying project related costs, if any, in its annual report on administrative costs.

(UNEP/OzL.Pro/ExCom/59/59, Decision 59/28 para 143)

(Supporting document: UNEP/OzL.Pro/ExCom/59/18).

The Sixtieth Meeting of the Executive Committee took note of document UNEP/OzL.Pro/ExCom/60/51 on the methodology for identifying project-related costs in UNIDO's annual report on administrative costs (decision 59/28(c)).

(UNEP/OzL.Pro/ExCom/60/54, para 209)

(Supporting document: UNEP/OzL.Pro/ExCom/60/51).

The Sixty-second Meeting of the Executive Committee decided:

- (a) To note the report on 2011 core unit costs for UNDP, UNIDO and the World Bank as contained in documents UNEP/OzL.Pro/ExCom/62/17 and Corr.1;

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- (b) To approve the core unit budgets as requested amounting to: US \$1,970,766 for UNDP, US \$1,970,766 for UNIDO and US \$1,713,000 for the World Bank; and
- (c) That the extension of the administrative cost regime for the 2012-2014 triennium could be based on the report on 2012 core unit costs to be prepared by the Fund Secretariat by the 65th meeting.

(UNEP/OzL.Pro/ExCom/62/62, decisión 62/25 para 78)

(Supporting document: UNEP/OzL.Pro/ExCom/62/17 and Corr.1).

The Sixty-fifth Meeting of the Executive Committee decided:

- (a) To note the report on the 2012 core unit costs for UNDP, UNIDO and the World Bank, and on the administrative cost regime for the 2012-2014 triennium, as presented in document UNEP/OzL.Pro/ExCom/65/20;
- (b) To approve the 2012 core unit budgets in the following amounts:
 - (i) US \$1,984,561 for UNDP, representing a 0.7 per cent increase over 2011 levels;
 - (ii) US \$1,984,561 for UNIDO, representing a 0.7 per cent increase over 2011 levels;
 - (iii) US \$1,724,644 for the World Bank, representing a 0.68 per cent increase over 2011 levels;
- (c) To request:
 - (i) The implementing agencies to consider the options in document UNEP/OzL.Pro/ExCom/65/20 and other possible options for an administrative cost regime for 2012-2014 and to report thereon to the Fund Secretariat;
 - (ii) The Fund Secretariat, taking into account the input provided by the implementing agencies as per subparagraph (c)(i) above, to provide a further assessment of administrative costs for the 2012-2014 triennium to the 66th meeting, including options that were discussed during the 65th meeting; and
- (d) At its 66th meeting, to consider further requesting the implementing agencies to provide an estimation of the use of administrative costs for reporting, project implementation and internal requirements.

(UNEP/OzL.Pro/ExCom/65/60, decisión 65/18 para 93)

(Supporting document: UNEP/OzL.Pro/ExCom/65/20).

The Sixty-sixth Meeting of the Executive Committee decided:

- (a) To take note of the information on the assessment of options for an administrative cost regime for the 2012-2014 triennium, as contained in document UNEP/OzL.Pro/ExCom/66/19;
- (b) To reconsider administrative costs at its 67th meeting, including the options in document UNEP/OzL.Pro/ExCom/66/19 and options discussed by the contact group at the 66th meeting;
- (c) To apply the existing administrative cost regime to the first tranche of agreements approved at the 66th meeting and to reconsider the agency fee for subsequent tranches at the 67th meeting;
- (d) To maintain the existing administrative cost regime for UNEP; and
- (e) To continue discussion at the 68th meeting on the possible need for terms of reference for the assessment of the administrative cost regime for the 2015-2017 triennium and how to modify the terms of reference in the light of the previous terms of reference.

(UNEP/OzL.Pro/ExCom/66/54, decisión 66/17 para 79)

(Supporting document: UNEP/OzL.Pro/ExCom/66/19).

The Sixty-seventh Meeting of the Executive Committee decided:

- (a) To continue to apply the existing administrative cost regime to UNEP and the bilateral agencies during the 2012–2014 triennium;
- (b) To apply a new administrative cost regime for the 2012–2014 triennium to UNDP, UNIDO and the World Bank, consisting of annual core unit funding for which an annual increase of up to 0.7 per cent could be considered subject to annual review, and to apply the following agency fees on the basis of funding per agency:
 - (i) An agency fee of 7 per cent for projects with a project cost above US \$250,000, as well as institutional strengthening projects and project preparation;
 - (ii) An agency fee of 9 per cent for projects with a project cost at or below US \$250,000;

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Policies, procedures, guidelines, criteria (As at November 2017).

(iii) An agency fee no greater than 6.5 per cent, to be determined on a case-by-case basis for projects in the production sector; and

(c) To review the administrative cost regime and its core unit funding budget at the 74th meeting of the Executive Committee, i.e. the last meeting of the 2012–2014 triennium.

(UNEP/OzL.Pro/ExCom/67/39, decisión 67/15 para 59)

(Supporting document: UNEP/OzL.Pro/ExCom/67/17).

The Seventy-third Meeting of the Executive Committee decided:

(a) To note the review of the administrative cost regime for the 2015–2017 triennium (decision 71/45) contained in document UNEP/OzL.Pro/ExCom/73/51;

(b) To apply the existing administrative cost regime for the bilateral and implementing agencies during the 2015–2017 triennium;

(c) To request a review of the administrative cost regime and its core unit funding budget at the first meeting of 2017; and

(d) To request that the terms of reference for the review mentioned in paragraph (c) above be submitted to the Executive Committee for its consideration at its last meeting of 2015.

(UNEP/OzL.Pro/ExCom/73/62, Decision 73/62 para.198).

(Supporting document: UNEP/OzL.Pro/ExCom/73/51).

The Seventy-fifth Meeting of the Executive Committee decided:

(a) To note:

(i) The report on 2016 core unit costs for UNDP, UNIDO and the World Bank as presented in document UNEP/OzL.Pro/ExCom/75/34;

(ii) With appreciation, that the World Bank's core unit operation was again below its budgeted level and that it would be returning unused balances; and

(b) To approve the requested core unit budgets for UNDP in the amount of US \$2,040,715, for UNIDO in the amount of US \$2,040,715, and for the World Bank in the amount of US \$1,725,000.

(UNEP/OzL.Pro/ExCom/75/85, Decision 75/39 para.174).

(Supporting document: UNEP/OzL.Pro/ExCom/75/34).

The Seventy-seventh Meeting of the Executive Committee decided:

(a) To note:

(i) The report on 2017 core unit costs for UNDP, UNIDO and the World Bank presented in document UNEP/OzL.Pro/ExCom/77/33;

(ii) The status of the review of the administrative cost regime and its core unit funding budget as per decision 75/69(b);

(iii) With appreciation, that the World Bank's core unit operation was again below its budgeted level and that it would be returning unused balances to the Multilateral Fund at the 79th meeting;

(b) To approve the requested core unit budgets:

(i) For UNDP in the amount of US \$2,055,000;

(ii) For UNIDO in the amount of US \$2,055,000; and

(iii) For the World Bank in the amount of US \$1,725,000.

(UNEP/OzL.Pro/ExCom/77/76, Decision 77/39 para.145).

(Supporting document: UNEP/OzL.Pro/ExCom/77/33).

The Eightieth Meeting of the Executive Committee decided:

(a) To note:

(i) The report on the 2018 core unit costs for UNDP, UNIDO and the World Bank contained in documents UNEP/OzL.Pro/ExCom/80/29, Corr.1 and Corr.2;

(ii) The use of the revised format for reporting administrative costs by UNDP, UNIDO and the World Bank, pursuant to decision 79/41(e);

(iii) With appreciation, that the World Bank's core unit operation was again below its budgeted level and that it would be returning unused balances of US \$62,476 to the Multilateral Fund at the 80th meeting;

(b) To approve the requested core unit budgets for:

- (i) UNDP in the amount of US \$2,069,385;
- (ii) UNIDO in the amount of US \$2,069,385; and
- (iii) The World Bank in the amount of US \$1,735,000.

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/56, para 170)

(Supporting document: UNEP/OzL.Pro/ExCom/80/29, Corr.1 and Corr.1).

Assessment of the administrative costs

The Thirty-fourth Meeting of the Executive Committee decided:

- (a) to consider in greater depth, at its 35th Meeting, the issue of support costs, particularly with regard to the possibility of:
 - (i) adjusting the distribution of support costs between the substantive departments and the administrative departments within the Implementing Agencies;
 - (ii) increasing the support costs paid to Implementing Agencies for administering smaller projects, without increasing the overall proportion of resources for such costs;
 - (iii) ensuring that any adjustment of support costs would be fully in line with the financial rules and regulations of the United Nations system;
- (b) to request the Secretariat of the Multilateral Fund to prepare an issue paper in consultation with the UNEP Treasurer and UNEP/DTIE.

(UNEP/OzL.Pro/ExCom/34/58, Decision 34/65, para. 85).

The Fiftieth Meeting of the Executive Committee decided:

- (c) to authorize the Secretariat to undertake a comprehensive independent assessment of the administrative costs required for the 2009–2011 triennium, using independent consultants or consulting firms as needed, and to report its conclusions to the first Meeting of the Executive Committee in 2008; and
- (d) to request the implementing agencies to facilitate the participation of internal auditors, or other financial management personnel as appropriate, in the study team.

(UNEP/OzL.Pro/ExCom/50/62, Decision 50/27 para. 119 (c,d)).

The Fifty-first Meeting of the Executive Committee decided to adopt the draft terms of reference, as orally amended, noting that the Fund Secretariat would present the costs based on bids received from qualified consultants to the Executive Committee at its 52nd Meeting.

(UNEP/OzL.Pro/ExCom/51/46, Decision 51/38 para. 186).

(Supporting document: UNEP/OzL.Pro/ExCom/51/44).

The Fifty-second Meeting of the Executive Committee decided:

- (a) to note the report on the costs for carrying out a comprehensive independent assessment of the administrative costs required for the 2009-2011 triennium (follow-up to decision 51/38) as contained in document UNEP/OzL.Pro/ExCom/52/50; and
- (b) to approve US \$60,000 to cover the additional analytical study costs and US \$35,000 for travel costs related to the contract on administrative costs required for the 2009 2011 triennium.

(UNEP/OzL.Pro/ExCom/52/55, Decision 52/42, para. 178).

(Supporting document: UNEP/OzL.Pro/ExCom/52/50).

At its Fifty-fourth Meeting, after noting the information provided in the progress report, as presented in document UNEP/OzL.Pro/ExCom/54/56 and the presentation given by the consultant at the 54th Meeting, the Executive Committee decided to request the implementing agencies to provide adequate information to ensure that the assessment of the administrative costs required for the 2009-2011 triennium was as exhaustive and beneficial as possible.

(UNEP/OzL.Pro/ExCom/54/59, Decision 54/42, para. 184).

(Supporting document: UNEP/OzL.Pro/ExCom/54/56).

At its Fifty-fifth Meeting, the Committee decided to reconsider the matter at its 56th Meeting in the context of the evaluation of the UNEP CAP and applicable implementing agencies' core unit costs budgets, and requested the Secretariat to prepare, for that meeting, a review of the report, laying out some of the key issues for consideration by the Committee, including the issue of developing a common definition of administrative costs.

(UNEP/OzL.Pro/ExCom/55/53, Decision 55/44, para. 212).

(Supporting document: UNEP/OzL.Pro/ExCom/55/48).

At its Fifty-sixth Meeting, the Executive Committee decided:

- (a) to note the report on key issues arising from the assessment of the administrative costs required for the 2009-2011 triennium, prepared pursuant to decision 55/44 and contained in document UNEP/OzL.Pro/ExCom/56/19;
- (b) to maintain the existing administrative cost regimes for the bilateral and implementing agencies for the 2009-2011 triennium;
- (c) to request implementing agencies to provide sufficient actual data in order to monitor the differences between administrative cost income and the costs incurred; and
- (d) to request UNIDO to provide the assumption for its administrative costs model, and in future requests for core unit funding to furnish administrative cost information distinguishing project-related activities from administrative costs.

(UNEP/OzL.Pro/ExCom/56/64, Decision 56/41 para 173)

(Supporting document: UNEP/OzL.Pro/ExCom/56/19).

The Sixty-eighth Meeting of the Executive Committee decided to defer consideration of the terms of reference for the assessment of the administrative cost regime for the 2015-2017 triennium until its 70th meeting, or until after the preparation of the guidelines for stage II of HCFC phase-out management plans had been approved by the Executive Committee.

(UNEP/OzL.Pro/ExCom/68/53, decisión 68/10 para 64)

(Supporting document: UNEP/OzL.Pro/ExCom/68/13).

The Seventy-first Meeting of the Executive Committee decided:

- (a) To note the options for assessment of the administrative cost regime for the 2015-2017 triennium contained in document UNEP/OzL.Pro/ExCom/71/59; and
- (b) To request the Secretariat to submit to the last meeting in 2014 a document reviewing the current administrative cost regime, in consideration of the administrative cost regime for the 2015-2017 triennium.

(UNEP/OzL.Pro/ExCom/71/64, decisión 71/45 para 173)

(Supporting document: UNEP/OzL.Pro/ExCom/71/59).

The Seventy-fifth Meeting of the Executive Committee decided:

- (a) To note the draft terms of reference for the review of the administrative cost regime and its core unit funding budget (decision 73/62(d)), contained in document UNEP/OzL.Pro/ExCom/75/79;
- (b) To approve the revised terms of reference for the review of the administrative cost regime and its core unit funding budget contained in Annex XXXII to the present report, for the assessment of administrative costs for the 2018–2020 triennium;
- (c) To approve a one-off cost of US \$60,000 for the Secretariat to conduct the administrative cost study; and
- (d) To request the Secretariat to submit the report on the review of the administrative cost regime and its core unit funding budget, for its consideration by the Executive Committee at its first meeting in 2017, in line with decision 73/62(c).

(UNEP/OzL.Pro/ExCom/75/85, decision 75/69 para 286)

(Supporting document: UNEP/OzL.Pro/ExCom/75/79).

The Seventy-ninth meeting decided:

- (a) To note the report on the review of the administrative cost regime and its core unit funding budget (decision 75/69) contained in document UNEP/OzL.Pro/ExCom/79/43;
- (b) To note with appreciation the information provided by the implementing agencies through the questionnaire that had been developed to collect information on administrative costs;
- (c) To maintain the current administrative cost regime of the Multilateral Fund for the 2018–2020 triennium;
- (d) To request the Secretariat to continue monitoring use of the administrative cost regime and to report back to the Executive Committee, as relevant;
- (e) To request UNDP, UNIDO and the World Bank to present their annual reports on core unit funding using the revised format contained in Annex XVIII to the present report;

- (f) To request the Secretariat to prepare a document for the last meeting of 2018 describing the duties and costs associated with project management units and an analysis of:
 - (i) How those costs and duties related to: institutional strengthening; the Compliance Assistance Programme; project preparation funding; and support costs for project implementation and verification activities; and
 - (ii) The extent to which agencies passed on administrative duties to other institutions.

UNEP/OzL.Pro/ExCom/75/85, decision 79/41 para 131
(Supporting document: UNEP/OzL.Pro/ExCom/79/43).

Services provided by financial intermediaries

The Twenty-ninth Meeting of the Executive Committee decided:

- (a) to request the World Bank to clarify which of those services, strictly speaking, could fall under the heading of project preparation and to report to the Executive Committee at its Thirtieth Meeting;
- (b) to request the other Implementing Agencies to report to the Executive Committee at its Thirtieth Meeting on the arrangements which they made to have such services performed;
- (c) to request the Sub-Committee on Monitoring, Evaluation and Finance to examine the above-noted issues related to administrative costs at the time of the Thirtieth Meeting of the Executive Committee.

(UNEP/OzL.Pro/ExCom/29/65, Decision 29/73, para. 115).

Administrative budget

The Thirty-seventh Meeting of the Executive Committee decided to continue examining the possibility of an administrative budget for the Implementing Agencies.

(UNEP/OzL.Pro/ExCom/37/71, Decision 37/64, para. 97).

Also, at its Thirty-seventh Meeting the Executive Committee decided to request the Secretariat in collaboration with bilateral agencies and the Implementing Agencies to assess the feasibility of replacing or changing the current system of project support costs by providing the agencies with administrative budgets together with a reduced rate of support costs for individual activities, and report to the 38th Meeting of the Executive Committee, it being understood that total administration costs would not exceed existing total administrative costs.

(UNEP/OzL.Pro/ExCom/37/71, Decision 37/68, para. 115(c)).

Procurement procedures of the Implementing Agencies

The Thirty-ninth Meeting of the Executive Committee decided:

- (a) to request the Implementing Agencies to update rosters of competent suppliers regularly, taking into consideration the need to add new competent suppliers;
- (b) also to request the Secretariat, in consultation with the Implementing Agencies, to provide citations to allow countries to find the following information:
 - (i) the criteria applied by each Implementing Agency when establishing the rosters;
 - (ii) the procedure applied by each Implementing Agency when inviting new competent suppliers to be included in the rosters;
 - (iii) the contact point of each Implementing Agency for information on the international competitive bidding and procurement procedure;
 - (iv) the current rosters established by each Implementing Agency (or how to access the list of rosters).

(UNEP/OzL.Pro/ExCom/39/43, Decision 39/11, para. 45).

(Supporting document: UNEP/OzL.Pro/ExCom/39/15).

The Fortieth Meeting of the Executive Committee decided:

- (a) to note the information provided in document UNEP/OzL.Pro/ExCom/40/10;
- (b) to request Implementing Agencies to exchange information on the capacity, efficiency and experience of suppliers and consultants in delivering projects; and
- (c) to include in the Multilateral Fund Secretariat's web site links to the Implementing Agencies' relevant sites to assist those interested in providing services or goods.

(UNEP/OzL.Pro/ExCom/40/50, Decision 40/5, para. 34).

(Supporting document: UNEP/OzL.Pro/ExCom/40/10).

RESOURCE ALLOCATION AMONG IMPLEMENTING AGENCIES

The Seventeenth Meeting of the Executive Committee decided:

- (a) to take note of the following proposal agreed by the World Bank, UNIDO and UNDP:
 - (i) that funding for investment projects (i.e. all projects other than work programme activities) be allocated as follows: World Bank 45 per cent, UNDP 30 per cent and UNIDO 25 per cent. These shares to be fully effective in 1996, while for 1995 the agencies would attempt to adhere broadly to them;
 - (ii) any shortfall in the shares of the World Bank and UNDP to be filled by UNIDO project approvals, effective immediately;
 - (iii) UNDP and UNIDO to coordinate their project preparation activities in low-ODS-consuming countries, so that only one agency would be responsible for each such country;
- (b) that the proposed allocation provided an indicative basis for the Implementing Agencies to develop 1996 work programmes and business plans for the consideration of the Executive Committee at its Eighteenth Meeting.

(UNEP/OzL.Pro/ExCom/17/60, Decision 17/21 para. 30).

Reallocation of agency shares

The Twenty-fifth Meeting of the Executive Committee decided:

- (a) to reduce investment project shares of UNDP by 1 per cent, that of the World Bank by 2 per cent and that of UNIDO by 3 per cent;
- (b) that the unallocated amount should be reserved for projects in the aerosol and halon sectors and could be bid for by each agency for up to half of the unallocated amount;
- (c) to request the Sub-Committee on Project Review to examine barriers to the submission and implementation of such halon and aerosol projects.

(UNEP/OzL.Pro/ExCom/25/68, Decision 25/4, para. 25).

The Twenty-eighth Meeting of the Executive Committee decided, for business planning purposes:

- (a) to restore the distribution of shares for the Implementing Agencies for investment projects set out in the consolidated business plan for 1998 (UNEP/OzL.Pro/ExCom/24/4), namely, UNDP (30 per cent), UNIDO (25 per cent), World Bank (45 per cent), while removing special funding windows for methyl bromide, SMEs, aerosols and halons;
- (b) to request the Implementing Agencies to use an indicative figure of one-third of the amount for the 1997-1999 triennium when preparing their draft business plans for the year 2000.

(UNEP/OzL.Pro/ExCom/28/57, Decision 28/23, para. 48).

The Thirty-sixth Meeting of the Executive Committee decided:

- (a) to note the report on modifications to resource allocations for 2002, as contained in document UNEP/OzL.Pro/ExCom/36/14/Rev.1;
- (b) to distribute among the Implementing Agencies, according to investment shares, all remaining investment share allocations from 2001 and remaining allocations from bilateral agencies in 2002 business plans, and to request the relevant Implementing Agencies to prepare addenda to their business plans for submission to the 37th Meeting of the Executive Committee. Investment activities included in those addenda should be in conformity with the following principles:
 - (i) cost-effectiveness standards for the corresponding sector of activities;
 - (ii) no overlap of agency activities;
 - (iii) consistent and reliable country data for submission of a request in the form of a letter for each project.

(UNEP/OzL.Pro/ExCom/36/36, Decision 36/13, para. 47).

(Supporting document: UNEP/OzL.Pro/ExCom/36/14/Rev.1).

WORK PROGRAMMES

The Executive Committee shall invite the Implementing Agencies and other appropriate agencies depending on their expertise, to develop work programmes in co-operation with potential recipient countries.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section II.2.1)).

The Implementing Agencies and the Fund Secretariat should meet in December to consider work programme activities for the following year and to establish their relation to the three-year plan and budget.

(UNEP/OzL.Pro/ExCom/11/36, para. 156.2).

(Supporting document: UNEP/OzL.Pro/ExCom/11/34).

Content of work programmes

Work programmes should specify:

- (a) types of activities and projects on which agreement has been reached between the Implementing Agency and the concerned Party;
- (b) types of activities and projects which must be sufficiently defined to allow the Executive Committee to review and monitor these activities;
- (c) means of coordinating with other Implementing Agencies;
- (d) time frame for action;
- (e) expected outcomes; and
- (f) estimated budget by major categories and fiscal quarters.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section II.2.2)).

In developing the work programmes, the following guidelines should be followed:

- (a) the language and terminology used should be in accordance with the Montreal Protocol;
- (b) the eligibility of countries should be verified;
- (c) there should be effective, results-oriented coordination among the operational units of all the Implementing Agencies. Such coordination would recognize that those countries operating under paragraph 1 of Article 5 might select services from the most appropriate agency, as provided for in Appendix IV of the Report of the Second Meeting of the Parties.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1, para. 66)).

The Twenty-third Meeting of the Executive Committee decided to note the importance which the Sub-Committee attached to close coordination among the Implementing Agencies in the preparatory stages in order to avoid duplication.

(UNEP/OzL.Pro/ExCom/23/68, Decision 23/33, para. 59(c)).

The Executive Committee also decided:

- (a) to request the Implementing Agencies to co-operate more closely in the development of their work programmes;
- (b) to request the Secretariat to facilitate coordination among the Implementing Agencies with a view to avoiding duplication and ensuring a common approach to the achievements of targets.

(UNEP/OzL.Pro/ExCom/23/68, Decision 23/42, para. 70).

Approval of work programmes

Work programmes shall be approved by the Executive Committee on an annual basis and reviewed semi-annually. Approval of work programmes should be based on project eligibility criteria.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III, Section II.2.3).

The implementation of any aspect of the work programme shall be subject to the availability of funds. In the event of a shortage of available funds the Executive Committee shall provide guidance to the Implementing Agencies concerning priorities for implementation.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III, Section II.2.4).

The Twenty-first Meeting of the Executive Committee decided that, rather than approving an amount within the work programme for unforeseen requests for project preparation activities, as provided for in its decision 19/10, it would consider work programme amendments for such activities submitted by UNDP, UNIDO and the World Bank in the course of the year (1997).

(UNEP/OzL.Pro/ExCom/21/36, Decisions 21/11 (b), 21/12 (b), 21/13 (b), paras. 20, 22, 23).

Consolidated document

The Secretariat with the co-operation of the Implementing Agencies should prepare a consolidated document that contains a sector by sector description of activities, a consolidated country by country summary of those activities, and the expected outputs of such activities to the extent such information is available. Proposed budgets for each Implementing Agency's activities should be included in the consolidated document.

(UNEP/OzL.Pro/ExCom/5/16, para. 48c).

Supervision of projects

Each Implementing Agency is responsible for implementation and supervision of projects within its work programme. The agency shall report to the Executive Committee annually on the progress of the work programmes.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III, Section II.2.5).

BUSINESS PLANS/PROGRAMMES**Rolling business plan**

The Seventh Meeting of the Parties requested the Executive Committee to provide to the Parties at their Eighth Meeting a full three-year rolling business plan based on the outline and framework approved by the Parties at their Seventh Meeting. The three-year rolling business plan must reflect the purpose of the Multilateral Fund, which is to enable Parties operating under paragraph 1 of Article 5 to meet their Protocol obligations. The plan would be based on the level of replenishment decided by the Parties and should be used as a basis for projecting beyond the period of the current replenishment. The plan should be based on, *inter alia*, the intersectoral priorities and strategies contained in the country programmes and should be consistent with agreed commitments under the Montreal Protocol.

(UNEP/OzL.Pro.7/12 Decision VII/23 (paras. 2, 3).

The Nineteenth Meeting of the Executive Committee decided:

- (a) to request the Secretariat to finalize the paper to the extent possible in the light of the discussion; and
- (b) to submit it to the next meeting of the Open-ended Working Group.

(UNEP/OzL.Pro/ExCom/19/64, Decision 19/35, para. 62).

The Seventeenth Meeting of the Executive Committee decided:

- (a) that the task of working with the Implementing Agencies in the development of business plans/programmes was best entrusted to the Sub-Committee on Project Review and its Chairman;
- (b) to suggest that it might be useful for the Sub-Committee on Project Review to meet with the Implementing Agencies around the time of the Twelfth Meeting of the Open-ended Working Group of the Parties to the Montreal Protocol, to be held in Geneva from 28 August to 1 September 1995, following which the business plans/programmes could be reviewed by the Sub-Committee in the normal way prior to the Eighteenth Meeting of the Executive Committee;
- (c) to invite those members of the Executive Committee with ideas on what might constitute a business plan/programme for the Implementing Agencies to submit their comments to the Chairman of the Sub-Committee, through the Secretariat, within a week or so of the closure of the Seventeenth Meeting of the Executive Committee.

(UNEP/OzL.Pro/ExCom/17/60, Decision 17/19 para. 28).

The Eighteenth Meeting of the Executive Committee decided that the model for the preparation of the business plans be adopted to serve as guidance when preparing future plans. It also decided that the business plans of the Implementing Agencies should be reviewed early in 1996 with a view to ensuring that the Implementing Agencies, when preparing their 1997 business plans, reflected the agreed distribution of resources among sectors.

(UNEP/OzL/Pro.ExCom/18/75, Decision 18/13, para. 25(b)).

Noting that several Implementing Agencies had not followed the format for the preparation of business plans, the Twenty-second Meeting of the Executive Committee decided that future business plans would not be approved if not presented in the prescribed format.

(UNEP/OzL.Pro/ExCom/22/79/Rev.1, Decision 22/6, para. 21).

The Nineteenth Meeting of the Executive Committee decided:

- (a) that project preparation activities additional to the 1996 business plans should not be funded;
- (b) that, notwithstanding subparagraph (a) above, activities related to country programme preparation and institutional-strengthening projects, even in the event that they were additional to the 1996 business plans, should continue to be approved;
- (c) to request the Implementing Agencies, commencing with the 1997 business plans, to set aside 10 to 15 per cent of their total project preparation funding to cover unforeseen project preparation activities.

(UNEP/OzL.Pro/ExCom/19/64, Decision 19/10, para. 27).

The Twenty-third Meeting of the Executive Committee decided:

- (a) to request Implementing Agencies to include in their business plans information on ongoing activities in addition to new projects;
- (b) to urge Implementing Agencies to comply with the eight-week deadline for the submission of business plans.

(UNEP/OzL.Pro/ExCom/23/68, Decision 23/43, para. 71).

The Seventy-third Meeting of the Executive Committee decided:

- (c)(i) To note that the three-year business plan of the Multilateral Fund would be submitted to the last meeting of the year;

(UNEP/OzL.Pro/ExCom/73/62, Decision 73/70(c)(i), para.232).

(Supporting document: UNEP/OzL.Pro/ExCom/73/59).

Review of business plans

The Twenty-third Meeting of the Executive Committee decided:

- (a) that the Sub-Committee on Monitoring, Evaluation and Finance shall consider and make recommendations to the Executive Committee on the draft and final versions of the Implementing Agencies' business plans;
- (b) that the Executive Committee should take final action on the business plans in the light of those recommendations and any that might be submitted by members of the Committee;
- (c) that, in order to assist the Executive Committee, the Secretariat should append the terms of reference of both Sub-Committees to the documents sent to members of the Committee;
- (d) in the light of experience, the Executive Committee should consider whether the foregoing procedure was satisfactory.

(UNEP/OzL.Pro/ExCom/23/68, Decision 23/38, para. 66).

Projects not in business plans

The Thirty-fourth Meeting of the Executive Committee decided:

- (a) to make every effort to submit projects in accordance with approved business plans;
- (b) to replace projects in a business plan or contingency list only when confirmation was provided that:
 - (i) the government concerned had been informed in writing by the Implementing Agency of the reasons why its project or projects had been deferred or deleted from the agency's business plan;
 - (ii) the replacement project or projects would be essential to enable a country to meet a compliance commitment and any delay in their approval and implementation would result in the country being in non-compliance with the Montreal Protocol.

(UNEP/OzL.Pro/ExCom/34/58, Decision 34/19, para. 38).

Business plans and work programmes for 1997

The Twentieth Meeting of the Executive Committee decided to request the Implementing Agencies to prepare their 1997 business plans and work programmes after consultation with the Article 5 countries with whom they would be working in 1997 and to focus on compliance with commitments under the Montreal Protocol, with due attention to Executive Committee decision 19/4.

(UNEP/OzL.Pro/ExCom/20/72, Decision 20/9, para. 20).

The Twentieth Meeting of the Executive Committee decided that:

- (a) on a one-time basis UNDP would nevertheless receive its full share in 1997;

- (b) UNIDO and the World Bank would receive an additional amount to make up their full share for 1996;
- (c) the actual figures for the shares for 1997 would be discussed during the consideration of the Implementing Agencies' 1997 business plans.

(UNEP/OzL.Pro/ExCom/20/72, Decision 20/11, para. 22).

The Twenty-first Meeting of the Executive Committee decided:

- (a) to take note of the 1997 business plans of the Implementing Agencies;
- (b) to request the Implementing Agencies to revise their 1997 business plans in the light of Executive Committee decision 21/3, subparagraph (b), and in conformity with its decisions 21/11, 21/12, 21/13 and 21/14, on the 1997 work programmes of the Implementing Agencies, and to submit them to the Executive Committee at its Twenty-second Meeting;
- (c) to request the Implementing Agencies, when implementing their 1997 business plans, to integrate the preparation of projects for national recovery and recycling in low-volume-consuming countries into refrigerant management plans;
- (d) to request the Secretariat to work with the Implementing Agencies to develop more standardized criteria for evaluating their performance so that it would be possible to examine the relative performance of the agencies prior to consideration of their 1998 business plans;
- (e) to request the Secretariat to work with the Implementing Agencies to produce a summary status report for each Article 5 country that would, using the latest available data, include information on the consumption of each country, the number of tonnes to be reduced through implementation of projects already approved by the Fund, the status of implementation of such projects, the amount of ODS that was expected to be reduced through planned approvals in 1997, and an indication of the relative difficulty that each country might face in meeting the 1999 freeze and, as far as practicable, subsequent control measures;
- (f) to request the Secretariat to submit a report to the Executive Committee on the exercises referred to in subparagraphs (d) and (e) above. The Monitoring, Evaluation and Finance Sub-Committee established by decision 21/35 would consider this report and make recommendations to the Executive Committee.

(UNEP/OzL.Pro/ExCom/21/36, Decision 21/5 (para 12).

(Supporting document: UNEP/OzL.Pro/ExCom/21/7, 21/8, 21/9, 21/10).

The Twenty-third Meeting of the Executive Committee decided to authorize Implementing Agencies to submit to the Twenty-fourth Meeting project proposals emanating from their 1997 business plans with funding requests amounting to the unused portion of their 1997 shares.

(UNEP/OzL.Pro/ExCom/23/68, Decision 23/36, para. 62).

1998 business plans of UNDP, UNEP, UNIDO and the World Bank

The Twenty-fourth Meeting of the Executive Committee decided to approve the business plans of UNDP, UNIDO and the World Bank without approving the amounts of funding contained therein, subject to the following conditions:

- (a) the shortfall in phase-out from the 1997 business plans should be added to the Implementing Agencies' phase-out targets for 1998 from projects approved up to the end of 1997;
- (b) the disbursement target for each Implementing Agency for 1998 should be 70 per cent of the funds approved up to the end of 1997 for all funded projects;
- (c) countries that had experienced significant implementation delays should be informed that they could be eliminated from the business plans if they did not address the causes of delay;
- (d) the agencies should be given flexibility to reallocate their business plan activities within 15 per cent of the value of the plan;
- (e) the Implementing Agencies should include in their business plans the information they had been requested to provide in a standardized manner.

(UNEP/OzL.Pro/ExCom/24/47, Decision 24/4, para. 22).

The Committee further decided:

- (a) to request the Secretariat to review the experience of agencies in meeting the disbursement target (a target of 70 per cent for disbursement by the agencies for projects approved and funded up to the end of 1997) and, in the light of this review, to propose alternative targets that would better assess the agencies'

performances; and

- (b) to reconsider the Implementing Agencies' funding shares of the investment project allocation at its next meeting in light of the review of performance.

(UNEP/OzL.Pro/ExCom/24/47, Decisions 24/3 and 24/5 (paras. 21(b) and 23).

The Committee also decided:

- (a) to approve the business plan of UNEP, in the light of the recommendations of the Sub-Committee on Project Review on UNEP's work programme amendments; and

- (b) to urge UNEP to achieve the same performance level as the other Implementing Agencies and include in its reports a better description of performance against performance indicators.

(UNEP/OzL.Pro/ExCom/24/47, Decision 24/6, para. 24).

The Twenty-fifth Meeting of the Executive Committee decided that, in order to allow a period of grace in view of the changes made to the business planning process, for 1998 agencies be allowed to submit projects up to the first meeting in 1999. The Sub-Committee would then reconsider whether to discontinue the practice of allowing agencies to complete their business plans during the following year.

(UNEP/OzL.Pro/ExCom/25/68, Decision 25/7, para. 29).

1999 business plans of UNDP, UNEP, UNIDO and the World Bank

The Twenty-seventh Meeting of the Executive Committee decided:

- (a) to endorse UNDP's 1999 business plan, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;

- (b) to note that, at the Sub-Committee's meeting, UNDP had revised its investment project targets for ODP phase-out from 3,800 to 6,000 ODP tonnes and for disbursement from US \$36,160,000 to US \$40,160,000. It had also revised its non-investment project targets for appropriate and timely policies indicated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening to four countries and for a reduction in ODS consumption over and above that effected by investment projects to 20 ODP tonnes;

- (c) to approve the performance indicators for UNDP presented in tables below;

- (d) to set a target of 2.7 per cent of 1999 investment project submissions for the cost of project preparation on the understanding that the issue of project preparation costs could be discussed at the next meeting of the Sub-Committee.

Investment project performance indicators

Items	1999 Targets
Weighted indicators	
ODP phased out in from previous approvals (ODP tonnes)	3,800
Funds disbursed (US\$)*	\$36,160,000
Satisfactory project completion reports received (percentage)**	50%
Distribution of projects among countries in business plans (number)	37
Non-weighted indicators	
Value of projects to be approved (US\$)*	\$37,459,500
ODP from projects to be approved (ODP tonnes)	3,104
Cost of project preparation (per cent of submission)	3.5%
Cost-effectiveness from projects to be approved (US\$/ODP in kg)	\$12.60
Speed of delivery until first disbursement (months from approval)	12 months
Speed of delivery until project completion (months from approval)	30 months
Net emission/reduction of ODP resulting from implementation delays/early completion **	5,896 ODP
*Includes agency support costs of 13 per cent but excludes 15 per cent over-programming	
**Not included in business plan but provided subsequently to the Secretariat by fax.	

Non-investment performance indicators

Items	1999 Targets
Weighted Indicators	
Number of Projects to be completed	10
Funds Disbursed (US\$)	\$2,260,000

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Speed of delivery until first disbursement (months from approval)	9 months
Speed of delivery until project completion (months from approval)	27 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	N/p
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	N/p
N/a – Not applicable in previous years.	
N/p – Not provided.	
* Includes agency support costs but excludes 15 per cent over-programming.	

(UNEP/OzL.Pro/ExCom/27/48, Decision 27/4, para. 23).

(Supporting document: UNEP/OzL.Pro/ExCom/27/7).

The Twenty-seventh Meeting of the Executive Committee decided:

- to endorse UNEP's 1999 business plan, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;
- to note that UNEP had been requested to revise its disbursement target to US \$5.3 million, including agency fees, and its number of projects to be completed to 72;
- to approve the performance indicators for UNEP set out in tables below.

Non-investment performance indicators

Items	1999 Targets
Weighted Indicators	
Number of Projects to be Completed	60% of approved projects
Funds Disbursed (US\$)*	60% of approved funding
Speed of delivery until first disbursement (months from approval)	6 months
Speed of delivery until project completion (months from approval)	17 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	3 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	3 tonnes

UNEP-specific non-investment performance indicators

Items	1999 Targets
Update of OAIC Diskette version	1 update
Number of newsletters	4 newsletters
Number of joint/regional activities which Network members are involved	1 per region
Improvement over previous years in data reporting and enacting the legislation and policies for ODS phase-out in Networking and institutional strengthening countries	80 per cent of all Network member countries
The extent of awareness-raising activities initiated by the countries as a result of UNEP's publications	UNEP stated that this indicator is qualitative but could be expressed in the number of brochures, awareness raising products produced by the countries
The extent to which experience achieved through UNEP's activities is used in the adoption and adjustment of ODS phase-out strategies by Network countries	UNEP stated that this indicator is qualitative
The extent to which the networks are used by the Agencies and the Secretariat in developing their work or explaining new policies	UNEP stated that this indicator is qualitative and also stated that the results could be reported by the agencies and the Secretariats

(UNEP/OzL.Pro/ExCom/27/48, Decision 27/5, para. 24).

(Supporting document: UNEP/OzL.Pro/ExCom/27/8).

The Twenty-seventh Meeting of the Executive Committee decided:

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

- (a) to endorse UNIDO's 1999 business plan, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to approve the performance indicators for UNIDO set out in tables below, for the project completion report target, while noting that UNIDO's disbursement target exceeded 70 per cent of the approvals up to the end of 1998.

Investment project performance indicators

Items	1999 Targets
Weighted indicators	
ODP phased out in from previous approvals (ODP tonnes)	5,875
Funds disbursed (US\$)*	\$27,612,000
Satisfactory project completion reports received (percentage)	80%
Distribution of projects among countries in business plans (number)	30
Non-weighted indicators	
Value of projects to be approved (US\$)*	\$21,112,867**
ODP from projects to be approved (ODP tonnes)	3,445**
Cost of project preparation (per cent of submission)	2%
Cost-effectiveness from projects to be approved (US\$/ODP in kg)	\$6.12
Speed of delivery until first disbursement (months from approval)	7 months
Speed of delivery until project completion (months from approval)***	26 months
Net emission/reduction of ODP resulting from implementation delays/early completion	5,761 ODP
N/p – Not provided.	
* Includes agency support costs but excludes 15 per cent over-programming.	
** Excluding methyl bromide and aerosol projects.	
***Not included in business plan but provided subsequently to the Secretariat by fax.	

Non-investment performance indicators

Items	1999 Targets
Weighted Indicators	
Number of projects to be completed	3
Funds Disbursed (US\$)*	\$746,000**
Speed of delivery until first disbursement (months from approval)	5 months
Speed of delivery until project completion (months from approval)	10 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	Advanced preparation of a national plan on methyl bromide alternatives; in one country package of measures supporting ODS phase-out, bans, and sanctions; in one country a working group on standards for phase-out programmes
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	Completion of sector phase-out for domestic refrigeration and solvent sector in an unspecified country and meeting the freeze in 4 countries
* Includes agency support costs but excludes 15 per cent over-programming.	

(UNEP/OzL.Pro/ExCom/27/48, Decision 27/6, para. 25).

(Supporting document: UNEP/OzL.Pro/ExCom/27/9).

The Twenty-seventh Meeting of the Executive Committee decided:

- (a) to endorse the World Bank's 1999 business plan, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to note that the World Bank had revised its cost of project preparation from 4 per cent to 2.8 per cent of 1999 submissions;
- (c) to approve the performance indicators for the World Bank set out in tables below.

Investment project performance indicators

Items	1999 Targets
Weighted indicators	
ODP phased out in from previous approvals (ODP tonnes)	17,174
Funds disbursed (US\$)*	\$52,276,000
Satisfactory project completion reports received (percentage)	77%
Distribution of projects among countries in business plans (number)	12
Non-weighted indicators	
Value of projects to be approved (US\$)*	\$51,980,000
ODP from projects to be approved (ODP tonnes)	20,200
Cost of project preparation (per cent of submission)	4.0%
Cost-effectiveness from projects to be approved in 1999 (US\$/ODP in kg)	\$2.4
Speed of delivery until first disbursement (months from approval)	22 months
Speed of delivery until project completion (months from approval)	35 months
Net emission/reduction of ODP resulting from implementation delays/early completion (ODP tonnes)	5,550
N/a – Not applicable in previous years.	
* Includes agency support costs but excludes 15 per cent over-programming.	

Non-investment performance indicators

Items	1999 Targets
Weighted indicators	
Number of projects to be completed	6
Funds Disbursed (US\$)	\$2,600,000
Speed of delivery until first disbursement (months from approval)	17 months
Speed of delivery until project completion (months from approval)	32 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	Specific policies identified for 4 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	20 from recovery and recycling projects
* Includes agency support costs of 13 per cent.	

(UNEP/OzL.Pro/ExCom/27/48, Decision 27/7, para. 26).

(Supporting document: UNEP/OzL.Pro/ExCom/27/10).

Consolidated 1999 business plan

The Twenty-sixth Meeting of the Executive Committee decided to request the Implementing Agencies to finalize their 1999 business plans, taking into account the following considerations:

- (a) the total amount not allocated in the consolidated draft 1999 business plans should remain unallocated but be assigned to the production sector as a priority;
- (b) no agency should be allowed to submit projects in excess of its allocation;
- (c) the allocation for methyl bromide in the business plans should be considered adequate, but this did not prejudice any decision on the level of funding for the two large-scale investment projects in Brazil and Argentina;
- (d) in view of the large number of projects that could conceivably raise policy issues, the Committee should accelerate the resolution of the relevant policy issues, as well as guidelines still pending;
- (e) to request the Secretariat to determine the level of ODS phase-out targets for each agency for each year for future business plans based on progress reports and to ask the Implementing Agencies to explain any deviation from that level;
- (f) that UNEP should adjust its business plan:
 - (i) to reduce the number of regional halon banking management plans to one pilot programme;
 - (ii) to rationalize the number of methyl bromide activities and to provide more information on the delivery

mechanism, output and content of such activities.

(UNEP/OzL.Pro/ExCom/26/70, Decision 26/8, para. 24).

The Twenty-sixth Meeting of the Executive Committee also urged the Implementing Agencies to take into account the specific comments made by the members of the Sub-Committee in relation to their business plans in the revision of those plans to be submitted for final approval by the Executive Committee at its first meeting in 1999.

(UNEP/OzL.Pro/ExCom/26/70, Decision 26/9, para. 25).

The Twenty-seventh Meeting of the Executive Committee decided:

- (a) to take note of the consolidated business plan;
- (b) to approve the following targets for ODS phase-out calculated by the Secretariat in accordance with decision 26/8 (e):

Agency	ODS phase-out target
UNDP	11,876 ODP tonnes
UNIDO	5,883 ODP tonnes
World Bank	15,542 ODP tonnes
Total	33,301 ODP tonnes

- (c) to reaffirm the minimum disbursement target of 70 per cent of project funds approved up to the end of 1998 for investment projects;
- (d) to set a target for all agencies of 100 per cent for submission of project completion reports, taking into account that the project completion report should be submitted six months after completion of the project.

