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EXECUTIVE COMMITTEE OF  
THE MULTILATERAL FUND FOR THE  
IMPLEMENTATION OF THE MONTREAL PROTOCOL  
Seventy-fourth Meeting  
Montreal, 18-22 May 2015

**SECRETARIAT ACTIVITIES**

**Introduction**

1. This document presents the activities of the Secretariat since the 73<sup>rd</sup> meeting of the Executive Committee.<sup>1</sup>

**Notification of the decisions of the 73<sup>rd</sup> meeting of the Executive Committee**

2. The Report of the 73<sup>rd</sup> meeting (UNEP/OzL.Pro/ExCom/73/62) was conveyed to all Executive Committee members, other meeting participants, and also Mr. Achim Steiner, the UNEP Executive Director, and was placed on the Multilateral Fund's website. Additionally, decisions related to project approvals and tranche submission delays were communicated to 76 Article 5 countries, and the relevant bilateral and implementing agencies. A post-meeting document summarizing decisions taken at the meeting was sent to meeting participants, to UNEP OzonAction Branch for onward transmission to the regional networks, and was also placed on the Multilateral Fund's website.

**Actions taken following the 73<sup>rd</sup> meeting of the Executive Committee**

3. Pursuant to decision 73/71, the Secretariat finalized the Report of the Executive Committee to the Twenty-sixth Meeting of the Parties (MOP) for transmission to the Ozone Secretariat; the report was issued as document UNEP/OzL.Pro.26/8 on the Ozone Secretariat's website.

4. Pursuant to a discussion under the agenda item on Secretariat activities at the 73<sup>rd</sup> meeting during which several members encouraged the Secretariat to continue to nurture and promote linkages and synergies with related organizations, the Chief Officer visited the Green Climate Fund (GCF) Secretariat (see paragraph 13), a representative of the GCF Secretariat visited the Fund Secretariat (see paragraph 35) and communications were exchanged with the Climate and Clean Air Coalition to Reduce Short-Lived Climate Pollutants (CCAC), the Climate Technology Centre and Network (CTCN), and the United

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

Nations Framework Convention on Climate Change (UNFCCC) (see paragraphs 33, 34 and 43, respectively, for details).

5. A draft document on the delegation of authority to the Chief Officer is under review by the office of the Executive Director of UNEP based on input from the Secretariat and would be presented to the Executive Committee for its consideration once it had been finalized.

### **Documents and policy papers for the 74<sup>th</sup> meeting**

6. For the 74<sup>th</sup> meeting, the Secretariat prepared the following documents in consultation with the Chair and Vice-Chair of the Executive Committee (agenda), and held discussions with the Treasurer, and relevant bilateral and implementing agencies as appropriate:

- Provisional agenda and annotated agenda
- Secretariat activities
- Status of contributions and disbursements (prepared jointly with the Treasurer)
- Report on balances and availability of resources
- Update on the implementation of the 2015-2017 business plans and financial planning for the triennium 2015-2017
- Tranche submission delays
- 2015 consolidated project completion report
- Multi-year agreement database report
- Final report on the evaluation of HCFC phase-out projects in the foam sector
- Terms of reference for desk studies on: the HCFC phase-out projects in the refrigeration and air-conditioning manufacturing sector, and on pilot demonstration projects on ODS disposal and destruction (decision 73/7(b))
- Country programme data and prospects for compliance
- Status reports and reports on projects with specific reporting requirements
- Overview of issues identified during project review
- Bilateral cooperation
- Comments and recommendations on the 2015 work programmes of UNDP, UNEP, UNIDO, and the World Bank (4 documents)
- Project evaluation sheets, comments and recommendations on the projects and activities submitted to the 74<sup>th</sup> meeting (29 documents<sup>2</sup>)
- Analysis of the remaining eligible HCFC consumption in various sectors and subsectors of potential demonstration relevance (decision 72/40(d))
- Draft criteria for funding HCFC phase-out in the consumption sector for stage II of HCFC phase-out management plans (decision 73/64)
- Review of funding of institutional strengthening projects (decision 61/43(b))
- Report on the status of consolidation of the accounts of the Multilateral Fund (decision 72/42(b)(i))
- Follow-up to decision XXVI/9 (paragraph 4) of the Twenty-sixth Meeting of the Parties on additional funding to conduct inventories or surveys on ODS alternatives
- Draft report of the Executive Committee to the Twenty-seventh Meeting of the Parties to

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<sup>2</sup> Comments and recommendations were prepared for projects in the following countries: Argentina; Armenia; Bangladesh; Brazil; Brunei Darussalam; China; Colombia; Costa Rica; Dominican Republic; Egypt; El Salvador; Equatorial Guinea; Guatemala (and subsequently withdrawn); Guyana; Islamic Republic of Iran; Iraq; Kuwait; Kyrgyzstan; Lao People's Democratic Republic; Lebanon; Liberia; Nicaragua; Oman; Pacific Island Countries (12 countries); Panama; Paraguay; Republic of Moldova; Saint Kitts and Nevis; Suriname; and Thailand.

