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EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL
Sub-Committee on Monitoring, Evaluation and Finance
Sixteenth Meeting
Montreal, 18-19 March 2002

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. Monitoring and Evaluation:

(a) Report on the extended desk study on clearing house evaluation

Document UNEP/OzL.Pro/ExCom/36/5, Corr.1 and Corr.2: presents the main findings and recommendations, resulting from an independent review and users survey of information exchange activities implemented by UNEP.

Issues to be addressed:

- Future focus on regional and national information needs;
- Templates for common information needs of NOUs;
- Right mix between distribution of hard copies and electronic communication;
- Finding information in various sources;
- Information needs of SME's;
- Development of technical documents;
- Transparency with regard to cost-effectiveness;
- Collaboration between Implementing Agencies; and

- Need to up-date the strategy for clearing house activities in the context of CAP.

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

1. Take note of the findings and recommendations provided in the report as contained in UNEP/OzL.Pro/ExCom/36/5, Corr.1 and Corr.2; and
2. Request UNEP to include a strategic outlook on future clearing house activities in the CAP context in its 2003 business plan, including performance indicators, taking into account the recommendations of the extended desk study (UNEP/OzL.Pro/ExCom/36/5).

(b) Report on the desk study on MAC projects

Document UNEP/OzL.Pro/ExCom/36/6: presents the main findings resulting from a desk study of 12 completed MAC projects in seven Article 5(1) countries.

Issues to be addressed:

- Evaluation issues identified and approach proposed for selected field visits of completed MAC projects, as presented in sections V and VI of document UNEP/OzL.Pro/ExCom/36/5.

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

1. Take note of the desk study on the evaluation of MAC projects presented in document UNEP/OzL.Pro/ExCom/36/6.
2. Urge countries with MAC projects to collect data on production figures of CFC-12 MAC systems and their use for installation in new cars and for servicing old ones, and to report such data to the Fund Secretariat upon request in order to facilitate the elaboration of the evaluation report.

3. Completed projects with balances

Document UNEP/OzL.Pro/ExCom/36/7/Rev.1: contains the submission of the implementing agencies on completed projects with balances and the return of funds from cancelled projects.

Issues to be addressed:

- Agencies returning US \$3,453,022 of which US \$1,447,725 is from cancelled projects;
- Balances from projects completed over two years ago; and
- Unaccounted balances and agency support costs.

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

1. Note the report contained in UNEP/OzL.Pro/ExCom/36/7/Rev.1.
2. Note that the levels of funds being returned to the 36th Meeting are US \$2,400,298 from UNDP and agency support costs of US \$318,183; US \$217,204 from UNIDO and agency support costs of US \$25,732; and US \$835,484 from the World Bank and agency support costs of US \$334,296.
3. Request the Treasurer to transfer US \$616,208 to the World Bank inadvertently charged for agency support costs to projects approved prior to the 17th Meeting.
4. Note the funds withheld from the World Bank for agency support costs in the amounts of US \$184,744 and US \$381,148, respectively from project savings and cancelled projects.

4. Consolidated 2002 business plan of the Multilateral Fund

Document UNEP/OzL.Pro/ExCom/36/8/Rev.1 and Add.1: is a consolidation of the implementing and bilateral agencies' 2002 business plans along with recommendations of the Fund Secretariat.

Issues to be addressed:

- Sectoral Data Discrepancies remaining in the final 2002 business plan;
- Modifications to resource allocation for 2002 and the need for an addendum to the 2002 business plans for potential additional activities in 2002 to be submitted to the 37th Meeting;
- National ODS/CFC phase-out programmes with performance-based sector agreements and agency responsibilities for national phase-out; and
- Proposed weighting for timely submission of progress reports.

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

1. Note the Consolidated 2002 Business Plan of the Multilateral Fund as contained in UNEP/OzL.Pro/ExCom/36/8/Rev.1 and Add.1.
2. Adopt a phase out target from approved projects and activities amounting to 15,936 ODP tonnes for investment projects and 584 ODP tonnes for non-investment projects and adopt a disbursement target of US \$106.28 million for investment projects.
3. Maintain those activities in the business plan for countries with sectoral but not controlled substance data discrepancies in the light of Decision 35/57.
4. Request the implementing agencies to submit to the 37th Meeting addenda to their 2002 final business plans in the light of any modification to be decided on the level of resource allocation for 2002.