(UNEP/OzL.Pro/ExCom/27/48, Decision 27/2, para. 21).

Business plans for the year 2000 of UNDP, UNEP, UNIDO and the World Bank

The Twenty-ninth Meeting of the Executive Committee decided that UNDP should finalize its business plan for the year 2000, taking into account the following:

- (a) the technical assistance project with net incremental savings should not be included;
- (b) activities related to the halon sector should be increased;
- (c) the cost-effectiveness threshold from approvals in the non-weighted indicators for investment projects should be revised;
- (d) ODP phase-out targets as a performance indicator should be established at 13,646 ODP tonnes as calculated by the Secretariat in line with decision 26/8;
- (e) UNDP had changed its project completion report target to 100 per cent;
- (f) UNDP should reassess its speed of delivery indicators.

(UNEP/OzL.Pro/ExCom/29/65, Decision 29/14, para. 35).

The Twenty-ninth Meeting of the Executive Committee decided that UNEP should finalize its business plan for the year 2000, on the understanding that:

- (a) UNEP should provide targets for both its non-weighted performance indicators in its final business plan;
- (b) UNEP should remove Saudi Arabia and United Arab Emirates from its business plan;
- (c) the preparation of the country programme for Kuwait should, for the time being, be retained in the business plan and the Secretariat should send a letter urging the country to seek other means of satisfying its needs, possibly through trust fund arrangements with UNIDO.

(UNEP/OzL.Pro/ExCom/29/65, Decision 29/15, para. 36).

The Twenty-ninth Meeting of the Executive Committee decided that UNIDO should finalize its business plan for the year 2000 and the revised performance indicators as provided by fax to the Secretariat.

(UNEP/OzL.Pro/ExCom/29/65, Decision 29/17, para. 39).

The Twenty-ninth Meeting of the Executive Committee decided that the World Bank should finalize its business plan for the year 2000.

(UNEP/OzL.Pro/ExCom/29/65, Decision 29/18, para. 40).

The Thirtieth Meeting of the Executive Committee decided:

- (a) to endorse the revised business plan of UNDP for the year 2000, while noting that the endorsement did not

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denote approval of the projects identified therein nor of their funding level;

- (b) to reaffirm the targets set by the Executive Committee in decision 29/14 as 13,646 ODP tonnes for the target "ODP phased out from previous approvals" and 100% for the target "satisfactory project completion reports received";
- (c) to approve the performance indicators for UNDP set out in the following tables and sub-paragraph (b) above and the figure of 6,750 ODP tonnes as the performance indicator for net emissions/reductions of ODP resulting from implementation delays/early project completion.

Investment Project Performance Indicators

Items	Year 2000 Targets
Weighted indicators	
ODP phased out from previous approvals (ODP tonnes)	6,000 (UNDP's own target), but 13,646 ODP tonnes was established for UNDP by Decision 29/14
Funds disbursed (US\$)*	\$45,200,000**
Satisfactory project completion reports received (percentage)	50% (UNDP's own target), but 100% was established for UNDP by Decision 29/14
Distribution of projects among countries in business plans (number)	33
Non-weighted indicators	
Value of projects to be approved (US\$)*	\$35,169,550
ODP from projects to be approved (ODP tonnes)	4,566
Cost of project preparation (per cent of submission)	3%
Cost-effectiveness from projects to be approved in 1999 (US\$/ODP in kg)	\$7.8
Speed of delivery until first disbursement (months from approval)	14 months
Speed of delivery until project completion (months from approval)	36 months
Net emission/reduction of ODP resulting from implementation delays/early completion (ODP tonnes)	N/p

*Including agency fees, but not over-programming.

**The fund disbursed is based on US \$40 million plus agency fees.

Non-Investment Performance Indicators

Items	Year 2000 targets
Weighted indicators	
Number of projects to be completed	8
Funds disbursed (US\$)*	\$2,033,013**
Speed of delivery until first disbursement (months from approval)	12 months
Speed of delivery until project completion (months from approval)	36 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	5
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	30

*Including agency fees.

**The fund disbursed is based on US \$1,799,127 plus agency fees.

(UNEP/OzL.Pro/ExCom/30/41, Decision 30/15, paras 35).

(Supporting document: UNEP/OzL.Pro/ExCom/30/12 and Corr.1).

The Thirtieth Meeting of the Executive Committee decided:

- (a) to endorse the revised business plan of UNEP for the year 2000 (UNEP/OzL.Pro/ExCom/30/13), while noting that the endorsement did not denote approval of the projects identified therein nor of their funding level;
- (b) to approve the performance indicators for UNEP set out in the following tables in the year 2000 business plan of UNEP.

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Non-Investment Performance Indicators

Items	2000 Targets
Weighted Indicators	
Number of Projects to be Completed	60% of total projects approved
Funds Disbursed (US\$)	73% of approved funding
Speed of delivery until first disbursement (months from approval)	6 months
Speed of delivery until project completion (months from approval)	17 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	10 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	40

As requested, UNEP provided targets for its two non-weighted performance indicators:

- * Reduction in ODS consumption over and above that effected by investment projects (40 MT ODS).
- * Appropriate and timely policies initiated by countries either as a result of networking, training, information exchange, country programme development and/or institutional strengthening (10 countries to adopt policies during 2000).

UNEP-Specific Non-Investment Performance Indicators

Items	2000 Targets
Update of OAIC Diskette version	1 update
Number of newsletters	4 newsletters
Number of joint/regional activities which Network members are involved	1 per region
Improvement over previous years in data reporting and enacting the legislation and policies for ODS phase-out in Networking and institutional strengthening countries	80 per cent of all Network member countries
The extent of awareness-raising activities initiated by the countries as a result of UNEP's publications	UNEP stated that this indicator is qualitative but could be expressed in the number of brochures, awareness raising products produced by the countries
The extent to which experience achieved through UNEP's activities is used in the adoption and adjustment of ODS phase-out strategies by Network countries	UNEP stated that this indicator is qualitative
The extent to which the networks are used by the Agencies and the Secretariat in developing their work or explaining new policies	UNEP stated that this indicator is qualitative

(UNEP/OzL.Pro/ExCom/30/41, Decision 30/16, paras 36).

(Supporting document: UNEP/OzL.Pro/ExCom/30/13 and Corr.1).

The Thirtieth Meeting of the Executive Committee decided:

- (a) to endorse the revised business plan of UNIDO for the year 2000, while noting that the endorsement did not denote approval of the projects identified therein nor of their funding level;
- (b) to take note of the performance indicators for non-weighted non-investment projects, namely, one to two countries for the indicator "Appropriate and timely policies initiated by countries either as a result of networking, training, information exchange, CP development and/or institutional strengthening" and 5-10 ODP tonnes to result from ongoing training programmes in the recovery and recycling projects;
- (c) to approve the performance indicators for UNIDO set out in the following tables in the year 2000 business plan of UNIDO and sub-paragraph (b) above;
- (d) to note the revisions to UNIDO's business plan to replace the tobacco sector project in its contingency list and to add to its business plan's contingency list contingency projects that might be used to replace projects for Kenya.

Investment Project Performance Indicators

Items	Final business plan targets
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Weighted indicators	
ODP phased out from previous approvals (ODP tonnes)	3,311.21
Funds disbursed (US\$)*	\$30,808,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plans (number)	27
Non-weighted indicators	
Value of projects to be approved (US\$)*	\$28,856,270
ODP from projects to be approved (ODP tonnes)	4,441.5
Cost of project preparation (per cent of submission)	3%
Cost-effectiveness from projects to be approved in 1999 (US\$/ODP in kg)	a) \$6.14 excluding MB b) \$6.61 including MB
Speed of delivery until first disbursement (months from approval)	8 months
Speed of delivery until project completion (months from approval)	28 months
Net emission/reduction of ODP resulting from implementation delays/early completion (ODP tonnes)	9,147.13

*Including agency fees but not over-programming

Non-Investment Performance Indicators

Items	Year 2000 targets
Weighted indicators	
Number of projects to be completed	3
Funds disbursed (US\$)*	\$1,228,000
Speed of delivery until first disbursement (months from approval)	6 months
Speed of delivery until project completion (months from approval)	18 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	Specific policies identified for 2 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	Not provided

*Including agency fees

(UNEP/OzL.Pro/ExCom/30/41, Decision 30/17, paras 37).

(Supporting document: UNEP/OzL.Pro/ExCom/30/14 and Corr.1).

The Thirtieth Meeting of the Executive Committee decided:

- (a) to endorse the revised business plan of the World Bank for the year 2000, while noting that the endorsement did not denote approval of the projects identified therein nor of their funding level;
- (b) to approve the performance indicators for the World Bank set out in the following tables in the year 2000 business plan of the World Bank.

Investment project performance indicators

Items	Year 2000 targets
Weighted indicators	
ODP phased out from previous approvals (ODP tonnes)	12,585
Funds disbursed (US\$)*	72,876,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plans (number)	14
Non-weighted indicators	
Value of projects to be approved (US\$)*	52,220,000
ODP from projects to be approved (ODP tonnes)	14,217
Cost of project preparation (per cent of submission)	3.2%
Cost-effectiveness from projects to be approved in 1999 (US\$/ODP in kg)	\$3.57
Speed of delivery until first disbursement (months from approval)	24 months
Speed of delivery until project completion (months from approval)	38 months
Net emission/reduction of ODP resulting from implementation delays/early	7,800

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completion (ODP tonnes)	
*Including agency fees, but not over-programming Non-investment performance indicators	
Items	Final business plan targets
Weighted Indicators	
Number of Projects to be Completed	4
Funds Disbursed (US\$)	\$1,911,000
Speed of delivery until first disbursement (months from approval)	19 months
Speed of delivery until project completion (months from approval)	33 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	Specific policies identified for 4 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	20 from recovery and recycling projects

*Including agency fees
(UNEP/OzL.Pro/ExCom/30/41, Decision 30/18, paras 38).
(Supporting document: UNEP/OzL.Pro/ExCom/30/15 and Corr.1).

Business plans for the year 2001 of UNDP, UNEP, UNIDO and the World Bank

The Thirty-second Meeting of the Executive Committee decided:

- (a) to note the draft business plan of UNDP for the year 2001 (UNEP/OzL.Pro/ExCom/32/13);
- (c) to request UNDP to submit a final business plan taking into account the requested modifications to the Thirty-third Meeting.

(UNEP/OzL.Pro/ExCom/32/44, Decision 32/10, para. 21 (a, c)).
(Supporting document: UNEP/OzL.Pro/ExCom/32/13).

The Thirty-second Meeting of the Executive Committee decided:

- (a) to ensure that, after taking into account the non-investment activities planned by the other Implementing Agencies, the addition of UNEP's planned activities for 2001 did not exceed the resource allocation for non-investment projects;
- (b) to remove the project "SME conversion manual" (US \$180,000) from the business plan and ensure that the proposed "Study on development of ODS phase-out strategy for SMEs" would review and provide information on the manner in which different countries have phased out ODS from SMEs in different sectors, noting the importance of avoiding any duplication of UNEP's existing project, "Training modules on management of ODS phase-out in SMEs";
- (c) to rationalize its proposed "Regional compliance workshops" and "Harmonized subregional ODS legislative and regulatory import mechanisms" in the light of the capacity to address these issues created through existing regional network and institutional strengthening projects;
- (d) to include the Economic Community of West African States (ECOWAS) in the list of interregional trade organizations it intends to use to carry out its subregional projects to improve monitoring and control of ODS consumption in the 2001 business plan;
- (e) to ensure that methyl bromide activities in countries that have not signed the Copenhagen Amendment are for non-investment projects only;
- (f) to extend the full services of the existing African regional networks to all Portuguese-speaking African countries;
- (g) to coordinate activities with the other Implementing Agencies in Yemen, taking into account that the refrigeration management plan should contain a full strategy for the refrigeration servicing sector, in order to avoid any overlaps;
- (h) to submit a final business plan taking into account the requested modifications to the Thirty-third Meeting.

(UNEP/OzL.Pro/ExCom/32/44, Decision 32/11, para. 22).
(Supporting document: UNEP/OzL.Pro/ExCom/32/14).

The Thirty-second Meeting of the Executive Committee decided:

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Policies, procedures, guidelines, criteria (As at November 2017).

- (a) to note the draft business plan of UNIDO (UNEP/OzL.Pro/ExCom/32/15);
- (b) to request UNIDO to examine the need to assist Yugoslavia in achieving a freeze on halon consumption, which currently does not display a high probability of success;
- (c) to request UNIDO to submit a final business plan taking into account the requested modifications to the Thirty-third Meeting.

*(UNEP/OzL.Pro/ExCom/32/44, Decision 32/12, para. 23).
(Supporting document: UNEP/OzL.Pro/ExCom/32/15).*

The Thirty-second Meeting of the Executive Committee decided:

- (a) to note the draft business plan of the World Bank (UNEP/OzL.Pro/ExCom/32/16);
- (b) to request the World Bank to examine the possibility of assisting countries which do not display a high potential of achieving a halon freeze to do so;
- (c) to note, with regard to the proposed national CFC phase-out plan for the Philippines, that a Swedish bilateral project approved at the Twenty-ninth Meeting of the Executive Committee covers the phase-out strategy for the refrigeration servicing sector, the largest remaining sector, and that the outputs of the two projects, once approved by the Government, will have to be submitted jointly by the two agencies to the Executive Committee;
- (d) to request the World Bank to submit a final business plan taking into account the requested modifications to the Thirty-third Meeting.

*(UNEP/OzL.Pro/ExCom/32/44, Decision 32/13, para. 24).
(Supporting document: UNEP/OzL.Pro/ExCom/32/16).*

The Thirty-third Meeting of the Executive Committee decided:

- (a) to endorse the 2001 business plan of UNDP in document UNEP/OzL.Pro/ExCom/33/10, noting that the endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to approve the following performance indicators:

Investment Project Performance Indicators

Items	2001 Targets
Weighted indicators	
ODP phased out from previous approvals (ODP tonnes)	6,000
Funds disbursed (US\$)*	\$39,200,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plans (number)	35
Non-weighted indicators	
Value of projects to be approved (US\$)*	\$38,779,440
ODP from projects to be approved (ODP tonnes)	4,514
Cost of project preparation (per cent of submission)	2.7%
Cost-effectiveness from projects to be approved in 1999 (US\$/ODP in kg)	\$7.6
Speed of delivery until first disbursement (months from approval)	14 months
Speed of delivery until project completion (months from approval)	36 months
Net emission/reduction of ODP resulting from implementation delays/early completion (ODP tonnes)	27,612

*Including agency fees, but not over-programming.

Non-Investment Performance Indicators

Items	2001 Targets
Weighted Indicators	
Number of Projects to be Completed	11
Funds Disbursed (US\$)*	\$2,053,960
Speed of delivery until first disbursement (months from approval)	12 months
Speed of delivery until project completion (months from approval)	36 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training,	5

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information exchange, country programme development and/or institutional strengthening (number of countries)	
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	30

*Including agency fees.

(UNEP/OzL.Pro/ExCom/33/32, Decision 33/6, para. 23).

(Supporting document: UNEP/OzL.Pro/ExCom/33/10).

The Thirty-third Meeting of the Executive Committee decided:

- (a) to endorse the 2001 business plan of UNEP in document UNEP/OzL.Pro/ExCom/33/11;
- (b) to note that the endorsement did not denote approval of the projects identified therein nor their funding levels;
- (c) to approve the following performance indicators:

Non-Investment Performance Indicators

Items	2001 Targets
Weighted Indicators	
Number of Projects to be Completed	60% of total projects approved
Funds Disbursed (US\$)	73% of approved funding
Speed of delivery until first disbursement (months from approval)	6 months
Speed of delivery until project completion (months from approval)	17 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	10 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	40

UNEP-Specific Non-Investment Performance Indicators

Items	2001 Targets
Number of newsletters	3 newsletters
Number of joint/regional activities which Network members are involved	2 per region
Improvement over previous years in data reporting and enacting the legislation and policies for ODS phase-out in Networking and institutional strengthening countries	80 per cent of all Network member countries
The extent of awareness-raising activities initiated by the countries as a result of UNEP's publications	UNEP stated that this indicator is qualitative but can be expressed in the number of brochures, awareness raising products produced by the countries
The extent to which experience achieved through UNEP's activities is used in the adoption and adjustment of ODS phase-out strategies by Network countries	UNEP stated that this indicator is qualitative
The extent to which the networks are used by the Agencies and the Secretariat in developing their work or explaining new policies	UNEP stated that this indicator is qualitative

- (d) to request the Secretariat to prepare a policy paper on the issue of whether or not there should be contingency lists for non-investment projects to be submitted to the Thirty-fourth Meeting of the Executive Committee.

(UNEP/OzL.Pro/ExCom/33/32, Decision 33/7, para. 24).

(Supporting document: UNEP/OzL.Pro/ExCom/33/12).

The Thirty-third Meeting of the Executive Committee decided:

- (a) to endorse the 2001 business plan of UNIDO in document UNEP/OzL.Pro/ExCom/33/12, noting that the endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to approve the following performance indicators:

Investment Project Performance Indicators

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Policies, procedures, guidelines, criteria (As at November 2017).

Items	2001 Targets
Weighted indicators	
ODP phased out from previous approvals (ODP tonnes)	2,416.5
Funds disbursed (US\$)*	\$24,455,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plans (number)	27
Non-weighted indicators	
Value of projects to be approved (US\$)*	\$28,612,173 (excl. support cost)
ODP from projects to be approved (ODP tonnes)	3,684.7
Cost of project preparation (per cent of submission)	2.1%
Cost-effectiveness from projects to be approved in 1999 (US\$/ODP in kg)	a) \$7.51 excl. MB b) \$7.76 incl. MB
Speed of delivery until first disbursement (months from approval)	9 months
Speed of delivery until project completion (months from approval)	36 months (incl. MB projects)
Net emission/reduction of ODP resulting from implementation delays/early completion (ODP tonnes)	14,100

*Including agency fees but not over-programming

Non-Investment Performance Indicators

Items	2001 Targets
Weighted Indicators	
Number of Projects to be Completed	3
Funds Disbursed (US\$)*	\$971,000
Speed of delivery until first disbursement (months from approval)	8 months
Speed of delivery until project completion (months from approval)	24 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	At least one country
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	At least one country

*Including agency fees

(UNEP/OzL.Pro/ExCom/33/32, Decision 33/8, para. 25).

(Supporting document: UNEP/OzL.Pro/ExCom/33/12).

The Thirty-third Meeting of the Executive Committee decided:

- (a) to endorse the 2001 business plan of the World Bank in document UNEP/OzL.Pro/ExCom/33/13, noting that the endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to approve the following performance indicators:

Investment project performance indicators

Items	2001 Targets
Weighted indicators	
ODP phased out from previous approvals (ODP tonnes)	5,510
Funds disbursed (US\$)*	54,520,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plans (number)	15
Non-weighted indicators	
Value of projects to be approved (US\$)*	52,220,000
ODP from projects to be approved (ODP tonnes)	15,933
Cost of project preparation (per cent of submission)	3.64%
Cost-effectiveness from projects to be approved in 1999 (US\$/ODP in kg)	\$3.57
Speed of delivery until first disbursement (months from approval)	25 months
Speed of delivery until project completion (months from approval)	38 months
Net emission/reduction of ODP resulting from implementation delays/early completion (ODP tonnes)	(1,600)

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*Including agency fees, but not over-programming

Non-investment performance indicators

Items	2001 Targets
Weighted Indicators	
Number of Projects to be Completed	9
Funds Disbursed (US\$)*	\$2,300,000
Speed of delivery until first disbursement (months from approval)	19 months
Speed of delivery until project completion (months from approval)	24 months
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of networking, training, information exchange, country programme development and/or institutional strengthening (number of countries)	Specific policies identified for 2 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	5 ODP tonnes from four recovery and recycling projects

*Including agency fees

- (c) also to note that the World Bank was moving its process agent activities in China from its 2001 business plan to its 2002 business plan;
- (d) to note further that, when the Executive Committee had approved the value of the CFC production project in Argentina for the World Bank's 2001 business plan, the Bank would adjust its business plan activities by removing projects in the following order of priority:
- (i) accelerated phase-out in those countries that are willing to do so;
 - (ii) maintaining momentum;
 - (iii) production sector phase-out;
 - (iv) ensuring compliance by all Article 5 countries.

(UNEP/OzL.Pro/ExCom/33/32, Decision 33/9, para. 26).

(Supporting document: UNEP/OzL.Pro/ExCom/33/13).

Business plans for the year 2002 of UNDP, UNEP, UNIDO and the World Bank

The Thirty-fifth Meeting of the Executive Committee decided:

- (a) to note the draft 2002 business plan of UNDP contained in document UNEP/OzL.Pro/ExCom/35/7 and Corr.1;
- (b) to request UNDP:
- (i) to take into account the comments in document UNEP/OzL.Pro/ExCom/35/7 and Corr.1 concerning planned activities in Kenya and Lebanon when finalizing its 2002 business plan;
 - (ii) to provide letters from countries for all activities included in its final business plan for 2002;
 - (iii) to indicate in its final business plan the actions it would take to expedite the implementation of approved projects and those that could be critical to compliance;
 - (iv) to provide a target for the performance indicator "net emissions (reductions) of ODP resulting from implementation delays (early completion)";
 - (v) to ensure that the projects included in its business plan were consistent with the compliance obligations of the countries involved.

(UNEP/OzL.Pro/ExCom/35/67, Decision 35/4, para. 30 (a, b)).

(Supporting document: UNEP/OzL.Pro/ExCom/35/7 and 35/7/Corr.1).

The Thirty-fifth Meeting of the Executive Committee decided:

- (a) to note the draft 2002 business plan of UNEP contained in document UNEP/OzL.Pro/ExCom/35/8 and Add.1;
- (b) also to note with appreciation the reorientation designed to achieve and sustain compliance, promote a greater sense of country "ownership", and implement the agreed Executive Committee framework for strategic planning;

- (c) to maintain the Compliance Assistance Programme (CAP) in principle in the final business plan;
- (d) to request that funds approved annually for the CAP but not spent be returned to the Multilateral Fund for re-programming at the second meeting of the Executive Committee in the year following that for which they had been approved;
- (e) to agree to the completion dates for the submission of country programme/RMPs;
- (f) to request UNEP to submit country programme/RMPs before requesting funding for any projects/activities contained therein, while indicating that the Executive Committee would consider requests for funding for one year of institutional strengthening for new Parties to the Protocol;
- (g) also to request UNEP to provide letters from countries for all activities included in its final business plan for 2002.

(UNEP/OzL.Pro/ExCom/35/67, Decision 35/5, para. 31).

(Supporting document: UNEP/OzL.Pro/ExCom/35/8 and 35/8/Add.1).

The Thirty-fifth Meeting of the Executive Committee decided:

- (a) to note the draft 2002 business plan of UNIDO contained in document UNEP/OzL.Pro/ExCom/35/9;
- (b) to request UNIDO:
 - (i) to consider modifying its investment project performance indicator targets for ODP phase-out in 2002, cost-effectiveness, and speed of first disbursement; its non-investment performance indicator targets for speed of first disbursement; and to provide targets for the non-weighted, non-investment project performance indicators, taking into account the consideration by the Sub-Committee on Monitoring, Evaluation and Finance of the report on the performance indicators and proposal on modifications (UNEP/OzL.Pro/ExCom/35/16);
 - (ii) to take into account the comments in document UNEP/OzL.Pro/ExCom/35/9 concerning planned activities in Egypt, Kenya, and Oman when finalizing its 2002 business plan;
 - (iii) to provide letters from countries for all activities included in its final business plan for 2002;
 - (iv) to indicate in its final business plan the actions it would take to expedite the implementation of approved projects and those that could be critical to compliance;
 - (v) to ensure that the projects included for the methyl bromide sector were consistent with the Multilateral Fund's guidelines for that sector when finalizing its 2002 business plan;
 - (vi) to consult with Germany on the appropriateness of including the end-user project for Kenya in its RMP supplement, noting the Executive Committee's guidelines for additional funding for LVCs.

(UNEP/OzL.Pro/ExCom/35/67, Decision 35/6, para. 32).

(Supporting document: UNEP/OzL.Pro/ExCom/35/9).

The Thirty-fifth Meeting of the Executive Committee decided:

- (a) to note the draft 2002 business plan of the World Bank contained in document UNEP/OzL.Pro/ExCom/35/10;
- (b) also to note the World Bank's efforts to expedite the implementation of approved activities and to request it to indicate in its final business plan additional actions to expedite the implementation of approved projects and those that could be critical to compliance;
- (c) to request the World Bank to consider modifying its investment project performance indicator targets for phase-out in 2002, the number of countries in its business plan, and the net emissions due to delays, as well as its non-investment project performance indicators for speed of completion and reductions in ODS consumption due to non-investment projects, taking into account the consideration by the Sub-Committee on Monitoring, Evaluation and Finance of the report on the performance indicators and proposal on modifications (UNEP/OzL.Pro/ExCom/35/16);
- (d) also to request the World Bank to provide more information on its expedited agreement process in the context of its final business plan, indicating the steps taken to reach agreement and the estimated time from approval to agreement for activities in countries where the Bank's Montreal Protocol Unit had not yet established agreements, in the light of its planned activities in countries such as the Bahamas and Yemen, and in the Caribbean region;

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- (e) further to request the World Bank to include the non-investment activity for the development of a CTC closure project as part of its investment project allocation.

(UNEP/OzL.Pro/ExCom/35/67, Decision 35/7, para. 33).

(Supporting document: UNEP/OzL.Pro/ExCom/35/10).

The Thirty-sixth Meeting of the Executive Committee decided:

- (a) to endorse the 2002 business plan of UNDP, as contained in UNEP/OzL.Pro/ExCom/36/10 and Corr.1, with the amendment in subparagraph (d) below while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to request UNEP and UNDP to redouble their efforts for the implementation of RMPs in Bangladesh and Niger;
- (c) in light of its recommendation on the consolidated 2002 business plan, also to request UNDP to provide an addendum to its 2002 business plan for submission to the 37th Meeting of the Executive Committee, as appropriate, including the actions it would take to expedite the implementation of approved projects and those critical to compliance;
- (d) to approve the following performance indicators for UNDP, noting that UNDP had changed its target for phase-out from non-investment activities from 120 to 160 ODP tonnes

Investment project performance indicators

Items	2002 Targets
Weighted indicators	
Actual ODS phased out from completed projects (ODP tonnes)	5,000
Disbursement (US\$)	\$38,080,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plan (number of countries)	31
Pending decision on status as weighted or non-weighted performance indicator	
Timely submission of progress report	On time
Non-weighted indicators	
Number of investment projects to be completed in year of business plan	88
Net emissions(reductions) of ODP resulting from implementation delays(early completion) (ODP tonnes)	14,136
Value of Projects to be Approved in 2002(US\$)*	\$37,918,025
ODP from Projects to be Approved in 2002	4,304
Cost of Project Preparation	2.7%
Cost-effectiveness from Approvals (US\$/ODP in kg)	\$7.8
Speed of delivery (first disbursement)	13 months
Speed of delivery (completion)	33 months

*Including support costs but excluding 15% over-programming.

Non-investment performance indicators

Items	2002 Targets
Weighted indicators	
Number of Projects to be Completed	12
Funds Disbursed (US\$)*	\$3,544,975
Speed of delivery (first disbursement)	11 months
Speed of delivery (completion)	34 months
Pending decision on status as weighted or non-weighted performance indicator	
Timely submission of progress report	On time
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of non-investment activities (number)	3
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	160

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*Including agency fees.

(UNEP/OzL.Pro/ExCom/36/36, Decision 36/9, para. 43 (a-d)).

(Supporting document: (UNEP/OzL.Pro/ExCom/36/36, Annex II).

The Thirty-sixth Meeting of the Executive Committee decided:

- (a) to endorse the 2002 business plan of UNEP, as contained in document UNEP/OzL.Pro/ExCom/36/11, while noting that, with the exception of the administrative budget to implement the CAP approved at the 35th Meeting of the Executive Committee, the endorsement did not denote approval of the projects identified in the business plan nor their funding levels;
- (b) to approve the following performance indicators for UNEP;
- (c) to authorize UNEP to include Eritrea in the list of countries with projects under its business plan, provided that Eritrea ratified the Montreal Protocol and sent a letter to UNEP requesting inclusion in its business plan.

Non-investment performance indicators

Items	2002 Targets
Weighted indicators	
Number of Projects to be Completed	60% of total projects approved
Funds Disbursed (US\$)	73% of approved funding
Speed of delivery (first disbursement)	6 months
Speed of delivery (completion)	26 months
Pending decision on status as weighted or non-weighted performance indicator	
Timely submission of progress report	Timely submission
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of non-investment activities (number)	10 countries
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	44.8

UNEP specific non-investment performance indicators

Items	2002 Targets
Number of newsletters	Three
Number of joint/regional activities which Network members are involved	2 per region
Improvement over previous years in data reporting and enacting the legislation and policies for ODS phase-out in Networking and institutional strengthening countries	80 % of all Network member countries
The extent of awareness-raising activities initiated by the countries as a result of UNEP's publications	Qualitative, but can be expressed in the number of brochures, awareness raising products produced by countries
The extent to which experience achieved through UNEP's activities is used in the adoption and adjustment of ODS phase-out strategies by Network countries	Qualitative
The extent to which the networks are used by the Agencies and the Secretariat in developing their work or explaining new policies	Qualitative

(UNEP/OzL.Pro/ExCom/36/36, Decision 36/10, para. 44).

(Supporting document: (UNEP/OzL.Pro/ExCom/36/36, Annex III).

The Thirty-sixth Meeting of the Executive Committee decided:

- (a) to endorse the 2002 business plan of UNIDO, as contained in UNEP/OzL.Pro/ExCom/36/12 and Corr.1, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;

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- (b) in light of its recommendation on the consolidated 2002 business plan, to request UNIDO to provide an addendum to its 2002 business plan for submission to the 37th Meeting of the Executive Committee, as appropriate, including the actions it would take to expedite the implementation of approved projects and those critical to compliance;
- (c) to approve the following performance indicators for UNIDO.

Investment project performance indicators

Items	2002 Targets
Weighted indicators	
Actual ODS phased out from completed projects (ODP tonnes)	2,836
Disbursement (US\$)	\$22,000,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plan (number of countries)	26
Pending decision on status as weighted or non-weighted performance indicator	
Timely submission of progress report	Deadline set by ExCom
Non-weighted indicators	
Number of investment projects to be completed in year of business plan	35
Net emissions(reductions) of ODP resulting from implementation delays(early completion) (ODP tonnes)	14,100
Value of Projects to be Approved in 2002 (US\$)*	\$30,643,000
ODP from Projects to be Approved in 2002	2,917
Cost of Project Preparation	2.8%
Cost-effectiveness from Approvals (US\$/ODP in kg)	a) \$8.68 excl. MB b) \$9.38 incl. MB
Speed of delivery (first disbursement)	10 months
Speed of delivery (completion)	36 months

* Including support costs but excluding 15% over-programming.

Non-investment performance indicators

Items	2002 Targets
Weighted indicators	
Number of Projects to be Completed	11
Funds Disbursed (US\$)*	\$867,000
Speed of delivery (first disbursement)	10 months
Speed of delivery (completion)	24 months
Pending decision on status as weighted or non-weighted performance indicator	
Timely submission of progress report	Deadline set by ExCom
Non-weighted indicators	
Appropriate & timely policies initiated by countries as a result of non-investment activities (number)	At least one country
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	69.1

*Including agency fees

(UNEP/OzL.Pro/ExCom/36/36, Decision 36/11, para. 45).

(Supporting document: (UNEP/OzL.Pro/ExCom/36/36, Annex IV).

The Thirty-sixth Meeting of the Executive Committee decided:

- (a) to endorse the 2002 business plan of the World Bank, as contained in UNEP/OzL.Pro/ExCom/36/13 and Corr.1, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to approve the following performance indicators for the World Bank, noting that the indicator for net emissions due to delays has been modified to 17,400 tonnes;
- (c) in light of its recommendation on the consolidated 2002 business plan, to request the World Bank to

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provide an addendum to its 2002 business plan for submission to the 37th Meeting of the Executive Committee, as appropriate.

Investment project performance indicators

Items	2002 Targets
Weighted indicators	
Actual ODS phased out from completed projects (ODP tonnes)	8,100
Disbursement (US\$)	\$46,200,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plan (number of countries)	14
Pending decision on status as weighted or non-weighted performance indicator	
Timely submission of progress report	1 May 2002 or eight weeks before the subsequent ExCom
Non-weighted indicators	
Number of investment projects to be completed in year of business plan	48
Net emissions(reductions) of ODP resulting from implementation delays(early completion) (ODP tonnes)	17,400
Value of Projects to be Approved in 2002(US\$)*	\$56,990,000
ODP from Projects to be Approved in 2002	13,876
Cost of Project Preparation	2.54%
Cost-effectiveness from Approvals (US\$/ODP in kg)	\$3.81
Speed of delivery (first disbursement)	26 months
Speed of delivery (completion)	39 months

* Including support costs but excluding over-programming.

Non-investment performance indicators

Items	2002 Targets
Weighted indicators	
Number of Projects to be Completed	9
Funds Disbursed (US\$)*	\$1,450,000
Speed of delivery (first disbursement)	19 months
Speed of delivery (completion)	35 months
Pending decision on status as weighted or non-weighted performance indicator	
Timely submission of progress report	1 May 2002 or eight weeks before the subsequent ExCom
Non-weighted indicators	
Appropriate & timely policies initiated by countries as a result of non-investment activities (number)	Specific policies identified for 1 country
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	350 ODP tonnes from four on-going recovery and recycling projects

*Including agency fees

(UNEP/OzL.Pro/ExCom/36/36, Decision 36/12, para. 46).

(Supporting document: UNEP/OzL.Pro/ExCom/36/36, Annex V).

Addenda to 2002 business plans of UNDP, UNIDO and the World Bank

The Thirty-seventh Meeting of the Executive Committee decided:

- to endorse the Addendum to UNDP's 2002 Business Plan as contained in UNEP/OzL.Pro/ExCom/37/19 while noting that endorsement did not denote approval of the project identified therein nor its funding level;
- to endorse the Addendum to UNIDO's 2002 Business Plan as contained in UNEP/OzL.Pro/ExCom/37/20

while noting that endorsement did not denote approval of the activities identified therein nor their funding levels;

(c) to endorse the Addendum to the World Bank's 2002 Business Plan as contained in UNEP/OzL.Pro/ExCom/37/21 while noting that endorsement did not denote approval of the activities identified therein nor their funding levels;

(d) to note that weighted and un-weighted performance indicators would be revised, as appropriate.

(UNEP/OzL.Pro/ExCom/37/71, Decision 37/17, para. 43).

(Supporting documents: UNEP/OzL.Pro/ExCom/37/19, UNEP/OzL.Pro/ExCom/37/20, UNEP/OzL.Pro/ExCom/37/21).

Business plans for the year 2003 of UNEP, UNDP, UNIDO and the World Bank

The Thirty-eighth Meeting of the Executive Committee decided to request Implementing Agencies to submit their 2003 business plans to the 39th Meeting of the Executive Committee.

(UNEP/OzL.Pro/ExCom/38/70/Rev.1, Decision 38/67, para. 112).

The Thirty-ninth Meeting of the Executive Committee decided:

(a) to note that MDI strategies in India and Nicaragua and the methyl bromide activity in Zimbabwe would be re-phased to the 2004 or 2005 business plan pending a decision of the Executive Committee on funding for projects to maintain momentum or accelerate phase-out;

(b) to endorse the 2003 business plan of UNDP contained in UNEP/OzL.Pro/ExCom/39/10 and Corr.1, as modified above, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;

(c) to approve a target of 223 investment projects to be completed in 2003 and a target for cost-effectiveness from approvals in 2003 of US \$6.57/kg;

(d) also to approve the performance indicators for UNDP set out in Tables 1 and 2 of the Fund Secretariat's comments contained in UNEP/OzL.Pro/ExCom/39/10 and Corr.1, while setting a phase-out target of 5,684 ODP tonnes for 2003 for the investment project performance indicator (tables below):

Investment project performance indicators

Items	Year 2003 Targets
Weighted indicators	
Actual ODS phased out from completed projects (ODP tonnes)	5,684
Disbursement (US\$)	38,000,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plan (number of countries)	50
Timely submission of progress report	On time
Non-weighted indicators	
Number of investment projects to be completed in year of business plan	223
Net emissions (reductions) of ODP resulting from implementation delays (early completion) (ODP tonnes)	14,000
Value of projects to be approved in 2003 (US\$)	51,580,000
ODP from projects to be approved in 2003 (ODP tonnes)	8,796
Cost of project preparation	2.4%
Cost-effectiveness from approvals (US\$/ODP kg)	6.57
Speed of delivery (first disbursement)	12 months
Speed of delivery (completion)	30 months

Non-investment performance indicators

Items	Year 2003 Targets
Weighted indicators	
Number of projects to be completed	10
Funds disbursed (US\$)	2,000,000
Speed of delivery (first disbursement)	12 months
Speed of delivery (completion)	30 months

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Timely submission of progress report	On time
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of non-investment activities (number)	3
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)*	150

* Corresponds to institutional strengthening projects (non-INV).

(UNEP/OzL.Pro/ExCom/39/43, Decision 39/7, para. 39).

(Supporting document: UNEP/OzL.Pro/ExCom/39/43, Annex II).

The Thirty-ninth Meeting of the Executive Committee decided:

- (a) to note that UNEP agreed to withdraw the following activities from its business plan:
- (i) technical assistance component to promote local trichoderma production as a methyl bromide alternative in Kenya;
 - (ii) regional workshop on technology transfer for local assembly of mobile recovery and recycling equipment adapted to local needs, proposed and to be hosted by Uruguay;
 - (iii) regional workshop on CTC alternatives, proposed and to be hosted by Uruguay;
- (b) also to note that UNEP agreed to re-phase the following activity in line with its 2004 business plan: Capacity-building to enable building owners/managers to take informed decisions concerning the replacement of chillers in Uruguay, pending a decision of the Meeting of the Parties on chillers;
- (c) to endorse the 2003 business plan of UNEP contained in UNEP/OzL.Pro/ExCom/39/11 and Corr.1, as modified above, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels with the modifications noted for the following activities:
- (i) customs and policy training implementation in India, provided it was not presented as a stand-alone project but rather as a project in coordination with other bilateral and Implementing Agencies working in the sector;
 - (ii) training and awareness component of refrigeration air conditioning (RAC) servicing sector strategy implementation in India, provided it was not presented as a stand-alone project but rather as a project in coordination with other bilateral and Implementing Agencies working in the sector;
 - (iii) implementation of the non-investment component of the national compliance assistance programme (NCAP) in the Islamic Republic of Iran, pending presentation of the country's terminal phase-out plan; and
 - (iv) implementation of the non-investment component of the NCAP in Sri Lanka would be re-phased to the 2004 or 2005 business plan pending a decision of the Executive Committee on funding for projects to maintain momentum or accelerate phase-out;
- (a) to approve the performance indicators for UNEP set out in Table 1 of the Secretariat's comments contained in UNEP/OzL.Pro/ExCom/39/11 and Corr.1 and set a phase-out target for non-investment projects of 17 ODP tonnes (Annex III to the present report);
- (e) also to approve the performance indicators unique to UNEP set out in Table 2 of the Secretariat's comments contained in UNEP/OzL.Pro/ExCom/39/11 and Corr.1 (tables below).

Non-investment performance indicators

Items	Year 2003 Targets
Weighted indicators	
Number of projects to be completed	60% of total projects approved
Funds disbursed (US\$)	73% of approved funding
Speed of delivery (first disbursement)	6 months
Speed of delivery (completion)	26 months
Timely submission of progress report	Timely submission
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of non-investment activities (number)	17 countries to establish or modify policies during 2003

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Policies, procedures, guidelines, criteria (As at November 2017).

Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	17
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UNEP specific non-investment performance indicators

Items	2003 Targets
Number of newsletters	3
Number of joint/regional activities which Network members are involved	2 per region
Improvement over previous years in data reporting and enacting the legislation and policies for ODS phase-out in networking and institutional strengthening countries	80% of all network countries
The extent of awareness-raising activities initiated by the countries as a result of UNEP's publications	Qualitative, but can be expressed in the number of brochures, awareness raising products produced by countries
The extent to which experience achieved through UNEP's activities is used in the adoption and adjustment of ODS phase-out strategies by network countries	Qualitative
The extent to which the networks are used by the Implementing Agencies and the Secretariat in developing their work or explaining new policies	Qualitative

(UNEP/OzL.Pro/ExCom/39/43, Decision 39/8, para. 40).

(Supporting document: UNEP/OzL.Pro/ExCom/39/43, Annex III).

The Thirty-ninth Meeting of the Executive Committee decided:

- (a) to endorse the 2003 business plan of UNIDO contained in UNEP/OzL.Pro/ExCom/39/12, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;
- (b) to request UNIDO to adopt the target of 7,000 ODP tonnes for the performance indicator net emissions due to implementation delays at the 39th Meeting;
- (c) to approve the performance indicators for UNIDO set out in Tables 1 and 2 of the Fund Secretariat's comments contained in UNEP/OzL.Pro/ExCom/39/12, while setting a phase-out target for investment projects of 6,907 ODP tonnes for 2003 and a phase-out target for non-investment projects of 146 ODP tonnes (tables below).

Investment project performance indicators

Items	Year 2003 Targets
Weighted indicators	
Actual ODS phased out from completed projects (ODP tonnes)	6,907
Disbursement (US\$)	25,000,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plan (number of countries)	20
Timely submission of progress report	Submission on time
Non-weighted indicators	
Number of investment projects to be completed in year of business plan	60
Net emissions (reductions) of ODP resulting from implementation delays (early completion) (ODP tonnes)	7,000
Value of projects to be approved in 2003 (US\$)*	40,000,000
ODP from projects to be approved in 2003 (ODP tonnes)	6,500 ODP tonnes incl. forward commitments
Cost of project preparation	2.7%
Cost-effectiveness from approvals (US\$/ODP kg)	7.00
Speed of delivery (first disbursement)	9.5 months
Speed of delivery (completion)	34 months

* Excluding support costs

Non-investment performance indicators

Items	Year 2003 Targets
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Policies, procedures, guidelines, criteria (As at November 2017).

Weighted indicators	
Number of projects to be completed	11
Funds disbursed (US\$)	358,000
Speed of delivery (first disbursement)	10 months
Speed of delivery (completion)	32 months
Timely submission of progress report	Submission on time
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of non-investment activities (number)	At least in one country
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	146

(UNEP/OzL.Pro/ExCom/39/43, Decision 39/9, para. 41).

(Supporting document: UNEP/OzL.Pro/ExCom/39/43, Annex IV).

The Thirty-ninth Meeting of the Executive Committee decided:

- (a) to note that MDI activities in Argentina and CFC activities in Indonesia and Tunisia would be re-phased to the 2004 or 2005 business plan pending a decision of the Executive Committee on funding for projects to maintain momentum or accelerate phase-out;
- (b) also to note that the CTC consumption and production project in India would be submitted to the 40th Meeting of the Executive Committee, at which time the level of funding indicated in the business plan could be adjusted;
- (c) to endorse the 2003 business plan of the World Bank contained in UNEP/OzL.Pro/ExCom/39/13 and Corr.1, as modified above, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels;
- (d) to approve the performance indicators for the World Bank set out in Tables 1 and 2 of the Fund Secretariat's comments contained in UNEP/OzL.Pro/ExCom/39/13 and Corr.1, while setting a phase-out target of 20,747 ODP tonnes for 2003 for the investment project performance indicator, on the understanding that the appropriate level would depend on CTC phase-out approved for India (Annex V to the present report);
- (e) also to approve a target of 40 investment projects to be completed in 2003.

