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Executive Committee of
the Multilateral Fund for the
Implementation of the Montreal Protocol
Sub-Committee on Monitoring, Evaluation and Finance
Eleventh Meeting
Geneva, 3-4 July 2000

PROVISIONAL ANNOTATED AGENDA

1. Adoption of the agenda and organisation of work

After adoption of the Agenda, the Sub-Committee may wish to organise its work over one and one-half days with a view to adopting its report on the afternoon of the second day.

2. 1999 accounts of the Multilateral Fund

Documents UNEP/OzL.Pro/ExCom/31/5: This document summarises the audited accounts of the Fund for the years 1991-1998 and the certified accounts for the year 1999.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- take note of the Accounts of the Multilateral Fund.

3. Completed projects with balances, follow-up to Decision 30/19

Document UNEP/OzL.Pro/ExCom/31/6: contains definitions for the terms un-liquidated obligations and un-obligated balances as well as a report from UNDP on completed projects with balances.

Issues to be addressed:

- The appropriateness of the definitions proposed for un-liquidated obligations and un-obligated balances.
- The appropriateness of the guidelines proposed for the return of un-obligated balance from projects already completed.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- adopt the guidelines for the return of un-obligated balance from completed projects proposed in the document.
- take note the return of US \$525,161 from UNDP.

4. Implementation delays, follow-up to Decisions 30/10 and 30/11

Document UNEP/OzL.Pro/ExCom/31/7: contains an assessment of progress on projects which the Executive Committee requested to be closely monitored at the 30th Meeting. It also contains a report on the demurrage charge issue in Kenya, and a request from the World Bank concerning ongoing project implementation delays in Pakistan.

Issues to be addressed:

- To determine whether progress was made on projects which had been experiencing delays after hearing reports from the relevant implementing agencies.
- The request of the World Bank that the Secretariat send a letter on behalf of the Executive Committee to the Government of Pakistan on the possible cancellation of projects experiencing delays.
- The status of the temporary ban on further funding of projects in Kenya, after considering the report from UNIDO on the demurrage charge issue in the country.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- continue monitoring closely the projects listed under Recommendation 1 in UNEP/OzL.Pro/ExCom/31/7,
- request the Secretariat to send a letter to the respective governments on the possible cancellation of the projects at the 32nd Meeting for those projects under Recommendation 2 in UNEP/OzL.Pro/ExCom/30/7,

- request the Secretariat to communicate with the Government of Pakistan on projects which are experiencing delays and indicates the possibility of their cancellation, and
- consider cancelling the foam project in Indonesia (IDS/FOA/15/INV/30) after hearing a report at the meeting from the World Bank.

5. Progress reports as at 31 December 1999:

(a) Consolidated progress report

Document UNEP/OzL.Pro/ExCom/31/8: summarises the progress and financial information of the implementation of projects and activities supported by the Fund through 31 December 1999.

Issues to be addressed:

- Projects approved in 1992 that are still under implementation.
- Increasing balances of project preparation funds being held by implementing agencies and if such accounts should be financially closed annually.
- Late submission of progress reports.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- note the Consolidated Progress Report of the Multilateral Fund.
- consider the status and action needed for the remaining five projects approved in 1992.
- note the levels of un-obligated balances held by the implementing agencies and bilateral donors and apply the recommendations made in the context of the discussion in Agenda Item 3 on the guidelines for the return of un-obligated balances.
- request the implementing agencies to financially close project preparation accounts annually.
- add a performance indicator in the business plans for the timely submission of progress reports.

(b) Progress report of bilateral co-operation

Document UNEP/OzL.Pro/ExCom/31/9: contains the progress report on activities implemented under bilateral cooperation by: Australia, Canada, France, Germany, Japan, Sweden, United Kingdom and the United States of America. Progress reports were not received from Belgium, Denmark and Finland.

Issue to be addressed:

- The rate of disbursement and implementation delays of bilateral donors.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- note with appreciation the progress reports submitted by the Governments of Australia, Canada, France, Germany, Japan, Sweden, the United Kingdom, and the United States of America.
- request the Governments of France, Germany and the USA to provide reports on project with implementation delays to the 32nd Meeting of the Executive Committee.
- note that the Government of Australia will return the balance of these funds (US\$91,869.87) from the methyl bromide demonstration project in Kenya (KEN/FUM/21/DEM/12) to the 32nd Meeting for re-programming along with a cancellation report on the project.

(c) Progress report of UNDP

Document UNEP/OzL.Pro/ExCom/31/10: contains the progress report of UNDP for activities through 31 December 1999 and the comments and recommendations of the Fund Secretariat on the Report.