5. Adopt a weighting of 10 points for the performance indicator “timely submission of progress reports” with 5 points for submission of the report on time and 5 points for submission of a revision and responses to questions within 5 working days after receipt of comments.

5. 2002 business plans:

(a) Bilateral agencies

Document UNEP/OzL.Pro/ExCom/36/9: presents the business plans for bilateral agencies for the year 2002. The Governments of Australia, Canada, Czech Republic, France, Germany, Israel, Italy, Japan, Sweden and the United Kingdom provided information on their 2002 planned bilateral activities.

Issues to be addressed:

- Potential overlaps with implementing agencies.

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

1. Note with appreciation the business plans and letters on bilateral cooperation submitted by: Australia, Canada, Czech Republic, France, Germany, Israel, Italy, Japan, Sweden, and the United Kingdom as addressed in UNEP/OzL.Pro/ExCom/36/9; and
2. Request bilateral agencies to co-ordinate with other agencies to resolve any potential overlaps before submitting requests for funding.

(b) UNDP

Document UNEP/OzL.Pro/ExCom/36/10 and Corr.1: contains the comments and recommendations of the Fund Secretariat and UNDP’s 2002 business plan.

Issues to be addressed:

- Adequacy of the changes made by UNDP to its draft business plan in the light of Decision 35/4;
- Data Discrepancies;
- Potential overlaps with other agencies’ business plans;
- Actions to expedite project implementation;
- Countries at risk on not achieving initial control measures that were removed from the draft business plan;
- Letters from countries with activities in the final business plan; and
- Performance indicator for phase-out from non-investment activities.

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

1. Endorse the 2002 business plan of the UNDP, as contained in UNEP/OzL.Pro/ExCom/36/10 and Corr.1, while noting that endorsement did not denote approval of the projects identified therein nor their funding levels with any modifications based on the consideration of data discrepancies, project overlaps and activities without letters of support from the Article 5 countries concerned.
2. Request UNEP and UNDP to redouble their efforts for the implementation of RMPs in Bangladesh and Niger, and that UNDP should maintain the activities for these countries that were included in its draft 2002 business plan.
3. In light of its recommendation on the consolidated 2002 business plan, request UNDP to indicate in an addendum to its 2002 business plan that would be submitted to the 37th Meeting, the actions it would take to expedite the implementation of approved projects and those critical to compliance.
4. Approve the performance indicators for UNDP set out in Tables 1 and 2 of the Fund Secretariat's comments in UNEP/OzL.Pro/ExCom/36/10.

(c) UNEP

Document UNEP/OzL.Pro/ExCom/36/11: contains the comments and recommendations of the Fund Secretariat and UNEP's 2002 business plan.

Issues to be addressed:

- Adequacy of the changes made by UNEP to its draft business plan in the light of Decision 35/5; and
- Policy issue on the implementation of the recovery and recycling, refrigeration training in good practices or retrofitting projects.

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

1. 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 deliver 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.
2. Approve the performance indicators for UNEP set out in Tables 1 and 2 of the Fund Secretariat's comments as indicated in UNEP/OzL.Pro/ExCom/36/11.

(d) UNIDO

Document UNEP/OzL.Pro/ExCom/36/12 and Corr.1: contains the comments and recommendations of the Fund Secretariat and UNIDO's 2002 business plan.

Issues to be addressed:

- Adequacy of the changes made by UNIDO to its draft business plan in the light of Decision 35/6;
- Data Discrepancies;
- Potential overlaps with other agencies' business plans; and
- Actions to expedite project implementation;
- Methyl bromide activities in countries that have not ratified the Copenhagen Amendment
- Letters from countries with activities in the final business plan; and
- Performance indicator for phase-out from ODP phase-out in 2002, cost-effectiveness, the ODP phase out from non-investment projects and timely submission of progress reports.