Investment project performance indicators

Items	Year 2003 Targets
Weighted indicators	
Actual ODS phased out from completed projects (ODP tonnes)	20,747*
Disbursement (US\$)	58,000,000
Satisfactory project completion reports received (percentage)	100%
Distribution of projects among countries in business plan (number of countries)	17
Timely submission of progress report	Submission on time
Non-weighted indicators	
Number of investment projects to be completed in year of business plan	40
Net emissions(reductions) of ODP resulting from implementation delays(early completion) (ODP tonnes)	27,850
Value of projects to be approved in 2003 (US\$)**	93,600,000
ODP from projects to be approved in 2003	17,427
Cost of project preparation	0.6%
Cost-effectiveness from approvals (US\$/ODP kg)	5.06
Speed of delivery (first disbursement)	26 months
Speed of delivery (completion)	41 months

*With the understanding that the appropriate level would depend on CTC phase-out to be approved for India.

** Including support costs

Non-investment performance indicators

Items	Year 2003 Targets
Weighted indicators	

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Policies, procedures, guidelines, criteria (As at November 2017).

Number of projects to be completed	8
Funds disbursed (US\$)*	1,270,000
Speed of delivery (first disbursement)	20 months
Speed of delivery (completion)	33 months
Timely submission of progress report	Submission on time
Non-weighted indicators	
Appropriate and timely policies initiated by countries as a result of non-investment activities (number)	Specific policies identified for 1 country
Reduction in ODS consumption over and above that effected by investment projects (ODP tonnes)	370 ODP tonnes from the on-going recovery and recycling projects

* Including agency fees

(UNEP/OzL.Pro/ExCom/39/43, Decision 39/10, para. 42).

(Supporting document: UNEP/OzL.Pro/ExCom/39/43, Annex V).

The Forty-first Meeting of the Executive Committee decided that activities included in the 2003 business plan but not submitted and subsequently included in the draft 2004 business plan could be considered for funding at the 42nd Meeting if the projects were required to assist countries to meet 2005 compliance obligations.

(UNEP/OzL.Pro/ExCom/41/87, Decision 41/14, para. 47).

Business plans for the years 2004-2006 of UNEP, UNDP, UNIDO and the World Bank

The Forty-second Meeting of the Executive Committee decided:

(a) to endorse the 2004-2006 business plan of UNDP, as contained in documents UNEP/OzL.Pro/ExCom/42/8 and Corr.1 and as orally amended to include a possible project for Cuba, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels; and

(b) to approve the following performance indicators for UNDP:

Category	Item	Weighting	2004 target
Approval	Number of annual programmes of multi-year agreements approved vs. those planned	20	21
Approval	Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	20	32
Implementation	Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned	20	12
Implementation	ODS phased-out for individual projects vs. those planned per progress reports	5	4,919 ODP tonnes
Implementation	Project completion (pursuant to Decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	5	113
Implementation	Percentage of policy/regulatory assistance completed vs. that planned	10	N/a
Administrative	Speed of financial completion vs. that required per progress report completion dates	10	217
Administrative	Timely submission of project completion reports vs. those agreed	5	Yes
Administrative	Timely submission of progress reports and responses unless otherwise agreed	5	On 1 May 2004

(UNEP/OzL.Pro/ExCom/42/54, Decision 42/8, para. 50).

(Supporting document: UNEP/OzL.Pro/ExCom/42/54, Annex II).

The Forty-second Meeting of the Executive Committee decided:

(a) to endorse the 2004-2006 business plan of UNEP as contained in document UNEP/OzL.Pro/ExCom/42/9 and as orally amended to include the projects already submitted for Bangladesh and a non-governmental organization methyl bromide project, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels; and

(b) to approve the following performance indicators for UNEP:

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Category	Item	Weighting	2004 target
Approval	Number of annual programmes of multi-year agreements approved vs. those planned, may not be applicable to UNEP	20	Not applicable to UNEP
Approval	Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	20	28 countries (i.e. 100%). UNEP believes that a realistic achievement is 17 countries (i.e. 60%).
Implementation	Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned, may not be applicable to UNEP	20	Not applicable to UNEP
Implementation	ODS phased-out for individual projects vs. those planned per progress reports, may not be applicable to UNEP	5	21.2 ODP tonnes from the IS project for Algeria (i.e. 100%)
Implementation	Project completion (pursuant to Decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	5	38 projects (i.e. 100%)
Implementation	Percentage of policy/regulatory assistance completed vs. that planned	10	11 projects (i.e. 100%). UNEP believes that a realistic achievement is 9 projects (i.e. 80%)
Administrative	Speed of financial completion vs. that required per progress report completion dates	10	100%
Administrative	Timely submission of project completion reports vs. those agreed	5	Timely submission
Administrative	Timely submission of progress reports and responses unless otherwise agreed	5	Timely submission

(UNEP/OzL.Pro/ExCom/42/54, Decision 42/9, para. 52).

(Supporting document: UNEP/OzL.Pro/ExCom/42/54, Annex III).

The Forty-second Meeting of the Executive Committee decided:

- (a) to endorse the 2004-2006 business plan of UNIDO, as contained in documents UNEP/OzL.Pro/ExCom/42/10 and Corrs.1 and 2 and as orally amended, to bring forward the Serbia and Montenegro project from 2005, modify the phase-out in the MDI and RMP projects in China and remove the methyl bromide project in Viet Nam, taking into account the clarification provided by the representative of UNIDO, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels; and
- (b) to approve the following performance indicators for UNIDO:

Category	Item	Weighting	2004 target
Approval	Number of annual programmes of multi-year agreements approved vs. those planned, may not be applicable to UNEP	20	16 approved + 14 new ones
Approval	Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	20	7
Implementation	Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned	20	16
Implementation	ODS phased-out for individual projects vs. those planned per progress reports	5	5,666 ODP tonnes
Implementation	Project completion (pursuant to Decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	5	70
Implementation	Policy/regulatory assistance completed vs. that planned	10	4
Administrative	Speed of financial completion vs. that required per progress report completion dates	10	12 months
Administrative	Timely submission of project completion reports vs. those agreed	5	On time

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Category	Item	Weighting	2004 target
Administrative	Timely submission of progress reports and responses unless otherwise agreed	5	On time

(UNEP/OzL.Pro/ExCom/42/54, Decision 42/10, para. 54).

(Supporting document: UNEP/OzL.Pro/ExCom/42/54, Annex IV).

The Forty-second Meeting of the Executive Committee decided:

- (a) to endorse the 2004–2006 business plan of the World Bank, as contained in documents UNEP/OzL.Pro/ExCom/42/11 and Corrs. 1 and 2, with the withdrawal of planned chiller projects in Argentina and Mexico, whose implementation by the World Bank would be subsumed into those countries' national implementation plans, as well as the withdrawal of the accelerated CTC production phase-out project in China, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels; and

- (b) to approve the following performance indicators for the World Bank:

Category	Item	Weighting	2004 target
Approval	Number of annual programmes of multi-year agreements approved vs. those planned, may not be applicable to UNEP	20	13/13 ^(*)
Approval	Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	20	10/10
Implementation	Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned, may not be applicable to UNEP	20	15/15
Implementation	ODS phased-out for individual projects vs. those planned per progress reports, may not be applicable to UNEP	5	8,076 ODP tonnes
Implementation	Project completion (pursuant to Decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	5	72
Implementation	Percentage of policy/regulatory assistance completed vs. that planned	10	N/A
Administrative	Speed of financial completion vs. that required per progress report completion dates	10	3 months
Administrative	Timely submission of project completion reports vs. those agreed	5	100%
Administrative	Timely submission of progress reports/responses unless otherwise agreed	5	100%

(UNEP/OzL.Pro/ExCom/42/54, Decision 42/11, para. 56).

(Supporting document: UNEP/OzL.Pro/ExCom/42/54, Annex V).

The Forty-third Meeting of the Executive Committee decided:

- (a) to note the report on the status of the 2004 business plans as contained in documents UNEP/OzL.Pro/ExCom/43/5 and Add.1, and the fact that US \$94 million remained to be submitted for 22 new multi-year agreements and 176 other projects contained in the 2004 business plans;
- (b) to urge bilateral and Implementing Agencies with projects in the 2004 business plans for countries at risk of non-compliance to submit those projects to the 44th Meeting as a matter of urgency, and to consider the projects identified in Table 3 of UNEP/OzL.Pro/ExCom/43/5 as priority projects; and
- (c) to request the Secretariat:
- (i) to send a letter, in conjunction with the Implementing Agencies responsible for institutional strengthening and the Ozone Secretariat, to countries at risk of non-compliance urging them to put forward projects through the implementing and bilateral agencies as soon as possible;
 - (ii) to prepare a document, to be submitted to the 44th Meeting of the Executive Committee, on a potential procedure for intersessional approval of projects for countries at risk of non-compliance, when such projects were in the business plan for a given year and there was no disagreement between the Secretariat and the Implementing Agency; and
 - (iii) to include in the document to be submitted to the 44th Meeting of the Executive Committee an examination of the reasons for the non submission of projects for countries at risk of non compliance.

(UNEP/OzL.Pro/ExCom/43/61, Decision 43/3, para. 33).

Business plans for the years 2005-2007 of UNEP, UNDP, UNIDO and the World Bank

The Forty-fifth Meeting of the Executive Committee decided:

- (a) to endorse the 2005-2007 business plan of UNDP, as contained in document UNEP/OzL.Pro/ExCom/45/7, and subsequently amended, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels, with the following modifications:
 - (i) to maintain HCFC surveys, on the understanding that their goal was to enable the Executive Committee to establish an eligible national aggregate level of HCFC consumption in the future against which proposals would be funded;
 - (ii) to remove the chiller projects and activities from the 2005-2007 business plan and to invite demonstration projects and project preparation for chiller projects to be presented at the 47th Meeting of the Executive Committee within the funding window for a global chiller programme, based on the criteria to be agreed at the 46th Meeting of the Executive Committee;
 - (iii) to defer consideration of ODS destruction projects to the 46th Meeting of the Executive Committee;
 - (iv) to remove CTC and TCA activities in the Democratic Republic of Congo;
 - (v) to add the country programme and refrigerant management plan (RMP) activities in Eritrea; and
- (b) to approve the following performance indicators for UNDP:

Item	2005 target
Number of annual programmes of multi-year agreements approved vs. those planned	15 (2 new)
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	49 (INS-9, INV-8, DEM-1, RMP-12 TAS-19)
Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned	15
ODS phased-out for individual projects vs. those planned per progress reports	3,302 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	41 (INV-18, INS-8, TAS-13 and TRA-2)
Percentage of policy/regulatory assistance completed vs. that planned	N/a
Speed of financial completion vs. that required per progress report completion dates	On-time
Timely submission of project completion reports vs. those agreed	On-time
Timely submission of progress reports and responses unless otherwise agreed	On-time

*(UNEP/OzL.Pro/ExCom/45/55, Decision 45/6, para. 47).
(Supporting document: UNEP/OzL.Pro/ExCom45/55, Annex II).*

The Forty-fifth Meeting of the Executive Committee decided:

- (a) to endorse the 2005-2007 business plan of UNEP as contained in document UNEP/OzL.Pro/ExCom/ExCom/45/8, and subsequently amended, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels, with the following modifications:
 - (i) to remove the chiller projects and activities from the 2005-2007 business plan and to invite demonstration projects and project preparation for chiller projects to be presented at the 47th Meeting of the Executive Committee within the funding window for a global chiller programme, based on the criteria to be agreed at the 46th Meeting of the Executive Committee;
 - (ii) to request UNEP to cooperate with bilateral agencies and with other Implementing Agencies to resolve any potential or actual overlaps in Afghanistan and Côte d'Ivoire;
 - (iii) to add the country programme and refrigerant management plan (RMP) activities in Eritrea;
 - (iv) to remove the activities for the preparation of a journalists' kit from UNEP's 2005 2007 business plan and to request UNEP to resubmit the proposal as part of the Compliance Assistance Programme (CAP).
- (b) to approve the following performance indicators for UNEP; and
- (c) to request UNEP to provide a detailed progress report that elaborated and differentiated past activities and funds disbursed in categories such as the Compliance Assistance Programme (CAP), the global awareness programme and region-specific activities so as to clarify that there was no overlap in the context of future

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plans for discussion at the 46th Meeting.

Item	2005 Target
Number of annual programmes of multi-year agreements approved vs. those planned	3
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	21 of the 38 projects included (RMP-15 & TAS-13)
Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned	3
ODS phased-out for individual projects vs. those planned per progress reports	32.9 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	25 of the 34 projects included (TAS-16 & TRA-18)
Percentage of policy/regulatory assistance completed vs. that planned	65 countries 100% of countries listed in its Annex I
Speed of financial completion vs. that required per progress report completion dates	On time
Timely submission of project completion reports vs. those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

Item	Proposed for 2005
Usefulness of the region network/thematic meetings	Overall average of 3 on a 5-point scale.
Assistance to countries for data reporting	All countries will have reported baselines
Assistance with Article 7 data reporting (Indicator was previously called: Improvement over previous years in data reporting and enacting the legislation and policies for ODS phase-out in Networking and institutional strengthening countries)	100% of all countries will have reported Article 7 data UNEP believes that it can achieve 90%
Countries in actual or potential non-compliance as per MOP decisions	21 countries in non-compliance as per MOP XVI that will be offered CAP assistance will return to compliance. UNEP believes that a realistic achievement is 16 countries (i.e. 75%)
Countries at risk of becoming in non-compliance as per Article 7 trends	All countries identified as at risk of non-compliance and that will be offered CAP assistance to be provided specific services by CAP (outside of network meetings). UNEP believes that a realistic achievement is 80%.
Information clearinghouse	The following will be based on figures in 2004 Progress Report: 5% increase in subscriptions compared to 2004. 10% increase in visitors compared to 2004. 10% increase in downloads compared to 2004. 5% increase documents disseminated compared to 2004. 10% increase in queries compared to 2004; 10 working days of receipt of query.

(UNEP/OzL.Pro/ExCom/45/55, Decision 45/7, para. 53).

(Supporting document: UNEP/OzL.Pro/ExCom45/55, Annex III).

The Forty-fifth Meeting of the Executive Committee decided:

- (a) to endorse the 2005-2007 business plan of UNIDO, as contained in documents UNEP/OzL.Pro/ExCom/45/9 and Corr.1, and subsequently amended, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels, with the following modification:
 - (i) to remove the chiller projects and activities from the 2005-2007 business plan and to invite demonstration projects and project preparation for chiller projects to be presented at the 47th Meeting of the Executive Committee within the funding window for a global chiller programme, based on the criteria to be agreed at the 46th Meeting of the Executive Committee; and
- (b) to approve the following performance indicators for UNIDO, while setting a target of 32 for the number of annual programmes approved and a phase-out target for individual projects of 1,896.4 ODP tonnes for 2005.

Item	2005 Target
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Item	2005 Target
Number of annual programmes of multi-year agreements approved vs. those planned	32
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	30
Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned	16
ODS phased-out for individual projects vs. those planned per progress reports	1,896.4 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	35
Percentage of policy/regulatory assistance completed vs. that planned	4
Speed of financial completion vs. that required per progress report completion dates	12 months
Timely submission of project completion reports vs. those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/45/55, Decision 45/8, para. 56).

(Supporting document: UNEP/OzL.Pro/ExCom45/55, Annex IV).

The Forty-fifth Meeting of the Executive Committee decided:

- (a) to endorse the 2005-2007 business plan of the World Bank, as contained in document UNEP/OzL.Pro/ExCom/45/10, and subsequently amended, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels, with the following modification:
 - (i) to remove the chiller projects and activities from the 2005-2007 business plan and to invite demonstration projects and project preparation for chiller projects to be presented at the 47th Meeting of the Executive Committee within the funding window for a global chiller programme, based on the criteria to be agreed at the 46th Meeting of the Executive Committee; and
- (b) to approve the following performance indicators for the World Bank, while setting a target of 20 for the number of annual programmes approved, a target of 11 for the number of projects approved, and a target of 6,744 ODP tonnes for the phase-out of individual projects.

Item	2005 Target
Number of annual programmes of multi-year agreements approved vs. those planned	20 approved
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	11
Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned	19
ODS phased-out for individual projects vs. those planned per progress reports	6,744 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	55 INV and Non-Inv
Percentage of policy/regulatory assistance completed vs. that planned	N/a
Speed of financial completion vs. that required per progress report completion dates	Achieve 11 months from required date
Timely submission of project completion reports vs. those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/45/55, Decision 45/9, para. 59).

(Supporting document: UNEP/OzL.Pro/ExCom45/55, Annex V).

The Forty-seventh Meeting of the Executive Committee decided:

- (a) to note:
 - (i) the report on the status of the 2005 business plans as contained in documents UNEP/OzL.Pro/ExCom/47/5/Rev.1 and Corr.1;
 - (ii) the fact that US \$4,919,000 in activities required for compliance were not included in the Supplement to the May 2005 Replenishment Report;
 - (iii) that the value of forward commitments approved at the 47th Meeting exceeds the value in the 2005-2007 business plan of the Multilateral Fund by US \$9,850,919; and
- (b) to request bilateral and multilateral implementing agencies with projects in the 2005 business plans required for compliance to consider including those activities in their 2006-2008 business plans and to

endeavour to improve their performance with regard to the accuracy of planned submissions and their values.

(UNEP/OzL.Pro/ExCom/47/61, Decision 47/3, para. 26).

(Supporting document: UNEP/OzL.Pro/ExCom47/5/Rev.1 and Corr.1).

Business plans for the years 2006-2008 of UNEP, UNDP, UNIDO and the World Bank

The Forty-eighth Meeting of the Executive Committee decided:

- (a) to endorse the 2006-2008 business plan of UNDP, as contained in document UNEP/OzL.Pro/ExCom/48/8, as amended below, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels;
- (b) to remove:
 - (i) the MDI project preparation in Colombia submitted for 2006;
 - (ii) the global methyl bromide information exchange project to be submitted in 2007, on the understanding that it might be resubmitted in a future amendment to UNDP's work programme following in-depth coordination between UNDP, UNEP and UNIDO;
 - (iii) ODS destruction projects;
 - (iv) HCFC investment projects;
 - (v) the terminal phase-out management plan for Guinea;
- (c) to approve the performance indicators for UNDP, as contained in Annex II to the present report, while setting a target of 27 for the number of annual programmes approved, a target of seven for the number of individual projects approved, and a target of 15 for the activities completed for multi-year agreements; and
- (d) to request UNDP to work in coordination with the Secretariat to provide a target for policy and regulatory assistance to countries requesting it to reflect the efforts it planned to undertake in that regard within its approved projects and/or multi year agreements as appropriate.

(UNEP/OzL.Pro/ExCom/48/45, Decision 48/6, para. 51).

(Supporting document: UNEP/OzL.Pro/ExCom/48/8).

The Forty-eighth Meeting of the Executive Committee decided:

- (a) to endorse the 2006-2008 business plan of UNEP, as contained in document UNEP/OzL.Pro/ExCom/48/9 and Corr.1, as amended below, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels;
- (b) to remove:
 - (i) the round-table workshop on methyl bromide in light of funding for methyl bromide already provided through the CAP on the understanding that the project might be resubmitted in a future amendment to UNEP's work programme following in-depth coordination between UNEP, UNDP and UNIDO;
 - (ii) the farmer field schools in Africa on the understanding that they might be resubmitted in a future amendment to UNEP's work programme following in-depth coordination between UNEP, UNDP and UNIDO;
 - (iii) the proposed additional activities in the strategy for countries with zero baselines;
 - (iv) the MDI regional awareness programmes;
 - (v) the support for the long-term management of halon banks;
- (c) to withdraw the HCFC activities from the 2006-2008 business plans for UNEP with the understanding that those activities would be considered at the first meeting of the Executive Committee in 2008 provided that:
 - (i) the compliance priorities of Article 5 countries for the triennium had been addressed and there were enough funds remaining from the prioritized activities;
 - (ii) the proposed HCFC surveys were in accordance with Executive Committee guidance based on lessons learned from the approved UNDP surveys and Germany's study in China; and
 - (iii) when considering the allocation of the funds remaining for HCFC activities, the Executive Committee would take into account the level of funding approved by decision XVII/40 of the Seventeenth

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Meeting of the Parties;

- (d) to request UNEP to implement decision 33/3, paragraph (b)(i), and to provide logical framework analyses with measurable results in advance of, and as an input to, the preparation of its annual business plans;
- (e) to replace the performance indicators agreed in decision 41/93 for the CAP with the following indicators, data, methods of assessment and 2006 targets:

Performance indicator	Data	Assessment	2006 target
Efficient follow-up to regional network/thematic meetings	<ul style="list-style-type: none"> List of recommendations emanating from 2006 regional network/thematic meetings. Agendas of network/thematic meetings and meeting evaluation questionnaires 	<ul style="list-style-type: none"> Implementation rate of those meeting recommendations that are to be implemented in 2006. Relevance of topics and their presentation at network/thematic meetings as evaluated by participants 	<ul style="list-style-type: none"> 100% implementation High score of relevance and presentation
Effective support to National Ozone Units (NOUs) in their work, particularly guidance to new NOUs, including support to the development and introduction of import/export licensing systems covering all controlled substances, including management and enforcement	<ul style="list-style-type: none"> List of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs. List of import/export licensing systems in Article 5 countries 	<ul style="list-style-type: none"> Number of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs. Overview of the status of import/export licensing systems in Article 5 countries 	<ul style="list-style-type: none"> 10 such ways/means/products/services. Qualitative description of the progress made in the development and enforcement of import/export licensing systems covering all controlled substances, including management and enforcement
Assistance to countries in actual or potential non-compliance (according to decisions of the Meeting of the Parties and/or as per reported Article 7 data and trends analysis)	List of countries in actual or potential non-compliance that received CAP assistance outside network meetings	Number of countries in actual or potential non-compliance that received CAP assistance outside network meetings and results of this assistance (e.g. return to compliance, country prepared action plan, action plan approved by the Meeting of the Parties, Article 7 data reported on time)	All such countries received assistance leading to evident results
Innovation in production and delivery of global and regional information products and services	List of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	Number of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	10 such products and services
Close cooperation between CAP regional teams and bilateral and multilateral implementing agencies working in the region	List of joint missions/undertakings of CAP regional staff with implementing agencies and bilateral agencies	Number of joint missions/undertakings and achieved results (e.g. agreements reached, problems solved, assistance provided)	5 joint missions/undertakings with substantive outcomes in each region

- (f) to approve the performance indicators for UNEP, as contained in Annex III to the present report, while setting a target of 20 for the number of annual programmes of multi-year agreements to be approved and a target of 16 for the number of individual projects to be approved.

(UNEP/OzL.Pro/ExCom/48/45, Decision 48/7, para. 57).

(Supporting document: UNEP/OzL.Pro/ExCom/48/9 and Corr.1).

The Forty-eighth Meeting of the Executive Committee decided:

- (a) to endorse the 2006-2008 business plan of UNIDO, as contained in documents UNEP/OzL.Pro/ExCom/48/10 and Corr.1, as amended below, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels:
- (i) to maintain projects for countries that had received support for achieving the 2005 methyl bromide

- control measures during the 2006-2008 triennium in the light of commitments to advance a country's methyl bromide phase-out significantly before the year 2015;
- (ii) to remove project preparation leading to a compressor project in Iran that had received support for a CFC phase-out agreement;
 - (iii) to add a terminal phase out management plan for Guinea to the 2007 business plan of UNIDO;
 - (iv) to remove ODS destruction activities;
 - (v) to withdraw the HCFC activities with the understanding that those activities would be considered at the first meeting of the Executive Committee in 2008, provided that:
 - a. compliance priorities of Article 5 countries for the triennium had been addressed and there were enough funds remaining from the prioritized activities;
 - b. the proposed HCFC surveys were in accordance with Executive Committee guidance, based on lessons learned from the approved UNDP surveys and Germany's bilateral study in China;
 - c. when considering the allocation of the funds remaining for HCFC activities, the Executive Committee would take into account the level of funding approved by decision XVII/40 of the Seventeenth Meeting of the Parties;
 - (b) to approve the performance indicators for UNIDO, as contained in Annex IV to the present report, while setting a target of 29 for the number of annual programmes approved and a phase-out target for individual projects of 1,119.4 ODP tonnes for 2006; and
 - (c) to request UNIDO to work in coordination with the Secretariat to provide a target for policy and regulatory assistance to countries requesting it to reflect the efforts it planned to undertake in that regard within its approved projects and/or multi year agreements as appropriate.

(UNEP/OzL.Pro/ExCom/48/45, Decision 48/8, para. 66).

(Supporting document: UNEP/OzL.Pro/ExCom/48/10 and Corr.1).

The Forty-eighth Meeting of the Executive Committee decided:

- (a) to endorse the 2006-2008 business plan of the World Bank, as contained in document UNEP/OzL.Pro/ExCom/48/11 and Corr.1, as amended below, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels:
 - (i) to maintain the methyl bromide project in Ecuador, conditional on a commitment by the Government of Ecuador to accelerate its methyl bromide phase-out;
 - (ii) to move the study on phase-out of CTC in the chlor-alkali sector from the 2007 business plan to the 2006 business plan;
- (b) to note the decision of the Government of Ecuador to include a methyl chloroform (TCA) phase-out project in the World Bank's 2007 business plan instead of the business plan for 2006;
- (c) to approve the submission of the pharmaceuticals project in China at the last meeting in 2006, should any funds become available;
- (d) to approve the performance indicators for the World Bank, as contained in Annex V to the present report, while setting a target of 23 for the number of annual programmes approved and a target of 20 for the number of milestone activities to be completed; and
- (e) to request the World Bank to work in coordination with the Secretariat to provide a target for policy and regulatory assistance to countries requesting it to reflect the efforts it planned to undertake in that regard within its approved projects and/or multi-year agreements as appropriate.

(UNEP/OzL.Pro/ExCom/48/45, Decision 48/9, para. 69).

(Supporting document: UNEP/OzL.Pro/ExCom/48/11 and Corr.1).

The Forty-ninth Meeting of the Executive Committee decided:

- (a) to note the report on the status of the 2006 business plans as contained in documents UNEP/OzL.Pro/ExCom/49/5 and Add.1, the fact that activities required for compliance, amounting to US \$65.4 million, should be submitted to the 50th Meeting, and that the value of forward commitments approved at the 49th Meeting was US \$1.2 million below the value in the 2006-2008 business plan of the Multilateral Fund;

- (b) to note that the list of projects and agreements contained in Annex III to document UNEP/OzL.Pro/ExCom/49/5, with a total value of over US \$6.2 million, for countries that had been subject to decisions on compliance and for which the required action had not been accomplished as at 26 May 2006, should be submitted to the 50th Meeting of the Executive Committee to prevent any delays in the implementation of activities that might facilitate compliance;
- (c) to include an item in the agenda for its 50th Meeting on priorities for the triennium, beyond the needs identified by the compliance oriented model, taking into account the remaining US \$40 million in unallocated funds for the triennium;
- (d) to modify the existing performance indicators, starting with the business plans for 2007, as follows:
- (i) by removing the words “policy” and “regulatory” from the example for the indicator “Milestone activities completed” so that the example reads as follows: “Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned”;
 - (ii) by defining the indicator “Percentage of policy/regulatory assistance completed versus that planned” as activities to be undertaken by the implementing agencies in assisting Article 5 countries in the development/adoption/implementation of relevant policy and regulatory activities including, but not limited to:
 - enactment of licensing quota systems for all controlled substances under the Montreal Protocol (and not limited to CFCs only), and informing the Ozone Secretariat accordingly;
 - ratification of remaining amendments to the Montreal Protocol, when applicable;
 - addressing relevant decisions taken by the Parties to the Montreal Protocol in regard to specific compliance issues;
 - enactment of legislation/regulation for the certification of technicians, when applicable;
 - establishment of bans on the import of controlled substances as in the case of halon and ODS-containing equipment;
 - modifications to fire/equipment codes; and
 - legislation to combat illegal trade in ODS.
- (e) that the needs for assistance would be identified at the beginning of each year at the annual business plan coordination meeting and the activities to be undertaken would be based, inter alia, on specific requests from countries, activities already proposed in individual projects and/or in multi-year agreements, and actions associated with institutional strengthening projects;
- (f) to urge bilateral and multilateral implementing agencies to submit those activities required for compliance in the 2006 business plans to the 50th Meeting;
- (g) to request the Secretariat to prepare a brief document, for consideration by the Executive Committee at its 50th Meeting, outlining all remaining phase-out obligations of Article 5 Parties by year and by triennium, and any decisions by the Executive Committee and the Meeting of the Parties that could be pertinent to the discussion referred to under subparagraph (c) above;
- (h) to defer to the 50th Meeting of the Executive Committee any consideration of further action regarding activities linked to projects for Angola and Ethiopia, which had initially been included in Germany’s business plan, pending:
- (i) a letter from Angola confirming that its terminal phase out management plan (TPMP) was to remain in Germany’s business plan despite the fact that there were no funds currently available in Germany’s 2006-2008 bilateral allocation;
 - (ii) Confirmation from Ethiopia that its TPMP would be included in France’s business plan;
- (i) to note confirmation from Algeria that its TPMP was to be included in the business plan of UNIDO; and
- (j) to note confirmation from Uganda that its TPMP was to be included in the business plan of France.

(UNEP/OzL.Pro/ExCom/49/43, Decision 49/4, para. 43).

(Supporting document: UNEP/OzL.Pro/ExCom/49/5).

The Fiftieth Meeting of the Executive Committee decided:

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- (a) to note the report on the status of the 2006 business plans as contained in documents UNEP/OzL.Pro/ExCom/50/5 and Add.1 and the fact that US \$12.76 million in activities that were required for compliance had not been submitted to the 50th Meeting;
- (b) to request bilateral and implementing agencies with projects in their 2006 business plans that were required for compliance to include those activities in their 2007-2009 business plans;
- (c) That projects required for compliance included in annual business plans, but not submitted, be given highest priority for submission in the subsequent calendar year and that Parties and agencies make every effort to remove obstacles to their submission; and
- (d) to request bilateral and implementing agencies to submit reasons why projects required for compliance included in annual business plans were not submitted and to request the Multilateral Fund Secretariat to compile them in a report for the Executive Committee.

(UNEP/OzL.Pro/ExCom/50/62, Decision 50/3 para. 38).

(Supporting document: UNEP/OzL.Pro/ExCom/50/5 and Add.1).

The Fiftieth Meeting of the Executive Committee also decided:

- (a) to note the paper on priorities for the triennium 2006-2008, beyond the needs identified by the model rolling three-year phase-out plan, taking into account the remaining US \$40 million in unallocated funds for the triennium (follow-up to decision 49/4, paragraphs (c) and (g)) as contained in document UNEP/OzL.Pro/ExCom/50/8;
- (b) to request the Secretariat to prepare an interim report, to be considered at the 51st Meeting in the context of the discussion of the 2007-2009 business plan, addressing all the priorities listed in document UNEP/OzL.Pro/ExCom/50/8, as well as projects and activities for CTC phase-out, activities related to ODS legislation development and enforcement, the activities that had been eliminated from business plans and those proposed at the 50th Meeting;
- (c) to request the Secretariat to prepare a final report containing the information referred to in subparagraph (b) above for the consideration of the 52nd Meeting taking into account the HCFC surveys currently under preparation and any relevant reports from the Technology and Economic Assessment Panel (TEAP) which would be available at that time; and
- (d) that both the interim report referred to in paragraph (b) above and the final reports referred to in paragraph (c) above should provide information on the overall cost and cost-effectiveness of projects and activities.

(UNEP/OzL.Pro/ExCom/50/62, Decision 50/6 para. 55).

(Supporting document: UNEP/OzL.Pro/ExCom/50/8).

The Fifty-second Meeting of the Executive Committee decided:

- (a) to note the final report on priorities for the triennium 2006-2008, beyond the needs identified by the model rolling three-year phase-out plan, taking into account the remaining unallocated funds for the triennium as contained in document UNEP/OzL.Pro/ExCom/52/6; and
- (b) to request the Secretariat to prepare a document for discussion at the 53rd Meeting of the Executive Committee on options for assessing and defining eligible incremental costs for HCFC consumption and production phase-out activities.

(UNEP/OzL.Pro/ExCom/52/55, Decision 52/4, para. 44).

(Supporting document: UNEP/OzL.Pro/ExCom/52/6).

Business plans for the years 2007-2009 of UNEP, UNDP, UNIDO and the World Bank

The Fifty-first Meeting of the Executive Committee decided:

- (a) to endorse the 2007-2009 business plan of UNDP as contained in document UNEP/OzL.Pro/ExCom/51/8 in line with decision 51/5 on the consolidated business plan, without prejudice to the decision of the Parties on replenishment for the year 2009 and beyond, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels;
- (b) to remove:
 - (i) the global methyl bromide information exchange project and the metered-dose inhaler (MDI) project for Nigeria, at the request of UNDP;
 - (ii) project preparation for MDI transition strategies; and

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- (c) to approve the following performance indicators for UNDP, while setting a target of 45 for the number of annual programmes of approved multi-year agreements (MYAs), a target of 22 for the number of individual projects approved and a target of 20 for the milestone activities completed for MYAs.

Item	2007 target
Number of annual programmes of multi-year agreements approved versus those planned	45
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved versus those planned	22
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	20
ODS phased-out for individual projects versus those planned per progress reports	1,229 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	60
Number of policy/regulatory assistance completed versus that planned	4/6 (67%)
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/51/46, Decision 51/7 para. 66).

(Supporting document: UNEP/OzL.Pro/ExCom/51/8).

The Fifty-first Meeting of the Executive Committee decided:

- (a) to endorse the 2007-2009 business plan of UNEP as contained in document UNEP/OzL.Pro/ExCom/51/9 in line with decision 51/5 on the consolidated business plan, without prejudice to the decision of the Parties on replenishment for the year 2009 and beyond, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels;
- (b) to remove:
- (i) the methyl bromide (MB) activity for Trinidad and Tobago, at the request of UNEP;
 - (ii) the study on the use of economic instruments to provide long-term financing for sustained phase-out;
 - (iii) capacity-building for teachers on ozone protection;
 - (iv) the proposed activity for long-term management of halon banks, and to allocate instead US \$40,000 to fund a study on the current state of all halon banks supported by the Multilateral Fund, their management capacity, the quantities of halon reclaimed and reused as a result of those banks, problems experienced, and strategies to ensure that the banks could operate without requesting further assistance from the Multilateral Fund, with the proposal for the study to be presented to the 52nd Meeting;
 - (v) analysis of HCFC technologies;
 - (vi) non-investment MB projects; and
 - (vii) regional metered-dose inhaler (MDI) transition strategies for five regions.
- (c) to note with appreciation the confirmation of funding by Sweden, outside the Multilateral Fund, of the South-East Asia and Pacific Network and the enforcement networks for South-East and South Asia and to remove them from UNEP's business plan;
- (d) to add a component of the MDI activity for Pakistan, as agreed with Pakistan and UNDP;
- (e) to add a component, pursuant to decision XVII/14 of the Seventeenth Meeting of the Parties, on the organization of regional workshops on MDIs and to allocate US \$200,000 for the activity;
- (f) to maintain the allocation of US \$500,000 for the Green Customs Initiative in UNEP's business plan, while reserving the right to consider funding at a lower level, and to request that UNEP submit to the 52nd Meeting a more comprehensive proposal with respect to that Initiative, with the expectation that it would include: a detailed description of how the Multilateral Fund resources would be used solely for including issues related to trade in ODS in the larger Green Customs Initiative, and of the relationship between Multilateral Fund resources and the resources being provided by other multilateral environmental agreements and bilateral agencies; a clear indication of the budget; an indication of the activity's relevance for the ozone layer and ODS; and a proposal that progress should be monitored with full accounting of

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monies spent in accordance with the Multilateral Fund and Executive Committee guidelines; and

- (g) to approve the following 2007 performance indicators and targets for UNEP, while setting a target of 35 for the number of annual programmes of multi-year agreements (MYAs) to be approved, a target of 30 for the number of individual projects approved and a target of nine for milestone activities completed/ozone-depleting substances levels achieved for approved MYAs.

Item	2007 target
Number of annual programmes of multi-year agreements approved versus those planned	35 (9 tranches of approved MYA and 26 new MYA)
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved versus those planned	30
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	9
ODS phased-out for individual projects versus those planned per progress reports	0
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	86
Number of policy/regulatory assistance completed versus that planned	64 countries or 100% of countries listed in Annex I either received assistance or assistance was offered
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/51/46, Decision 51/8 para. 71).

(Supporting document: UNEP/OzL.Pro/ExCom/51/9).

The Fifty-first Meeting of the Executive Committee decided:

- (a) to endorse 2007-2009 business plan of UNIDO as contained in document UNEP/OzL.Pro/ExCom/51/10 in line with decision 51/5 on the consolidated business plan, without prejudice to the decision of the Parties on replenishment for the year 2009 and beyond, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels;
- (b) to remove:
- (i) The metered-dose inhaler (MDI) phase-out project in Pakistan, at the request of UNIDO; and
 - (ii) The MDI transition strategy for Kyrgyzstan.
- (c) to request implementing agencies to investigate, where appropriate, the need for MB activities for countries with low volumes of MB consumption in the context of their preparation of terminal phase-out management plans for low-volume-consuming countries regardless of the status of ratification of the Copenhagen Amendment; and
- (d) to approve the following performance indicators for UNIDO, while setting a target of 32 for the number of annual programmes of multi-year agreements approved, a target of 22 for the number of individual projects approved, a target of 20 for milestone activities completed/ODS levels achieved for approved multi year agreements, and a phase-out target for individual projects of 346.2 ODP tonnes for 2007.

Item	2007 target
Number of annual programmes of multi-year agreements approved versus those planned	32
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved versus those planned	22
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	20
ODS phased-out for individual projects vs. those planned per progress reports	346.2 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	20

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Item	2007 target
Number of policy/regulatory assistance completed versus that planned	11
Speed of financial completion versus that required per progress report completion dates	12 months after operational completion
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/51/46, Decision 51/9 para. 76).

(Supporting document: UNEP/OzL.Pro/ExCom/51/10).

The Fifty-first Meeting of the Executive Committee decided:

- (a) to endorse the 2007-2009 business plan of the World Bank as contained in document UNEP/OzL.Pro/ExCom/51/11 in line with decision 51/5 on the consolidated business plan, without prejudice to the decision of the Parties on replenishment for the year 2009 and beyond, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels;
- (b) to transfer the halon consumption phase-out project in Chile (CHI/HAL/42/TAS/156) from the World Bank to UNDP at the amount of US \$60,000 plus agency support costs of US \$4,500;
- (c) to approve the following performance indicators for the World Bank, while setting a target of 19 for the number of annual programmes approved, a target of four for the number of individual projects approved and a target of 18 for the number of milestone activities to be completed; and
- (d) to request the World Bank to investigate the possibility of undertaking projects for the accelerated phase-out of production of CFC and CTC, and to report back to the Executive Committee on any issues it encountered.

Item	2007 target
Number of annual programmes of multi-year agreements approved versus those planned	19 ⁽¹⁾
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved versus those planned	4
Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches versus those planned	18
ODS phased-out for individual projects versus those planned per progress reports	1,334 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	10 ⁽²⁾
Number of policy/regulatory assistance completed versus that planned	9/9
Speed of financial completion versus that required per progress report completion dates	11 months
Timely submission of project completion reports versus those agreed	100%
Timely submission of progress reports and responses unless otherwise agreed	100%

⁽¹⁾ Includes one annual programme of new multi-year projects expected to be approved by the Executive Committee in 2007.

⁽²⁾ Represents the number of projects expected to be completed in 2007, which will lead to an expected phase-out of 1,334 ODP tonnes.

(UNEP/OzL.Pro/ExCom/51/46, Decision 51/10 para. 80).

(Supporting document: UNEP/OzL.Pro/ExCom/51/11).

Business plans for the years 2008-2010 of UNEP, UNDP, UNIDO and the World Bank

The Fifty-fourth Meeting of the Executive Committee decided:

- (a) to endorse the 2008-2010 business plan of UNDP, as contained in document UNEP/OzL.Pro/ExCom/54/8, as amended below, without prejudice to the Parties' decision on replenishment for the period 2009-2011, while noting that endorsement did not denote approval either of the projects identified therein or of their funding levels;
- (b) to maintain metered-dose inhaler activities, in the light of decision 54/5(d);
- (c) to remove:
 - (i) the HCFC activities in the business plan in the light of decision 54/5(b)(iii);
 - (ii) ODS disposal activities in the light of decision 54/5(c);
 - (iii) the request for additional funds for UNDP's core unit to cover HCFC activities, but to consider it in the light of the outcome of the Executive Committee's consideration of the assessment of administrative

costs required for the 2009-2011 triennium; and

(d) to approve the performance indicators for UNDP set out in Annex II to the present report.

(UNEP/OzL.Pro/ExCom/54/59, Decision 54/7, para. 60).

(Supporting document: UNEP/OzL.Pro/ExCom/54/8).

The Fifty-fourth Meeting of the Executive Committee decided:

(a) to endorse the 2008-2010 business plan of UNEP as contained in documents UNEP/OzL.Pro/ExCom/54/9 and Corr.1, as amended below, without prejudice to the Parties' decision on replenishment for the period 2009-2011, while noting that endorsement did not denote approval either of the projects identified therein or of their funding levels:

(b) to remove:

(i) Establishment of an East Caribbean regional refrigeration association network;

(ii) TPMP activities in Turkmenistan in the light of decision 46/21;

(iii) Assessment of practices adopted for environmentally sound management of unwanted ODS and obsolete ODS-based refrigeration and air conditioning equipment in the light of the study already funded by the Multilateral Fund;

(iv) Research and development activity in national institutions to be selected by UNEP;

(v) Global project on sustainable agriculture to prevent new uses of methyl bromide;

(vi) Regional public awareness activities for methyl bromide alternatives in the Asia and Pacific region;

(vii) Regional workshop on strengthening monitoring and reporting systems on methyl bromide use;

(viii) Regional workshop in Africa to prevent new uses of methyl bromide;

(ix) the request for additional funds to cover the post-adjustment allowance of UNEP/CAP, but to consider the request in the context of the results of the Executive Committee's consideration of the assessment of administrative costs required for the 2009-2011 triennium;

(c) to maintain metered-dose inhaler activities, in the light of decision 54/5(d); and

(d) to approve the 2008 performance indicators and targets for UNEP as set out in Annex III to the present report.

(UNEP/OzL.Pro/ExCom/54/59, Decision 54/8, para.68).

(Supporting document: UNEP/OzL.Pro/ExCom/54/9 and Corr.1).

The Fifty-fourth Meeting of the Executive Committee decided:

(a) to endorse the 2008-2010 business plan of UNIDO as contained in document UNEP/OzL.Pro/ExCom/54/10, as amended below, without prejudice to the Parties' decision on replenishment for the period 2009-2011, while noting that endorsement did not denote approval either of the projects identified therein or of their funding levels:

(b) to maintain metered-dose inhaler activities in the light of decision 54/5(d);

(c) to remove:

(i) the HCFC activities in the business plan in the light of decision 54/5(b)(iii);

(ii) ODS disposal activities in the light of decision 54/5(c);

(iii) the terminal phase-out management plan for Turkmenistan in the light of decision 46/21; and

(e) to approve the performance indicators for UNIDO as contained in Annex IV to the present report.

(UNEP/OzL.Pro/ExCom/54/59, Decision 54/9, para.71).

(Supporting document: UNEP/OzL.Pro/ExCom/54/10).

The Fifty-fourth Meeting of the Executive Committee decided:

(a) to endorse the 2008-2010 business plan of the World Bank as contained in document UNEP/OzL.Pro/ExCom/54/11, as amended below, without prejudice to the Parties' decision on replenishment for the period 2009-2011, while noting that endorsement did not denote approval either of the projects identified therein or of their funding levels;

(b) to remove the HCFC activities in the business plan, in the light of decision 54/5(b)(iii);

- (c) to remove the HCFC phase-out management plan for Turkey from the business plan, at the request of the World Bank;
- (d) to endorse the development of terms of reference for a study on how to develop a strategy to obtain funding through voluntary carbon markets for the destruction of unwanted ODS, which would also include a methodology for the validation and verification of ODS disposal, on the understanding that the World Bank would:
 - (i) cooperate closely with Members of the Executive Committee and the implementing agencies and invite them to contribute to the development of the terms of reference;
 - (ii) submit the draft terms of reference to the Executive Committee for consideration at its 55th Meeting;
 - (iii) submit the final study to the Executive Committee for consideration at its 56th Meeting; and
- (e) to approve the performance indicators for the World Bank as contained in Annex V to the present report. *(UNEP/OzL.Pro/ExCom/54/59, Decision 54/10, para. 74).*
(Supporting document: UNEP/OzL.Pro/ExCom/54/11).