Issue to be addressed:

- Late submission of progress report and its consequence of delaying the assessment of progress.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- note the progress report of UNDP.
- request an additional status report to be submitted to the 32nd Meeting on those projects listed in page 3, paragraph 3 of document UNEP/OzL.Pro/ExCom/31/10 due to the late submission of the report.
- note that reports on projects classified with implementation delays as identified in the Consolidated Progress Report (UNEP/OzL.Pro/ExCom/31/8) will be submitted to the 32nd Meeting per Decision 26/2.
- note that UNDP had balances of US \$871,185 from project preparation, and 10 project preparation activities with implementation delays, and apply the recommendations made in the context of the discussion in Agenda Item 5(a) on project preparation balances.

(d) Progress Report of UNEP

Document UNEP/OzL.Pro/ExCom/31/11: contains the progress report of UNEP for activities through 31 December 1999 and the comments and recommendations of the Fund Secretariat on the Report.

Issues to be addressed:

- Late submission of progress report and its consequence of delaying assessment of progress.
- Inadequate indication on the status of progress.
- The significant number of institutional strengthening projects whose completion date has been extended. Options for encouraging both those countries with institutional strengthening projects that are classified by UNEP with slow project implementation, and the Congo whose institutional strengthening project is classified by UNEP as having serious problems, to expedite the necessary reporting requirements and activate their ozone units. Clarify UNEP's policy on extending the timeframe of institutional strengthening projects at the Meeting.
- Progress report from UNEP on the South Pacific country programme/RMP, Philippines Information Dissemination Project and the documents planned for completion by the time of the Meeting.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- note the progress report of UNEP.
- request an additional status report to be submitted to the 32nd Meeting for those projects included under Recommendation 3 in UNEP/OzL.Pro/ExCom/31/11 due to the late submission of the UNEP's progress report.
- note that reports on projects classified with implementation delays as identified in the Consolidated Progress Report (UNEP/OzL.Pro/ExCom/31/8) will be submitted to the 32nd Meeting.
- note that UNEP had balances of US \$353,982 from project preparation activities, and one project preparation activity with an implementation delay, and apply the recommendations made in the context of the discussion in Agenda Item 5(a) on project preparation balances.

(e) Progress Report of UNIDO

Document UNEP/OzL.Pro/ExCom/31/12: contains the progress report of UNIDO for activities through 31 December 1999 and the comments and recommendations of the Fund Secretariat on the Report.

Issues to be addressed:

- Implementation delays in the Ets. Matelas Djurdjura foam project in Algeria (ALG/FOA/25/INV/27) and the Chest Freezer project (PAK/REF/19/INV/09).
- Apparent over-expenditure in 11 projects.
- Use of fund balances from project preparation for purposes other than originally approved.
- Possible cancellation of the following projects after a report from UNIDO: the Refrigeracao Rubra refrigeration project in Brazil (BRA/REF/23/INV/83); refrigeration project in Mozambique (MOZ/REF/18/INV/04) and Tanzania Domestic Appliance Manufacturers (URT/REF/18/INV/06).

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- note the progress report of UNIDO.
- note that projects with negative balances will be financially closed without overruns for the projects with negative balances in UNIDO's progress report database.
- note that UNIDO had balances of US \$290,983 from project preparation, and 25 project preparation activities with implementation delays, and apply the recommendations made in the context of the discussion in Agenda Item 5(a) on project preparation balances.

(f) Progress Report of the World Bank

Document UNEP/OzL.Pro/ExCom/31/13: the progress report of UNIDO for activities through 31 December 1999 and the comments and recommendations of the Fund Secretariat on the Report.

Issues to be addressed:

- Additional implementation delays identified: EGAT Chiller concessional loan project in Thailand (THA/REF/26/INV/104); United Refrigeration Industries Ltd (PAK/REF/25/INV/27); Dawlance P. Ltd (PAK/REF/25/INV/28); Singer (PAK/REF/23/INV/21); Refrigerators Manufacturing Company (PAK/FOA/29/INV/31) and two pilot CFC national phase-out plans for Malaysia (MAL/SEV/27/PRP/121) and Thailand (THA/SEV/27/PRP/107).
- The request of the Bank for project cancellation: Gepassa and Gesal project in Argentina (ARG/REF/23/INV/70); the Refrigerators and Home Appliance Ltd. project in India (IND/REF/22/INV/124); the Hindustan Industries (IND/REF/22/INV/123); the Refrigeration Components and Accessories (IND/REF/22/INV/110); and Supercold Refrigeration Systems (IND/REF/20/INV/105).