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

1. Endorse the 2002 business plan of the 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 with any modifications based on the consideration of data discrepancies, project overlaps and activities without letters of support from the Article 5 countries concerned.
2. In light of its recommendation on the consolidated 2002 business plan, request UNIDO to indicate in an addendum to its 2002 business plan that would be submitted to the 37th Meeting, the actions it would take to expedite the implementation of approved projects and those critical to compliance.
3. Approve the performance indicators for UNIDO set out in Tables 1 and 2 of the Fund Secretariat's comments with modifications to the indicator for ODP phase-out in 2002, the ODP phase out from non-investment projects and timely submission of progress reports as indicated in UNEP/OzL.Pro/ExCom/36/12.

(e) World Bank

Document UNEP/OzL.Pro/ExCom/36/13 and Corr.1 contains the comments and recommendations of the Fund Secretariat and the World Bank's 2002 business plan.

Issues to be addressed:

- Adequacy of the changes made by the World Bank to its draft business plan in the light of Decision 35/7;
- Data Discrepancies;

- Potential overlaps with other agencies' business plans;
- Performance indicator for ODP tonnes phased out from investment projects approved in 2002, the number of countries in the business plan, the net emissions due to delays, number of projects to be completed in 2002, and the speed of completion of non-investment projects; and
- Policy issue on the possibility of the Executive Committee considering if unutilised resources from its share in 2001 could be used to submit projects that were contained in its draft business plan for 2002.

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

1. 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 with any modifications based on the consideration of data discrepancies and project overlaps.
2. Approve the performance indicators for World Bank set out in Tables 1 and 2 of the Fund Secretariat's comments as contained in UNEP/OzL.Pro/ExCom/36/13 with modifications to the indicator for ODP tonnes phased out from investment projects approved in 2002, the number of countries in the business plan, the net emissions due to delays, number of projects to be completed in 2002, and the speed of completion of non-investment projects.
3. [Whether to allow the World Bank to maintain projects in its final business plan that were removed from its draft business plan.]

6. Further modifications to resource allocations

Document UNEP/OzL.Pro/ExCom/36/14/Rev.1: assesses potential modifications to the resources allocated for the 2002 business plans at 35th Meeting (of US \$176 million) and presents recommendations for modifications.

Issues to be addressed:

- Additional allocation of US \$22,166,984.

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

1. Note the report on Modifications to Resource Allocation for 2002 as contained in document UNEP/OzL.Pro/ExCom/36/14/Rev.1.
2. [Whether there should be further adjustment to the approved US \$176 million allocation in the light of Decision 35/2 and the balance from the 2000-2001 resource allocation as adjusted by the results of the approvals at the 36th Meeting.]

7. Implementation delays

Document UNEP/OzL.Pro/ExCom/36/15: contains an assessment of progress on projects identified with implementation delays based on information contained in the progress reports submitted to the 35th Meeting. It also presents additional requests for project cancellations.

Issues to be addressed:

- Possible removal of institutional strengthening, recovery and recycling, and customs training projects from consideration as projects with implementation delays;
- The project in Tanzania where deadline may not have been achieved;
- Milestones and deadlines for projects with no progress; and
- Project and project component cancellations.

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

1. Note the reports contained in UNEP/OzL.Pro/ExCom/36/15 on projects that have experienced implementation delays from Australia, Canada, Finland, France and the four implementing agencies.
2. Note that the Secretariat and implementing agencies would take actions according to the assessment of status, i.e., progress, some progress, or no progress as mandated in Decision 34/13.
3. Request the implementing agencies to provide milestones and deadlines for projects with no progress to the 36th Meeting in accordance with Decision 35/13 and adopt the milestones and deadlines provided to-date.
4. Cancel the project and project component indicated in the Table following paragraph 23 of UNEP/OzL.Pro/ExCom/36/15 noting the amount to be returned and to which meeting the funds would be returned.

8. Other matters

9. Adoption of the report of the Sub-Committee