Business plans for the years 2009-2011 of UNEP, UNDP, UNIDO and the World Bank

The Fifty-seventh Meeting of the Executive Committee decided:

- (a) to endorse the planned activities for 2009 in UNDP’s 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/9, and subject to the considerations contained in sub-paragraph (c) below, while noting that endorsement denoted neither approval of projects identified therein nor their funding levels;
- (b) to note the planned activities for 2010 and 2011 in UNDP’s 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/9, and subject to the considerations contained in sub-paragraph (c) below;
- (c) with regard to the 2009-2011 business plan as a whole:
 - (i) to note sub-paragraph (f) in decision 57/6 with regard to metered-dose inhaler transition strategies, HCFC foam demonstration projects, HCFC refrigeration demonstration projects, HCFC solvent demonstration projects, and ODS disposal activities;
 - (ii) to note the removal by UNDP of the following ODS disposal activities:
Egypt: ODS disposal in 2010 and 2011
Egypt: ODS disposal preparation in 2010 and 2011
 - (iii) to include the following projects:

Country	Project	Total value in 2009 (US\$)	Total value in 2010 (US\$)	Total value in 2011 (US\$)	Total value after 2011 (US\$)	Total ODS (ODP tonnes)
Thailand	Project preparation for air-conditioning sectors, excluding air-to-air conditioning	118,000	0	0	0	0
Thailand	Air conditioning sector plan	0	5,000,000	5,000,000	10,000,000	200

- (d) to approve the performance indicators for UNDP as contained in Annex IV to the present report. *(UNEP/OzL.Pro/ExCom/57/69, Decision 57/8 para.74).*
(Supporting document: UNEP/OzL.Pro/ExCom/57/9).

The Fifty-seventh Meeting of the Executive Committee decided:

- (a) to endorse the planned activities for 2009 in UNEP’s 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/10, and subject to the consideration contained in sub-paragraph (c) below, while noting that endorsement denoted neither approval of projects identified therein nor their funding levels;
- (b) to note the planned activities for 2010 and 2011 in UNEP’s 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/10, and subject to the consideration contained in sub-paragraph (c) below;
- (c) with regard to the 2009-2011 business plan as a whole, to note sub-paragraph (f) in decision 57/6 with regard to HCFC refrigeration servicing demonstration project preparation;
- (d) to remove the regional workshops on preventing new uses of methyl bromide (MB) from UNEP’s business

plan and to request UNEP to work with other implementing agencies to identify gaps in regional MB projects in Africa for consideration in future business plan activities;

- (e) with respect to the individual HCFC phase-out management plan (HPMP) requests for Pacific Island countries:
 - (i) to limit the total funding available for HPMP preparation to US \$ 300,000 in the first instance;
 - (ii) to request UNEP to explore with those countries the opportunities for taking a regional approach to HPMP preparation, to consult further on a regional approach to implementation, and to report to the Executive Committee on the outcomes of those consultations at the 58th Meeting, if timing so permitted;
- (f) to limit UNEP to disbursing up to 50 per cent of approved project preparation costs for HPMP preparation until a partner agency capable of providing investment funding had been identified or a letter received from the country indicating that it was aware that it would not receive investment funding for its HPMP as UNEP could not provide such funding and that it would not ask UNEP to share its project preparation funds in order to develop investment components, including recovery and recycling equipment; and
- (g) to approve the 2009 performance indicators and targets for UNEP as contained in Annex V to the present report.

(UNEP/OzL.Pro/ExCom/57/69, Decision 57/9, para.83).

(Supporting document: UNEP/OzL.Pro/ExCom/57/10).

The Fifty-seventh Meeting of the Executive Committee decided:

- (a) to endorse the planned activities for 2009 in UNIDO’s 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/11, and subject to the considerations contained in sub-paragraph (c) below, while noting that endorsement denoted neither approval of projects identified therein nor their funding levels;
- (b) to note the planned activities for 2010 and 2011 in UNIDO’s 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/11, and subject to the considerations contained in sub-paragraph (c) below;
- (c) with regard to the 2009-2011 business plan as a whole:
 - (i) to note sub-paragraph (f) in decision 57/6 with regard to HCFC foam and refrigeration demonstration projects, HCFC production activities and ODS disposal activities;
 - (ii) to include the following projects:

Country	Project	Total value 2009 (US\$)	in	Total value 2010 (US\$)	in	Total value in 2011 (US\$)	Total value after 2011 (US\$)	Total ODS (ODP tonnes)
Thailand	Air-to-air conditioning investment project preparation	70,000		0	0	0	0	0
Thailand	HCFC investment project preparation for XPS foam sector plan	48,000		0	0	0	0	0
Thailand	HCFC investment project preparation for the solvent sector	22,000		0	0	0	0	0
Thailand	Investment project in the air-to-air conditioning sector	0		1,075,000	1,075,000	0	0	20
Thailand	Investment project in the XPS foam sector	0		860,000	860,000	0	0	10
Thailand	Investment project in the solvent sector	0		430,000	430,000	0	0	6

- (d) to approve the 2009 performance indicators and targets for UNIDO as contained in Annex VI to the present report.

(UNEP/OzL.Pro/ExCom/57/69, Decision 57/10, para.87).

(Supporting document: UNEP/OzL.Pro/ExCom/57/11).

The Fifty-seventh Meeting of the Executive Committee decided:

- (a) to endorse the planned activities for 2009 in the World Bank’s 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/12, and subject to the considerations contained in sub-paragraph (c)

below, while noting that endorsement denoted neither approval of projects identified therein nor their funding levels;

- (b) to note the planned activities for 2010 and 2011 in the World Bank's 2009-2011 business plan as contained in document UNEP/OzL.Pro/ExCom/57/12, and subject to the considerations contained in sub-paragraph (c) below;
- (c) With regard to the 2009-2011 business plan as a whole, to note sub-paragraph (f) in decision 57/6 with regard to HCFC production activities, HCFC foam demonstration projects and ODS disposal activities; and
- (d) to approve the performance indicators for the World Bank as contained in Annex VII to the present report. *(UNEP/OzL.Pro/ExCom/57/69, Decision 57/11, para. 91).*
(Supporting document: UNEP/OzL.Pro/ExCom/57/12).

Business plans for the years 2010-2012 of UNEP, UNDP, UNIDO and the World Bank

The Sixtieth Meeting of the Executive Committee, pursuant to decision on the consolidated 2010-2012 business plan, took note of the 2010-2012 business plans of UNDP, as contained in document UNEP/OzL.Pro/ExCom/60/9.

(UNEP/OzL.Pro/ExCom/60/54, para.59).

(Supporting document: UNEP/OzL.Pro/ExCom/60/9).

The Sixtieth Meeting of the Executive Committee decided:

- (a) To note the 2010-2012 business plan of UNEP, as contained in documents UNEP/OzL.Pro/ExCom/60/10 and Add.1, and to request that the following activities be removed from its revised submission to the 61st Meeting:
 - (i) Technical assistance to low-volume-consuming countries for replacement of energy efficient chillers and large-size equipment in the tourism, supermarket and fisheries sectors in Asia and the Pacific;
 - (ii) Guidelines on standards and good practices for use of natural refrigerants in room air conditioning and small refrigeration equipment, in cooperation with international standards associations;
 - (iii) Case studies and related toolkits for MB alternatives in tobacco, cut-flower and vegetable sub sectors in Africa;
 - (iv) Technology transfer and MB phase-out strategy through mainstreaming MB alternatives in national university education in Africa;
 - (v) Regional workshops in Asia and the Pacific, West Asia, Latin America and the Caribbean, and Europe and Central Asia to inform stakeholders of the viability of MB alternatives for quarantine and pre-shipment (QPS) applications, disseminating the European Union's experience of the ban on the use of MB for QPS;
 - (vi) Dates/Methyl Bromide Help Desk for South Asia, Africa and West Asia;
 - (vii) Technical assistance to countries in the Asia and Pacific region that produce metered-dose inhalers (MDIs) for CFC use for essential use nominations for 2010-2012;
 - (viii) Regional workshop on ODS alternatives for laboratory and analytical uses in the Asia and Pacific region, pursuant to decision XXI/6 of the Twenty-first Meeting of the Parties;
- (b) To request UNEP:
 - (i) To submit a complete list of special compliance assistance activities with the Compliance Assistance Programme (CAP) budget (submitted to the last Meeting of the Executive Committee each year) so that the Executive Committee would be able to examine and approve the budget in a more holistic manner;
 - (ii) To reflect and include in the business plan (submitted to the first Meeting of the Executive Committee the following year):
 - a. The approved CAP budget; and
 - b. The list of special compliance activities from the approved budget., pursuant to decision on the consolidated 2010-2012 business plan, took note of the 2010-2012 business plans of UNDP, as contained in document UNEP/OzL.Pro/ExCom/60/9.

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

*(UNEP/OzL.Pro/ExCom/60/54, Decision 60/6, para.62).
(Supporting documents: UNEP/OzL.Pro/ExCom/60/10 and Add.1).*

The Sixtieth Meeting of the Executive Committee, pursuant to decision on the consolidated 2010-2012 business plan, took note of the 2010-2012 business plans of UNIDO, as contained in document UNEP/OzL.Pro/ExCom/60/11.

*(UNEP/OzL.Pro/ExCom/60/54, para.63).
(Supporting document: UNEP/OzL.Pro/ExCom/60/11).*

The Sixtieth Meeting of the Executive Committee, pursuant to decision on the consolidated 2010-2012 business plan, took note of the 2010-2012 business plans of the World Bank, as contained in document UNEP/OzL.Pro/ExCom/60/12.

*(UNEP/OzL.Pro/ExCom/60/54, para.64).
(Supporting document: UNEP/OzL.Pro/ExCom/60/12).*

Revised business plans for the years 2010-2014 of UNEP, UNDP, UNIDO and the World Bank

The Sixty-first Meeting of the Executive Committee decided:

- (a) To endorse the revised 2010-2014 business plan of UNDP contained in document UNEP/OzL.Pro/ExCom/61/9, as adjusted, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels, and was with any modifications based on consideration of those activities associated with the issues addressed in the revised consolidated business plan;
- (b) To remove activities not required for compliance, except those for resource mobilization and ODS disposal; and
- (c) To approve the 2010 performance indicators and targets for UNDP set out in Annex III to the present report.

Annex III

2010 REVISED BUSINESS PLAN PERFORMANCE INDICATORS FOR UNDP

Item	2010 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	49
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS, institutional strengthening) approved versus those planned	51
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	10
ODS phased-out for individual projects versus those planned per progress reports	250.5
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	87
Number of policy/regulatory assistance completed versus that planned	100%
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

*(UNEP/OzL.Pro/ExCom/61/58, Decision 61/7 para.34).
(Supporting document: UNEP/OzL.Pro/ExCom/61/9).*

The Sixty-first Meeting of the Executive Committee decided:

- (a) To endorse the revised 2010-2014 business plan of UNEP contained in document UNEP/OzL.Pro/ExCom/61/10, as adjusted, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels, and was with any modifications based on consideration of those activities associated with the issues addressed in the revised consolidated business plan;
- (b) To remove activities for the destruction of CFCs in shipbreaking yards in Bangladesh and India;
- (c) To remove activities not required for compliance, except those for resource mobilization and ODS

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

disposal; and

- (d) To approve the 2010 performance indicators and targets for UNEP set out in Annex IV to the present report.

Annex IV

2010 REVISED BUSINESS PLAN PERFORMANCE INDICATORS FOR UNEP

Item	2010 Targets
Number of annual programmes of multi-year agreements approved versus those planned	105 (26 tranches of approved MYAs and 79 new MYAs)
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS, institutional strengthening) approved versus those planned	88
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	26
ODS phased out for individual projects versus those planned per progress report	0
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	33
Number of policy/regulatory assistance completed versus that planned	109 countries
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

2010 REVISED BUSINESS PLAN PERFORMANCE INDICATORS FOR UNEP'S

COMPLIANCE ASSISTANCE PROGRAMME (CAP)

Performance Indicator	Data	Assessment	Target
Efficient follow-up to regional network/ thematic meetings	List of recommendations emanating from 2008 regional network/thematic meetings	Implementation rate of those meeting recommendations that are to be implemented in 2010	90% implementation rate
Effective support to NOUs in their work, particularly guidance to new NOUs	List of innovative ways/means/products/services supporting NOUs in their work, with specification of those destined for new NOUs	Number of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs	7 such ways/means/products/services; all new NOUs receive capacity building support
Assistance to countries in actual or potential non-compliance (as per MOP decisions and/or as per reported Article 7 data and trend analysis)	List of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	Number of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	All such countries
Innovations in production and delivery of global and regional information products and services	List of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	Number of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	7 such products and services
Close cooperation between CAP regional teams and bilateral and implementing agencies working in the regions	List of joint missions/ undertakings of CAP regional staff with bilateral and implementing agencies	Number of joint missions/ undertakings	5 in each region

(UNEP/OzL.Pro/ExCom/61/58, Decision 61/8 para.36).

(Supporting document: UNEP/OzL.Pro/ExCom/61/10).

The Sixty-first Meeting of the Executive Committee decided:

- (a) To endorse the revised 2010-2014 business plan of UNIDO contained in document UNEP/OzL.Pro/ExCom/61/11, as adjusted, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels, and was with any modifications based on consideration of those activities associated with the issues addressed in the revised consolidated business plan;
- (b) To remove activities not required for compliance, except those for resource mobilization and ODS disposal; and
- (c) To approve the 2010 performance indicators and targets for UNIDO set out in Annex V to the present

report.

Annex V
2010 REVISED BUSINESS PLAN PERFORMANCE INDICATORS FOR UNIDO

Item	2010 Targets
Number of annual programmes of multi-year agreements approved versus those planned	25
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS, institutional strengthening) approved versus those planned	36
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	13
ODS phased-out for individual projects vs. those planned per progress reports	311.8
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	14
Number of policy/regulatory assistance completed versus that planned	N/A
Speed of financial completion versus that required per progress report completion dates	12 months after operational completion
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/61/58, Decision 61/9 para.38).

(Supporting document: UNEP/OzL.Pro/ExCom/61/11).

The Sixty-first Meeting of the Executive Committee decided:

- (a) To endorse the revised 2010-2014 business plan of the World Bank contained in document UNEP/OzL.Pro/ExCom/61/12, as adjusted, while noting that endorsement denoted neither approval of the projects identified therein nor their funding levels, and was with any modifications based on consideration of those activities associated with the issues addressed in the revised consolidated business plan;
- (b) To remove activities not required for compliance, except those for resource mobilization and ODS disposal; and
- (c) To approve the 2010 performance indicators and targets for the World Bank set out in Annex VI to the present report.

Annex VI
2010 REVISED BUSINESS PLAN PERFORMANCE INDICATORS FOR THE WORLD BANK

Item	2010 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	8
Number of individual projects/activities (investment projects, RMPs, halon banks, TAS, institutional strengthening) approved versus those planned	3
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	5/5
ODS phased-out for individual projects versus those planned per progress reports	240.3
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	5*
Number of policy/regulatory assistance completed versus that planned	100%
Speed of financial completion versus that required per progress report completion dates	11 months
Timely submission of project completion reports versus those agreed	100%
Timely submission of progress reports and responses unless otherwise agreed	100%

* Includes one investment project, two institutional strengthening projects and two technical assistance projects.

(UNEP/OzL.Pro/ExCom/61/58, Decision 61/10 para.40).

(Supporting document: UNEP/OzL.Pro/ExCom/61/12).

Business plans for the years 2011-2014 of UNEP, UNDP, UNIDO and the World Bank

The Sixty-third Meeting of the Executive Committee decided:

- (a) To note the 2011-2014 business plan of UNDP, as contained in document UNEP/OzL.Pro/ExCom/63/9; and
- (b) To approve the performance indicators for UNDP, as contained in Annex V to the present report.

Annex V

2011 BUSINESS PLAN PERFORMANCE INDICATORS FOR UNDP

Item	2011 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	38
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	21
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	2
ODS phased-out for individual projects versus those planned per progress reports	1.7 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	28
Number of policy/regulatory assistance completed versus that planned	N/A
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/63/60, Decision 63/7 para.43).

(Supporting document: UNEP/OzL.Pro/ExCom/63/9).

The Sixty-third Meeting of the Executive Committee decided:

- (a) To note the 2011-2014 business plan of UNEP, as contained in document UNEP/OzL.Pro/ExCom/63/10;
- (b) To request UNEP to undertake, as part of its 2011 business plan activities, prioritized Compliance Assistance Programme activities, in cooperation with other agencies, to assist Haiti in returning to its pre-earthquake level of implementation of the Montreal Protocol, and in enabling its compliance; and
- (c) To approve the performance indicators for UNEP, as contained in Annex VI to the present report.

Annex VI

2011 BUSINESS PLAN PERFORMANCE INDICATORS FOR UNEP

Item	2011 Targets
Number of annual programmes of multi-year agreements approved versus those planned	81
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	79
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	3
ODS phased-out for individual projects versus those planned per progress reports	13.3 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	26
Number of policy/regulatory assistance completed versus that planned	100% of countries listed in the annex of UNEP's Business Plan narrative either received assistance or assistance was offered
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Item	2011 Targets
Timely submission of progress reports and responses unless otherwise agreed	On time

PERFORMANCE INDICATORS FOR UNEP'S COMPLIANCE ASSISTANCE

PROGRAMME (CAP)

Performance Indicator	Data	Assessment	2011 Targets
Efficient follow-up to regional network/ thematic meetings	List of recommendations emanating from 2008 regional network/thematic meetings	Implementation rate of those meeting recommendations that are to be implemented in 2010	90 % implementation rate
Effective support to NOUs in their work, particularly guidance to new NOUs	List of innovative ways/means/products/ services for supporting NOUs in their work, with specification of those destined for new NOUs	Number of innovative ways/means/products/ services for supporting NOUs in their work, with specification of those destined for new NOUs	<ul style="list-style-type: none"> ▪ 7 such ways/means/ products/services; ▪ All new NOUs receive capacity building support. ▪ 10 additional countries submit CP reports using the Multilateral Fund Secretariat's online data reporting system
Assistance to countries in actual or potential non-compliance (as per MOP decisions and/or as per reported Article 7 data and trend analysis)	List of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	Number of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	All such countries
Innovations in production and delivery of global and regional information products and services	List of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	Number of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	7 such products and services
Close cooperation between CAP regional teams and IAs and BAs working in the regions	List of joint missions/ undertakings of CAP regional staff with IAs and Bas	Number of joint missions/ undertakings	5 in each region

(UNEP/OzL.Pro/ExCom/63/60, Decision 63/8 para.46).

(Supporting document: UNEP/OzL.Pro/ExCom/63/10).

The Sixty-third Meeting of the Executive Committee decided:

- (a) To note the 2011-2014 business plan of UNIDO, as contained in document UNEP/OzL.Pro/ExCom/63/11, maintaining institutional strengthening for Bosnia and Herzegovina and the Libyan Arab Jamahiriya in 2012 and adding the HCFC phase-out management plan for Saint-Lucia; and
- (b) To approve the performance indicators for UNIDO, as contained in Annex VII to the present report.

Annex VII

2011 BUSINESS PLAN PERFORMANCE INDICATORS FOR UNIDO

Item	2011 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	44
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	12
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	6
ODS phased-out for individual projects versus those planned per progress reports	594 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	19
Number of policy/regulatory assistance completed versus that planned	N/A

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Speed of financial completion versus that required per progress report completion dates	12 months after operational completion
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/63/60, Decision 63/9 para.48).

(Supporting document: UNEP/OzL.Pro/ExCom/63/11).

The Sixty-third Meeting of the Executive Committee decided:

- To note the 2011-2014 business plan of the World Bank, as contained in documents UNEP/OzL.Pro/ExCom/63/12 and Add.1;
- To remove the activity to develop a methodology to generate carbon credits from avoidance of HFC-23 emissions through reduced HCFC-22 use from the World Bank's business plan; and
- To approve the performance indicators for the World Bank, as contained in Annex VIII to the present report.

Annex VIII

2011 BUSINESS PLAN PERFORMANCE INDICATORS FOR THE WORLD BANK

Item	2011 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	8/8*
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	3/3
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	2/2**
ODS phased-out for individual projects versus those planned per progress reports	697***
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	5***
Number of policy/regulatory assistance completed versus that planned	100%
Speed of financial completion versus that required per progress report completion dates	11 months
Timely submission of project completion reports versus those agreed	100%
Timely submission of progress reports and responses unless otherwise agreed	100%

*Following the recommendation of the Secretariat, sub-sectors under one HPMP are not counted separately, even if they are under different agencies.

** Another 8 MYAs are under implementation and are being supervised by the Bank for sustainable phase-out, for which funding is not requested.

*** This figure is based on the 2009 progress report, following the Secretariat's recommendation.

(UNEP/OzL.Pro/ExCom/63/60, Decision 63/10 para.50).

(Supporting document: UNEP/OzL.Pro/ExCom/63/12).

Business plans for the years 2012-2014 of UNEP, UNDP, UNIDO and the World Bank

The Sixty-sixth Meeting of the Executive Committee decided:

- To take note of the 2012-2014 business plan of UNDP, as contained in document UNEP/OzL.Pro/ExCom/66/9; and
- To approve the performance indicators for UNDP set out in Annex IV to the present report, while setting the targets of 18.9 ODP tonnes from ODS phase-out for individual projects and 41 for project completion.

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Annex IV

PERFORMANCE INDICATORS FOR UNDP

Item	2012 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	16
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	15
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	12
ODS phased-out for individual projects versus those planned per progress reports	18.9
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	41
Number of policy/regulatory assistance completed versus that planned	tbd
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/66/54, Decision 66/7 para.41).

(Supporting document: UNEP/OzL.Pro/ExCom/66/9)

The Sixty-sixth Meeting of the Executive Committee decided:

- (a) To take note of the 2012-2014 business plan of UNEP, as contained in document UNEP/OzL.Pro/ExCom/66/10; and
- (b) To approve the performance indicators for UNEP set out in Annex V to the present report, while setting the following targets: 26 for the number of annual tranches of multi year agreements (MYAs) approved, 79 for the number of individual projects approved, 0 ODP tonne for the ODS phased out from individual projects, 41 for project completion, and 5 for milestone activities completed for MYAs.

Annex V

PERFORMANCE INDICATORS FOR UNEP

Item	2012 Targets
Number of annual programmes of multi-year agreements approved versus those planned	26
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	79
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	5
ODS phased-out for individual projects versus those planned per progress reports	0.0 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	41
Number of policy/regulatory assistance completed versus that planned	100% of countries listed in the annex of UNEP's Business Plan narrative either received assistance or assistance was offered
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

PERFORMANCE INDICATORS FOR UNEP'S COMPLIANCE ASSISTANCE PROGRAMME (CAP)

Performance Indicator	Data	Assessment	2012 Targets
Efficient follow-up to regional network/thematic meetings	List of recommendations emanating from 2011 regional network/thematic meetings	Implementation rate of those meeting recommendations that are to be implemented in 2012	90 % implementation rate
Effective support to NOUs in their work, particularly guidance to new NOUs	List of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs	Number of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs	<ul style="list-style-type: none"> ▪ 7 such ways/means/products/services; ▪ All new NOUs receive capacity building support. ▪ 10 additional countries submit CP reports using the Multilateral Fund Secretariat's online data reporting system
Assistance to countries in actual or potential non-compliance (as per MOP decisions and/or as per reported Article 7 data and trend analysis)	List of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	Number of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	All such countries
Innovations in production and delivery of global and regional information products and services	List of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	Number of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	7 such products and services
Close cooperation between CAP regional teams and IAs and BAs working in the regions	List of joint missions/undertakings of CAP regional staff with IAs and BAs	Number of joint missions/undertakings	5 in each region

(UNEP/OzL.Pro/ExCom/66/54, Decision 66/8 para.44).

(Supporting document: UNEP/OzL.Pro/ExCom/66/10)

The Sixty-sixth Meeting of the Executive Committee decided:

- (a) To take note of the 2012-2014 business plan of UNIDO, as contained in document UNEP/OzL.Pro/ExCom/66/11; and
- (b) To approve the performance indicators for UNIDO set out in Annex VI to the present report, while setting a target of 10 for the number of individual projects approved.

Annex VI

PERFORMANCE INDICATORS FOR UNIDO

Item	2012 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	34
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	10
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	14
ODS phased-out for individual projects versus those planned per progress reports	0
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	3
Number of policy/regulatory assistance completed versus that planned	N/A
Speed of financial completion versus that required per progress report completion dates	12 months after operational completion

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Item	2012 Targets
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/66/54, Decision 66/9 para.47).

(Supporting document: UNEP/OzL.Pro/ExCom/66/11)

The Sixty-sixth Meeting of the Executive Committee decided:

- (a) To take note of the 2012-2014 business plan of the World Bank, as contained in document UNEP/OzL.Pro/ExCom/66/12; and
- (b) To approve the performance indicators for the World Bank set out in Annex VII to the present report, while setting the following targets: 5 for the number of annual tranches of multi-year agreements (MYAs) approved, 4 for the number of individual projects approved, 8.5 ODP tonnes for the ODS phased out from individual projects, 6 for project completion and 2 for milestone activities completed for MYAs.

Annex VII

PERFORMANCE INDICATORS FOR THE WORLD BANK

Item	2012 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	5/5
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	4/4
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	2/2
ODS phased-out for individual projects versus those planned per progress reports	8.5
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	6/6
Number of policy/regulatory assistance completed versus that planned	100%
Speed of financial completion versus that required per progress report completion dates	11 months
Timely submission of project completion reports versus those agreed	100%
Timely submission of progress reports and responses unless otherwise agreed	100%

(UNEP/OzL.Pro/ExCom/66/54, Decision 66/10 para.49).

(Supporting document: UNEP/OzL.Pro/ExCom/66/12)

Business plans for the years 2013-2015 of UNEP, UNDP, UNIDO and the World Bank

The Sixty-ninth Meeting of the Executive Committee decided:

- (a) To note the 2013-2015 business plan of UNDP, as contained in document UNEP/OzL.Pro/ExCom/69/8; and
- (b) To approve the performance indicators for UNDP set out in Annex V to the present report.

Annex V

PERFORMANCE INDICATORS FOR UNDP

Item	2013 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	27
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	12
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	25
ODS phased-out for individual projects versus those planned per progress reports	58
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	18
Number of policy/regulatory assistance completed versus that planned	1 out of 2 (50%)
Speed of financial completion versus that required per progress report completion dates	On time

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Item	2013 Targets
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/69/40, Decision 69/7 para.51).

(Supporting document: UNEP/OzL.Pro/ExCom/69/8)

The Sixty-ninth Meeting of the Executive Committee decided:

- (a) To note the 2013-2015 business plan of UNEP, as contained in document UNEP/OzL.Pro/ExCom/69/9; and
- (b) To approve the performance indicators for UNEP set out in Annex VI to the present report.

Annex VI

PERFORMANCE INDICATORS FOR UNEP

Item	2013 Targets
Number of annual programmes of multi-year agreements approved versus those planned	49
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	60
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	46
ODS phased-out for individual projects versus those planned per progress reports	0.0 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	36
Number of policy/regulatory assistance completed versus that planned	100% of countries listed in the annex of UNEP's 2013 CAP Budget either received assistance or assistance was offered
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/69/40, Decision 69/8 para.53).

(Supporting document: UNEP/OzL.Pro/ExCom/69/9)

The Sixty-ninth Meeting of the Executive Committee decided:

- (a) To note the 2013-2015 business plan of UNIDO, as contained in document UNEP/OzL.Pro/ExCom/69/10; and
- (b) To approve the performance indicators for UNIDO set out in Annex VII to the present report.

Annex VII

PERFORMANCE INDICATORS FOR UNIDO

Item	2013 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	26
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	11
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	26
ODS phased-out for individual projects versus those planned per progress reports	55.4

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Item	2013 Targets
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	6
Number of policy/regulatory assistance completed versus that planned	N/A
Speed of financial completion versus that required per progress report completion dates	12 months after operational completion
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/69/40, Decision 69/9 para.55).

(Supporting document: UNEP/OzL.Pro/ExCom/69/10)

The Sixty-ninth Meeting of the Executive Committee decided:

- (a) To note the 2013-2015 business plan of the World Bank, as contained in document UNEP/OzL.Pro/ExCom/69/11; and
- (b) To approve the performance indicators for the World Bank set out in Annex VIII to the present report.

Annex VIII

PERFORMANCE INDICATORS FOR THE WORLD BANK

Item	2013 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	7
Number of individual projects/activities (investment and demonstration projects, TAS, institutional strengthening) approved versus those planned	2
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	6
ODS phased-out for individual projects versus those planned per progress reports	240.4
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	4
Number of policy/regulatory assistance completed versus that planned	100%
Speed of financial completion versus that required per progress report completion dates	30 months
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/69/40, Decision 69/10 para.58).

(Supporting document: UNEP/OzL.Pro/ExCom/69/11)

Business plans for the years 2014-2016 of UNEP, UNDP, UNIDO and the World Bank

The Seventy-first Meeting of the Executive Committee decided:

- (a) To note the 2014-2016 business plan of UNDP contained in document UNEP/OzL.Pro/ExCom/71/9;
- (b) To urge UNDP to submit the HCFC phase-out management plan for Mauritania as soon as possible in light of the ongoing audit of United Nations activities in the country; and
- (b) To approve the performance indicators for UNDP set out in Annex V to the present report.

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Annex V

PERFORMANCE INDICATORS FOR UNDP

Item	2014 Targets
Number of annual programmes of MYAs approved versus those planned (new plus tranches of ongoing MYAs)	21
Number of individual projects/activities (investment and demonstration projects, technical assistance, IS) approved versus those planned	14
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	18
ODS phased-out for individual projects versus those planned per progress reports	45.3
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	19
Number of policy/regulatory assistance completed versus that planned	1 (100%)
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/71/64, Decision 71/20 para.78).

(Supporting document: UNEP/OzL.Pro/ExCom/71/9)

The Seventy-first Meeting of the Executive Committee decided:

(a) To note:

- (i) The 2014-2016 business plan of UNEP contained in document UNEP/OzL.Pro/ExCom/71/10;
- (ii) That stage II of HCFC phase-out management plans for low-volume-consuming (LVC) and non-LVC countries for which UNEP was the lead agency for stage I could increase the total business plan value (including values after 2020) by US \$11,400,500 and US \$6,737,826, respectively; and

(b) To approve the performance indicators for UNEP set out in Tables 1 and 2 contained in Annex VI to the present report.

Annex VI

PERFORMANCE INDICATORS FOR UNEP

Item	2014 Targets
Number of annual programmes of multi-year agreements approved versus those planned	29
Number of individual projects/activities (investment and demonstration projects, technical assistance, institutional strengthening) approved versus those planned	65
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	26
ODS phased-out for individual projects versus those planned per progress reports	0.0 ODP tonnes
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	49
Number of policy/regulatory assistance completed versus that planned	100% of countries listed in the annex of UNEP's 2014 CAP Budget either received assistance or assistance was offered
Speed of financial completion versus that required per progress report completion dates	On time
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

PERFORMANCE INDICATORS FOR UNEP'S COMPLIANCE ASSISTANCE PROGRAMME (CAP)

Performance Indicator	Data	Assessment	2014 Targets
Efficient follow-up to regional network/ thematic meetings	List of recommendations emanating from 2011 regional network/thematic meetings	Implementation rate of those meeting recommendations that are to be implemented in 2012	90 % implementation rate
Effective support to NOUs in their work, particularly guidance to new NOUs	List of innovative ways/means/products/ services for supporting NOUs in their work, with specification of those destined for new NOUs	Number of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs	-7 such ways, means, products, services; -All new NOUs receive capacity building support. -10 additional countries submit CP reports using the Multilateral Fund Secretariat's online data reporting system.
Assistance to countries in actual or potential non-compliance (as per MOP decisions and/or as per reported Article 7 data and trend analysis)	List of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	Number of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	All such countries
Innovations in production and delivery of global and regional information products and services	List of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	Number of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	7 such products and services
Close cooperation between CAP regional teams and IAs and BAs working in the regions	List of joint missions/ undertakings of CAP regional staff with IAs and BAs	Number of joint missions/undertakings	5 in each region

(UNEP/OzL.Pro/ExCom/71/64, Decision 71/21 para.81).

(Supporting document: UNEP/OzL.Pro/ExCom/71/10)

The Seventy-first Meeting of the Executive Committee decided:

- (a) To note the 2014-2016 business plan of UNIDO contained in document UNEP/OzL.Pro/ExCom/71/11;
- (b) To add the ODS destruction projects for Algeria and Lebanon in UNIDO's business plan for 2014; and
- (b) To approve the performance indicators for UNIDO set out in Annex VII to the present report.

Annex VII

PERFORMANCE INDICATORS FOR UNIDO

Item	2014 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of on-going MYAs)	22
Number of individual projects/activities (investment and demonstration projects, technical assistance, IS) approved versus those planned	10
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	19
ODS phased-out for individual projects versus those planned per progress reports	190.7
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	11
Number of policy/regulatory assistance completed versus that planned	N/A

Item	2014 Targets
Speed of financial completion versus that required per progress report completion dates	12 months after operational completion
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/71/64, Decision 71/22 para.89).

(Supporting document: UNEP/OzL.Pro/ExCom/71/11)

The Seventy-first Meeting of the Executive Committee decided:

- (a) To note the 2014-2016 business plan of the World Bank contained in document UNEP/OzL.Pro/ExCom/71/12;
- (b) To remove the allocation related to the preparation of stage II of the HCFC production phase-out management plan (HPPMP) for China from the World Bank's business plan for 2014-2016 on the understanding that it could be reinstated at a later date for consideration by the Executive Committee;
- (c) To remove the allocation for stage II of HPPMP implementation for the year 2016 in the World Bank's 2014-2016 business plan, noting that China might decide to submit a proposal in 2016 for stage II of the HPPMP to commence in 2017; and
- (d) To approve the performance indicators for the World Bank set out in Annex VIII to the present report.

Item	2014 Targets
Number of annual programmes of multi-year agreements approved versus those planned (new plus tranches of ongoing MYAs)	5
Number of individual projects/activities (investment and demonstration projects, technical assistance, institutional strengthening) approved versus those planned	3
Milestone activities completed/ODS levels achieved for approved multi-year annual tranches versus those planned	5
ODS phased-out for individual projects versus those planned per progress reports	111.4
Project completion (pursuant to decision 28/2 for investment projects) and as defined for non-investment projects versus those planned in progress reports	3
Number of policy/regulatory assistance completed versus that planned	100%
Speed of financial completion versus that required per progress report completion dates	30 months
Timely submission of project completion reports versus those agreed	On time
Timely submission of progress reports and responses unless otherwise agreed	On time

(UNEP/OzL.Pro/ExCom/71/64, Decision 71/23 para.93).

(Supporting document: UNEP/OzL.Pro/ExCom/71/12)

Business plans for the years 2015-2017 of UNEP, UNDP, UNIDO and the World Bank

The Seventy-third Meeting of the Executive Committee decided:

- (a) To note the UNDP business plan for 2015-2017 contained in document UNEP/OzL.Pro/ExCom/73/20; and
- (b) To approve the performance indicators for UNDP as set out in Annex VI to the present report.

Type of indicator	Short title	Calculation	2015 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	36
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	19

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Type of indicator	Short title	Calculation	2015 target
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$19 million
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	500.5
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	75
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	70% of those due
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	70% of those due
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/73/62, Decision 73/29, para.103).

(Supporting document: UNEP/OzL.Pro/ExCom/73/20).

The Seventy-third Meeting of the Executive Committee decided:

- (a) To note the UNEP business plan for 2015-2017 contained in document UNEP/OzL.Pro/ExCom/73/21;
- (b) To add activities referred to in UNIDO's business plan for stage II of HCFC phase out management plans in low-volume-consuming countries to UNEP's business plan; and
- (c) To approve the performance indicators for UNEP as set out in Annex VII to the present report.

Type of indicator	Short title	Calculation	2015 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	56
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	69
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$9,510,335
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	94.5
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	99
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	14
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	Yes
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	Yes

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Type of indicator	Short title	Calculation	2015 target
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** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/73/62, Decision 73/30, para. 105).

(Supporting document: UNEP/OzL.Pro/ExCom/73/21).

The Seventy-third Meeting of the Executive Committee decided:

- (a) To note the UNIDO business plan for 2015-2017 contained in document UNEP/OzL.Pro/ExCom/73/22; and
- (b) To approve the performance indicators for UNIDO as set out in Annex VIII to the present report.

Type of indicator	Short title	Calculation	2015 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	26
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	22
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$22,350,000
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	587.8
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	41
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	12 months after operational completion
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/73/62, Decision 73/31, para. 108).

(Supporting document: UNEP/OzL.Pro/ExCom/73/22).

The Seventy-third Meeting of the Executive Committee decided:

- (a) To note the World Bank business plan for 2015-2017 contained in document UNEP/OzL.Pro/ExCom/73/23; and
- (b) To approve the performance indicators for the World Bank as set out in Annex IX to the present report.

Type of indicator	Short title	Calculation	2015 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	9
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	4
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$27 million
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	1,338.3

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Type of indicator	Short title	Calculation	2015 target
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	13
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	90%
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/73/62, Decision 73/32, para. 110).

(Supporting document: UNEP/OzL.Pro/ExCom/73/23).

Business plans for the years 2016-2018 of UNEP, UNDP, UNIDO and the World Bank

The Seventy-fifth Meeting of the Executive Committee decided:

(a) To note the UNDP business plan for 2016–2018 contained in document UNEP/OzL.Pro/ExCom/75/23; and

(b) To approve the performance indicators for UNDP as set out in Annex VIII to the present report.

Type of indicator	Short title	Calculation	2016 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	29
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	18
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$26,906,232
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	394.98 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	61
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	70% of those due
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	70% of those due
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/75/85, Decision 75/24, para. 132).

(Supporting document: UNEP/OzL.Pro/ExCom/75/23).

The Seventy-fifth Meeting of the Executive Committee decided:

(a) To note the UNEP business plan for 2016–2018 contained in document UNEP/OzL.Pro/ExCom/75/24; and

(b) To approve the performance indicators for UNEP as set out in Annex IX to the present report.

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Type of indicator	Short title	Calculation	2016 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	74
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	59
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$14,887,387
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	69.86 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	119
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	14
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	Yes
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	Yes
<p>* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.</p> <p>** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding</p>			

PERFORMANCE INDICATORS FOR UNEP'S COMPLIANCE ASSISTANCE PROGRAMME (CAP)

Performance indicator	Data	Assessment	UNEP's target for 2016
Efficient follow-up to regional network/thematic meetings	List of recommendations emanating from 2014-2015 regional network/thematic meetings	Implementation rate of those meeting recommendations that are to be implemented in 2016	90% implementation rate
Effective support to NOUs in their work, particularly guidance to new NOUs	List of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs	Number of innovative ways, means, products, services for supporting NOUs in their work, with specification of those destined for new NOUs	-7 such ways, means, products, services; -All new NOUs receive capacity building support. -10 additional countries submit CP reports using the Multilateral Fund Secretariat's online data reporting system
Assistance to countries in actual or potential non-compliance (as per MOP decisions and/or as per reported Article 7 data and trend analysis)	List of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	Number of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	All such countries
Innovations in production and delivery of global and regional information products and services	List of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	Number of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	7 such products and services
Close cooperation between CAP regional teams and implementing and bilateral agencies working in the regions	List of joint missions/undertakings of CAP regional staff with implementing and bilateral agencies	Number of joint missions/undertakings	5 in each region

*UNEP/OzL.Pro/ExCom/75/85, Decision 75/25, para. 134).
(Supporting document: UNEP/OzL.Pro/ExCom/75/24).*

The Seventy-fifth Meeting of the Executive Committee decided:

- (a) To note the UNIDO business plan for 2016–2018 contained in document UNEP/OzL.Pro/ExCom/75/25; and
- (b) To approve the performance indicators for UNIDO as set out in Annex X to the present report.

Type of indicator	Short title	Calculation	2016 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	49
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	18
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$22,350,000
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	680.5 ODP tonnes
Implementation	Project completion for	Project completion vs. planned in progress reports for all activities (excluding project	37

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Type of indicator	Short title	Calculation	2016 target
	activities	preparation)	
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	12 months after operational completion
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time
* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.			
** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.			

UNEP/OzL.Pro/ExCom/75/85, Decision 75/26, para. 136).
(Supporting document: UNEP/OzL.Pro/ExCom/75/25).

The Seventy-fifth Meeting of the Executive Committee decided:

- (a) To note the World Bank business plan for 2016–2018 contained in document UNEP/OzL.Pro/ExCom/75/26; and
 (b) To approve the performance indicators for the World Bank as set out in Annex XI to the present report.

Type of indicator	Short title	Calculation	2016 target
Planning -- Approval	Tranches approved	Number of tranches approved vs. those planned*	8
Planning -- Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	5
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$30,801,534
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	509.5 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	7
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	90%
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/75/85, Decision 75/27, para. 138).
(Supporting document: UNEP/OzL.Pro/ExCom/75/26).

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Business plans for the years 2017-2019 of UNEP, UNDP, UNIDO and the World Bank

The Seventy-seventh Meeting of the Executive Committee decided:

- (a) To note the UNDP business plan for 2017–2019 contained in document UNEP/OzL.Pro/ExCom/77/22; and
- (b) To approve the performance indicators for UNDP as set out in Annex V to the present report.

Type of indicator	Short title	Calculation	2017 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	23
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	15
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$27,839,943
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	186.04 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	62
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	70% of those due
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/77/76, Decision 77/29, para. 102).

(Supporting document: UNEP/OzL.Pro/ExCom/77/21).

The Seventy-seventh Meeting of the Executive Committee decided:

- (a) To note the UNEP business plan for 2017–2019 contained in document UNEP/OzL.Pro/ExCom/77/23; and
- (b) To approve the performance indicators for UNEP as set out in Annex VI to the present report.

Type of indicator	Short title	Calculation	2017 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	42
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	64
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$13,121,810
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	191.57 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	82
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	14

V. IMPLEMENTING AGENCIES

Policies, procedures, guidelines, criteria (As at November 2017).

Type of indicator	Short title	Calculation	2017 target
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

PERFORMANCE INDICATORS FOR UNEP'S COMPLIANCE ASSISTANCE PROGRAMME (CAP)

Performance indicator	Data	Assessment	UNEP's target for 2017
Efficient follow-up to regional network/thematic meetings	List of recommendations emanating from 2014-2015 regional network/thematic meetings	Implementation rate of those meeting recommendations that are to be implemented in 2016	90 % implementation rate
Effective support to NOUs in their work, particularly guidance to new NOUs	List of innovative ways/means/products/services for supporting NOUs in their work, with specification of those destined for new NOUs	Number of innovative ways, means, products, services for supporting NOUs in their work, with specification of those destined for new NOUs	-7 such ways, means, products, services; -All new NOUs receive capacity building support.
Assistance to countries in actual or potential non-compliance (as per MOP decisions and/or as per reported Article 7 data and trend analysis)	List of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	Number of countries in actual or potential non-compliance that received CAP assistance outside the network meetings	All such countries
Innovations in production and delivery of global and regional information products and services	List of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	Number of global and regional information products and services destined for new target audiences or that reach existing target audiences in new ways	7 such products and services
Close cooperation between CAP regional teams and implementing and bilateral agencies working in the regions	List of joint missions/undertakings of CAP regional staff with implementing and bilateral agencies	Number of joint missions/undertakings	3 in each region

UNEP/OzL.Pro/ExCom/77/76, Decision 77/30, para. 107).

(Supporting document: UNEP/OzL.Pro/ExCom/77/23).