- Change in technology for the Lobato San Luis refrigeration project in Argentina (ARG/REF/23/FNV/69).
- Apparent over-expenditure in 12 projects.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- note the progress report of the World Bank.
- note that reports on projects with implementation delays as identified in the Consolidated Progress Report (UNEP/OzL.Pro/ExCom/31/8) will be submitted to the 32nd Meeting.
- note the cancellation of the refrigeration project in China at Shanghai Shangling Chang An Refrigerator Company (CPR/REF/23/INV/235) and the amount of funds returned.
- request the World Bank to implement Decision 22/70 on the change of technology with respect to the Lobato San Luis refrigeration project in Argentina (ARG/REF/23/INV/69) and refer this issue to the Sub-Committee on Project Review.
- note the return of US \$1,390,630 for the McClean refrigeration project in Argentina (ARG/REF/15/INV/21).
- note that the World Bank had balances of US \$1.5 million from project preparation activities, including funds from unspecified sectors, and apply the recommendations made in the context of the discussion in Agenda Item 5(a) on project preparation balances.

6. Evaluation of the implementation of the 1999 business plans

Document UNEP/OzL.Pro/ExCom/31/14: presents the evaluation of the 1999 business plans of the implementing agencies and the recommendations of the Secretariat.

Issues to be addressed:

- UNEP's non reporting status for several performance indicators.
- Implementing agencies using and reporting on different indicators than those required by Executive Committee decisions.
- If any adjustment in shares is warranted based upon the evaluation of performance against the 1999 business plan targets.
- If any special funding windows should be established.

- How to incorporate the conclusions from the evaluation of business plans in the strategic planning process.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- request UNEP to report implementation status, using the indicators required by the Executive Committee's decisions.
- request the implementing agencies to report on the indicators required by the Executive Committee's decisions.

7. ODS sector consumption data, follow-up on Decision 30/20

Document UNEP/OzL.Pro/ExCom/31/15: contains submissions from the implementing agencies on the ODS sector consumption data as per Decision 30/20 and the comments of the Secretariat on the submissions. It contains also the consolidation of the submissions of the implementing agencies by the Secretariat.

Issues to be addressed:

- Data consistency between the sector consumption data submitted by the implementing agencies and the baseline data and the latest consumption data from the Ozone Secretariat.
- Unavailable data of breakdown of manufacturing and servicing of the refrigeration sector.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- take note the reports contained in the document.
- request the implementing agencies to verify and update the sector consumption data against the data from the Ozone Secretariat.

8. Institutional strengthening projects: follow-up to Decision 30/20

Document UNEP/OzL.Pro/ExCom/31/16: contains the submissions of UNEP and UNIDO in response to Decision 30/7 (f) and (g) of the Executive Committee. UNDP and the World Bank did not provide any information.

Issues to be addressed:

- The need to define a procedure for, or to justify, reallocation of funds among the budget lines of institutional strengthening projects: a common procedure or an agency specific procedure according to its financial rules.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee to:

- take note of the agreement that UNEP and UNIDO will extend their quarterly progress reporting to six month intervals.
- action on the procedure for reallocating funds across budget lines.

9. Draft format for institutional strengthening terminal reports and extension requests: follow-up to Decision 30/8(e) and (f)

Document UNEP/OzL.Pro/ExCom/31/19: contains the draft revised format for institutional strengthening prepared in accordance with Decision 30/8.

Issues to be addressed:

- Appropriateness of the proposed revised format;
- Procedures for future reporting.

Action expected from the Sub-Committee: The Sub-Committee may wish to recommend to the Executive Committee:

- to approve the revised format for terminal reports and extension requests for institutional strengthening projects.

10. Report on evaluation of training projects

Document UNEP/OzL.Pro/ExCom/31/20: The report is a synthesis of a desk study and field evaluations in several country studies of training projects.

Issue to be addressed:

- Discuss the main findings, conclusions, lessons learnt and recommendations as presented in the document.

Actions expected from the Sub-committee: The Sub-committee may wish to recommend to:

- take note of the report;
- consider the recommendations as presented in the document.

11. Desk study on recovery and recycling projects

Document UNEP/OzL.Pro/ExCom/31/18: The document presents a study reviewing 50 completed recovery and recycling projects augmented by field assessments in the countries visited for the evaluation of training projects.

Issues to be addressed:

- To discuss the information provided in the document;
- Discuss the follow-up activities proposed in paragraphs 51-53 of the document.

Action expected from the Sub-committee: The Sub-committee may wish to recommend to the Executive Committee to:

- adopt the recommendations listed in paras 51-53 of the document.

12. Desk study on compressor projects

Document UNEP/OzL.Pro/ExCom/31/17: The desk study has been prepared as foreseen in the 2000 Monitoring and Evaluation Work Programme. A brief overview of compressor projects from the beginning of the Fund's operations until the end of 1999 is followed by analyses of the project documents and project completion reports, overall assessment of project achievements, lessons learnt as presented in the PCRs, main evaluation issues and possible evaluation approach.

Issue to be addressed:

- Discuss the various issues raised in the document.

Action expected from the Sub-committee: The Sub-committee may wish to:

- take note of the information provided in the document.