The Seventy-seventh Meeting of the Executive Committee decided:

(a) To note the UNIDO business plan for 2017–2019 contained in document UNEP/OzL.Pro/ExCom/77/24; and

(b) To approve the performance indicators for UNIDO as set out in Annex VII to the present report.

Type of indicator	Short title	Calculation	2017 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	35
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	13
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$22,350,000

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Type of indicator	Short title	Calculation	2017 target
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	622.5 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	60
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	12 months after operational completion
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

UNEP/OzL.Pro/ExCom/77/76, Decision 77/31, para. 109).

(Supporting document: UNEP/OzL.Pro/ExCom/77/24).

The Seventy-seventh Meeting of the Executive Committee decided:

(a) To note the World Bank business plan for 2017–2019 contained in document UNEP/OzL.Pro/ExCom/77/25; and

(b) To approve the performance indicators for the World Bank as set out in Annex VIII to the present report.

Type of indicator	Short title	Calculation	2017 target
Planning—Approval	Tranches approved	Number of tranches approved vs. those planned*	7
Planning—Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	1
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$54 million
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	1,979.4 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	13
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	90%
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

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Policies, procedures, guidelines, criteria (As at November 2017).

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

(UNEP/OzL.Pro/ExCom/77/76, Decision 77/32, para. 112).

(Supporting document: UNEP/OzL.Pro/ExCom/77/25).

Business plans for the years 2018-2020 of UNEP, UNDP, UNIDO and the World Bank

The Eightieth meeting of the Executive Committee decided:

- (a) To note the UNDP business plan for 2018–2020 contained in document UNEP/OzL.Pro/ExCom/80/18, as amended; and
- (b) To approve the performance indicators for UNDP as set out in Annex VIII to the present report.

Type of indicator	Short title	Calculation	2018 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	24
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	39
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$31,295,677
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	747.2 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	4
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	70% of those due
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/36, para 121)

(Supporting document: UNEP/OzL.Pro/ExCom/80/18)

The Eightieth meeting of the Executive Committee decided:

- (a) To note the UNEP business plan for 2018–2020 contained in document UNEP/OzL.Pro/ExCom/80/19, as amended;
- (b) To add enabling activities for HFC phase-down for Haiti to the UNEP business plan for 2018–2020; and
- (c) To approve the performance indicators for UNEP as set out in Annex IX to the present report.

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Policies, procedures, guidelines, criteria (As at November 2017).

Type of indicator	Short title	Calculation	2018 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	65
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	179
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$14,909,366
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	172.9 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	130
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	14
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/37, para 124)

(Supporting document: UNEP/OzL.Pro/ExCom/80/19)

The Eightieth meeting of the Executive Committee decided:

- (a) To note the UNIDO business plan for 2018–2020 contained in document UNEP/OzL.Pro/ExCom/80/20, as amended; and
- (b) To approve the performance indicators for UNIDO as set out in Annex X to the present report.

Type of indicator	Short title	Calculation	2018 target
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	42
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	52
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$25,351,715
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	842.5 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	57
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	12 months after operational completion
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

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Policies, procedures, guidelines, criteria (As at November 2017).

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/38, para 127)

(Supporting document: UNEP/OzL.Pro/ExCom/80/20)

The Eightieth meeting of the Executive Committee decided:

(a) To note the World Bank business plan for 2018–2020 contained in document UNEP/OzL.Pro/ExCom/80/21; and

(b) To approve the performance indicators for the World Bank as set out in Annex XI to the present report.

Type of indicator	Short title	Calculation	2018 target
Planning— Approval	Tranches approved	Number of tranches approved vs. those planned*	7
Planning— Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	6
Implementation	Funds disbursed	Based on estimated disbursement in progress report	US \$30,966,115
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	1,647.4 ODP tonnes
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	17
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	90%
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	On time
Administrative	Timely submission of progress reports	Timely submission of progress reports and business plans and responses unless otherwise agreed	On time

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/39, para 129)

(Supporting document: UNEP/OzL.Pro/ExCom/80/21)

Projects not included in business plans or not required for compliance

The Sixtieth Meeting of the Executive Committee decided:

(a) To request the Secretariat to automatically adjust the business plans of the bilateral and implementing agencies to reflect the values in previously approved multi-year agreements and in other previous decisions of the Executive Committee, and to ensure that activities reflected those submitted to the first Meeting of the year and their associated values in order to ensure consistency between submissions and business plans at the first Meeting of the year; and

(b) To defer consideration of approval of new activities not required for compliance and not previously considered by the Executive Committee until after their consideration in the context of business plans at the first Meeting of the year.

(UNEP/OzL.Pro/ExCom/60/54, Decision 60/9 para.75).

(Supporting documents: UNEP/OzL.Pro/ExCom/60/15 and Add.1)

PERFORMANCE INDICATORS FOR THE EVALUATION OF BUSINESS PLANS

The Twenty-fifth Meeting of the Executive Committee decided to request the Secretariat, in collaboration with the Implementing Agencies:

- (a) to make proposals on the appropriate indicators for the evaluation of business plan performance;
- (b) to consider how to give different weighting to indicators;
- (c) to take into account the importance of the indicators relating to ODP reduction, speed of delivery and distribution of projects among countries when making proposals;
- (d) to consider the need to revise the cost of project preparation and cost-effectiveness performance indicators;
- (e) to apply any new or weighted indicators to evaluation of 1998 business plans.

(UNEP/OzL.Pro/ExCom/25/68, Decision 25/5, para. 27).

The Twenty-sixth Meeting of the Executive Committee decided to maintain two sets of indicators for investment projects, as follows:

- (a) the first to track various aspects of the work of agencies, including the previous indicators and a new indicator covering the net emission/reduction of ODP resulting from implementation delays/early completion (expressed in ODP tonnes);
- (b) the second set to be weighted indicators, to guide the allocation of agencies' shares. The indicators would assess performance in relation to what had been planned and would be weighted on a pro rata basis as shown in the following table:

Investment project performance indicators	Weighting
Actual ODS phased out from completed projects (ODP tonnes) – the amount of ODS eliminated from completed projects within the plan period	40
Disbursement (US\$) – the amount of funds to be disbursed (excluding unliquidated obligations) within the plan period per tables 1 and 4 of the business plans	30
Satisfactory project completion reports received (percentage) – the number of project completion reports submitted expressed as a percentage of the number of project completion reports due for submission.	20
Distribution of projects among countries in business plans – the number of countries for which activities are planned for approval in the year of the business plan per table 5 of the business plans	10
Total	100

(UNEP/OzL.Pro/ExCom/26/70, Decision 26/4, para. 19).

For non-investment projects, the Executive Committee decided to maintain two sets of indicators, as follows:

- (a) the first set to track the results associated with non-investment projects for all Implementing Agencies. The first set would consist of four indicators which would assess performance in relation to what had been planned and would be weighted on a pro rata basis as shown in the following table:

Non-investment project performance indicators	Weighting
Number of non-investment projects completed – the number of training, technical assistance and country programme preparation projects completed within the plan period.	50
Disbursement (expressed in US \$million) – the amount of funds disbursed within the planned period for training, technical assistance, country programme preparation, and institutional strengthening projects.	30
Speed of first disbursement (expressed in number of months) – the average number of months between the date of project approval and the date of first disbursement for training, technical assistance, country programme preparation, and institutional strengthening projects by year of approval.	10
Speed of project completion (expressed in number of months) – the average number of months between the date of project approval and the date of project completion for training, technical assistance, and country programme preparation projects by year of approval.	10
Total	100

- (b) the second set would be non-weighted, as follows:
 - (i) appropriate and timely policies initiated by countries either as a result of networking, training, information exchange, country programme development and/or institutional strengthening;

(ii) reduction in ODS consumption over and above that effected by investment projects.

(UNEP/OzL.Pro/ExCom/26/70, Decision 26/5, para. 20).

The Twenty-sixth Meeting of the Executive Committee requested UNEP, in view of its specific mandate, to continue the monitoring of its activities according to the set of nine indicators set out in its business plan.

(UNEP/OzL.Pro/ExCom/26/70, Decision 26/6, para. 21).

The Thirty-fifth Meeting of the Executive Committee decided:

- (a) to take note of the report contained in document UNEP/OzL.Pro/ExCom/35/16;
- (b) to request all Implementing Agencies, when finalizing their 2002 business plans, to apply the Secretariat's advice contained in document UNEP/OzL.Pro/ExCom/35/16 relating to the identification of targets for the non-weighted, non-investment project indicators: (1) appropriate and timely policies initiated by countries either as a result of networking, training, information exchange, country programme development and/or institutional strengthening; and (2) the reduction in ODS consumption over and above that effected by investment projects;
- (c) to consider revising those indicators unique to UNEP's specific mandate (Decision 26/6) on the basis of the outputs identified by UNEP in Annex 1 to its draft 2002 business plan (UNEP/OzL.Pro/ExCom/35/8 and Add.1) for the Compliance Assistance Programme (CAP) and to request UNEP to work with the Secretariat in revising Annex I;
- (d) to request all Implementing Agencies to include a target for the performance indicator "timely submission of progress reports" in their final 2002 business plans;
- (e) also to request all Implementing Agencies to include a new non-weighted, investment project performance indicator for project completion pursuant to Decision 28/2 by setting a target for the number of investment projects to be completed in the year of the business plan;
- (f) further to request Implementing Agencies to consider revising their targets for their 2002 business plan cost-effectiveness performance indicators in the light of the fact that, historically, cost-effectiveness values achieved by projects had been lower than those targeted by the agencies.

(UNEP/OzL.Pro/ExCom/35/67, Decision 35/14, para. 43).

(Supporting document: UNEP/OzL.Pro/ExCom/35/16).

The Thirty-sixth Meeting of the Executive Committee decided to request the Sub-Committee on Monitoring, Evaluation and Finance to consider the possibility of a new performance indicator for the timely financial completion of projects at its 17th Meeting.

(UNEP/OzL.Pro/ExCom/36/36, Decision 36/4, para. 37(d)).

The Thirty-eighth Meeting of the Executive Committee decided:

- (a) to request the Secretariat in co-operation with the Implementing Agencies and Article 5 countries to prepare a set of performance indicators for the compliance period in the light of the three-year phase-out plan and taking into consideration the discussion during the meeting on performance indicators;
- (b) to invite Parties which had views on the topic to submit them to the Secretariat within four weeks of the end of the 38th Meeting.

(UNEP/OzL.Pro/ExCom/38/70/Rev.1, Decision 38/69, para. 123).

The Fortieth Meeting of the Executive Committee decided:

- (a) to take note of the document on performance indicators presented in UNEP/OzL.Pro/ExCom/40/21;
- (b) to request the Implementing Agencies and to invite Parties to submit proposals for performance indicators to the Secretariat eight weeks prior to the 41st Meeting of the Executive Committee;
- (c) also to request the Secretariat to prepare a paper based on the concepts outlined in UNEP/OzL.Pro/ExCom/40/21, comments provided by members of the Executive Committee during the 40th Meeting, and the input of the Implementing Agencies; and
- (d) further to request the Implementing Agencies to explore the feasibility of including the rapidity of financial completion of projects as an indicator.

(UNEP/OzL.Pro/ExCom/40/50, Decision 40/15, para. 54).

(Supporting document: UNEP/OzL.Pro/ExCom/40/21).

The Forty-first Meeting of the Executive Committee decided:

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Policies, procedures, guidelines, criteria (As at November 2017).

- (a) to take note of document UNEP/OzL.Pro/ExCom/41/80 and the definitions of performance indicators presented therein;
- (b) to approve the following performance indicators for the evaluation of the performance of the Implementing Agencies, starting with the year 2004, with the weightings indicated in the following table and subject to review from time to time:

Category	Item	Weighting
Approval	Number of annual programmes of multi-year agreements approved vs. those planned, may not be applicable to UNEP	20
Approval	Number of individual projects/activities (investment projects, RMPs, halon banks, TAS) approved vs. those planned	20
Implementation	Milestone activities completed (e.g. policy measures, regulatory assistance)/ODS levels achieved for approved multi-year annual tranches vs. those planned, may not be applicable to UNEP	20
Implementation*	ODP phased-out for individual projects vs. those planned per progress reports, may not be applicable to UNEP	5
Implementation*	Project completion (pursuant to Decision 28/2 for investment projects) and as defined for non-investment projects vs. those planned in progress reports	5
Implementation	Percentage of policy/regulatory assistance completed vs. that planned	10
Administrative	Speed of financial completion vs. that required per progress report completion dates	10
Administrative*	Timely submission of project completion reports vs. those agreed	5
Administrative*	Timely submission of progress reports and responses unless otherwise agreed	5

* Existing performance indicator.

- (c) to request the Secretariat to continue to monitor the following indicators of performance on the basis of trend analysis in future evaluations of the performance of Implementing Agencies: value of projects approved, ODP to be phased out, cost of project preparation, cost-effectiveness, distribution among countries, funds disbursed, speed of first disbursement, speed of completion, and net emission due to delays;
- (d) also to request Implementing Agencies to propose qualitative performance indicators as part of their 2004 business plans to be submitted to the 42nd Meeting and to continue to consider the possibility of performance indicators for National Ozone Units; and
- (e) to adopt the following performance indicators for UNEP's Compliance Assistance Programme (CAP) to replace the former performance indicators unique to UNEP's specific mandate:

Indicator	Data	Assessment
Usefulness of the region network/thematic meetings	Average of all ratings by network meeting participants	Average versus maximum rating
Assistance to countries for data reporting for the purpose of establishing baselines	Number of countries with missing data that received specific CAP assistance for data reporting in order to determine compliance baselines. UNEP should give a clear indication of the assistance provided per Decision 40/11(b)(i)	Proportion of countries receiving assistance that subsequently provided data pursuant to Article 7
Assistance with Article 7 data reporting	Number of countries reporting data in compliance with Article 7 of the Protocol pursuant to Decision 40/11(b)(ii)	Proportion of countries accepting assistance that achieved compliance
Countries in actual or potential non-compliance as per MOP decisions	Number of countries offered assistance under the CAP and number of countries that accepted assistance (after consultations with other implementing and bilateral agencies) and received CAP special assistance outside of network meetings listing the countries and type of assistance	Proportion of countries accepting assistance that achieved compliance
Countries at risk of becoming in non-	Number of countries offered assistance under the CAP including those countries not yet officially declared in non-	Number of countries provided special assistance outside of

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Policies, procedures, guidelines, criteria (As at November 2017).

Indicator	Data	Assessment
compliance as per Article 7 data trends	compliance but where data indicate as much and number of countries that accepted the offered assistance (after consultations with other implementing and bilateral agencies) and received CAP special assistance outside of network meetings, listing the countries and type of assistance	network meetings as a proportion of the number of countries that appeared to be in non-compliance
Information clearing-house	Number of newsletter subscriptions Number of discrete visitors (IP addresses) to the web site Number of PDF documents downloaded from web site Number of hard-copy publications disseminated Number of query responses answered; average time for response	Comparison with previous years' data

(UNEP/OzL.Pro/ExCom/41/87, Decision 41/93, para. 148).

(Supporting document: UNEP/OzL.Pro/ExCom/41/80).

Qualitative performance indicators

The Executive Committee, after noting that qualitative performance indicators were intended to provide National Ozone Units in Article 5 countries with an opportunity to express their views on the performance of the agencies concerned in their countries, and that the purpose of the indicators proposed at the present Meeting was to address the types of issue that might be relevant to the overall assessment of the performance of agencies, decided at its Forty-fourth Meeting:

- (a) to request further input on qualitative performance indicators from the National Ozone Unit officers at the next scheduled regional network meetings;
- (b) also to request National Ozone Unit officers to consider the qualitative performance indicators proposed in the table in Annex V.4 to the present report, and to provide suggestions on additions, deletions and/or modifications to those proposals;
- (c) further to request the Secretariat to compile the results from the regional network meetings in a document for presentation to the 46th Meeting of the Executive Committee; and
- (d) to urge the Secretariat to work with UNEP to schedule regional network meetings at a time in 2005 that would maximize participation by the Secretariat and, where it was unable to attend, to utilize consultative services.

(UNEP/OzL.Pro/ExCom/44/73, Decision 44/6, para. 53).

(Supporting document: UNEP/OzL.Pro/ExCom/44/8).

The Forty-sixth Meeting of the Executive Committee decided:

- (a) to note the evaluation of the Implementing Agencies' performance against their 2004 business plans contained in document UNEP/OzL.Pro/ExCom/46/16 and to take note of document UNEP/OzL.Pro/ExCom/46/17 on qualitative performance indicators and the feasibility and desirability of extending current performance indicators to bilateral agencies;
- (b) to amend the questionnaire on qualitative performance indicators, attached as Annex V.5 to the present report, by inserting an additional column and giving National Ozone Units the choice of awarding a rating of 1 to 4 (with 1 being the lowest mark and 4 being the highest);
- (c) to invite Executive Committee members to submit to the Secretariat, by 30 September 2005, their views and comments on the current performance indicators, including suggestions for modifying the quantitative performance indicator weightings and also propose amendments to the qualitative performance indicators as input for the discussion paper on the progress of Implementing Agencies with regard to multi-year agreements (decision 46/8) for consideration at the 47th Meeting, and to permit consideration of whether to make them applicable to bilateral agencies.

(UNEP/OzL.Pro/ExCom/46/47, Decision 46/14, para. 75).

(Supporting document: UNEP/OzL.Pro/ExCom/46/17).

The Forty-seventh Meeting of the Executive Committee decided:

- (a) to take note of the document on performance indicators (follow-up to decision 46/14) (UNEP/OzL.Pro/ExCom/47/55);
- (b) to adopt the revised weightings for quantitative performance indicators to apply as of the 2005 evaluation

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of the performance of multilateral implementing agencies, as follows:

Type of indicator	Item	Weighting	Sub-total
Approval	Multi-year tranches approved	15	
Approval	Individual projects/activities approved	10	
			25
Implementation	Milestone activities completed	20	
Implementation	ODS phased-out for individual projects	15	
Implementation	Project completion	10	
Implementation	Policy/regulatory assistance completed	10	
			55
Administrative	Speed of financial completion	10	
Administrative	Timely submission of project completion reports	5	
Administrative	Timely submission of progress reports	5	
			20

(c) Not to require bilateral implementing agencies to set targets for performance indicators.

(UNEP/OzL.Pro/ExCom/47/61, Decision 47/51 para. 191).

(Supporting document: UNEP/OzL.Pro/ExCom/47/55).

The Seventieth Meeting of the Executive Committee decided:

(a) To note:

- (i) The report on performance indicators, as contained in document UNEP/OzL.Pro/ExCom/70/17;
- (ii) That full achievement in the assessment of implementing agencies' performance would not be evaluated in future reports; and

(b) To request the Secretariat to prepare, in consultation with the implementing agencies and other interested parties, a revised draft of the paper on performance indicators for consideration by the Executive Committee at its 71st meeting.

(UNEP/OzL.Pro/ExCom/70/59, Decision 70/14 para. 75).

(Supporting document: UNEP/OzL.Pro/ExCom/70/17).

The Seventy-first Meeting of the Executive Committee decided:

(a) To note the report on performance indicators contained in document UNEP/OzL.Pro/ExCom/71/17; and

(b) To modify the performance indicators established in decision 41/93, as modified by decision 47/51, as follows:

Type of Indicator	Short title	Calculation	Weighting
Planning--Approval	Tranches approved	Number of tranches approved vs. those planned*	10
Planning--Approval	Projects/activities approved	Number of projects/activities approved vs. those planned (including project preparation activities)**	10
	Sub-total		20
Implementation	Funds disbursed	Based on estimated disbursement in progress report	15
Implementation	ODS phase-out	ODS phase-out for the tranche when the next tranche is approved vs. those planned per business plans	25
Implementation	Project completion for activities	Project completion vs. planned in progress reports for all activities (excluding project preparation)	20
	Sub-total		60
Administrative	Speed of financial completion	The extent to which projects are financially completed 12 months after project completion	10
Administrative	Timely submission of project completion reports	Timely submission of project completion reports vs. those agreed	5
Administrative	Timely submission of	Timely submission of progress reports and	5

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Type of Indicator	Short title	Calculation	Weighting
	progress reports	business plans and responses unless otherwise agreed	
	Sub-total		20
	Total		100

* The target of an agency would be reduced if it could not submit a tranche owing to another cooperating or lead agency, if agreed by that agency.

** Project preparation should not be assessed if the Executive Committee has not taken a decision on its funding.

(UNEP/OzL.Pro/ExCom/71/64, Decision 71/28 para. 106).

(Supporting document: UNEP/OzL.Pro/ExCom/71/17).

Evaluation of the implementation of the 1999 business plans

The Thirty-first Meeting of the Executive Committee decided:

- (a) to request members of the Executive Committee and Implementing Agencies to communicate to the Secretariat, within 60 days, their views on:
 - (i) the current indicators for the evaluation of the performance of the Implementing Agencies in achieving the targets in their business plans;
 - (ii) the possible need for new indicators (for example, on assistance provided by Implementing Agencies to national ozone units and the effective operation of the units) in the light of decisions on strategic planning;
 - (iii) the need for and possible uses of agency shares, including the removal of fixed shares, special funding windows and over-programming;
 - (iv) potential consequences for agencies not meeting existing and potential new performance targets;
- (b) to request the Secretariat to prepare a report based on the comments received for submission to the Thirty-second meeting;
- (c) also to request UNEP to report project implementation status using the indicators required by the decisions of the Executive Committee, bearing in mind that UNEP had not indicated its achievements against its own targets for the following:
 - (i) policies initiated from non-investment activities;
 - (ii) reduction in ODP tons from non-investment activities;
 - (iii) the extent to which the networks were used by the agencies and the Secretariat in developing their work or explaining new policies;
- (d) to request the Implementing Agencies to report on all of the indicators required by the decisions of the Executive Committee.

(UNEP/OzL.Pro/ExCom/31/61, Decision 31/11, para. 30).

The Thirty-second Meeting of the Executive Committee decided:

- (a) to maintain the current sets of performance indicators, while requesting the Secretariat, in co-operation with the Implementing Agencies and Article 5 countries, to begin to examine and formulate new indicators consistent with the Executive Committee's efforts to develop a strategic plan which incorporates a country-driven approach, and submit a report to the Executive Committee at a future meeting;
- (b) to request the Chief Officer to write to all Governments of Article 5 countries advising them of the results of the evaluations of Implementing Agencies' 1999 business plans, noting the critical importance of national choices regarding Implementing Agencies in relation to their capacity to meet the imminent initial control measures, and send a copy of the letter to the heads of the Implementing Agencies, so that they might better compare the performance of their agency against that of the others.

(UNEP/OzL.Pro/ExCom/32/44, Decision 32/7, para. 18).

Evaluation of the implementation of the 2000 business plans

The Thirty-fourth Meeting of the Executive Committee decided:

- (a) to note that the Implementing Agencies had not reported on their performance relating to their non-weighted non-investment performance indicators pursuant to Decision 26/5, and to require them to report

to the 35th meeting of the Executive Committee on this issue, together with any proposals to modify performance indicators;

- (b) to confirm that non-investment projects not included in the approved business plans might be presented for consideration by the Executive Committee, within the limits of the approved funding for non-investment activities for that year and accompanied by an appropriate justification;
- (c) to note that the Multilateral Fund had not achieved its 2000 phase-out target and, for the purposes of the 2002 draft business plans, to request the Implementing Agencies to concentrate on the implementation of approved but unimplemented projects and to reduce the number of investment and non-investment projects with implementation delays;
- (d) to request agencies presenting investment project proposals to the Executive Committee to ensure that projects were submitted for the countries listed in their business plans and that those projects were submitted during the calendar year of the plan.

(UNEP/OzL.Pro/ExCom/34/58, Decision 34/11, para. 29).

Evaluation of the implementation of the 2001 business plans

The Thirty-seventh Meeting of the Executive Committee decided:

- (a) to note the evaluation of the Implementing Agencies' performance against their 2001 business plans, as contained in UNEP/OzL.Pro/37/17 and Corr.1;
- (b) to consider at a future meeting the possibility of introducing another performance indicator on financial completion by Implementing Agencies within 12 months after actual project completion, and the impact of withholding funds on agencies' ability to implement newly approved projects in the context of considering the possibility of offsetting balances from projects completed 24 months previously against new project approvals;
- (c) to reiterate with concern that Implementing Agencies should abide by the requirement to return balances from projects completed over 12 months ago.

(UNEP/OzL.Pro/ExCom/37/71, Decision 37/15, para. 41).

(Supporting document: UNEP/OzL.Pro/ExCom/37/17 and Corr.1).

Evaluation of the implementation of the 2005 business plans

The Forty-sixth Meeting of the Executive Committee decided:

- (a) to note:
 - (i) the report on the status of implementation of the 2005 business plans as contained in documents UNEP/OzL.Pro/ExCom/46/5 and Add.1;
 - (ii) with concern, the number of proposals to be submitted to the 47th Meeting of the Executive Committee and also, in the light of paragraph 3 of decision XIV/39 of the Meeting of the Parties requesting "that the whole of the budget for 2003-2005 is committed by the end of 2005", the fact that US \$133 million was left to be submitted for activities in the 2005 business plans containing 12 new multi year agreements and 205 other projects, plus activities for the global chiller programme;
- (b) to urge bilateral and multilateral Implementing Agencies with projects in the 2005 business plans for countries subject to decisions of the Meeting of the Parties on compliance to submit those projects to the 47th Meeting of the Executive Committee as a matter of urgency; and
- (c) to request the Fund Secretariat to include in all further reports an explanatory section for the table on projects to be submitted for countries subject to compliance decisions in the report on the status of implementation of the annual business plans.

(UNEP/OzL.Pro/ExCom/46/47, Decision 46/3, para. 32).

(Supporting document: UNEP/OzL.Pro/ExCom/46/5 and Add.1).

The Forty-ninth Meeting of the Executive Committee decided to note the evaluation of the performance of the implementing agencies in relation to their 2005 business plans, as contained in document UNEP/OzL.Pro/ExCom/49/15/Rev.1, as well as the largely sustained and overall improved performance of the agencies.

(UNEP/OzL.Pro/ExCom/49/43, Decision 49/13, para. 87).

(Supporting document: UNEP/OzL.Pro/ExCom/49/15/Rev.1).

Evaluation of the implementation of the 2006 business plans

The Fifty-second Meeting of the Executive Committee decided:

- (a) to note the evaluation of the implementing agencies' performance against their 2006 business plans as contained in documents UNEP/OzL.Pro/ExCom/52/16 and Add.1;
- (b) to urge UNEP to continue to report on the achievement of the planned special compliance assistance activities and to strive to complete them as planned; and
- (c) to request UNEP's Compliance Assistance Programme, through its regional networks, to include in the agenda of its network meetings taking place before May 2008 an item on assistance in the completion of the qualitative performance questionnaire.

(UNEP/OzL.Pro/ExCom/52/55, Decision 52/14, para. 84).

(Supporting document: UNEP/OzL.Pro/ExCom/52/16 and Add.1).

Evaluation of the implementation of the 2007 business plans

The Fifty-second Meeting of the Executive Committee decided:

- (a) to note the report on the status of the 2007 business plans as contained in documents UNEP/OzL.Pro/ExCom/52/5 and Add.1 and the fact that US \$57.3 million in activities required for compliance had not been submitted to the 52nd Meeting, and that the value of forward commitments approved at the 52nd Meeting below the value in the 2007-2009 business plan of the Multilateral Fund by roughly US \$259,899;
- (b) to request bilateral and multilateral implementing agencies to submit those activities required for compliance in the 2007 business plans to the 53rd Meeting;
- (c) to ask the Secretariat, using the compliance-oriented model, to list separately those activities required for compliance and those not required for compliance in their review and recommendations on projects submitted to meetings; and
- (d) that the Executive Committee would consider those activities required for compliance first, consistent with prior Executive Committee decisions.

(UNEP/OzL.Pro/ExCom/52/55, Decision 52/3, para. 39).

(Supporting document: UNEP/OzL.Pro/ExCom/52/5 and Add.1).

The Fifty-third Meeting of the Executive Committee decided:

- (a) to note:
 - (i) the report on the status of implementation of the 2007 business plans as contained in document UNEP/OzL.Pro/ExCom/53/5/Rev.1; and
 - (ii) that the value of forward commitments approved at the 53rd Meeting was US \$1.1 million below the value in the 2007-2009 business plan of the Multilateral Fund;
- (b) to consider for approval at the present Meeting the production closure project for Romania (US \$1,290,000) that had not been included in the 2007 business plan;
- (c) to request the Fund Secretariat to proceed with the inclusion of information on submission delays in the context of its review of the implementation of business plans at the second and third Meetings of each year; and
- (d) to note that the level of annual tranches for new agreements submitted to the 53rd Meeting for approval amounted to US \$7,754,553 and, as a result, the total level of commitments for the period 2009 to 2014 would amount to US \$95.14 million.

(UNEP/OzL.Pro/ExCom/53/67, Decision 53/3, para. 37).

(Supporting document: UNEP/OzL.Pro/ExCom/53/5/Rev.1).

The Fifty-fifth Meeting of the Executive Committee decided:

- (a) to note the evaluation of the implementing agencies' performance against their 2007 business plans as contained in document UNEP/OzL.Pro/ExCom/55/15;
- (b) to request UNEP's Compliance Assistance Programme (CAP), through its regional networks, to include an item in the agenda of each of its network meetings addressing reporting requirements of the Executive

Committee, including the qualitative performance questionnaire, so as to ensure a better response to the survey in future; and

- (c) to encourage UNEP to continue to report on the achievement of the special compliance assistance activities and to strive to complete them as planned.

(UNEP/OzL.Pro/ExCom/55/53, Decision 55/11, para. 77).

(Supporting document: UNEP/OzL.Pro/ExCom/55/15).

Evaluation of the implementation of the 2008 business plans

The Fifty-fifth Meeting of the Executive Committee decided to note the report on the status of the 2008 business plans as contained in documents UNEP/OzL.Pro/ExCom/55/5 and Add.1 and the fact that US \$41.4 million in activities required for compliance had not been submitted to the 55th Meeting, and that the value of forward commitment approved at the 55th Meeting exceeds the value in the 2008-2010 business plan of the Multilateral Fund by US \$499,306.

(UNEP/OzL.Pro/ExCom/55/53, Decision 55/3, para.32).

(Supporting document: UNEP/OzL.Pro/ExCom/55/5 and Add.1).

The Fifty-sixth Meeting of the Executive Committee decided to note the report on the status of the 2008 business plans as contained in documents UNEP/OzL.Pro/ExCom/56/5 and Add.1 and the fact that US \$10.67 million in activities that were required for compliance had not been submitted to the 56th Meeting, and that the value of forward commitments approved at the 56th Meeting exceeded that in the 2008-2010 business plan of the Multilateral Fund by US \$4,326,099.

(UNEP/OzL.Pro/ExCom/56/64, Decision 56/3 para 32(a)(i))

(Supporting document: UNEP/OzL.Pro/ExCom/56/5 and Add.1).

The Fifty-eighth Meeting of the Executive Committee decided:

- (a) to note:

- (i) the evaluation of the implementing agencies' performance against their 2008 business plans as contained in document UNEP/OzL.Pro/ExCom/58/16;
- (ii) the quantitative assessment of the performance of the implementing agencies for 2008 on a scale of 100 as follows: UNDP (76), UNEP (88), UNIDO (95), and the World Bank (72);
- (iii) that UNEP indicated that it had fully achieved the performance indicators approved in decision 48/7 for its Compliance Assistance Programme (CAP);
- (iv) that the bilateral and implementing agencies (Canada, France, Germany, UNDP, UNEP, UNIDO and the World Bank) were marked with satisfactory or highly satisfactory performance in the qualitative performance assessments by the National Ozone Units in the overall assessments of performance in 2008; and

- (b) to urge UNEP to continue to include an item in the agenda of each CAP network meeting addressing reporting requirements, as provided in decision 55/11 (b).

(UNEP/OzL.Pro/ExCom/58/53, Decision 58/14, para. 77).

(Supporting document: UNEP/OzL.Pro/ExCom/58/16).

Evaluation of the implementation of the 2009 business plans

The Fifty-ninth Meeting of the Executive Committee decided:

- (a) to note:

- (i) The report on the status of the 2009 business plans as contained in documents UNEP/OzL.Pro/ExCom/59/5 and Add.1, the fact that US \$17.85 million in activities that were required for compliance had not been submitted to the 59th Meeting and that the level of annual tranches approved at the 59th Meeting amounted to US \$2,490,376 and, as a result, the total level of commitments for the period 2010-2014 would amount to US \$109.9 million;

(UNEP/OzL.Pro/ExCom/59/59, Decision 59/3, para. 32).

(Supporting document: UNEP/OzL.Pro/ExCom/59/5 and Add.1).

The Sixty-first Meeting of the Executive Committee decided:

- (a) To note:

- (i) The evaluation of the implementing agencies' performance against their 2009 business plans as

- contained in document UNEP/OzL.Pro/ExCom/61/19;
- (ii) The quantitative assessment of the performance of the implementing agencies for 2009, out of 100, as follows: UNDP (89), UNEP (85), UNIDO (92) and the World Bank (71);
 - (iii) That the bilateral and implementing agencies (Canada, France, Germany, UNDP, UNEP, UNIDO and the World Bank) had received “satisfactory” or “highly satisfactory” ratings for their overall performance in 2009 on the basis of the qualitative performance assessments by the National Ozone Units (NOUs);
- (b) To request UNEP:
- (i) To have an open and constructive discussion with the NOUs in Chad and Paraguay about the areas in which UNEP services were perceived to be “less satisfactory” and “unsatisfactory” and to report to the 62nd Meeting on the results of its consultations with those countries on the implementation matters raised in the qualitative performance assessments by the respective countries;
 - (ii) To remind countries, at meetings of regional networks, to complete the surveys on the performance of bilateral and implementing agencies;
- (c) To request UNDP:
- (i) To provide an additional status report to the 62nd Meeting on the status of procurement of the equipment for the terminal phase-out management plan in Togo (TOG/PHA/54/INV/16);
 - (ii) To continue its open and constructive discussion with the NOUs in Colombia and Paraguay about the areas where UNDP’s services were perceived to be “less satisfactory” and to report to the 62nd Meeting on the results of its consultations on the implementation matters raised in the qualitative performance assessments; and
- (d) To request UNIDO to have an open and constructive discussion with the NOUs about the areas where UNIDO services were perceived to be “less satisfactory” and to report to the 62nd Meeting on the results of its consultations with Benin, Kenya and Kyrgyzstan on the implementation matters raised in the qualitative performance assessments.

(UNEP/OzL.Pro/ExCom/61/58, Decision 61/17, para.562).

(Supporting document: UNEP/OzL.Pro/ExCom/61/19).

Evaluation of the implementation of the 2010-2014 business plans

The Sixty-fourth Meeting of the Executive Committee decided:

- (a) To note:
- (i) The evaluation of the implementing agencies’ performance against their 2010 business plans, as contained in document UNEP/OzL.Pro/ExCom/64/15;
 - (ii) The quantitative assessment of the performance of the implementing agencies for 2010 on a scale of 100 as follows: UNDP (74), UNEP (72), UNIDO (95), and the World Bank (76); and
- (b) To request:
- (i) Germany to hold an open and constructive discussion with the National Ozone Unit (NOU) in Lesotho about the areas where Germany’s services were perceived to be “less satisfactory” and to report to the 65th meeting on the results of its consultations with the country on the implementation matters raised in the qualitative performance assessment of the implementing agencies by the country;
 - (ii) UNDP to hold an open and constructive discussion with the NOUs in Argentina, Togo, and Trinidad and Tobago about the areas where UNDP’s services were perceived to be “less satisfactory” and “unsatisfactory” and to report to the 65th meeting on the results of its consultations with those countries on the implementation matters raised in the qualitative performance assessments of the implementing agencies by the respective countries;
 - (iii) UNEP to hold an open and constructive discussion with the NOUs in Lesotho and Swaziland about the areas where UNEP’s services were perceived to be “less satisfactory” and to report to the 65th meeting on the results of its consultations with those countries on the implementation matters raised in the qualitative performance assessments of the implementing agencies by the respective countries; and

- (iv) UNIDO to hold an open and constructive discussion with the NOU in Senegal about the areas where UNIDO's services were perceived to be "less satisfactory" and to report to the 65th meeting on the results of its consultations with the country on the implementation matters raised in the qualitative performance assessment of the implementing agencies by the country.

(UNEP/OzL.Pro/ExCom/64/53, Decision 64/12, para.56).

(Supporting document: UNEP/OzL.Pro/ExCom/64/15).

Evaluation of the implementation of the 2011 business plans

The Sixty-seventh Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The evaluation of the implementing agencies' performance against their 2011 business plans as contained in document UNEP/OzL.Pro/ExCom/67/16 and the clarifications provided at the meeting;
 - (ii) The quantitative assessment of the performance of the implementing agencies for 2011 on a scale of 100 as follows: UNDP (89), UNEP (71), UNIDO (89), and the World Bank (66);
- (b) To request:
 - (i) The World Bank to hold an open and constructive discussion with the National Ozone Unit (NOU) in India about the areas where the Bank's services were perceived to be "less than satisfactory" and "unsatisfactory", and to report to the 68th meeting on the results of its consultations with the country on the implementation matters raised in the qualitative performance assessments; and
 - (ii) UNEP to hold an open and constructive discussion with the NOU in Afghanistan about the areas where UNEP's services were perceived to be "less than satisfactory", and with the NOU of Haiti about the areas where UNEP's services were perceived to be "less than satisfactory" and "unsatisfactory", and to report to the 68th meeting on the results of its consultations with those countries on the implementation matters raised in the qualitative performance assessments.

(UNEP/OzL.Pro/ExCom/67/39, Decision 67/14, para.55).

(Supporting document: UNEP/OzL.Pro/ExCom/67/16).

Evaluation of the implementation of the 2012 business plans

The Seventieth Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The evaluation of the implementing agencies' performance against their 2012 business plans, as contained in document UNEP/OzL.Pro/ExCom/70/16;
 - (ii) The quantitative assessment of the performance of the implementing agencies for 2012 on a scale of 100 as follows: UNDP (87), UNEP (89), UNIDO (100), and the World Bank (71); and
- (b) To request UNDP to have an open and constructive discussion with the National Ozone Unit (NOU) in Belize and UNEP with the NOUs in Belize, Colombia, and Senegal, regarding the areas where their services were perceived to be "less than satisfactory" and/or "unsatisfactory", and to report to the 71st meeting on the results of their consultations with the countries on the implementation matters raised in the qualitative performance assessments.

(UNEP/OzL.Pro/ExCom/70/59, Decision 70/13, para.69).

(Supporting document: UNEP/OzL.Pro/ExCom/70/16).

Evaluation of the implementation of the 2013 business plans

The Seventy-third Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The evaluation of the implementing agencies' performance against their 2013 business plans contained in document UNEP/OzL.Pro/ExCom/73/16;
 - (ii) With appreciation, that all implementing agencies had exceeded 85 on a scale of 100 in the quantitative assessment of their performance for 2013;
 - (iii) That the trend analysis performance had improved in 2013 in comparison with that in 2012, noting also that the performance with respect to indicators such as "ODS to be phased out", "ODS

- phased out”, “net emissions due to delays” and “funds disbursed for non investment projects” might be improved by means of careful targeting in future;
- (b) To request the following implementing agencies to report to the 74th meeting on their open and constructive discussions with the respective national ozone unit (NOU) as follows:
- (i) UNDP, on the ratings in the qualitative performance assessment from: Belize, with respect to involvement of the NOU in decision-making; and the Dominican Republic, with respect to the service provided by the UNDP country office;
 - (ii) UNEP, on the ratings in the qualitative performance assessment from: Afghanistan, with respect to consultations on how policy tools could be adjusted; Guyana, with respect to the return of unspent project preparation funds; and Sao Tome and Principe, with respect to the choice of refrigeration identifiers and technicians’ tool kits;
 - (iii) UNIDO, on the ratings in the qualitative performance assessment from: Madagascar, with respect to administrative procedures; and South Africa, with respect to funding criteria and decisions on regulations and training; and
- (c) To request the Government of Germany to provide the Executive Committee, by its 74th meeting, with responses regarding the ratings in the qualitative performance assessment from Afghanistan and from the Plurinational State of Bolivia.

UNEP/OzL.Pro/ExCom/73/62, Decision 73/14 para.63).

(Supporting document: UNEP/OzL.Pro/ExCom/73/16).

The Seventy-fourth Meeting of the Executive Committee decided:

- (a) To note:
- (iv) With appreciation, that the Government of Germany, UNDP, UNEP and UNIDO had submitted information with respect to the ratings in the qualitative performance assessments, as requested in decision 73/14(b)(ii)-(iii) and (c)

UNEP/OzL.Pro/ExCom/74/56, Decision 74/3 para.34).

(Supporting document: UNEP/OzL.Pro/ExCom 74/5 & Corr.1).

Evaluation of the implementation of the 2014 business plans

The Seventy-fifth Meeting of the Executive Committee decided:

- (a) To note:
- (i) The evaluation of the implementing agencies’ performance against their 2014 business plans as contained in document UNEP/OzL.Pro/ExCom/75/18;
 - (ii) That all implementing agencies had a quantitative assessment of their performance for 2014 of at least 70 on a scale of 100;
 - (iii) That trend analysis indicated that performance had not improved in 2014 in relation to 2013, but that the performance related to indicators such as “ODS to be phased out”, “ODS phased out”, “net emissions due to delays” and “funds disbursed for non investment projects” might be improved by careful targeting in the future;
- (b) To request the following implementing agencies to report to the 76th meeting on their open and constructive discussions with the national ozone unit (NOU) concerned:
- (i) UNDP, regarding the ratings in the qualitative performance assessment given by Belize with respect to timely delivery of services;
 - (ii) UNEP, regarding the ratings in the qualitative performance assessment given by the Central African Republic with respect to the use of training funds, acquisition of equipment, meeting stakeholder expectations, training or technical advice, and quality and design of training projects, and by Panama with respect to NOU involvement in project development and implementation, meeting stakeholder expectations and advice on technical difficulties; and
 - (iii) UNIDO, regarding the ratings in the qualitative performance assessment given by Egypt with respect to timely delivery and responsiveness to the NOU, by Iraq with respect to unsatisfactory ratings for all categories, and by Sierra Leone with respect to work plan explanation and NOU involvement in

project identification, development and implementation.

UNEP/OzL.Pro/ExCom/75/85, Decision 75/16 para.100).

(Supporting document: UNEP/OzL.Pro/ExCom 75/18).

The Seventy-sixth meeting of the Executive Committee decided to take note of:

- (b) With appreciation, the reports on dialogue with national ozone units by UNDP, UNEP and UNIDO with respect to the ratings in the qualitative performance assessments, as requested in decision 75/16(b); and ratings in the qualitative performance assessments, as requested in decision 73/14(b)(ii)-(iii) and (c)

UNEP/OzL.Pro/ExCom/76/66, Decision 76/3, para 35(b))

(Supporting document: UNEP/OzL.Pro/ExCom/76/5 and Add.1).

Evaluation of the implementation of the 2015 business plans

The Seventy-seventh meeting of the Executive Committee decided to note:

- (a) The evaluation of the implementing agencies' performance against their 2015 business plans, contained in document UNEP/OzL.Pro/ExCom/77/17;
- (b) That all implementing agencies had a quantitative assessment of their performance for 2015 of at least 72 on a scale of 100; and
- (c) That trend analysis indicated that performance of all implementing agencies had improved in 2015 in relation to 2014.

(UNEP/OzL.Pro/ExCom/77/76, Decision 77/14, para. 70(a)-(c))

(Supporting document: UNEP/OzL.Pro/ExCom/77/17).

Evaluation of the performance of the implementing agencies against their 2016 business plans

The Seventy-ninth Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The evaluation of the performance of implementing agencies against their 2016 business plans, as contained in document UNEP/OzL.Pro/ExCom/79/6;
 - (ii) That all implementing agencies had a quantitative assessment of their performance for 2016 of at least 68 on a scale of 100;
 - (iii) That the trend analysis indicated that performance of implementing agencies had not improved in some indicators in 2016 in relation to 2015;
- (b) To request UNIDO to have open and constructive discussions with the national ozone units (NOUs) of Brazil, Georgia, Iraq, Kenya and Senegal about the areas in which its services were perceived to be less than satisfactory and to report back to the 80th meeting on the results of its consultations; and
- (c) To encourage NOUs to submit, on a yearly basis and in a timely manner, their assessments of the qualitative performance of the implementing agencies assisting their Government, noting that only 43 out of 144 countries had submitted questionnaires for 2016.

(UNEP/OzL.Pro/ExCom/79/51, Decision 79/5, para 35)

(Supporting document: UNEP/OzL.Pro/ExCom/79/6).

PROGRESS REPORTS

The Implementing Agencies shall submit to the Executive Committee through the Secretariat:

- (a) annual reports on implementation of activities of prior approved work programmes and activities related to country programmes;
- (b) semi-annual progress reports;
- (c) reports on disagreements by requesting countries which require Executive Committee review;
- (d) revision of the current year's budget where necessary and the following year's budget and workplan; and
- (e) report on interagency work programme and coordination of activities.

(UNEP/OzL.Pro/ExCom/3/18/Rev.1 Annex III (section VI.2).

Implementing agencies will provide to the Executive Committee through the Fund Secretariat, progress reports on project implementation, and identify and describe any problem areas.

(UNEP/OzL.Pro/ExCom/8/29 Annex III, para. 3.14).

The Fund Secretariat should assess project implementation status, ascertain problem areas, and offer assistance in their resolution between Executive Committee meetings.

(UNEP/OzL.Pro/ExCom/8/29 Annex III, para. 3.15).

Standard format for communicating progress

The Executive Committee requested the Secretariat to work with the Implementing Agencies to develop a standard format for communicating progress and the reasons for delays. The Secretariat should prepare an overview document which would make it easier to see the work being done by all the Implementing Agencies on a country-by-country basis. Progress reports from the Implementing Agencies must be submitted at the proper time.

(UNEP/OzL.Pro/ExCom/7/30, para. 29).

(UNEP/OzL.Pro/ExCom/9/20, para. 46).

The Twelfth Meeting of the Executive Committee agreed that there was need to monitor more closely the progress made by the Implementing Agencies, that greater uniformity and clarity in the reports should be promoted and that the information contained in them should reflect greater accountability to the Parties. In order to ensure that those goals were met, the Secretariat was to be given greater authority in instructing the agencies on the preparation of the reports.

(UNEP/OzL.Pro/ExCom/12/37, para. 52).

The Twelfth Meeting, of the Executive Committee adopted a uniform format for future financial reports, and agreed that the Sub-Committee would further review this format in the light of experience gained in its use.

(UNEP/OzL.Pro/ExCom/12/37 (paras. 38, 40, and Annex III).

(Supporting document: UNEP/OzL.Pro/ExCom/12/6).

Subsequently, the Seventeenth Meeting of the Executive Committee requested the Secretariat, together with the Implementing Agencies, to adopt the mandatory format found in Annex V.6 for reporting progress and financial information to the Executive Committee. This uniform format had been accepted to provide for greater ease of cross-referencing; consistency and use of standard reporting periods; clarification of terms; greater ease of tracking the funds through the various stages of project implementation; information on percentage of funds disbursed; and reduced duplication between Implementing Agencies' progress reports and financial reports.

(UNEP/OzL.Pro/ExCom/17/60, Decision 17/22 para. 34e).

The Eighteenth Meeting of the Executive Committee decided that the Secretariat and the Implementing Agencies should revise the format for progress and financial reporting, specifically to provide the first disbursement date for all projects approved after 1 January 1994, so that the format would provide the most comprehensive information, and to submit the revised format to the Nineteenth Meeting.

(UNEP/OzL/Pro.ExCom/18/75, Decision 18/16, para. 30).

Subsequently, the Nineteenth Meeting of the Executive Committee decided:

- (a) to approve the revisions to the database format for progress and financial reporting, adopted in decision 17/22, as contained in Annex V.7 to the present report;
- (b) to take note of the importance of ensuring that the information in the narrative of the report was fully consistent with that contained in the database submitted by the Implementing Agencies;
- (c) that there would be two reports per year, with reporting periods concluding on 31 December for a report to be received by the Secretariat on 15 March, and 30 June for a report to be received by the Secretariat on 1 September, unless otherwise mutually agreed by the Secretariat and the Implementing Agency;
- (d) to request the Implementing Agencies to include in the data submitted information on dates of approval and implementation of projects and disbursement of the funds, on a project-by-project basis, and to highlight in the narrative the reasons for any delays, since such delays could lock up Fund resources for significant periods, possibly several years;
- (e) to request the Implementing Agencies as a matter of course to identify for each project whether or not an implementing agreement was already in place, so that the Executive Committee would be able to assess whether each project was likely to be implemented within a short span of time or to be significantly delayed; and
- (f) to request the Implementing Agencies to provide the content of the database to the Executive Committee

in diskette form, with a printout available on request.

(UNEP/OzL.Pro/ExCom/19/64, Decision 19/23, para. 43).

The Twenty-second Meeting of the Executive Committee decided:

- (a) to request the Secretariat and the Implementing Agencies to include executive summaries in all future progress reports;
- (b) to recall Decision 21/28 and to request the Implementing Agencies to include a "List of projects with no significant activity in the last two years" in all future progress reports, and to use the same format as used by the World Bank in its report (UNEP/OzL.Pro/ExCom/22/62).

(UNEP/OzL.Pro/ExCom/22/79/Rev.1, Decision 22/60, para. 80).

Annual progress reports

The Twenty-second Meeting of the Executive Committee decided:

- (a) to request Implementing Agencies to submit a single annual progress report in accordance with the revised calendar of meetings and work programme;
- (b) that Implementing Agencies could submit updates of their reports where these updates concerned significant matters raised during discussion of the progress reports themselves;
- (c) that the annual progress reports should be submitted by 1 May each year or at least eight weeks before the subsequent meeting of the Executive Committee, whichever was the earlier.

(UNEP/OzL.Pro/ExCom/22/79/Rev.1, Decision 22/16, para. 31).

The Seventy-third Meeting of the Executive Committee decided:

(c) To note:

(iii) With regard to progress and financial reports:

- a. That bilateral and implementing agencies would be requested to submit their annual progress and financial reports to the Secretariat 12 weeks in advance of the last meeting of the year;
- b. That the consolidated progress report and the relevant progress reports of the bilateral and implementing agencies would be considered at the last meeting of the year;

(UNEP/OzL.Pro/ExCom/73/62, Decision 73/70(c)(iii), para.232).

(Supporting document: UNEP/OzL.Pro/ExCom/73/59).

Consolidated progress report

The Twentieth Meeting of the Executive Committee decided:

- (a) to take note with appreciation of the consolidated progress report;
- (b) to recognize the need to ensure the approved projects were implemented as promptly as possible;
- (c) to note that several causes of delay had been identified in the consolidated progress report and that a number of steps were being taken to address the causes of those delays;
- (d) to encourage increased efforts in this regard;
- (e) to request the Implementing Agencies to highlight in their future progress reports the measures they had adopted and the progress made in further reducing and eliminating these delays.

(UNEP/OzL.Pro/ExCom/20/72, Decision 20/30, para. 42).

(Supporting document: UNEP/OzL.Pro/ExCom/20/40 and Corr.1).

The Twenty-fifth Meeting of the Executive Committee decided:

- (a) to request the Implementing Agencies and the Treasurer to work further to reconcile data in the progress reports with the Annual Report on the Accounts of the Multilateral Fund and reduce the occurrence of data discrepancies;
- (b) to endorse the Secretariat's proposal for a workshop on the requirements of progress reporting;
- (c) to request the Secretariat to provide to the next meeting a list of ongoing projects up to 1992 and, if possible, 1993, with suggestions for action, to permit the Executive Committee to determine whether or not they should be cancelled.

(UNEP/OzL.Pro/ExCom/25/68, Decision 25/8, para. 30).

Consolidated progress report as at 31 December 1999

The Thirty-first Meeting of the Executive Committee decided:

- (a) to take note of the consolidated progress report (UNEP/OzL.Pro/ExCom/31/8 and Corr.1);
- (b) to note the levels of unobligated balances held by the Implementing Agencies and bilateral donors shown in the consolidated progress report;
- (c) to encourage the Implementing Agencies to work on simplifying their internal procedures;
- (d) to decide that any project preparation funding request by an Implementing Agency must be accompanied by a letter from the country in order to be approved.
- (e) to monitor closely the implementation of the remaining five projects approved in 1992 on a meeting-by-meeting basis, in the context of projects with implementation delays, until those projects were completed. (UNEP/OzL.Pro/ExCom/31/61, Decision 31/4, para. 22 (a-e)).

Consolidated progress report as at 31 December 2000

The Thirty-fourth Meeting of the Executive Committee decided:

- (a) to note with appreciation the consolidated progress report of the Multilateral Fund contained in document UNEP/OzL.Pro/ExCom/34/9 and Corr.1;
- (d) to add a performance indicator for the timely submission of progress reports;
- (e) also to add new entries for agency support costs, year of business plan, and whether or not the project was in the investment or non-investment allocation per project in the progress report database.

(UNEP/OzL.Pro/ExCom/34/58, Decision 34/4, para. 22 (a), (d), (e)).

(Supporting document: UNEP/OzL.Pro/ExCom/34/9 and Corr.1).

Consolidated progress report as at 31 December 2001

The Thirty-seventh Meeting of the Executive Committee decided:

- (a) to note with appreciation the Consolidated Progress Report of the Multilateral Fund as contained in UNEP/OzL.Pro/ExCom/37/11;
- (b) to request the Treasurer, the Implementing Agencies and the Secretariat to provide a full reconciliation of the Accounts of the Fund and the progress reports to the 38th Meeting of the Executive Committee;
- (c) to continue to monitor training, recovery and recycling, and halon banking projects, and provide details to the Sub-Committee on those projects where delays would affect the ability of a country to comply with its obligations under the Montreal.

(UNEP/OzL.Pro/ExCom/37/71, Decision 37/9, para. 35).

(Supporting document: UNEP/OzL.Pro/ExCom/37/11).

Also, at its Thirty-seventh Meeting, the Executive Committee decided:

- (i) to request the World Bank to comply with future requests from the Secretariat for providing information on such agreements in the context of progress reporting;
- (m) to note the Bank's continued differences regarding basic project data and its efforts to reconcile the data with the Secretariat's Inventory of Approved Projects.

(UNEP/OzL.Pro/ExCom/37/71, Decision 37/14, para. 41 (i), (m)).

Consolidated progress report as at 31 December 2002

The Fortieth Meeting of the Executive Committee decided:

- (a) to take note of the consolidated progress report of the Multilateral Fund as contained in UNEP/OzL.Pro/ExCom/40/13;
- (b) to request the Implementing Agencies to take measures to reduce the amount of time taken to obtain signatures of agreements and project documents and to report thereon to the 41st Meeting of the Executive Committee, and to require letters from governments accepting the projects/agreements in the amount recommended by the Secretariat prior to final approval;
- (c) also to request Implementing Agencies to resubmit the financial information in their progress reports to the Fund Secretariat no later than eight weeks prior to the 41st Meeting and to encourage them to submit the audited financial accounts no later than 1 September 2003; and
- (d) further to request bilateral agencies to submit their annual progress reports by 1 May each year.

(UNEP/OzL.Pro/ExCom/40/50, Decision 40/8, para. 46).

(Supporting document: UNEP/OzL.Pro/ExCom/40/13).

Consolidated progress report as at 31 December 2003

The Forty-third Meeting of the Executive Committee decided:

- (a) to note the consolidated progress report of the Multilateral Fund contained in document UNEP/OzL.Pro/ExCom/43/10;
- (b) to encourage those bilateral agencies that had not reported the financial data to the Secretariat or financial closure with regard to bilateral activities to do so as a matter of urgency; and
- (c) to note the slow rate of project completion during 2003 for all agencies and the lower level of phase-out than planned and to encourage Implementing Agencies and Article 5 countries to expedite project implementation.

(UNEP/OzL.Pro/ExCom/43/61, Decision 43/6, para. 53).

Consolidated progress report as at 31 December 2004

The Forty-sixth Meeting of the Executive Committee decided:

- (a) to note:
 - (i) the consolidated progress report of the Multilateral Fund contained in document UNEP/OzL.Pro/ExCom/46/10;
 - (ii) The slow rate of project completion for the second consecutive year, with the following rates of achievement: UNDP (56 per cent), UNEP (46 per cent), UNIDO (68 per cent), and the World Bank (59 per cent);
 - (iii) That the rates of achievement for planned ODS phase-out were as follows: UNDP (87 per cent), UNIDO (44 per cent), and the World Bank (95 per cent);
- (b) to urge bilateral and Implementing Agencies and Article 5 countries to expedite project implementation;
- (c) to transfer the halon banking project in Oman (OMA/HAL/41/TAS/08) from the World Bank to UNIDO; and
- (d) to request the Secretariat, in collaboration with the bilateral and Implementing Agencies, to prepare for the 47th Meeting of the Executive Committee, a discussion paper outlining new options for monitoring and assessing the progress of agencies with regard to multi-year agreements, with a view to reflecting more accurately the actual progress and phase-out achieved.

(UNEP/OzL.Pro/ExCom/46/47, Decision 46/8, para. 52).

(Supporting document: UNEP/OzL.Pro/ExCom/46/10).

Consolidated progress report as at 31 December 2005

The Forty-ninth Meeting of the Executive Committee decided:

- (a) to note the consolidated progress report of the Multilateral Fund contained in document UNEP/OzL.Pro/ExCom/49/9;
- (b) to note the slow rate of project completion for the third consecutive year and the following rates of achievement of project completion: UNDP (45 per cent), UNEP (35 per cent), UNIDO (52 per cent), and the World Bank (70 per cent);
- (c) to consider the capacity of UNDP, UNIDO and the World Bank to deliver completed projects on time in the context of its review of administrative costs at its 50th Meeting;
- (d) to note that the Fund Secretariat would update the consolidated progress report database following clarification from bilateral and multilateral implementing agencies on remaining data issues; and
- (e) to request the Secretariat to provide a brief paper on how best to report on the ODS phase-out achieved within refrigerant management plans and the phase-out achieved in those other projects for which ODS phase-out was not fully reported.

(UNEP/OzL.Pro/ExCom/49/43, Decision 49/7, para. 65).

(Supporting document: UNEP/OzL.Pro/ExCom/49/9).

The Fiftieth Meeting of the Executive Committee decided:

- (a) to note the paper on how best to report on the ODS phase-out achieved within refrigerant management plans and the phase-out achieved in those other projects for which ODS phase-out was not fully reported

(follow-up to decision 49/7 (e)), as contained in document UNEP/OzL.Pro/ExCom/50/54;

- (b) to request that ODS phase-out assigned to refrigerant management plans/refrigerant management plan updates, terminal phase-out management plans, halon banking, methyl bromide, CTC and TCA activities and projects and annual tranches of multi-year agreements should represent the commitments made minus any phase-out already recorded; and
- (c) to note that the ODS phase-out recorded based on paragraph (b) above could be assigned on a pro-rated basis of the value of the approved activity if not otherwise agreed by the implementing agencies involved, the countries concerned and the Secretariat.

(UNEP/OzL.Pro/ExCom/50/62, Decision 50/39 para. 162).

(Supporting document: UNEP/OzL.Pro/ExCom/50/54).

Consolidated progress report as at 31 December 2006

The Fifty-second Meeting of the Executive Committee decided:

- (a) to note the consolidated progress report of the Multilateral Fund as contained in document UNEP/OzL.Pro/ExCom/52/10;
- (b) to note the slow rate of project completion for the fourth consecutive year and the rates of achievement of project completion as follows: UNDP (33 per cent), UNEP (47 per cent), UNIDO (51 per cent), and the World Bank (48 per cent);
- (c) to request the Secretariat to prepare a paper on concerns relating to the slow rate of project completion, taking into account the discussion held at the 52nd Meeting, and on options to address the issue to be considered at the 53rd Meeting; and
- (d) to note the balances in agency fees held by agencies as at 31 December 2006, amounting to around US \$10.88 million for the World Bank, US \$8.81 million for UNDP, and US \$7.14 million for UNIDO.

(UNEP/OzL.Pro/ExCom/52/55, Decision 52/8, para. 63).

(Supporting document: UNEP/OzL.Pro/ExCom/52/10).

Consolidated progress report as at 31 December 2007

The Fifty-fifth Meeting of the Executive Committee decided:

- (a) to note the consolidated progress report of the Multilateral Fund as contained in document UNEP/OzL.Pro/ExCom/55/9, including the projects listed with implementation delays as contained in Annex III to the present report;
- (b) to urge the countries and the companies involved in ongoing projects for conversion to HCFC-based equipment to consider using the approved funding for conversion to non-HCFC alternatives where possible;
- (c) to request the Fund Secretariat to identify projects where conversion to HCFC-based equipment was still being considered, to assess briefly the feasibility of conversion to non-HCFC alternatives, and to report to the Executive Committee on the matter at the 56th Meeting;
- (d) to request the Multilateral Fund Secretariat to consult the Global Environment Facility and the implementing agencies on resolving co-financing issues with respect to the approval of chiller projects and, when applicable, the related release of funding, and to report to the Executive Committee at its 56th Meeting on progress made in all chiller projects; and
- (e) that if funds were to be disbursed before the stated conditions were met, the implementing agency should bear the support costs associated with the project, to be deducted either from the UNEP's Compliance Assistance Programme (CAP) budget or the applicable implementing agencies' core unit support costs.

(UNEP/OzL.Pro/ExCom/55/53, Decision 55/5, para.563).

(Supporting document: UNEP/OzL.Pro/ExCom/55/9).

Consolidated progress report as at 31 December 2008

The Fifty-eighth Meeting of the Executive Committee decided:

- (a) to note:
 - (i) the consolidated progress report of the Multilateral Fund as contained in document UNEP/OzL.Pro/ExCom/58/10;

- (ii) with concern that HCFC phase-out management plan (HPMP) preparation activities were expected to take longer than originally planned in general and to urge implementing agencies to complete HPMP development, taking into account in particular decision 54/39(e and h); and
- (b) to urge implementing agencies to follow the operational guidelines for progress reporting and use the Secretariat's verification programme to avoid data inconsistencies.
(UNEP/OzL.Pro/ExCom/58/53, Decision 58/8, para.56).
(Supporting document: UNEP/OzL.Pro/ExCom/58/10).

Consolidated progress report as at 31 December 2009

The Sixty-first Meeting of the Executive Committee decided:

- (a) To note the consolidated progress report of the Multilateral Fund contained in document UNEP/OzL.Pro/ExCom/61/13;
- (b) In view of the delays occurring in many of the chiller projects approved by the Executive Committee, to encourage implementing agencies to apply lessons learned from chiller activities in future HCFC projects;
- (c) To note with concern, that for the second consecutive year HCFC phase-out management plan (HPMP) preparation activities were in general expected to take longer than had been planned and to urge bilateral and implementing agencies to complete HPMP development as soon as possible, in close consultation with National Ozone Units;
- (d) To request bilateral and implementing agencies to advise all countries that they could seek co-financing for maximizing climate co-benefits within the HPMP, although doing so should be without prejudice to the timely submission of the HPMP;
- (e) To note the modifications to tonnage in the Inventory of Approved Projects for the projects indicated in Annex III to document UNEP/OzL.Pro/ExCom/61/13;
- (f) To request the lead agencies for the respective countries specified in Annex VII to the present report to provide information on the latest status to the 62nd Meeting of the Executive Committee that:
 - (i) Verifies the Secretariat's assessment of the status of implementing agencies' efforts and progress towards establishing and modifying relevant HCFC licensing systems to address the accelerated HCFC control measures;
 - (ii) Specifies actions to endeavour to obtain co-financing; and
- (g) To urge bilateral and implementing agencies to submit HPMPs and HCFC sector plans to the 62nd and 63rd Meetings of the Executive Committee, bearing in mind that the first HCFC control measures would come into force in less than three years.

(UNEP/OzL.Pro/ExCom/61/58, Decision 61/11, para.44).

(Supporting document: UNEP/OzL.Pro/ExCom/61/13).

Consolidated progress report as at 31 December 2010

The Sixty-fourth Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The consolidated progress report of the Multilateral Fund as contained in document UNEP/OzL.Pro/ExCom/64/9;
 - (ii) That:
 - a. Project document/agreement signatures had not been reported for 26 of the 61 approved HCFC phase-out management plans (HPMPs);
 - b. Twenty-one countries with approved institutional strengthening projects did not have the signed project document/agreement needed to initiate project implementation and eight countries had outstanding progress and financial reports due to agencies to enable the release of funding;
 - c. Co-financing had been obtained for chiller demonstration projects;
 - d. Metered dose inhaler (MDI) CFC phase-out projects were progressing but would largely be completed after 2011;
- (b) To urge:
 - (i) The respective governments of the following countries that planned to complete their refrigerant management plans, terminal phase-out management plans and national phase-out plans for CFC

- phase-out by 2012 to make every effort to integrate those activities into HPMPs as appropriate: Barbados, Brunei Darussalam, Guinea Bissau, Haiti, Kuwait, Maldives, Myanmar, Nicaragua, Peru, Sri Lanka, Suriname and Yemen;
- (ii) Bilateral and implementing agencies to expedite the necessary signing of project documents/agreements to enable the initiation of approved HPMPs;
 - (iii) The respective governments of the following countries whose HPMPs appeared to be at an initial stage of preparation to expedite their efforts to submit their HPMPs as soon as possible to enable the initiation of activities to facilitate compliance with the 2013 freeze and 2015 control measures for HCFC phase-out: Barbados, Brunei Darussalam, Eritrea, Haiti, Mauritania, Peru and the Philippines;
 - (iv) The respective governments of the following countries to expedite the completion of their individual CFC phase-out investment projects that were planned to be completed after 2011:
 - a. Bangladesh, China, Colombia, India (2) and Pakistan, with respect to their MDI projects;
 - b. China with respect to the pharmaceutical aerosol sector project;
 - (v) The respective governments of the following countries with outstanding preparatory activities for ODS disposal demonstration projects to expedite the submission of their requests: Algeria, Brazil, China, Colombia, India, Indonesia, Lebanon, Mexico (World Bank project), Nigeria, the Philippines, and Turkey;
- (c) To request the Fund Secretariat:
- (i) To convene a meeting with the bilateral and implementing agencies to define the exact nature, content and timing of status information to be provided in the progress reports while exploring ways to further systematize and streamline reporting on progress to the Executive Committee across the spectrum of reports;
 - (ii) To report on meeting outcomes to the Executive Committee at its 65th meeting;
 - (iii) To consider in the context of its review of administrative costs to be submitted to the 65th meeting pursuant to decision 62/25(c):
 - a. Whether the current administrative cost regime continued to be appropriate in light of the changing roles and portfolios of implementing agencies;
 - b. Options for ensuring that the overall administrative cost ratio remained within the historical average or lower; and
- (d) To request bilateral and implementing agencies to indicate planned completion dates for activities completed prior to the submission of the annual progress and financial report that reflect actual project completion.

(UNEP/OzL.Pro/ExCom/64/53, Decision 64/6, para.43).

(Supporting document: UNEP/OzL.Pro/ExCom/64/9).

Consolidated progress report as at 31 December 2011

The Sixty-seventh Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The consolidated progress report of the Multilateral Fund contained in document UNEP/OzL.Pro/ExCom/67/10;
 - (ii) With appreciation, the implementing agencies' efforts to address decision 66/16(d) in the limited time available to them;
- (b) To encourage bilateral and implementing agencies to fully implement all of the elements required for the Remarks column, as specified in the Operational Guidelines for progress reporting;
- (c) To recommend that countries expedite the completion of the following individual CFC phase-out projects that had planned post-2012 completion dates: metered-dose inhaler projects in Argentina, China, India and Pakistan; one chiller project in Côte d'Ivoire; one solvent project in Argentina; and one pharmaceutical aerosol sector project in China;
- (d) To request bilateral and implementing agencies to submit outstanding project completion reports (PCRs)

for multi-year agreements completed more than six months previously as soon as possible and to encourage the implementing agencies to submit PCRs for stage I of HCFC phase-out management plan (HPMPs) before submission of the second tranche of stage II of HPMPs; and

- (e) To request bilateral and implementing agencies to identify in PCRs the amount of funds from the balances for CFC activities used for HCFC activities.

(UNEP/OzL.Pro/ExCom/67/39, Decision 67/8, para.42).

(Supporting document: UNEP/OzL.Pro/ExCom/67/10).

Consolidated progress report as at 31 December 2012

The Seventieth Meeting of the Executive Committee decided:

- (a) To note the consolidated progress report of the Multilateral Fund as contained in document UNEP/OzL.Pro/ExCom/70/10;
- (b) To request implementing agencies:
- (i) To confirm whether the activities reported for the review period represented all those planned for it, or systematically to provide for each project the list of activities planned but not implemented, the reasons for the delay in implementing the activities, the action plan for resolving the issues, and whether or not the delay in implementing specific activities would have an impact on the project completion date in the Remarks column of their annual progress and financial reports;
- (ii) Not to incur any new commitments and to return, by the end of 2013, the fund balances for the following projects approved before 2009, for substances with 1 January 2010 phase out:
- a. For CFC and ODS phase-out, the projects indicated in Table 1 of Annex VII to the present report, with the exception of the return of balances as per the following dates for UNEP's CFC phase-out plan in the Philippines (March 2014), UNDP's CFC phase-out plan in Saint Kitts and Nevis (January 2014), and UNIDO's ODS phase out plan in Yemen (June 2014);
- b. For halon, the halon banking project in the Dominican Republic (DOM/HAL/51/TAS/39) and UNEP's global halon banking project (GLO/HAL/52/TAS/281), with the exception of the return of balances as per the following date for UNDP's halon banking project in Chile (CHI/HAL/51/TAS/164) (January 2014);
- c. For CTC, the CTC phase-out plan in India implemented by the World Bank; and
- (iii) Not to incur any new commitments and to return project preparation fund balances for approved HCFC phase-out management plans, as indicated in Table 2 of Annex VII to the present report, by the end of 2013.

(UNEP/OzL.Pro/ExCom/70/59, Decision 70/7, para.53).

(Supporting document: UNEP/OzL.Pro/ExCom/70/10).

Consolidated progress report as at 31 December 2013

The Seventy-third Meeting of the Executive Committee decided:

- (a) To note:
- (i) The consolidated progress report of the Multilateral Fund as at 31 December 2013 contained in documents UNEP/OzL.Pro/ExCom/73/10 and Corr.1;
- (ii) With appreciation, the efforts undertaken by implementing agencies in reporting the 2013 activities and submitting reporting formats, thus ensuring smooth implementation of decision 70/7(b)(i);
- (iii) That the implementing agencies would report to the 74th meeting on 15 projects with implementation delays and 78 projects recommended for additional status reports, as contained in Annexes IV and V, respectively, to the present report;
- (b) That the implementing agencies should not be allowed to revise planned completion dates of CFC, carbon tetrachloride and halon projects beyond those dates decided by the Executive Committee, except when the Executive Committee had so decided, or where the Executive Committee had agreed that funds could be transferred to a HCFC phase-out management plan; and
- (c) To allow the extension of the approved completion dates of the national phase out plans for Iraq, until

December 2015, and for Yemen, until June 2015, owing to the political and security situation within those countries.

(UNEP/OzL.Pro/ExCom/73/62, Decision 73/8 para.50).

(Supporting document: UNEP/OzL.Pro/ExCom/73/10 & Corr.1).

Consolidated progress report as at 31 December 2014

The Seventy-fifth Meeting of the Executive Committee decided:

- (a) To note:
- (i) The consolidated progress report of the Multilateral Fund as at 31 December 2014 contained in document UNEP/OzL.Pro/ExCom/75/12;
 - (ii) With appreciation, the efforts undertaken by bilateral and implementing agencies in reporting on 2014 activities;
 - (iii) That the bilateral and implementing agencies would report to the 76th meeting on 13 projects with implementation delays and 69 projects recommended for additional status reports, as indicated in Annexes IV and V, respectively, to the present report;
- (b) To extend the approved completion dates for the:
- (i) National phase-out plans in Iraq and Yemen, under joint UNEP and UNIDO implementation, to April 2017, as those countries faced implementation issues due to political and institutional difficulties;
 - (ii) Phase-out of methyl bromide project in Trinidad and Tobago (TRI/FUM/65/TAS/28) under UNEP implementation, to March 2016;
- (c) To request the Secretariat to prepare a paper for the 76th meeting to inform the Executive Committee of issues relating to the recording of disbursements for activities associated with tranches of a multi-year agreement and the planned completion dates of tranches; and
- (d) To encourage bilateral and implementing agencies to assist Article 5 countries in completing project preparation activities for HCFC phase-out management plans as soon as possible, and no later than current completion dates.

(UNEP/OzL.Pro/ExCom/75/85, Decision 75/10 para.88).

(Supporting document: UNEP/OzL.Pro/ExCom/75/12).

The Seventy-sixth meeting of the Executive Committee decided:

- (a) To note the paper on issues relating to the recording of disbursements and planned completion dates of tranches of a multi-year agreement (MYA) (decision 75/10(c)), contained in document UNEP/OzL.Pro/ExCom/76/11;
- (b) To request bilateral and implementing agencies:
- (i) To establish a system, if one was lacking, to ensure that they were able to confirm whether the 20 per cent disbursement threshold of a tranche had been achieved, in line with decision 72/24(b), for all stage II and subsequent stages of HCFC phase-out management plans (HPMPs);
 - (ii) To report the same funding disbursement data in the tranche requests and the annual progress reports;
 - (iii) To indicate, when submitting the tranche requests of HPMPs, the “planned completion dates” that reflected when the activities in the tranche were expected to be completed, on the understanding that any change would have to be approved by the Executive Committee, and that updates to latest planned completion dates of tranches would continue to be reported in annual progress reports; and
- (c) To further note the deletion of the MYA spreadsheets contained in the annual progress and financial report format because the information on activities and disbursements therein was also provided when reporting on the disbursement of funding tranches of the HPMPs.

UNEP/OzL.Pro/ExCom/76/66, Decision 76/14, para 71)

(Supporting document: UNEP/OzL.Pro/ExCom/76/11).

Consolidated progress report as at 31 December 2015

The Seventy-seventh meeting of the Executive Committee decided:

- (a) To note:
- (i) The consolidated progress report of the Multilateral Fund as at 31 December 2015 contained in document UNEP/OzL.Pro/ExCom/77/11;
 - (ii) With appreciation, the efforts undertaken by bilateral and implementing agencies in reporting 2015 activities;

- (iii) That the bilateral and implementing agencies would report to the 79th meeting on 16 projects with implementation delays and 116 projects recommended for additional status reports, as contained in Annexes III and IV, respectively, to the present report;
- (b) Further to note:
- (i) That one component of the CTC phase-out plan in India (IND/PRO/75/INV/447) would be completed in April 2017 and any remaining balances would be returned by December 2017;
- (ii) That project completion reports should be provided separately for the phase-out of methyl bromide in consumption and production sector plans in China;
- (c) To extend the approved completion dates for the following projects:
- (i) The two technical assistance components of the CTC phase-out plan in India (IND/PHA/45/INV/389 and IND/PHA/75/INV/463), to November 2017;
- (ii) The methyl bromide national phase-out plan in China (CPR/FUM/72/INV/542), to December 2018 (or as soon as possible), with any remaining balances being returned;
- (iii) The national phase-out plan (NPP) in Iraq implemented by UNEP (IRQ/PHA/58/TAS/10 and IRQ/PHA/63/TAS/14) and UNIDO (IRQ/PHA/58/INV/09), to June 2017, owing to issues relating to implementation under the current political and institutional difficulties in the country;
- (d) To freeze the tranche funding for the NPP (YEM/PHA/55/INV/28, YEM/PHA/55/INV/31 and YEM/PHA/60/INV/36) and stage I of the HCFC phase-out management plan (HPMP) (YEM/PHA/68/TAS/39 and YEM/PHA/68/TAS/40) for Yemen, on the condition that the funding could be reinstated and the agreements reactivated once conditions in the country had improved and once the Government and relevant implementing agencies had submitted a revised plan of action taking into account the reallocation of the funding tranches of the agreements;
- (e) To request bilateral and implementing agencies, starting from the 79th meeting and continuing until projects had been completed:
- (i) To submit reports for all pilot demonstration projects for ODS disposal as projects with specific reporting requirements;
- (ii) To submit reports for all ongoing chiller projects as projects with specific reporting requirements;
- (f) Further to request bilateral and implementing agencies to report project preparation activities as completed no later than six months after approval of the HPMP by the Executive Committee and to return fund balances from those activities no later than 18 months after approval of the HPMP;
- (g) To request implementing agencies to revise their progress report disbursement data for the following tranches of HPMPs, as appropriate, in order to be in line with decision 76/14(b): BAH/PHA/68/TAS/28 (UNEP); BRA/PHA/73/INV/306 and BRA/PHA/74/INV/307 (UNDP); CHI/PHA/71/INV/179 (UNDP); CHI/PHA/71/TAS/180 (UNEP); IDS/PHA/71/INV/202 (World Bank); and MEX/PHA/71/INV/168 (UNDP);
- (h) To urge bilateral and implementing agencies to take appropriate actions to complete and submit, by January 2017, as many reports as possible on surveys of ODS alternatives to enable the Secretariat to provide an analysis of the results of such surveys for consideration by the Executive Committee at its 78th meeting, in line with decision 74/53(h);
- (i) That no more than two institutional strengthening projects should be ongoing at the same time;
- (j) That projects where 100 per cent of the funds had been reported to have been disbursed should be completed within one year of the moment when the full disbursement had been reported;
- (k) To reiterate that the latest planned project completion dates in annual progress reports should represent the agency's best estimation of the expected completion date;
- (l) That any change in project completion dates should be accompanied by a clear rationale for the extension and, in cases where the Executive Committee had established a completion date, any request for an extension would have to be submitted for approval by the Executive Committee; and
- (m) That project completion reports should continue to be provided on each agreement and each project, without being combined into a single report.

(UNEP/OzL.Pro/ExCom/77/76, Decision 77/8, para 56(a)-(m))

(Supporting document: UNEP/OzL.Pro/ExCom/77/11).

Consolidated progress report as at 31 December 2016

The Seventy-ninth Meeting of the Executive Committee decided:

- (a) The consolidated progress report of the Multilateral Fund as at 31 December 2016 contained in document

UNEP/OzL.Pro/ExCom/79/8;

(b) With appreciation, the efforts undertaken by bilateral and implementing agencies in reporting the 2016 activities; and

(c) That the bilateral and implementing agencies would report to the 80th meeting on 109 ongoing projects or tranches, including 11 projects with implementation delays and 98 recommended for additional status reports, as contained in Annexes II to VI to the present report.

(UNEP/OzL.Pro/ExCom/79/51, Decision 79/7, para 43)

(Supporting document: UNEP/OzL.Pro/ExCom/79/8).

The Eightieth Meeting of the Executive Committee decided:

(b) To request UNEP to report on the transfer of funds to beneficiaries when submitting information on the progress of approved projects and activities, and to provide a description of actions undertaken during implementation; and

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/10, para 62)

(Supporting document: UNEP/OzL.Pro/ExCom/80/12).

ODS phase-out data in progress reports

The Seventeenth Meeting of the Executive Committee decided to request Implementing Agencies, in preparing their progress reports for future meetings, to highlight data on how many tonnes of ODS had been phased out both since the Sixteenth Meeting of the Executive Committee and since the establishment of the Fund, consistent with the Uniform Format for Progress and Financial Reports approved at that Meeting.

(UNEP/OzL.Pro/ExCom/17/60, Decision 17/24 para. 38a).

Financial report

The Executive Committee requested the Implementing Agencies to provide information on "funds disbursed" at the same level of detail as given in the approval of the Executive Committee and as recorded in the Consolidated Progress Report.

(UNEP/OzL.Pro/ExCom/10/40, para. 79).

The Seventeenth Meeting of the Executive Committee decided:

(a) to require the Implementing Agencies to indicate disbursements against Executive Committee approvals and to indicate savings or deficits for all completed work programme and investment project approvals;

(b) to offset savings and interest reported against approvals given at the present Meeting;

(c) that cost savings resulting from investment project implementation should not be permitted to be offset against cost overruns, except for work programme activities where:

(i) no contingency fees are included;

(ii) the amounts involved total no more than 5 per cent of the value of the project;

(iii) the amounts to be offset fall within the overall financial envelope of the Implementing Agency;

(iv) the work programme concerned was approved by the Executive Committee before 1 January 1995.

(UNEP/OzL.Pro/ExCom/17/60, Decision 17/22 paras. 34a, 34b, 34c).

The Twentieth Meeting of the Executive Committee, noting that problems of comparability had occurred in that, while the World Bank reported funds disbursed as actual expenditures, the three United Nations agencies reported them as actual expenditures plus obligations, decided:

(a) that "funds disbursed", as reported in the progress reports by the Implementing Agencies to the Executive Committee, were actual recorded expenditures, not including unliquidated obligations;

(b) to take note that actual recorded expenditures did not fully reflect actual progress in project implementation.

(UNEP/OzL.Pro/ExCom/20/72, Decision 20/13, para. 24).

The Twentieth Meeting of the Executive Committee decided to request the Sub-Committee on Financial Matters to consider the implications of decision 17/22 with regard to UNEP's request for adjustments to project approvals.

(UNEP/OzL.Pro/ExCom/20/72, Decision 20/33, para. 45(b)).

Slow rate of project completion

The Fifty-third Meeting of the Executive Committee decided:

- (a) to note the paper on concerns relating to the slow rate of project completion and options to address the issue (follow-up to decision 52/8(c)) as contained in document UNEP/OzL.Pro/ExCom/53/62; and
- (b) to request bilateral and implementing agencies to provide planned completion dates for ongoing projects at the last Meeting of the Executive Committee each year.

(UNEP/OzL.Pro/ExCom/53/67, Decision 53/38 para. 204).

(Supporting document: UNEP/OzL.Pro/ExCom/53/62).

Closure of project preparation accounts

The Thirty-first Meeting of the Executive Committee decided:

- (f) to request the Secretariat to consult with the Implementing Agencies on the feasibility of closing project preparation accounts annually or biennially and to submit a concise report on the matter to the Executive Committee at its Thirty-second meeting.

(UNEP/OzL.Pro/ExCom/31/61, Decision 31/4, para. 22 (f)).

The Thirty-second Meeting of the Executive Committee decided:

- (a) project preparation activities approved at the first or second Executive Committee Meeting in a particular year should be completed within 12 months and financially completed (closed) by 31 December of the first year following approval, at the latest, to allow sufficient time for closure of financial accounts and payments of all outstanding obligations (for example, a project approved in July 2000 would be completed by August 2001 and financially completed by 31 December 2002);
- (b) project preparation activities approved at the last Executive Committee Meeting in a particular year should be financially completed (closed) by 31 December of the second year following approval (for example, a project approved in November 2000 would be completed by December 2002 and financially completed by December 2002);
- (c) project preparation with duration that exceed 12 months should be accompanied by an explanation of the reason for the longer duration;
- (d) that it be recognized that, in certain cases, such as the preparation of umbrella projects, sector plans, RMPs and terminal phase-out projects, project preparation might take longer.

(UNEP/OzL.Pro/ExCom/32/44, Decision 32/5, para. 16).

TRANCHE SUBMISSION DELAYS

The Forty-ninth Meeting of the Executive Committee decided:

- (a) to note the information on annual tranches of multi-year agreements (MYAs) submitted to the Secretariat by Germany, UNDP, UNIDO, and the World Bank as contained in the document on annual tranche submission delays (UNEP/OzL.Pro/ExCom/49/17);
- (b) to agree to the changes in due dates for specific annual tranches as indicated in the following table;

Country	Agency	Project title	Tranches	Proposed change	Reason for change	49th Meeting submission
Bangladesh	UNDP	National ODS phase-out plan	2007 due in 2007	Second Meeting	To accommodate time required to complete performance verification of the previous year.	Request for the release of all tranches at the 52nd Meeting.
Bangladesh	UNEP	National ODS phase-out plan	2007 due in 2007	Second Meeting	To accommodate time required to complete performance verification of the previous year.	Request for the release of all tranches at the 52nd Meeting.
Lebanon	UNDP	National phase-out management plan for Annex A – Group I substances (CFCs)	2007 due in 2007	Second Meeting	To accommodate time required to complete performance verification of the previous year.	Letter received.
Mauritius	Germany	Implementation of an ODS terminal phase-out	2005	Third Meeting	Lack of necessary funds for next tranche.	Germany indicated that the words in the letter from the Government, "later in 2006",

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Country	Agency	Project title	Tranches	Proposed change	Reason for change	49th Meeting submission
		management plan				meant the third meeting of the year
Lesotho	Germany	Terminal CFC phase-out management plan	2005	Third Meeting	Lack of necessary funds for next tranche.	Germany indicated that the words in the letter from the Government, "later in 2006", meant the third meeting of the year

- (c) to note that 13 of the 17 annual tranches of MYAs that were due for submission were submitted on time to the 49th Meeting; and
- (d) to note that letters should be sent to implementing agencies and the relevant Article 5 Governments for the following annual tranches due for submission to the 49th Meeting but not submitted for the reasons indicated below and to encourage them to submit these annual tranches to the 50th Meeting:

Country	Agency	Project title	Annual tranche	Reason for delay
Kenya	Germany	Technology transfer leading to methyl bromide phase-out in soil fumigation in all other horticulture	2006	Need to submit along with the companion UNDP project.
Libya	UNIDO	National phase-out plan	2006	Pending verification report.
Macedonia	UNIDO	Terminal phase-out management plan for CFCs	2006	Pending verification report.

(UNEP/OzL.Pro/ExCom/49/43, Decision 49/15, para. 92).

(Supporting document: UNEP/OzL.Pro/ExCom/49/17).

The Fiftieth Meeting of the Executive Committee decided:

- (a) to note the information on annual tranches of multi-year agreements submitted to the Secretariat by France, Germany, UNDP, UNIDO, and the World Bank as contained in the documents on annual tranche submission delays (UNEP/OzL.Pro/ExCom/50/13 and Corr.1);
- (b) to note that 38 of the 49 annual tranches of multi-year agreements due for submission had been submitted to the 50th Meeting on time, but that seven of them could not be considered for approval either because the submission was incomplete, a condition of approval had not been met, and/or the project document had not been signed;
- (c) that letters should be sent to the relevant countries and agencies for the following annual tranches due for submission to the 50th Meeting but not submitted, with reasons given for the delay, encouraging the relevant Article 5 governments and implementing agencies to submit them to the 51st Meeting:

Country	Agency	Sector	Tranches	Reason not submitted provided by the implementing agency
Antigua and Barbuda	World Bank	CFC phase-out	2006	The annual programme could not be completed and submitted until a grant agreement had been put in place.
Bahamas	World Bank	CFC phase-out	2005	There were inconsistencies in the verification audit and the draft annual plan provided to the Bank that need to be resolved. The tranche is being deferred until the 51 st Meeting
Bangladesh	UNDP	ODS phase-out	2005	Signature of the project document is still delayed due to the related MDI issue.
Bangladesh	UNDP	ODS phase-out	2006	Signature of the project document is still delayed due to the related MDI issue.
Bangladesh	UNEP	ODS phase-out	2005	The related MDI issue.
Bangladesh	UNEP	ODS phase-out	2006	The related MDI issue.
Bosnia and Herzegovina	UNIDO	ODS phase-out	2005	The verification audit of the 2005 consumption could not be completed on time.
Islamic Republic of Iran	UNIDO	CFC phase-out (refrigeration servicing/assem	2007 due in 2006 (as per 2006 business	Submitted to the 48 th Meeting but withdrawn at the request of the Secretariat.

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Country	Agency	Sector	Tranches	Reason not submitted provided by the implementing agency
		bly/ solvents)	plan)	
Islamic Republic of Iran	UNIDO	CFC phase-out (refrigeration servicing/assembly/ solvents)	2008 due in 2006 (as per 2006 business plan)	Submitted to the 48 th Meeting but withdrawn at the request of the Secretariat.
Kenya	France	CFC phase-out	2005	Submitted to the 48 th Meeting but withdrawn at the request of the Secretariat.

- (d) that letters should be sent to the relevant countries and agencies for the following annual tranches submitted to the 50th Meeting but not considered for approval for the reasons indicated, encouraging the relevant Article 5 governments and implementing agencies to submit them as annual tranches to the 51st Meeting:

Country	Agency	Sector	Tranches	Reason the submission not considered for approval
China	World Bank	Foam	2007 due in 2006	Milestone not achieved. Approval will be considered at the 51 st Meeting.
China	UNIDO	Refrigeration servicing	2006	Verification report not submitted.
Cuba	UNDP	ODS phase-out	2006	Agreement not signed and submission agreed for the 51 st Meeting.
Libyan Arab Jamahiriya	UNIDO	CFC phase-out	Final tranche	Annual programme did not address all remaining consumption
Pakistan	UNIDO	CTC phase-out	2005	Verification was inadequate and there were compliance issues.
Philippines	World Bank	CFC phase-out	2006	Missing verification report.
Venezuela	UNIDO	CFC phase-out	2006	Previous tranche not released prior to the submission of the current request and verification report not received in time.

(UNEP/OzL.Pro/ExCom/50/62, Decision 50/11 para. 72).

(Supporting document: UNEP/OzL.Pro/ExCom/50/13 and Corr.1).

The Fifty-first Meeting of the Executive Committee decided:

- (a) the information on annual tranches of multi-year agreements (MYAs) submitted to the Secretariat by France, UNDP, UNEP, UNIDO and the World Bank contained in the document on annual tranche submission delays (UNEP/OzL.Pro/ExCom/51/16);
- (b) that 16 of the 38 annual tranches of MYAs due for submission had not been submitted on time to the 51st Meeting; and
- (c) that letters should be sent for the annual tranches listed below that were due for submission to the 51st Meeting with the reasons indicated for the delay, and encouraging implementing agencies and the relevant Article 5 countries to submit those annual tranches to the 52nd Meeting:

Agency	Country	Sector	Tranches	Agencies' comments
World Bank	Antigua and Barbuda	CFC phase-out	2006	The grant agreement is not yet in place.
UNDP and UNEP	Bangladesh	ODS phase-out	2005 and 2006	Project document reported as having been signed at the meeting.
UNIDO	Bosnia and Herzegovina	ODS phase-out	2005	Lack of cooperation.
UNDP and UNEP	Dominica, Grenada, Saint Kitts and Nevis and Saint Vincent and the Grenadines	CFC phase-out	2007	UNEP and UNDP are developing administrative procedures to implement the 2007 tranches regionally for the four countries involved.

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Agency	Country	Sector	Tranches	Agencies' comments
France	Kenya	CFC phase-out	2005	ODS regulations have not been gazetted.
UNIDO	Libyan Arab Jamahiriya	CFC phase-out	2006	The unclear status of the NOU.
UNIDO	Pakistan	CTC phase-out	2005	Awaiting incorporation of action plan recently approved by the Meeting of the Parties.
World Bank	Venezuela	CFC production	2007	Delay in the travel of the consultant to undertake the verification audit.

(UNEP/OzL.Pro/ExCom/51/46, Decision 51/15 para. 98).

(Supporting document: UNEP/OzL.Pro/ExCom/51/16).

The Fifty-third Meeting of the Executive Committee decided:

(a) to note:

- (i) the information on annual tranches of multi-year agreements submitted to the Secretariat by France, UNDP, UNEP, UNIDO and the World Bank contained in the document on annual tranche submission delays (UNEP/OzL.Pro/ExCom/53/13);
- (ii) that 14 of the 57 annual tranches of multi-year agreements due for submission had not been submitted on time to the 53rd Meeting, and 10 had been withdrawn because of the low levels of disbursement of funds and/or slow implementation;

(b) that letters should be sent to the implementing agencies and the relevant Article 5 governments for the annual tranches listed below that had been due for submission to the 53rd Meeting, together with the reasons indicated for the delay, and encouraging them to submit those annual tranches to the 54th Meeting unless otherwise indicated:

Country	Agency	Sector	Tranches	Reason for delay
Albania	UNIDO	ODS Phase-out	2007	The activities under prior tranches are only expected to be completed by the end of 2007 or the beginning of 2008.
Antigua and Barbuda	World Bank	CFCs Phase-out	2006	Awaiting signature of the grant agreement.
Bangladesh	UNDP	ODS Phase-out	2007	Tranches for 2005 and 2006 were submitted without verification reports and the 2007 tranche was expected to be submitted with the 2008 tranche after approval of the 2005 and 2006 tranches.
Bangladesh	UNEP	ODS Phase-out	2007	Tranches for 2005 and 2006 were submitted without verification reports and the 2007 tranche was expected to be submitted with the 2008 tranche after approval of the 2005 and 2006 tranches.
Congo, DR	UNDP	CFCs Phase-out	2007	Slow progress in implementing current work plan.
Congo, DR	UNEP	CFCs Phase-out	2007	Slow progress in implementing current work plan.
Islamic Republic of Iran	UNIDO	CFCs Phase-out (Refrigeration Servicing /Assembly/ Solvents)	2008	Funds had to be reallocated from the MDI project.
Kenya	France	CFCs Phase-out	2005	Recent initiation of first tranche.
Kyrgyzstan	UNDP	CFCs Phase-out	2007	Slow progress in signing the project document and subsequently delay in the implementation of the 2007 annual plan.
Kyrgyzstan	UNEP	CFCs Phase-out	2007	Slow progress in signing the project document and subsequently delay in the implementation of the 2007 annual plan.
Libyan Arab	Spain	Methyl bromide	2007	Changes in the institutional arrangements at

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Jamahiriya				the NOU, but an Ozone Officer had been appointed.
Libyan Arab Jamahiriya	UNIDO	CFCs Phase-out	2006	No Article 7 data had been reported. At the 53 rd Meeting, UNIDO reported that Article 7 data had been reported the previous week.
Uruguay	Canada	CFCs Phase-out	2007	Late signature of the project document.
Uruguay	UNDP	CFCs Phase-out	2007	Late signature of the project document.

- (c) to urge Albania, Bangladesh, the Democratic Republic of the Congo, the Islamic Republic of Iran, Kenya, and the Libyan Arab Jamahiriya, for which compliance decisions had been taken and for which the related annual tranches had not been submitted to the 53rd Meeting, to facilitate the submission of the required reports to the 54th Meeting; and
- (d) to note that letters should be sent for the following annual tranches submitted to the 53rd Meeting but not considered for approval for the reasons indicated, and to encourage implementing agencies and the relevant Article 5 governments to submit those annual tranches to the 54th Meeting:

Country	Agency	Sector	Tranches	Reason the submission not considered for approval
Bangladesh	UNDP	ODS Phase-out	2005 and 2006	Verification report was not submitted.
Bangladesh	UNEP	ODS Phase-out	2005 and 2006	Verification report was not submitted.
Indonesia	World Bank	ODS Phase-out (Foam)	2007	Verification was inadequate.
Indonesia	UNDP	ODS Phase-out (Refrigeration Manufacturing)	2007	Verification was inadequate.
India	Germany	CFCs Phase-out (Refrigeration Servicing)	2008	Verification was inadequate.
India	Switzerland	CFCs Phase-out (Refrigeration Servicing)	2008	Verification was inadequate.
India	UNDP	CFCs Phase-out (Refrigeration Servicing)	2008	Verification was inadequate.
India	UNEP	CFCs Phase-out (Refrigeration Servicing)	2008	Verification was inadequate.
Nigeria	UNDP	CFC Phase-out	2005	Verification was inadequate.
Pakistan	UNIDO	CTC Phase-out	2005	Verification was inadequate.

(UNEP/OzL.Pro/ExCom/53/67, Decision 53/10 para.69).

(Supporting document: UNEP/OzL.Pro/ExCom/53/13).

The Fifty-fourth Meeting of the Executive Committee decided:

- (a) to note the information on annual tranches of multi-year agreements (MYAs) submitted to the Secretariat by Canada, Spain, UNDP, UNEP, UNIDO and the World Bank as contained in the document on annual tranche submission delays (UNEP/OzL.Pro/ExCom/54/14);
- (b) to note that 26 of the 53 annual tranches of MYAs that were due for submission had been submitted on time to the 54th Meeting, and that 27 had not been submitted;
- (c) that letters should be sent to the implementing agencies and the relevant Article 5 governments for the annual tranches listed in Annex VI to the present report that had been due for submission to the 54th Meeting, together with the reasons indicated for the delay, and encouraging them to submit those annual tranche requests to the 55th Meeting; and
- (d) to encourage the Government of Seychelles to expedite the implementation of the first tranche of its terminal phase-out management plan in order to submit the second tranche as soon as possible.

(UNEP/OzL.Pro/ExCom/54/59, Decision 54/12 para.88).

(Supporting document: UNEP/OzL.Pro/ExCom/54/14).

The Fifty-fifth Meeting of the Executive Committee decided:

- (b) to note the information on annual tranches of multi-year agreements submitted to the Secretariat by Canada, Italy, Spain, UNDP, UNEP, UNIDO, and the World Bank as contained in the document UNEP/OzL.Pro/ExCom/55/5;
- (c) to request bilateral and implementing agencies to submit those activities required for compliance in the 2008 business plans to the 56th Meeting;
- (d) to note that 31 of the 52 annual tranches of multi-year agreements due for submission had been submitted on time to the 55th Meeting whereas 21 of them had not been submitted;
- (e) that letters should be sent to the relevant implementing agencies and applicable Article 5 countries for the annual tranches, as indicated in Table 1 of Annex II to the present report, which had not been submitted to two consecutive Meetings, with the reasons stated for the delay, and to encourage implementing agencies and the relevant Article 5 Governments to take actions to expedite the implementation of the approved tranches, so that tranches due for submission could be presented to the 56th Meeting provided that sufficient progress had been made;
- (f) that letters should be sent to the relevant implementing agencies and applicable Article 5 countries for the annual tranches, as indicated in Table 2 of Annex II to the present report, which had been due for submission to the 55th Meeting, with the reasons indicated for the delay, and to encourage implementing agencies and the relevant Article 5 Governments to submit those annual tranches to the 56th Meeting, provided that sufficient progress had been made;
- (g) to encourage the Governments of Bangladesh, Comoros, the Democratic Republic of the Congo, Dominica, Saint Kitts and Nevis, Saint Vincent and the Grenadines, and Uruguay to expedite the implementation of their first tranches of TPMPs in order to submit the next tranche as soon as possible; and
- (h) to note that the level of annual tranches approved at the 55th Meeting amounted to US \$5,111,686 and, as a result, the total level of commitments for the period 2009-2014 would amount to US \$138.2 million.

(UNEP/OzL.Pro/ExCom/55/53, Decision 55/3 para.32).

(Supporting document: UNEP/OzL.Pro/ExCom/55/5 and Add.1).

The Fifty-sixth Meeting of the Executive Committee decided:

- (a) to note
 - (ii) the information on annual tranches of multi-year agreements (MYAs) submitted to the Secretariat by Canada, Italy, UNDP, UNEP, UNIDO, and the World Bank as contained in document UNEP/OzL.Pro/ExCom/56/5;
 - (iii) that 34 of the 64 annual tranches of MYAs due for submission had been submitted on time to the 56th Meeting, but the remaining 30 had either not been submitted on time or were not being submitted to the 56th Meeting;
- (b) that letters should be sent to the relevant implementing agencies and applicable Article 5 countries regarding the annual tranches which had not been submitted to two or three consecutive Meetings, as indicated in Table 1 in Annex II to the present report, with the reasons stated for the delay, and that implementing agencies and the relevant Article 5 Governments should be encouraged to take actions to expedite the implementation of the approved tranches so that tranches due for submission could be presented to the 57th Meeting, provided that sufficient progress had been made;
- (c) that letters should be sent to the relevant implementing agencies and applicable Article 5 countries regarding the annual tranches which had been due for submission to the 56th Meeting, as indicated in Table 2 in Annex II to the present report, with the reasons stated for the delay, and that implementing agencies and the relevant Article 5 Governments should be encouraged to take actions to expedite the implementation of the approved tranches so that tranches due for submission could be presented to the 57th Meeting, provided that sufficient progress had been made;
- (d) to encourage the Governments of the Democratic Republic of the Congo and the Bolivarian Republic of Venezuela to provide verification reports to the 57th Meeting, and the Government of Serbia to expedite the implementation of the existing tranches of its national CFC phase-out plan, in order to submit the next tranche as soon as possible; and

- (e) to note that the level of annual tranches submitted for approval to the 56th Meeting amounted to US \$7,546,163 and, as a result, the total level of commitments including standard activities for the period 2009 to 2014 would amount to US \$240.4 million.

(UNEP/OzL.Pro/ExCom/56/64, Decision 56/3 para 32)

(Supporting document: UNEP/OzL.Pro/ExCom/56/5 and Add.1).

The Fifty-seventh Meeting of the Executive Committee decided:

- (a) to note the information on annual tranches of multi-year agreements (MYAs) submitted to the Secretariat by Canada, France, Germany, Italy, UNDP, UNEP, UNIDO, and the World Bank as contained in the document on annual tranche submission delays (UNEP/OzL.Pro/ExCom/57/14);
- (b) to note that 58 of the 90 annual tranches of MYAs due for submission had been submitted on time to the 57th Meeting;
- (c) that letters should be sent to the relevant implementing agencies and applicable Article 5 countries regarding the annual tranches that had not been submitted to two or more consecutive Meetings, as indicated in Table 1 in Annex VIII to the present report, with the reasons stated for the delay, and to encourage implementing agencies and the relevant Article 5 Governments to take actions to expedite the implementation of the approved tranches so that tranches due for submission could be presented to the 58th Meeting, provided that sufficient progress had been made;
- (d) that letters should be sent to the relevant bilateral and implementing agencies and applicable Article 5 countries regarding the annual tranches that had been due for submission to the 57th Meeting, as indicated in Table 2 in Annex VIII to the present report, with the reasons stated for the delay, and to encourage bilateral and implementing agencies and the relevant Article 5 Governments to take actions to expedite the implementation of the approved tranches so that tranches due for submission could be presented to the 58th Meeting, provided that sufficient progress had been made; and
- (e) to encourage:
- (i) the Government of India to submit its CFC production sector requests to the 58th Meeting;
 - (ii) the Government of Costa Rica to expedite the implementation of the existing tranches of its methyl bromide phase-out plan, in order to submit the next tranche for approval as soon as possible;
 - (iii) the Governments of Côte d'Ivoire and the Maldives to expedite the implementation of their terminal phase-out management plans in order to submit the 2009 annual tranches for review as soon as possible;
 - (iv) the Government of the Dominican Republic to submit a complete verification report of its national phase-out plan to the 58th Meeting.

(UNEP/OzL.Pro/ExCom/57/64, Decision 57/13 para 100)

(Supporting document: UNEP/OzL.Pro/ExCom/57/14).

The Fifty-eighth Meeting of the Executive Committee decided:

- (a) to note:
- (i) the report on the status of the 2009 business plans as contained in documents UNEP/OzL.Pro/ExCom/58/5 and Add.1;
 - (ii) that US \$47.5 million in activities required for compliance had not been submitted to the 58th Meeting;
 - (iii) that the value of forward commitments approved at the 58th Meeting was below that in the 2009-2011 business plan of the Multilateral Fund by US \$5,129,388;
 - (iv) the information on annual tranches of multi-year agreements submitted to the Secretariat by Canada, Italy Spain, UNDP, UNEP, UNIDO, and the World Bank as contained in document UNEP/OzL.Pro/ExCom/58/5;
- (b) to request bilateral and implementing agencies to submit those activities required for compliance in the 2009 business plans to the 59th Meeting;
- (c) to note that 23 of the 73 annual tranches of multi-year agreements due for submission had been submitted on time to the 58th Meeting, but the remaining 50 had not been;
- (d) to note that letters should be sent for the annual tranches, as indicated in Table 1 of Annex II to the present document, that had been due for submission to the 57th and 58th Meetings, with the reasons indicated for the

delay, and to encourage implementing agencies and the relevant Article 5 Governments to take action to expedite the implementation of the approved tranches so that the overdue tranches could be submitted to the 59th Meeting;

- (e) To note that letters should be sent for the annual tranches, as indicated in Table 2 of Annex II to the present document, that had been due for submission to the 58th Meeting, with the reasons indicated for the delay, and to encourage implementing agencies and the relevant Article 5 Governments to submit those annual tranches to the 59th Meeting;
- (f) to encourage the Government of Costa Rica to expedite completion of the existing tranche in order to submit the annual tranches for the methyl bromide project in Costa Rica;
- (g) to encourage the Government of India to complete the documentation necessary for the accelerated CFC production closure project in India, as soon as possible; and
- (h) to note that the level of annual tranches submitted for approval to the 58th Meeting amounted to US \$7,238,300 and, as a result, the total level of commitments for the period 2010 to 2014 would amount to US \$108.7 million.

(UNEP/OzL.Pro/ExCom/58/53, Decision 58/3 para 35)

(Supporting document: UNEP/OzL.Pro/ExCom/58/5).

The Fifty-ninth Meeting of the Executive Committee decided:

- (a) To note:
 - (ii) The information on annual tranches of multi-year agreements (MYAs) submitted to the Secretariat by Canada, France, UNDP, UNIDO and the World Bank, as contained in documents UNEP/OzL.Pro/ExCom/59/5 and Add.1 and provided by the Secretariat on behalf of UNEP at the Meeting;
 - (iii) That 44 of the 70 annual tranches of MYAs due for submission had been submitted on time to the 59th Meeting;
 - (iv) That letters should be sent with regard to the annual tranches, indicated in Table 1 of Annex II to the present report, that had been due for submission to the previous two Meetings, with the reasons for the delays, and encouraging bilateral and implementing agencies and the relevant Article 5 governments to expedite implementation of the approved tranches so that they could be submitted to the 60th Meeting;
 - (v) That letters should be sent with regard to the annual tranches, indicated in Table 2 of Annex II to the present report, that had been due for submission to the 59th Meeting, with the reasons for the delays, and encouraging bilateral and implementing agencies and the relevant Article 5 governments to submit those annual tranches to the 60th Meeting;
- (b) To encourage the Governments of Burundi, the Central African Republic, the Republic of the Congo, Guinea, Guinea-Bissau and Tunisia to expedite completion of the existing tranches and the Government of Kyrgyzstan to complete the verification report necessary so as to enable the next tranches of the agreements to be submitted as soon as possible; and
- (c) To request the Chair of the Executive Committee to write to the Ministry of the Environment of Antigua and Barbuda requesting expedited implementation of the CFC phase-out plan in the light of the complete phase-out of CFCs by 1 January 2010.

(UNEP/OzL.Pro/ExCom/59/59, Decision 59/3 para 32)

(Supporting document: UNEP/OzL.Pro/ExCom/59/5 and Add.1).

The Sixtieth Meeting of the Executive Committee decided:

- (a) To note with appreciation, the information on annual tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by France, UNDP, UNEP, UNIDO, and the World Bank, as contained in the document UNEP/OzL.Pro/ExCom/60/13;
- (b) To further note that 25 of the 55 annual tranches in MYAs due for submission had been submitted on time to the 60th Meeting, but that the remaining 30 had not been;
- (c) To request the Secretariat to send letters for the annual tranches, as indicated in Table 1 in Annex III to the present report, that had been due for submission to the previous two Meetings with the reasons indicated for the delay, and encouraging bilateral and implementing agencies and the relevant Article 5 governments to

take action to expedite the implementation of the approved tranches so that the overdue tranches could be submitted as early as possible; and

- (d) To request the Secretariat to send letters for the annual tranches, as indicated in Table 2 in Annex III to the present report, that had been due for submission to the 60th Meeting with the reasons indicated for the delay, and encouraging bilateral and implementing agencies and the relevant Article 5 governments to submit those annual tranches as early as possible.

(UNEP/OzL.Pro/ExCom/60/54, Decision 60/7 para 66)

(Supporting document: UNEP/OzL.Pro/ExCom/60/131).

The Sixty-first Meeting of the Executive Committee decided:

- (a) To note with appreciation, the information on annual tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by France, UNDP, UNEP, UNIDO and the World Bank as contained in document UNEP/OzL.Pro/ExCom/61/5;
- (b) Also to note that 18 of the 32 annual tranches of MYAs due for submission had been submitted on time to the 61st Meeting, but that the remaining 14 had not been;
- (c) To request the Secretariat to send letters to the relevant Article 5 governments and implementing agencies regarding the annual tranches listed in Annex II to the present report, with the reason for non-submission to the 61st Meeting, requesting them to take action to integrate the funding tranches of those national phase-out plans (NPPs) or terminal phase-out management plans (TPMPs) into the relevant HCFC phase-out management plans (HPMPs), pursuant to decision 60/11(b);
- (d) To request the Secretariat to send a letter with regard to:
- (i) The 2009 annual tranche for the CFC phase-out plan in Suriname, noting that it had been withdrawn for consideration at the 61st Meeting after discussion with the Fund Secretariat owing to low disbursement and slow implementation, and requesting the Government of Suriname and UNEP to take action to integrate the funding tranches of the TPMP into the relevant HPMP pursuant to decision 60/11(b);
- (ii) The 2009 tranche for the accelerated CFC production sector phase-out plan in India, noting that it had been withdrawn for consideration at the 61st Meeting after discussion with the Fund Secretariat to enable the release of customs records to the World Bank auditors for review, as required by decision 59/18(a); and
- (e) Also to request the Secretariat to send letters for the annual tranches which had originally been due for submission after the 61st Meeting, requesting the Governments of Bangladesh, Grenada and Turkey, and UNDP, UNEP and the World Bank, respectively, to take actions to integrate the funding tranches of those NPPs and TPMPs into the relevant HPMPs, pursuant to decision 60/11(b). To note with appreciation, the information on annual tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by France, UNDP, UNEP, UNIDO, and the World Bank, as contained in the document UNEP/OzL.Pro/ExCom/60/13;

(UNEP/OzL.Pro/ExCom/61/58, Decision 61/3 para 24)

(Supporting document: UNEP/OzL.Pro/ExCom/61/5).

The Sixty-third Meeting of the Executive Committee decided:

- (a) To note with appreciation, the information on annual tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by the World Bank, as contained in document UNEP/OzL.Pro/ExCom/63/14;
- (b) To note that four of the five annual tranches of MYAs due for submission had been submitted on time to the 63rd meeting; and
- (c) To request the World Bank to work with the Government of India to expedite the signing of the agreements for the accelerated CFC production sector closure project as soon as possible to enable the second tranche of the agreement to be submitted to the 64th meeting.

(UNEP/OzL.Pro/ExCom/63/60, Decision 63/12 para 55)

(Supporting document: UNEP/OzL.Pro/ExCom/63/14).

The Sixty-sixth Meeting of the Executive Committee decided:

- (a) The information on annual tranche submission delays under multi-year agreements (MYAs) submitted to the

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Secretariat by Germany, UNDP, UNEP and UNIDO, as contained in document UNEP/OzL.Pro/ExCom/66/16; and

- (b) That ten of the 17 annual tranches of MYAs due for submission had been submitted on time to the 66th meeting.

(UNEP/OzL.Pro/ExCom/66/54, Decision 66/14 para 64)

(Supporting document: UNEP/OzL.Pro/ExCom/66/16).

The Sixty-seventh Meeting of the Executive Committee decided:

- (a) To note:
- (i) The report on the status of the 2012-2014 business plans and tranche submission delays contained in documents UNEP/OzL.Pro/ExCom/67/5 and Add.1;
 - (ii) The information on tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by UNDP, UNEP, UNIDO and Germany, as shown in Table 7 in document UNEP/OzL.Pro/ExCom/67/5;
 - (iii) That seven out of 18 tranches of MYAs due for submission had been submitted on time to the 67th meeting;
 - (iv) That the total value of Germany's business plan for the 2012-2014 triennium was within Germany's allocation for bilateral activities;
- (b) To encourage implementing agencies to submit requests to enable funding for all remaining eligible countries that had not yet received funding for stage I HCFC phase-out activities during the current triennium and to take into account business plan allocation; and
- (c) To request the Secretariat to send letters to the Governments of Brazil, Chile, the Islamic Republic of Iran, Mexico and Saint Lucia urging the submission of the second tranches of their HCFC phase-out management plans to the 68th meeting.

(UNEP/OzL.Pro/ExCom/67/39, Decision 67/4 para 27)

(Supporting documents: UNEP/OzL.Pro/ExCom/67/5 and Add.1).

The Sixty-eighth Meeting of the Executive Committee decided:

- (a) To note:
- (i) The report on the status of the 2012-2014 business plans and tranche submission delays as contained in documents UNEP/OzL.Pro/ExCom/68/5 and Add.1;
 - (ii) The information on tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by UNDP and UNEP;
 - (iii) That 23 out of 26 tranches of MYAs due for submission had been submitted on time to the 68th meeting;
- (b) To request:
- (iii) The Secretariat:
 - b. To send letters to the Governments of Angola and Chile to urge the submission of the second tranche of their HCFC phase-out management plans (HPMPs) to the 69th meeting;

(UNEP/OzL.Pro/ExCom/68/53, Decision 68/3 para 31(a)(i)(ii)(iii) and (b)(iii)b.)

(Supporting documents: UNEP/OzL.Pro/ExCom/68/5 and Add.1).

The Seventieth Meeting of the Executive Committee decided:

- (a) To note:
- (i) The report on the status of the 2013-2015 business plans and tranche submission delays, as contained in document UNEP/OzL.Pro/ExCom/70/5;
 - (ii) The information on tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by Germany, UNDP, UNEP and UNIDO;
 - (iii) That 42 out of 70 tranches of MYAs due for submission had been submitted on time to the 70th meeting and that four of those tranches had been withdrawn after discussion with the Fund Secretariat;
- (b) To request:

- (i) The bilateral and implementing agencies to address in their 2013-2015 business plans those activities not submitted in 2013 as planned, as contained in Annexes II and III to the present report;
- (ii) The Secretariat:
 - a. To send letters to the Governments of the countries indicated below to urge the submission of the next tranche of the MYA to the 71st meeting, noting, where applicable, that the 70th meeting was the second meeting to which the tranche could have been submitted: the Plurinational State of Bolivia, Brazil, the Central African Republic, Chile, China, the Congo, Croatia, Cuba, Gabon, Guinea-Bissau, India, Indonesia, Mali, Mexico, Montenegro, Namibia, Papua New Guinea, South Africa, Togo, Trinidad and Tobago, Turkmenistan, Viet Nam and Zambia; and
 - b. To send letters to the Governments of the Islamic Republic of Iran and Nigeria to urge the submission of the next tranches of the MYAs to the 71st meeting, noting that the tranches had been withdrawn from consideration at the 70th meeting after discussion with the Fund Secretariat owing to the countries' inability to meet the 20 per cent disbursement threshold for funding of the previous tranche.

(UNEP/OzL.Pro/ExCom/70/59, Decision 70/3 para 37)

(Supporting documents: UNEP/OzL.Pro/ExCom/70/5).

The Seventy-first Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The report on the 2013-2015 business plans and tranche submission delays as contained in document UNEP/OzL.Pro/ExCom/71/5;
 - (ii) The information on tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by UNDP, UNEP, UNIDO and the World Bank;
 - (iii) That 49 out of 66 tranches of MYAs due for submission had been submitted on time to the 71st meeting and that five of them had been withdrawn after discussion with the Fund Secretariat;
 - (iv) With concern, that the political situation in the Central African Republic might have a negative impact on compliance with the control measures of the Montreal Protocol;
 - (v) That the other tranches not submitted to the 71st meeting as listed in Table 7 of document UNEP/OzL.Pro/ExCom/71/5 were not expected to have a negative impact on compliance owing to the fact that the latest consumption figures were below the baseline or import controls in place would ensure compliance;
- (b) To request:
 - (i) The bilateral and implementing agencies to address those activities not submitted in 2013 as planned, as contained in Annex II to the present report, in their 2014-2016 business plans;
 - (ii) The Secretariat:
 - a. To send letters to the Governments of the following countries to urge the submission of the next tranche of the MYA, indicating where applicable that the 71st meeting was the second meeting to which the tranche could have been submitted but had not been: Angola, Bangladesh, Brazil, Burundi, the Central African Republic, Equatorial Guinea, Gabon, Iraq, Jordan, Peru, and Suriname (for submission to the 72nd meeting), and Qatar and Thailand (for submission to the 73rd meeting), noting the reasons for delays indicated in Table 7 of document UNEP/OzL.Pro/ExCom/71/5;
 - b. To send letters to the Governments of Cuba, the Plurinational State of Bolivia, and Saudi Arabia to urge the submission of the next tranches of their MYAs to the 72nd meeting, noting that the tranches had been withdrawn from consideration at the 71st meeting after discussion with the Fund Secretariat owing to the countries' inability to meet the 20 per cent disbursement threshold for funding and/or insufficient progress in implementation;
 - c. To send a letter to the Government of the Islamic Republic of Iran to revise the third tranche of stage I of the HCFC phase-out management plan (HPMP) and to submit it to the 72nd meeting, noting that the tranche had been withdrawn from consideration at the 71st meeting after issuance of the documentation in order to resolve an issue related to the revised implementation plan submitted by UNIDO;

- (iii) The Government of Iraq to facilitate the establishment of the accounts and completion of the terms of reference required for the local administration of the HPMP to enable the submission of the next tranche; and
- (c) To urge the Government of Equatorial Guinea to facilitate the travel formalities for the UNEP team to meet with the National Ozone Unit as soon as possible in order to enable the submission of the next tranche of the HPMP.

(UNEP/OzL.Pro/ExCom/71/64, Decision 71/4 para 34)

(Supporting documents: UNEP/OzL.Pro/ExCom/71/5).

The Seventy-second Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/72/6;
 - (ii) The information on tranche submission delays under multi-year agreements (MYAs) submitted to the Secretariat by the Government of Germany, UNDP, UNEP, UNIDO and the World Bank;
 - (iii) That 48 out of 73 activities related to tranches of HCFC phase-out management plans (HPMPs) due for submission had been submitted on time to the 72nd meeting and that one of them had been withdrawn after discussion with the Secretariat;
 - (iv) That relevant bilateral and implementing agencies had indicated no impact or unlikely impact on compliance resulting from the late submission of the tranches of HPMPs due for the first meeting of 2014 and that there had been no indication that any of those countries was in non compliance with the 2013 freeze on HCFC consumption; and
- (b) To request the Secretariat to send letters on the decisions on tranche submission delays to the governments listed in Annex III to the present report [UNEP/OzL.Pro/ExCom/72/47].

(UNEP/OzL.Pro/ExCom/72/47, Decision 72/4, para 36)

(Supporting documents: UNEP/OzL.Pro/ExCom/72/6).

The Seventy-third Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/73/6;
 - (ii) The information on tranche submission delays under multi-year agreements submitted to the Secretariat by UNDP, UNEP, UNIDO and the World Bank;
 - (iii) That 33 out of 53 activities related to tranches of HCFC phase-out management plans (HPMPs) due for submission had been submitted on time to the 73rd meeting and that 10 of those tranches had been withdrawn after discussion with the Secretariat;
 - (iv) That the relevant implementing agencies had indicated no impact or unlikely impact on compliance from the late submission of the tranches of HPMPs due for submission to the second meeting of 2014 and that there had been no indication that any of those countries was in non compliance with the 2013 freeze of HCFC consumption; and
- (b) To request the Secretariat to send letters on the decisions on tranche submission delays to the governments listed in Annex III to the present report [UNEP/OzL.Pro/ExCom/73/62].

(UNEP/OzL.Pro/ExCom/73/62, Decision 73/4, para 36).

(Supporting document: UNEP/OzL.Pro/ExCom/73/6).

The Seventy-fourth Meeting of the Executive Committee decided:

- (a) To note:
 - (i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/74/6;
 - (ii) The information on tranche submission delays under multi-year agreements submitted by the Governments of France and Germany, and UNDP, UNEP, UNIDO and the World Bank;
 - (iii) That 61 out of 96 activities related to tranches of HCFC phase-out management plans (HPMPs) due for submission had been submitted on time to the 74th meeting and that nine of those tranches had been withdrawn after discussion with the Secretariat;
 - (iv) That relevant implementing agencies had indicated no impact or unlikely impact on compliance resulting from the late submission of the tranches of HPMPs due for the first meeting of 2015 and that there had been no indication that any of those countries were in non compliance with the 2013 freeze on HCFC

consumption, except for:

- a. The Democratic People's Republic of Korea, where the Parties to the Montreal Protocol noted with appreciation the submission by the Party of a plan of action to ensure its return to compliance with the Protocol's HCFC consumption control measures in 2015 and production control measures in 2016, in line with decision XXVI/15;
 - b. Guatemala, where the Parties had noted with appreciation the submission by the Party of a plan of action to ensure its return to compliance with the Protocol's HCFC consumption control measures and its decision to reduce its HCFC consumption in 2014 below its allowable consumption by the excess amount consumed in 2013, in line with decision XXVI/16; and
- (b) To request the Secretariat to send letters on the decisions on tranche submission delays to the governments of the countries listed in Annex II to the present report.

(UNEP/OzL.Pro/ExCom/74/56, Decision 74/4, para 39).

(Supporting document: UNEP/OzL.Pro/ExCom/74/6).

The Seventy-fifth Meeting of the Executive Committee decided:

- (a) To note:
- (i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/75/6;
 - (ii) The information on tranche submission delays under multi-year agreements submitted by UNDP, UNEP, UNIDO and the World Bank;
 - (iii) That 56 out of 79 activities related to tranches of HCFC phase-out management plans (HPMPs) due for submission to the 75th meeting had been submitted on time and that five of those tranches had then been withdrawn following discussion with the Secretariat;
 - (iv) That relevant implementing agencies had stated that the late submission of the tranches of HPMPs due at the second meeting of 2015 would have no impact, or was unlikely to have an impact on compliance and that there had been no indication that any of the countries concerned were in non compliance with the 2013 HCFC consumption freeze; and
- (b) To request the Secretariat to send letters regarding the decisions on tranche submission delays to the governments of countries listed in Annex II to the present report.

(UNEP/OzL.Pro/ExCom/75/85, Decision 75/4 para. 43).

(Supporting document: UNEP/OzL.Pro/ExCom/75/6).

The Seventy-sixth meeting of the Executive Committee decided:

- (a) To note:
- (i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/76/6;
 - (ii) The information on tranche submission delays under multi-year agreements submitted by the Government of France, UNDP, UNEP, UNIDO and the World Bank;
 - (iii) That 52 out of 104 activities related to tranches of HCFC phase-out management plans (HPMPs) due for submission to the 76th meeting had not been submitted on time and that six activities from four tranches had been withdrawn following discussions with the Secretariat;
 - (iv) That relevant bilateral and implementing agencies had indicated that the late submission of the tranches of HPMPs due for the first meeting of 2016 would have no impact, or was unlikely to have an impact, on compliance with the Montreal Protocol, apart from the case of one country, and that there had been no indication that any of the countries concerned had been in non-compliance in 2014 with the 2013 freeze on HCFC consumption; and
- (b) To request the Secretariat to send letters on the decisions on tranche submission delays to relevant Governments as indicated in Annex II to the present report.

UNEP/OzL.Pro/ExCom/76/66, Decision 76/4, para 39(a)-(b)

(Supporting document: UNEP/OzL.Pro/ExCom/76/6).

The Seventy-seventh meeting of the Executive Committee decided:

- (a) To note:
- (i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/77/6;
 - (ii) The information on tranche submission delays under HCFC phase-out management plans (HPMPs) submitted by UNDP, UNEP and UNIDO;
 - (iii) That 42 out of 91 activities relating to tranches of HPMPs due for submission to the 77th meeting had

been submitted on time and that two of those tranches had been withdrawn following discussion with the Secretariat;

(iv) That relevant implementing agencies had indicated that the late submission of the tranches of HPMPs due for submission at the last meeting of 2016 would have no impact or was unlikely to have an impact on compliance, except in the case of one country; and

(b) To request the Secretariat to send letters on the decisions on tranche submission delays to relevant governments, as indicated in Annex II to the present report.

(UNEP/OzL.Pro/ExCom/77/76, Decision 77/3, para 30(a)-(b))

(Supporting document: UNEP/OzL.Pro/ExCom/77/6).

The Seventy-ninth Meeting of the Executive Committee decided:

(a) To note:

(i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/79/18;

(ii) The information on tranche submission delays under HCFC phase-out management plans (HPMPs) submitted by the Governments of France, Germany and Japan, and UNDP, UNEP, UNIDO and the World Bank;

(iii) That 24 out of 65 activities relating to tranches of HPMPs due for submission to the 79th meeting had been submitted on time and that eight of those activities had been withdrawn following discussions with the Secretariat;

(iv) That relevant implementing agencies had indicated that the late submission of the tranches of HPMPs due for submission at the second meeting of 2017, and the withdrawal of certain submissions, would have no impact or were unlikely to have an impact on compliance with the Montreal Protocol, and that there had been no indication that any of the countries concerned were in non compliance with the Montreal Protocol control measures; and

(b) To request the Secretariat to send letters to relevant governments on the decisions on tranche submission delays in Annex VII to the present report

(UNEP/OzL.Pro/ExCom/79/51, Decision 79/24, para 85)

(Supporting document: UNEP/OzL.Pro/ExCom/79/18).

The Eightieth Meeting of the Executive Committee decided:

(a) To note:

(i) The report on tranche submission delays contained in document UNEP/OzL.Pro/ExCom/80/15;

(ii) The information on tranche submission delays under HCFC phase out management plans (HPMPs) submitted by the Governments of France and Japan, and UNDP, UNEP, UNIDO and the World Bank;

(iii) That 28 out of 69 activities related to tranches of HPMPs due for submission to the 80th meeting had been submitted on time;

(iv) That relevant implementing agencies had indicated that the late submission of tranches of HPMPs due for submission at the third meeting of 2017 would have no impact, or was unlikely to have an impact, on compliance with the Montreal Protocol, and that there had been no indication that any of the countries concerned were in non compliance with the Montreal Protocol control measures; and

(b) To request the Secretariat to send letters to the relevant governments regarding the decisions on tranche submission delays contained in Annex VII to the present report.

(UNEP/OzL.Pro/ExCom/80/59, Decision 80/33, para 109)

(Supporting document: UNEP/OzL.Pro/ExCom/80/33).

ANNEX V.1: COMPLIANCE ASSISTANCE PROGRAMME (CAP)

							2002 (US\$)	2003 (US\$)	2004 (US\$)	
10	PROJECT PERSONNEL COMPONENT									
	1100	<i>Project personnel</i>								
		Title	Location	Grade	m/m					
		1101 Chief	Paris	D1	9		132,000	137,280	142,771	
		1102 Network and Policy manager	Paris	P5	12		150,500	156,520	162,781	
		1103 Capacity building manager	Paris	P4	12		129,500	134,680	140,067	
		1104 Information manager	Paris	P4	12		129,500	134,680	140,067	
		1105 Monitoring and administration Officer	Paris	P3	12		108,500	112,840	117,354	
		1106 Information Officer	Paris	P3	12		108,500	112,840	117,354	
		1107 Helpdesk Officer	Paris	P1	12		87,500	91,000	94,640	
		1108 IS/RMP/NCAP Officer	Paris	P3	12		108,500	112,840	117,354	
		1109 IT specialist	Paris	P3	6		54,250	56,420	58,677	
		1110 RNC Africa	Nairobi	P3/P4	24		236,800	246,272	256,123	
		1111 Policy/enforcement Officer	Nairobi	P3/P4	12		118,400	123,136	128,061	
		1112 RMP implementation officer	Nairobi	P2/P3	12		92,200	95,888	99,724	
		1113 MB phase-out officer	Nairobi	P2/P3	12		92,200	95,888	99,724	
		1114 RNC LAC	Mexico	P3/P4	12		108,864	113,219	117,747	
		1115 Policy/enforcement Officer	Mexico	P3/P4	12		108,864	113,219	117,747	
		1116 RMP implementation officer	Mexico	P2/P3	12		89,586	93,169	96,896	
		1117 MB phase-out officer	Mexico	P2/P3	12		89,586	93,169	96,896	
		1118 RNC SA	Bangkok	P3/P4	12		110,000	114,400	118,976	
		1119 Policy/enforcement Officer	Bangkok	P3/P4	12		110,000	114,400	118,976	
		1120 RMP implementation officer	Bangkok	P2/P3	12		85,000	88,400	91,936	
		1121 MB phase-out officer	Bangkok	P2/P3	12		85,000	88,400	91,936	
		1122 RNC WA	Bahrain	P3/P4	12		109,000	113,360	117,894	
		1123 RMP implementation officer	Bahrain	P3/P4	12		109,000	113,360	117,894	
		1124 Halon Phase-out officer	Bahrain	P2/P3	12		89,500	93,080	96,803	
	1199	<i>Sub-total</i>						2,642,750	2,748,460	2,858,398
	1200	<i>Consultants (Description of activity/service)</i>								
		1201	Consultants				0	0	0	
	1299	<i>Sub-total</i>						0	0	0
	1300	<i>Administrative support (General Service staff)</i>								
		Title/Description	Location	Level	m/m					
		1301 Secretary Chief	Paris	G6	12		74,000	76,960	80,038	
		1302 Assistant Network Manager	Paris	G5	12		67,000	69,680	72,467	
		1303 Assistant Clearinghouse	Paris	G5	12		67,000	69,680	72,467	
		1304 Assistant Monitoring	Paris	G5	12		67,000	69,680	72,467	
		1305 Assistant IS/RMP	Paris	G5	12		67,000	69,680	72,467	
		1306 Programme assistant	Paris	G5	12		67,000	69,680	72,467	
		1307 Technical data/document. assistant	Paris	G5	12		67,000	69,680	72,467	
		1308 Mailroom Clerk	Paris	G4	12		59,500	61,880	64,355	
		1309 Assistant RNC Nairobi	Nairobi	G5	12		21,600	22,464	23,363	
		1310 ROA Assistance	Nairobi	G5	12		21,600	22,464	23,363	
		1311 Assistant RNC Mexico	Mexico	G5	12		40,500	42,120	43,805	
		1312 ROLAC Assistance	Mexico	G5	12		40,500	42,120	43,805	
		1313 Assistant RNC South Asia	Bangkok	G5	12		23,000	23,920	24,877	
		1314 ROAP Assistance	Bangkok	G5	12		23,000	23,920	24,877	
		1315 Assistant RNC West Asia	Bahrain	G5	12		35,000	36,400	37,856	
		1316 ROWA Assistance	Bahrain	G5	12		35,000	36,400	37,856	
		1317 Temporary Assistance	Various				100,000	104,000	108,160	
	1399	<i>Sub-total</i>						875,700	910,728	947,157
	1600	<i>Travel on official business (UNEP staff)</i>								
		1601	Travel on official business and outreach - Paris				250,000	260,000	270,400	
		1602	Travel Africa (Network + Training/MB)				50,000	52,000	54,080	
		1603	Travel Latin America & Caribbean (Network + Training/Policy)				50,000	52,000	54,080	
		1604	Travel South East Asia & Pacific Network ***				0	To be renewed	To be renewed	
		1605	Travel South Asia (Network + Training/Refrigeration)				40,000	41,600	43,264	
		1606	Travel West Asia (Network + Halon)				20,000	20,800	21,632	
	1699	<i>Sub-total</i>						410,000	426,400	443,456
	1999	COMPONENT TOTAL						3,928,450	4,085,588	4,249,012
20	SUB CONTRACT COMPONENT									
	2100	<i>Sub-contracts (MOUs/LAs for cooperating agencies)</i>								
		2101	Subcontracts/ cooperating agencies				0	0	0	
	2199	<i>Sub-total</i>						0	0	0
	2200	<i>Su-contracts (MOUs/LAs for supporting organizations)</i>								

ANNEX V.1

Policies, procedures, guidelines, criteria (As at November 2017).

						2002 (US\$)	2003 (US\$)	2004 (US\$)
	2201	Subcontracts/supporting organizations				0	0	0
	2299	<i>Sub-total</i>				0	0	0
	2300	<i>Sub-contracts (for Commercial purposes)</i>						
	2301	Technical support information systems (OASIS)				75,000	78,000	81,120
	2302	OzonAction Newsletter				100,000	104,000	108,160
	2303	Illustration/graphics/layout design				40,000	41,600	43,264
	2399	<i>Sub-total</i>				215,000	223,600	232,544
	2999	COMPONENT TOTAL				215,000	223,600	232,544
30	TRAINING COMPONENT							
	3300	<i>Meetings/conferences</i>						
	3301	Advisory Group and Consultative Meetings - Paris				75,000	78,000	81,120
	3302	Workshops Africa Network				198,000	205,920	214,157
	3303	Workshops Latin America & Caribbean Network				145,000	150,800	156,832
	3304	Workshop South East Asia & Pacific Network ***				0	To be renewed	To be renewed
	3305	Workshops South Asia Network				56,000	58,240	60,570
	3306	Workshops West Asia Network				56,000	58,240	60,570
	3399	<i>Sub-total</i>				530,000	551,200	573,248
	3999	COMPONENT TOTAL				530,000	551,200	573,248
40	EQUIPMENT AND PREMISES COMPONENT							
	4100	<i>Expendable equipment (item <\$1,500 each)</i>						
	4101	Office supplies - Paris				24,000	24,960	25,958
	4102	Office supplies - Regions				20,000	20,800	21,632
	4199	<i>Sub-total</i>				44,000	45,760	47,590
	4200	<i>Non-expendable equipment</i>						
	4201	Office equipment/hardware - Paris				30,000	31,200	32,448
	4202	Office equipment/hardware - Regions				26,000	27,040	28,122
	4299	<i>Sub-total</i>				56,000	58,240	60,570
	4300	<i>Rental of premises</i>						
	4301	Office rental - Paris				220,000	228,800	237,952
	4302	Office rental - Regions				50,000	52,000	54,080
	4399	<i>Sub-total</i>				270,000	280,800	292,032
	4999	COMPONENT TOTAL				370,000	384,800	400,192
50	MISCELLANEOUS COMPONENT							
	5100	<i>Operation and maintenance of equipment</i>						
	5101	Rental/maintenance of office equipment - Paris				50,000	52,000	54,080
	5102	Rental/maintenance of office equipment - Regions				30,000	31,200	32,448
	5199	<i>Sub-total</i>				80,000	83,200	86,528
	5200	<i>Reporting cost</i>						
	5201	Reporting costs				25,000	26,000	27,040
	5299	<i>Sub-total</i>				25,000	26,000	27,040
	5300	<i>Sundry</i>						
	5301	Communications (tel, fax, email, mail, etc) Paris				160,000	166,400	173,056
	5302	Communications (tel, fax, email, mail, etc) Networks ***				40,000	41,600	43,264
	5399	<i>Sub-total</i>				200,000	208,000	216,320
	5400	<i>Hospitality</i>						
	5401	Hospitality				3,000	3,120	3,245
	5499	<i>Sub-total</i>				3,000	3,120	3,245
	5999	COMPONENT TOTAL				308,000	320,320	333,133
	99	TOTAL DIRECT PROJECT COST				5,351,450	5,565,508	5,788,128
		<i>Programme support costs (8%)</i>				428,116	445,241	463,050
		GRAND TOTAL				5,779,566	6,010,749	6,251,179
<i>Notes</i>								
	*	Indicative figures only, to be revised in light of the replenishment of the Multilateral Fund and the priorities of the ExCom.						
		Figures for 2003-2004 include 4% increase for inflation/year. Staffing costs reflect official UN post costs at the time of Work Programme submissions.						
	**	Costs shared with Environment Fund.						
	***	Costs of SEAP Network funded by Government of Sweden						
	****	Costs shared with Environment Fund and GEF						
	*****	Under discussion.						

(UNEP/OzL.Pro/ExCom/35/67 Annex VI.)

(Supporting document: UNEP/OzL.Pro/ExCom/35/26).

ANNEX V.2: PROCEDURAL ARRANGEMENTS AMONG THE INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT ("WORLD BANK") THE UNITED NATIONS ENVIRONMENT PROGRAMME ("UNEP") AND THE UNITED NATIONS DEVELOPMENT PROGRAMME ("UNDP") FOR CO-OPERATION AND ASSISTANCE IN PROTECTING THE OZONE LAYER IN THE CONTEXT OF THE VIENNA CONVENTION FOR THE PROTECTION OF THE OZONE LAYER AND ITS MONTREAL PROTOCOL ON SUBSTANCES THAT DEplete THE OZONE LAYER

Whereas the Parties to the Montreal Protocol on Substances that deplete the Ozone Layer ("Protocol") to the Vienna Convention for the Protection of the Ozone Layer ("Parties") will establish an Interim Multilateral Fund and subsequently a Multilateral Fund as part of a financial mechanism for the purposes of providing financial and technical co-operation, including the transfer of technology, to eligible developing countries to enable them to comply with the control measures of the Protocol;

Whereas the Parties have invited the World Bank, UNEP and UNDP (singularly "Agency", collectively "Agencies") to co-operate and assist the Parties within their respective areas of expertise and to make appropriate arrangements with the Executive Committee, acting on behalf of the Parties, and among themselves for these purposes;

Whereas the Agencies will each make specific arrangements for co-operation with the Executive Committee; and

Whereas the Agencies find it desirable to establish additional procedures for co-operation with one another;

NOW THEREFORE the Agencies agree as follows:

1. Role of the Agencies

The Agencies will accept the invitation of the Parties to co-operate and assist them within the respective areas of expertise of the Agencies as follows:

- a) the United Nations Environment Programme shall be invited by the Executive Committee to co-operate and assist in political promotion of the objectives of the Protocol, as well as in research, data gathering and the clearing-house functions which are identified as follows:
 - i) assist Parties operating under paragraph 1 of Article 5, through country specific studies and other technical co-operation, to identify their needs for co-operation;
 - ii) facilitate technical co-operation to meet these identified needs;
 - iii) distribute, as provided for in Article 9, information and relevant materials, and hold workshops, training sessions, and other related activities, for the benefit of Parties that are developing countries; and
 - iv) facilitate and monitor other multilateral, regional and bilateral co-operation available to Parties that are developing countries.
- b) the United Nations Development Programme shall be invited by the Executive Committee to co-operate and assist in feasibility and pre-investment studies and in other technical assistance measures;
- c) the World Bank shall be invited by the Executive Committee to co-operate and assist in administering and managing the programme to finance the agreed incremental costs.

2. Close Co-operations

Each Agency will fulfill its role as described in Paragraph 1 in close co-operation with each other Agency. In particular, each Agency will consult each other Agency before making proposals to the Parties or the Executive Committee on matters of interest to the other Agency, and will pay due regard to the views of the other Agency.

3. Programmes of Activities and Budgets

Each Agency will prepare, after consultation with each other Agency, a planned programme of activities with a budget for fulfillment of its role as set out in Paragraph 1. In order to achieve complementarity, coherence and cost effectiveness of these activities, these plans will be reviewed by the heads of the Agencies, or their representatives, in their annual meeting pursuant to paragraph 6. After the annual meeting, each Agency will submit its proposal to the Executive Committee.

4. Information

Each Agency will keep other Agency continuously and adequately informed in a timely manner to its activities

covered by these arrangements as it affects the other Agency.

5. Representation of Agencies

Each Agency will designate a senior staff member and an alternate for carrying out these arrangements.

6. Meeting of Heads of Agencies

The heads of Agencies, or their representatives, will meet every year within 90 days before the annual meeting of the Parties in order to review the operation of these arrangements and further coordinate the work of the Agencies as necessary.

7. Amendments

These arrangements may be amended by the Agencies at any time.

8. Termination

These arrangements may be terminated by the Agencies at any time, and will be terminated with respect to any Agency upon notice by that Agency to each other Agency.

9. Effective date

These arrangements will enter into effect on the date of the latest signature below.

Dated International Bank for Reconstruction and Development

By

Dated United Nations Environment Programme

By

Dated United Nations Development Programme

By

(UNEP/OzL.Pro/ExCom/2/5/Rev.1, para. 18).

(Supporting document: UNEP/OzL.Pro/ExCom/2/5/Rev.1 Annex I).

ANNEX V.3.1: TERMS OF REFERENCE REGARDING THE ASSESSMENT OF ADMINISTRATIVE COSTS OF THE IMPLEMENTING AGENCIES

TERMS OF REFERENCE OF THE CONSULTANCY ON THE ADMINISTRATIVE COSTS OF THE IMPLEMENTING AGENCIES

Decision VIII/4 of the Eighth Meeting of the Parties requested: “that the Executive Committee should, over the next three years, work toward the goal of reducing agency support costs from their current level of 13 per cent to an average of below 10 per cent to make more funds available for other activities. The Executive Committee should report to the Parties annually on their progress, and the Parties may adjust the goal accordingly;”

In accordance with this decision, the consultant will work with the Secretariat and the Implementing Agencies to identify options and approaches for reducing the overall level of administrative costs focusing on revising the current uniform, fee-based approach.

Options to be considered could include:

- (a) establishment of different rates of support costs for different types of projects and projects in different sectors;
- (b) establishment of a sliding scale of support costs for different sized investment projects.

The option of deciding support costs on a project-by-project basis is excluded.

In undertaking this work, the consultant should take account of the previous reports prepared on this subject.

The consultant should also take account of experience in similar multilateral funding mechanisms.

The consultant will provide a report on progress to the Executive Committee at its Twenty-second Meeting. (UNEP/OzL.Pro/ExCom/21/36, Decision 21/2, para. 8).

TERMS OF REFERENCE FOR THE REVIEW OF THE ADMINISTRATIVE COST REGIME AND ITS CORE UNIT FUNDING BUDGET

Objectives

1. The objectives for the review of the administrative cost regime are the following:
 - (a) To determine the appropriate level of programme support costs required to administer projects/programmes financed by the Multilateral Fund, in light of the current and future operation of the Multilateral Fund;
 - (b) To update the definitions of all of the relevant components of administrative costs including core unit costs, the compliance assistance programme (CAP), central services, executing agency, financial intermediary, supervisory, project management unit (PMU), and project costs in light of the transition to the International Public Sector Accounting Standards (IPSAS) for the UN agencies ; and
 - (c) To further assess the itemized reporting format of core unit versus administrative costs as presented in Appendix II to the present annex, as well as direct versus indirect costs that address the costs of implementing agencies’ central administration requirements.

Issues to be considered

2. Based on the preliminary overview of administrative costs, the Secretariat noted that since the Coopers and Lybrand study, there have been changes in administration of projects including: the use of a lead agency to coordinate activities where there are more than one agency; a beneficiary government serving as an executing agency to disburse funds for phase-out activities to the final beneficiaries; inclusion of PMUs as part of project costs in several multi-year agreements (MYAs); inclusion of multiple implementing agencies for several lower cost projects in geographically isolated countries resulting in limited costs for monitoring projects; subsidizing the administration of the Multilateral Fund projects by one agency; and involvement of implementing agencies’ Montreal Protocol units in administering projects for other multilateral environmental agreements

(MEAs).

3. Based on the above, the following issues should be addressed during the review of the administrative cost regime:

- (a) Whether there is a need to change the administrative cost regime since it has resulted in a rate of administrative costs exceeding 13 per cent for three of the agencies taking into account the impact of the relative size of projects and portfolios on the agencies administrative costs;
- (b) The need to define or redefine the relevant components of administrative costs;
- (c) The need to re-examine the extent to which the CAP budget includes administrative costs;
- (d) Whether a change in the definition of core unit costs and in the reporting format could better distinguish core unit costs from the costs of administering projects taking into account each agency's unique nature;
- (e) The effect of implementation of cost accounting on managing core unit budgets and differentiating between core unit and administrative costs for each of the implementing agencies, including for the return of unused funds and in relation to IPSAS;
- (f) Whether the current administrative cost regime for UNEP and bilateral agencies should be reconsidered in the light of current operations; and
- (g) Issues identified in document UNEP/OzL.Pro/ExCom/75/34 to improve reporting of costs by the agencies.

4. The preliminary overview also indicated that project costs had been included in administrative costs in the past for UNEP and UNIDO. Moreover, there are other costs that might be assessed as administrative costs to more accurately reflect the administrative burden of the agency in administering, managing, and executing projects. Therefore, the following items should also be addressed during the review:

- (a) The role of the lead agency in project submissions and the need for administrative costs and responsibilities for this function;
- (b) An assessment of the agency fees for low-cost projects and the ability of agencies to manage projects if the fees might constitute the cost of travel once during a project lifetime;
- (c) An assessment of the extent and impact of PMU costs that are included as project costs but could also be considered as costs for administering projects; and
- (d) The costs provided to beneficiary governments, executing agencies, country offices and financial intermediaries for administering individual projects and MYAs, i.e., the extent implementing agencies are passing on funds for administering projects to financial intermediaries, executing agencies or to governments for national execution.

Methodology for the administrative cost study

5. An expert/consultant with extensive experience in the operation of the Multilateral Fund or comparable financial mechanisms and the implementing agencies' financial operations should be selected for the study. The work would begin in 2016 and each implementing agency will be visited, accompanied by a staff member of the Secretariat, with the aim of collecting relevant data and discussing with relevant staff in both the programme and financial divisions of each agency.

Estimated cost

6. The total cost is estimated at US \$60,000. It consists of three months of professional fees during a 12-month period and travel costs with daily subsistence allowance to the headquarters of each agency and to the relevant Executive Committee meeting. A draft report should be submitted to the Secretariat by 31 January 2017 and a final draft report to the Secretariat eight weeks before the first Executive Committee meeting of 2017 as required by decision 73/62.

Appendix I

DEFINITION OF ADMINISTRATIVE COSTS

ADMINISTRATIVE COSTS OF THE IMPLEMENTING AGENCIES BY COOPERS AND LYBRAND

In keeping with the Executive Committee's 1994 recommendation, it is important to clarify the definition of administrative costs, at least for the purposes of this study. Unless there is a clear and common understanding of what is considered to be an administrative cost and what is considered to be a project cost, there will continue to be inconsistent approaches. If there are inconsistent approaches, it is very difficult to establish a uniform reimbursement rate based on actual costs.

Following this logic, the following paragraphs will serve first to propose a method of distinguishing between administrative and project costs, and second to propose criteria to identify the elements of administrative costs which could be considered as being eligible.

Distinction between administrative and project activities

Administrative activities

In respect of Multilateral Fund programmes, the implementing agencies are expected to use their existing field office networks to match the needs of beneficiaries and the funds available from the Multilateral Fund. In doing so, they are required first to identify and submit potential projects to the Executive Committee and second, to ensure that the allocated funds are used in the manner authorised by the Executive Committee, in line with approved project proposals and budgets.

Project identification, formulation and approval

With respect to new and potential projects, the implementing agencies are expected to use the administrative cost allocation for the following activities:

- Distributing information about the Multilateral Fund's programme to the agency's field offices network;
- Collecting, reviewing and pre-qualifying project applications;
- Dealing with governments and establishing legal agreements;
- Preparing project proposals; obtaining project preparation budgets for larger projects;
- Fielding consultants to project sites;
- Submitting and following-up project proposals submitted to the Executive Committee for approval.

1. Project Implementation and Monitoring

With respect to approved projects, the implementing agencies are expected to use the administrative cost allocation for the following activities:

- Co-ordinating each agency's efforts with the Secretariat;
- Preparing implementation agreements and terms of reference for subcontractors
- Mobilising implementation teams (executing agencies and consultants) for approved projects using appropriate bidding and evaluation mechanisms ;
- Processing contractual and accounting documents associated with approved projects;
- Monitoring the progress of a project from an administrative point of view, and ;
- Reporting on results of projects and the program (preparing progress and project completion reports).

1.1 Other activities to be considered as administrative

- Preparing annual business plans based on communications with national governments about sector needs and priorities;
- Preparing progress reports;

- Participating in project formulation activities with country offices;
- Following up on implementation status, including country visits if there is evidence of undue delays or difficulties;
- Providing input to the Multilateral Fund Secretariat with policy papers and issues; and
- Participating in meetings sponsored by the Executive Committee, and the Secretariat.

Activities to be considered as project costs

The following activities would not be considered to be administrative activities, and would be conducted only on the basis of approved projects:

- Marketing, business development and prospecting for new projects (this activity is funded by an the Executive Committee which has established ozone units in each country);
- Project formulation/preparation, in cases where a project preparation budget has been approved;
- Project implementation, including the provision of project management and technical skills. This would include participating in the design of the project "deliverable" regardless of the form of the deliverable or the method of delivery. In other words, participation in the design of constructed equipment and training material would both be considered to be project activities;
- Any activity considered to be a project, for instance country program preparation, technical assistance, training, etc.;
- Technical inspections of project "deliverables" by appropriately qualified experts; and
- Technical support provided at the programme or project level.

Reimbursable elements of administrative cost

With respect to each implementing agency's co-ordinating unit, to the extent that it supports the Multilateral Fund, the following costs would be deemed to be eligible:

1. **Direct costs of the co-ordinating unit including**
 - Salaries and the associated benefits of permanent and contractual (consultants) staff;
 - Travel related to Multilateral Fund activities, and to administrative monitoring of projects.
 - Office accommodation cost including a fair allocation of operating costs, based on the proportion of useable space;
 - Equipment, office supplies, telecommunications and general expenses based on specific expenditures.
 - Contractual services related to activities of the co-ordinating unit.
2. A fair cost **allocation from central support services** of the implementing agency. This would include a fair and equitable allocation of the expense of central services such as:
 - Human resources, based on the proportionate number of staff
 - Accounting, based on the volume of transactions generated
 - Management information systems, based on the proportionate number of workstations and the actual systems used by the co-ordinating unit
 - Procurement and legal, based on the volume of transactions generated
 - General office and administrative services, based on the proportionate number of staff.
3. A fair **allocation of country or field office costs**. This allocation could be made globally on the basis of financial activity, i.e. Multilateral Fund spending vs total agency spending.
4. Direct costs of the **implementing arms, be they executing agencies, national governments, financial intermediaries or other consultants** contracted by the implementing agencies to the extent that they are involved in the administration of projects. These costs would be established by service contract or otherwise charged at rates equivalent to the fair value of the services received. These costs would exclude costs approved as part of project budgets (e.g. the cost of UNIDO's consultants in many of its

projects).

Non-reimbursable costs

It is proposed that the following items be considered as non-reimbursable for the purposes of determining actual administrative costs:

- Travel not directly related to Multilateral Fund business, including the non-Multilateral Fund portion of multi-purpose trips, trips related to activities extraneous to the implementing agency's role;
- Allocations of general expenses already provided for in the general funds of implementing agencies;
- Charges aimed at underwriting deficits or costs in other programs, budgets or activities; and
- Any costs charged to projects.

Appendix II

REPORTING CATEGORIES FOR CORE UNIT AND ADMINISTRATIVE COSTS

Cost items
Core components
Core unit personnel and contractual staff
Travel
Space (rent and common costs)
Equipment supplies and other costs (computers, supplies, etc.)
Contractual services (firms)
Reimbursement of central services for core unit staff
Total core unit cost
Reimbursement of country offices and national execution including overhead
Executing agency support cost (internal) including overhead
Financial intermediaries including overhead
Cost recovery
Total administrative support costs
Supervisory costs incurred by MPU (UNDP only)
Grand total administrative support costs

*(UNEP/OzL.Pro/ExCom/75/85, Decision 75/69, para.286).
(Supporting document: UNEP/OzL.Pro/ExCom/75/85, Annex XXXII)*

ANNEX V.4: QUALITATIVE PERFORMANCE INDICATORS FOR IMPLEMENTING AGENCIES

Country/National Ozone Officer **Treat questionnaire confidentially** **Treat questionnaire openly**
 Check box if appropriate: Check box if appropriate:

Agency **Projects/Programme description**

Section I: Rating by Indicator

Indicator	Not	Satisfac-	Highly	Not
	satisfactory	tory	satisfactory	relevant

Organization and Cooperation (overall rating)

Did cooperation with the staff of the implementing agency take place in an atmosphere of mutual understanding?

Did the responsible staff of the implementing agency communicate sufficiently and help to avoid misunderstanding?

Were the required services of the implementing agency delivered in time?

Did the implementing agency clearly explain its work plan and division of tasks?

Did the implementing agency sufficiently control and monitor the delivery of consultant services?

Has the use of funds been directed effectively to reach the targets and was it agreed between the national ozone unit and the implementing agency?

Was active involvement of the national ozone unit ensured in project:

- Identification?
- Development?
- Implementation?

Was appropriate institutional capacity of the national ozone unit (institutional strengthening) developed?

Responsiveness to requests for assistance

Reliability of advice provided

Coordination of activities

Efficient and timely use of Fund resources

(additional indicators if required)

(additional indicators if required)

Technical Assistance/Training (overall rating)

Were project partners and stakeholders encouraged by the implementing agency to participate positively in decision-making and design of activities?

Did project partners receive sufficient technical advice and/or assistance in their decision-making on technology?

Did the implementing agency give sufficient consideration to training aspects within the given funding limits?

Was the selection and competence of consultants provided by the implementing agency satisfactory?

Do you feel that you have received sufficient support in building capacities for the national implementation of the project (within the funding limitations)?

Has the acquisition of services and equipment been successfully administered, contracted and its delivery monitored?

In case of need, was trouble shooting by the implementing agency quick and in direct response to your needs?

Investment projects:

- Technical advice, training and commissioning provided has been effective and met the expectations of stakeholders
- Agency has been responsive in addressing any technical difficulties that may have been encountered subsequent to the provision of non-ODS

Indicator	Not satisfactory	Satisfac- tory	Highly satisfactory	Not relevant
-----------	---------------------	-------------------	------------------------	-----------------

technology

National phase-out plans:

- Proposed implementation strategies were adequate
- Technical advice or training provided has been effective
- Technical advice on equipment specifications has been adequate
- Support for the distribution of equipment has been adequate
- Support to identify policy issues related to the implementation of the plan has been adequate

Training projects

- What was the quality of training provided?
- Are skills subsequently used by training targets?

Regulatory assistance projects

Have the regulations that have been enacted/proposed been:

- Applicable?
 - Enforceable?
 - Adapted to local circumstances?
- (additional indicators if required)
(additional indicators if required)

Impact (overall rating)

In the design and implementation of the project, has the implementing agency been striving to achieve sustainable results?

Has cooperation with the implementing agency substantively contributed and added value to your work or organization in managing compliance in your country?

(additional indicators if required)
(additional indicators if required)

Section II: Narrative Rating

Please provide a narrative explaining the evaluation of the agency’s achievements:

Implementing agency’s response (to be provided by the implementing agency):

*(UNEP/OzL.Pro/ExCom/44/73, Decision 44/6, para.53).
(Supporting document: UNEP/OzL.Pro/ExCom/44/8).*

ANNEX V.5: QUALITATIVE PERFORMANCE INDICATORS FOR IMPLEMENTING AGENCIES ASSESSMENT REPORT (CONFIDENTIAL)

Instructions

National Ozone Unit officers (NOUs) are requested to provide one assessment report for each implementing agency operating in the country.

There are 3 main qualitative performance indicators: (1) organization and cooperation (2) technical assistance/training; and (3) impact. Several questions pertaining to each indicator are provided for your assessment and to enable you to determine an overall assessment for the three main indicators.

NOUs should specify a rating of 1 to 4 for the indicators with the best being 4 (highly satisfactory), 3 (satisfactory), 2 (less satisfactory), and 1 (unsatisfactory).

The final column in the assessment report enables the National Ozone Unit officer to indicate if the question is not relevant to the agency concerned. It also gives NOUs that would prefer to provide a narrative response to the question a place to put that optional information.

The assessment report is confidential and will be shared with the concerned implementing agency for its comment. The Fund Secretariat will compile the results of the individual reports and share anecdotal information while maintaining the confidentiality of the country that provided the information.

Country	
National Ozone Unit Officer	
Implementing Agency	

Section I: Rating by Indicator

Indicator/Sub-indicator	Ratings				Not relevant/optional narrative rating
	4	3	2	1	
	Highly satisfactory	Satisfactory	Less satisfactory	Unsatisfactory	
Organization and Cooperation					
Did cooperation with the staff of the implementing agency take place in an atmosphere of mutual understanding?					
Did the responsible staff of the implementing agency communicate sufficiently and help to avoid misunderstanding?					
Were the required services of the implementing agency delivered in time?					
Did the implementing agency clearly explain its work plan and division of tasks?					
Did the implementing agency sufficiently control and monitor the delivery of consultant services?					
Has the use of funds been directed effectively to reach the targets and was it agreed between the national ozone unit and the implementing agency?					
Was active involvement of the national ozone unit ensured in project:					
Identification?					
Development?					
Implementation?					
If there was a lead agency for a multi-agency project, did it coordinate the activities of the other implementing agencies satisfactorily?					
ORGANIZATION AND COOPERATION (Overall Rating)					
Technical Assistance/Training					
Were project partners and stakeholders encouraged by the implementing agency to					

Indicator/Sub-indicator	Ratings				Not relevant/optional narrative rating
	4	3	2	1	
	Highly satisfactory	Satisfactory	Less satisfactory	Unsatisfactory	
participate positively in decision-making and design of activities?					
Did project partners receive sufficient technical advice and/or assistance in their decision-making on technology?					
Did the agency give sufficient consideration to training aspects within funding limits?					
Was the selection and competence of consultants provided by the agency satisfactory?					
Do you feel that you have received sufficient support in building capacities for the national implementation of the project (within the funding limitations)?					
Has the acquisition of services and equipment been successfully administered, contracted and its delivery monitored?					
In case of need, was trouble-shooting by the agency quick and in direct response to your needs?					
<i>Investment projects:</i>					
Has the agency been effective and met the expectations of stakeholders in providing technical advice, training and commissioning?					
Has the agency been responsive in addressing any technical difficulties that may have been encountered subsequent to the provision of non-ODS technology?					
<i>National phase-out plans:</i>					
Were proposed implementation strategies adequate?					
Has the technical advice or training that was provided been effective?					
Has technical advice on equipment specifications been adequate?					
Has support for the distribution of equipment been adequate?					
Has support to identify policy issues related to implementation been adequate?					
<i>Training projects</i>					
Was the quality of the training provided satisfactory?					
Was the training designed so that those trained would be likely to use the skills taught?					
<i>Regulatory assistance projects</i>					
Were the regulations that were proposed by the agency:					
Applicable?					
Enforceable?					
Adapted to local circumstances?					
TECHNICAL ASSISTANCE/TRAINING (Overall Rating)					
Impact					
In the design and implementation of the project, has the implementing agency been striving to achieve sustainable results?					

ANNEX V.5*Policies, procedures, guidelines, criteria (As at November 2017).*

Indicator/Sub-indicator	Ratings				Not relevant/optional narrative rating
	4	3	2	1	
	Highly satisfactory	Satisfactory	Less satisfactory	Unsatisfactory	
Has cooperation with the implementing agency substantially contributed and added value to your work or organization in managing compliance in your country?					
IMPACT (Overall Rating)					

*(UNEP/OzL.Pro/ExCom/46/47, Decision 46/14, para. 75)**(Supporting document: UNEP/OzL.Pro/ExCom/46/47, Annex II).*

ANNEX V.6: UNIFORM FORMAT FOR REPORTING PROGRESS AND FINANCIAL INFORMATION

The Uniform Format for Reporting Progress and Financial Information combines the Uniform Format for Annual Financial Reports (UNEP/OzL.Pro/ExCom/12/37, Annex III) with the Implementing Agencies input to the Consolidated Progress Report (UNEP/OzL.Pro/ExCom/10/40, Annex IV). The combined document will be included as part of the Consolidated Progress Report.

It will be submitted to the Secretariat and the Executive Committee in diskette form in the spreadsheet or data base programme used at the Fund Secretariat and the entries should be listed in alphabetical order by country.

The reporting period will include financial data and progress status since the previous reporting period through the end of the preceding full quarter of a year. For example, if a meeting were held in May, the reporting data would be through the end of the first quarter.

The Implementing Agencies' annual audited financial reports to the Treasurer should be prepared in accordance with the financial audit regulations of the agency. The information included through the Uniform Format for Reporting Progress and Financial Information should be reconcilable with the annual audited financial reports presented to the Executive Committee through the Treasurer, especially with regard to approvals and expenditures.

DEFINITIONS

Administrative support - Administrative costs incurred by the agency in delivering a programme or activity approved by the Executive Committee.

Approvals - As listed in the Report of the Executive Committee.

Approved funding - Funds as initially approved by the Executive Committee (additional allocations listed separately).

Completed projects/activities - Projects that have been commissioned and the ODS has been phased out. For activities without an ODS phase-out, when the activity was completed.

Date of approval - The date of the Executive Committee Meeting at which the approval was initially given expressed in month and year (e.g. 08-93 is August 1993).

Date of financial completion (For completed projects only) - The date at which all expenditures were reported and the account is closed. The absence of a date in this column means that the account has not been closed.

Date of implementation (actual and proposed) - Date when project was commissioned and the ODS was phased out or the date proposed for the ODS phase-out as listed in the project proposal. For activities, the date at which the activity is expected to be implemented (e.g., when a workshop was held).

Funds disbursed - Actual expenditures by agency.

Interest earned - Interest collected on funds held by the Implementing Agency.

Number of approvals - Number of activities approved by calendar year.

Number completed - Number of activities for which ODS has been phased out or the activity has been completed.

ODP phased out (to be phased out) - The amount of ODP phased out for completed projects and the amount of ODP to be phased out as listed in the project proposal.

Ongoing projects/activities - All approvals not classified as completed.

Planned commitment in current year (For ongoing projects only) - Money set aside for continuation of project/activity for the current year.

Project number plus region - The project number assigned by the Fund Secretariat. The project number includes the country abbreviation (e.g. THA is Thailand), the sector abbreviation (e.g. REF is refrigeration), the number of the Executive Committee Meeting (e.g. 08 is the Eighth Meeting), the type of project (INV is investment project), and the sequential number assigned by the Secretariat. A regional abbreviation should also be included (LAC is Latin America) according to the regional designations used by the Secretariat.

Project title - The title listed in the approval recorded in the report of the Meeting of the Executive Committee at which the project was approved.

Rate of disbursement - Funds disbursed divided by approved funding.

Savings or deficits (For completed projects/activities only) - Approved funding minus funds disbursed.

Savings plus deficits (For completed projects/activities only) - Savings plus deficits reported on an annual basis.

Status/lessons learned/remarks - Implementing agencies should specify the physical progress achieved towards the goals of projects/activities (e.g. possibly in per cent completion). Lessons learned should be noted in accordance with any monitoring and evaluation guidance.

(UNEP/OzL.Pro/ExCom/17/60, Decision 17/22 para. 34e).

(Supporting document: UNEP/OzL.Pro/ExCom/17/60/ Annex II).

ANNEX V.7: REVISIONS TO DATA BASE FORMAT FOR PROGRESS AND FINANCIAL REPORTING**Modalities**

Implementing agencies will submit their data tables for Progress and Financial Reporting in the spreadsheet format used by the Fund Secretariat (currently Microsoft Excel 5.0) on diskette or as specified by the Secretariat. The data base used by the Fund Secretariat (Microsoft Access 2.0) may be used if the data base formats are interchangeable with the spreadsheet format.

Two reports will be presented per year for reporting periods ending 30 June and 31 December. The diskette should be received in the office of the Secretariat on 1 September for the 30 June report and 15 March of the following year for the 31 December report unless otherwise notified by the Secretariat.

For presentation purposes, all project data should be grouped by status, e.g., completed, ongoing, transferred and closed projects should be included in the data base. Data within these groups should be presented in alpha-numerical order according to Agency, Country, Sector, Meeting Number, Type, Inventory Number, and Region. Agencies should provide totals where appropriate for each column.

All provisions of decision 17/22 that are not specifically revised remain in effect, for example, data totals should continue to be presented at the end of the data tables as per decision 17/22. Since administrative support is included in the data totals, it should no longer be required on a per project basis. Administrative support costs will continue to be presented in the annual summary table.

It should be noted that progress and financial reporting does not replace the requirement in the agreements between the Implementing Agencies and the Executive Committee for annual audited financial reports to be submitted to the Treasurer prepared in accordance with the financial audit regulations of the agency. However, the information included through the Uniform Format for Progress and Financial Reporting should be reconcilable with the annual audited financial reports presented to the Executive Committee through the Treasurer, especially with regard to total expenditures (disbursements and obligations) and approvals.

Format Revisions

This section addresses additional information that should be included in the progress report data base and proposed revisions to the format approved in decision 17/22. All relevant definitions provided in decision 17/22 still apply.

Required Revision

The first additional information is required from decision 18/16.

Date Funds First Disbursed

Date when equipment was first purchased toward implementation of investment project, or date of any expenditure toward implementation of non-investment project.

Suggested Additions

It is proposed to add the following information to the format:

Adjustment (US \$)

Adjustments to the initial approved funding level. For projects where budgets need to be adjusted, an amount will be indicated under the column entitled "Balances". In some cases, agencies may otherwise indicate that a change in the budget is needed. After the Executive Committee has approved any change in the budget of an approved project, the amount adjusted will be reflected under this column entitled "Adjustment".

Status

Status should be designated with one of four terms: ONG for ongoing; COM for completed; CLO for closed; and TRF for transferred to another Implementing Agency.

Sub-Sector

A three digit code that the sector designation should be changed to one letter (e.g. refrigeration from REF to R) and a sub-sector code should be added (e.g. DOM means domestic refrigeration sub-sector). This will enable the Committee to be provided with summary statistics by sub-sector which are pertinent to business plan monitoring and cost-effectiveness thresholds. The Secretariat will provide the Implementing Agencies with both the new codes and the existing codes for immediate insertion into the agencies' data bases.

Implementation Characteristics

<i>Agency</i>	<i>Time or Objective-Sensitive Account</i>	<i>Disbursement Method (I/R/D)</i>
<i>National Implementation</i>		

Agencies may implement projects differently. Some projects are implemented by the agencies and others by national governments or the enterprises themselves. Some projects are approved for a one-year or three-year period and their completion represents the end of a period of time instead of the accomplishment of a project objective. For example, 33 per cent disbursement on a three-year institutional strengthening project means that funds have been advanced for one-year. A 33 per cent rate of disbursement on an agency implemented investment project may mean that the project’s objective is 33 per cent completed. Also, some agencies may disburse funds as a project is implemented or only disburse funds after the project is implemented. These difference make it difficult to assess the importance of performance indicators such as proportion of funds disbursed.

To distinguish performance by funding and implementation characteristics, three columns should be added to the format. The first column should indicate if the project is being implemented through agency (A) or national (N) implementation.

The second column will indicate if the project is implemented through a time (T) or objective-sensitive (O) account.

The third column will specify the disbursement method: disbursement during implementation (I), disbursement for retroactive (R) projects (projects approved after the ODS has been phased out); and disbursement for projects begun after Executive Committee approval (D).

Interest Available for Return to Fund

A column should be added to the annual summary data table that indicates the amount of interest being returned to Fund for use at the Executive Committee Meeting when the progress report is being presented.

Suggested Revisions

The following revisions to the format adopted in decision 17/22 are recommended:

All dates should be provided in a numeric format. For example, May 1995 should be entered “199505”. This entry should not have spaces, commas, dashes or any other punctuation marks.

Each item in the project number should be listed in a separate column.

A definition for the revised date of implementation should be added to decision 17/22 as follows: Revised date of implementation is the date when the investment project is currently expected to be phased out or in the case of non-investment projects, when the activity is currently expected to be implemented.

Planned Commitment in Current Year should be provided for both completed and ongoing projects and in the annual summary table.

“Rate of Disbursement” should be renamed “Per Cent of Funds Disbursed”.

Change sector code to designate sector with one letter (A for aerosol, F for foam, etc.) followed by a three digit sub-sector code to enable data on resource allocation and phase-out categories.

A column entitled, “Balance”, should replace “Savings/Deficits” and is defined as the difference between approved funding plus adjustments minus funds disbursed. This should be specified for completed, ongoing, transferred, and closed projects. For projects with a date of financial completion, no information should be provided unless an action for a final adjustment needs to be made at the meeting when the progress report is presented.

Since a status column is being added, completed, ongoing, closed and transferred projects will all be included on the same worksheet. This means that the following headings have been changed and are defined according to the status designation:

ODP Phase-out for completed projects or ODP to be Phased Out for ongoing projects.

Date of Financial Completion for completed projects or Revised Date of Implementation for ongoing projects.

Date of Actual Implementation for completed projects or Proposed Date of Implementation for ongoing projects.

The savings/deficits column should be deleted from the Annual Summary table. Columns should be rearranged

per Part II.

REVISED DATA BASE FORMAT FOR PROGRESS AND FINANCIAL REPORTING

Project Data

The following column headings should be presented for closed, completed and ongoing projects:

<i>Status</i>	<i>Agency National Implementation</i>	<i>Time- or Objective-Sensitive Account</i>	<i>Disbursement Method (I/R/D)</i>	<i>Agency</i>	<i>Country Code</i>	<i>Sector Code</i>	<i>Mtg. Num.</i>	<i>Type</i>	<i>Inv#</i>	<i>Region Code</i>	<i>ODS to be Phased Out or ODS Phased Out</i>	<i>Project Title</i>
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<i>Date app'd</i>	<i>Date-financial completion (completed) or revised date of implementation (ongoing)</i>	<i>Date implemented (proposed or actual)</i>	<i>App'd funding (US \$)</i>	<i>Adjustment (US \$)</i>	<i>Funds disb'd (US \$)</i>	<i>Per cent of funds disbursed</i>	<i>First disb date</i>	<i>Balance (US \$)</i>	<i>Planned commitments in current year (US \$)</i>	<i>Remarks</i>
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Annual Summary

The following column headings should be presented for annual summaries which should be presented in the Implementing Agencies' progress report narrative by implementation characteristics:

<i>Agency</i>	<i>Year</i>	<i>Number Approvals</i>	<i>of Number Completed</i>	<i>ODS Phased Out</i>	<i>App'd Funding (US \$)</i>	<i>Adjustment (US \$)</i>
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<i>Funds Disb'd (US \$)</i>	<i>Proportion of Funds Disbursed</i>	<i>Planned Commitment in Current Year (US \$)</i>	<i>Interest Earned (US \$)</i>	<i>Interest Returned (US \$)</i>	<i>Administrative Support (US \$)</i>
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FORMAT FOR THE NARRATIVE OF AGENCY PROGRESS REPORTS AND THE CONSOLIDATED PROGRESS REPORT

- | <u>Section</u> | <u>Title</u> |
|----------------|--|
| I. | Project Approvals and Disbursements |
| | A. Annual Summary (paragraph 2 of Part II). |
| | B. Summary by Type (CPG, DEM, INS, INV, etc.). |
| II. | Project Completion |
| | A. ODS phased out Since Last Report |
| | B. Non-investment Projects |
| III. | Global and Regional Project Highlights |
| | A. Global Projects |
| | B. Regional Projects |
| IV. | Performance Indicators |
| | A. Agency's Business Plan Performance Goals |
| | B. Cumulative Completed Projects |
| | C. Cumulative Ongoing Projects |
| V. | Status of Agreements/Project Documents and Project Preparation, by country |
| | A. Agreements/Project Documents to be signed/executed/finalized and when they will be ready for disbursing |
| | B. Project Preparation by country, approved amount, and amount disbursed. |
| VI. | Administrative Issues (Operational, Policy, Financial, and Other Issues). |
| | A. Meetings Attended |
| | B. Interagency Co-operation |
| | C. Adjustments |
| | D. Other Issues |

Annex I Country Developments and Institutional Strengthening Unit Highlights

Annex II Data Base (note: completed, ongoing, closed, and transferred will be part of one data base).

FORMAT FOR THE NARRATIVE OF AGENCY PROGRESS REPORTS AND THE CONSOLIDATED PROGRESS REPORT

[Note: Project preparation and investment projects are not part of UNEP’s portfolio and will not be addressed in UNEP’s progress report narrative. UNEP’s clearinghouse, networking, and regional training activities will be addressed under Section III.]

I. Project Approvals and Disbursements

A. Annual Summary (per paragraph 2 of Part II).

B. Summary by type (CPG, DEM, INS, INV, etc.).

This section should have one or two summary sentences and tables for approvals and disbursements by type of project/activity and a list of sectors by country for which total phase-out has been funded. The data should be listed by implementation characteristics.

II. Project Completion

A. ODS phased out since last Report

1 Summary

2 Approved Amount, Expenditure, ODP tonnes phased out, and whether additional disbursements are anticipated. The data should be listed by disbursement method.

B. Non-investment Project Completion Since Last Report including approved amount, expenditure to-date, and whether additional disbursements are anticipated.

1 Country Programmes

2 Technical Assistance

3 Training

4 Workshops

This section should have a few sentence summary of completed activities and tables as indicated for each completed activity.

III. Global and Regional Project Highlights

A. Global Projects

B. Regional Projects

This section provides for a brief narratives, about 200 words, for activities on Global and Regional Projects.

IV. Performance Indicators

A. Agency’ Business Plan Performance Goals

Each agency stipulates its performance goals for the annual business plan. This sub-section should present those indicators and address in a few sentences how the agency is meeting those goals. The data should be listed by implementation characteristics.

B. Cumulative Completed Projects

<i>Sector/Region</i>	<i>Number of Projects</i>	<i>Funds Approved</i>	<i>Per Cent of Funds Disbursed</i>	<i>Months from Approval to First Disbursement</i>	<i>Months from Approval to Implementation</i>	<i>Cost-Effectiveness</i>
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This sub-section provides summary information for each sector and region according to indicators that can be derived from the data base. It enables the agencies to present a summary of all of the projects that the agency has completed since the beginning of the Multilateral Fund. The data should be listed by implementation characteristics.

C. Cumulative Ongoing Projects

<i>Sector/Region</i>	<i>Number of Projects</i>	<i>Funds Approved</i>	<i>Per Cent of Funds Disbursed</i>	<i>Average Months from Approval</i>	<i>Average Projected Time to Completion</i>
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This sub-section provides summary information for each sector and region according to indicators that can be derived from the data base. It enables the agencies to present a summary of all of the projects that the agency is currently implementing. The data should be listed by implementation characteristics.

STATUS OF AGREEMENTS¹ AND PROJECT PREPARATION (WHERE APPLICABLE), BY COUNTRY

- A. Agreements to be signed/executed/finalized and when they will be ready for disbursing
- B. Project Preparation by country, approved amount, and amount disbursed.

This section could begin with a few sentences about the subjects and should follow with a table on agreements and one on project preparation. Project preparation should be listed by country and by approval, i.e., if the Committee approved separate requests for project preparation for aerosols, foams, etc., each request should be listed separately under the country heading.

ADMINISTRATIVE ISSUES (OPERATIONAL, POLICY, FINANCIAL, AND OTHER ISSUES).

- A. Meetings Attended
- B. Interagency Co-operation
- C. Adjustments
- D. Other Issues

The agency will list those meetings attended and any interagency (including bilateral agencies) co-operation undertaken during the reporting period. This section also allows for adjustments to previous approvals and any other issue that the agency may wish to bring to the attention of the Committee.

Annex I Country Development and Institutional Strengthening Unit Highlights

This annex will be listed by country for the countries in which the Implementing Agency is involved. The first paragraph (about 200 words) will address highlights of projects and activities under agency implementation.

The second paragraph (about 200 words) will address the activities of institutional strengthening units whose funds are allocated by the concerned Implementing Agency. It will focus on the goals, objectives, and activities funded through the institutional strengthening unit allocation provided by the Executive Committee. The narrative should also address any additional requirements specified by the Committee in its decision concerning institutional strengthening renewal.

Annex I Data Base (note: completed, ongoing, closed, and transferred will be part of one data base). The data should be summarized per decision 17/22 by implementation characteristics.

(UNEP/OzL.Pro/ExCom/19/64 Annex IV).

(Supporting document: UNEP/OzL.Pro/ExCom/19/4).

¹ Project documents represent agreements for some agencies.