## the Montreal Protocol

7. A summary of the issues raised in the aforementioned documents can be found in the Provisional annotated agenda<sup>3</sup>. The Secretariat also prepared six documents for the meeting of the Sub-group on the Production Sector, which would take place in the margins of the 74<sup>th</sup> meeting<sup>4</sup>.

8. A site containing meeting documents in Arabic, English, French, and Russian, and logistical information for the 74<sup>th</sup> meeting was created in the Multilateral Fund public website.

### **Preparation for the 74<sup>th</sup> meeting of the Executive Committee**

9. Logistic arrangements were made for the 74<sup>th</sup> meeting, to be held in Montreal from 18 to 22 May 2015. Letters of invitation were provided to members of the Executive Committee, the President of the Bureau of the Twenty-sixth MOP, the President and Vice President of the Implementation Committee Under the Non-Compliance Procedure of the Montreal Protocol, the Executive Director of UNEP, the Executive Secretary of the Ozone Secretariat, the implementing agencies, the Global Environment Facility (GEF), and non-governmental organizations.

### **Information materials and guides**

10. The Fund Secretariat reviewed and updated the following databases, documents and operational guidelines:

- Inventory of Approved Projects as of November 2014
- Policies, Procedures, Guidelines and Criteria as of November 2014
- Executive Committee Primer and Directory
- List of confidential documents as at 27 April 2015

11. The Secretariat updated a number of guides including those for the preparation of stage I of HPMPs; the preparation of the tranches of HPMPs; the guide for preparation of stage II of HPMPs; the draft format and revised guide for the presentation of tranches of HCFC production sector phase-out management plans (HPPMPs). It also prepared a guide for the preparation and submission of additional projects to demonstrate climate-friendly and energy-efficient alternative technologies to HCFCs and feasibility studies to assist bilateral and implementing agencies to prepare submissions for demonstration projects on climate-friendly and energy-efficient alternative technologies to HCFCs in line with the criteria set out in decision 72/40<sup>5</sup>.

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

#### Missions of the Chief Officer

*Paris (France), 9-21 November 2014*

12. Following the 73<sup>rd</sup> meeting, the Chief Officer and a number of professional staff attended the Tenth Meeting of the Conference of the Parties to the Vienna Convention for the Protection of the Ozone Layer and the Twenty-Sixth Meeting of the Parties to the Montreal Protocol. The Chief Officer, the Deputy Chief Officer and the Senior Administrative and Fund Management Officer, together with the

<sup>3</sup> UNEP/OzL.Pro/ExCom/74/1/Add.1

<sup>4</sup> Limited distribution documents for the Sub-group are available on a restricted area of the website for members of the Executive Committee.

<sup>5</sup> This guide is attached to the document on the overview of issues identified during project review (UNEP/OzL.Pro/ExCom/74/13).

Treasurer, attended the contact group on the 2015-2017 replenishment of the Multilateral Fund as resource persons. The Secretariat staff present on the first day of the High Level Segment had the opportunity to meet as a group with Mr. Achim Steiner, the UNEP Executive Director.

*Songdo (Republic of Korea), 9 March 2015*

13. The Chief Officer paid a courtesy visit to the Green Climate Fund (GCF) Secretariat (Songdo, Republic of Korea) to explain key elements and the experience of the Multilateral Fund (MLF) relevant to the GCF with staff of the GCF Secretariat including the Executive Director, Chief Financial Officer, Private Sector Facility Director, and the Secretary of the Board (see also paragraph 35).

*Goyang City (Republic of Korea), 10-13 March 2015*

14. The Chief Officer attended the Joint Thematic Meeting of Ozone Officers from South-East and South Asia network. In his opening remarks, the Chief Officer expressed his appreciation to the Government of Korea for inviting the Secretariat to the meeting, and congratulated the Government on its achievements in implementing the Montreal Protocol with its own resources. He also gave presentations on recent decisions of the Executive Committee, the refrigeration and air-conditioning servicing (RAC) sector including training for RAC servicing technicians, and preparation of stage II of HPMPs. He also had the opportunity to hold bilateral discussions with national ozone officers (NOO) and bilateral and implementing agencies. The Chief Officer also took part in the inauguration ceremony for the Ozone2Climate Technology Roadshow and Industry Roundtable<sup>6</sup> and attended the roundtable discussions.

*Shanghai, (China), 13-14 March 2015*

15. Upon an invitation from the Government of China, the Chief Officer gave one of the opening speeches at the event to launch the environmental friendly and low-carbon logo to be used on RAC equipment using low-GWP alternative equipment. He commended the Government and its leading manufacturing companies for bringing the R-290 air-conditioner to market in so short a time. The occasion allowed him to have bilateral discussions with the Government of China on relevant broad issues of the Multilateral Fund and the phase-out programme in China. During his mission, he also visited a state-level training centre carrying out the training programme of the servicing sector component of the HPMP for China and a compressor manufacturing enterprise that had converted production lines from HCFC-22 to R-290 refrigerant.

*Bangkok, (Thailand), 20-24 April 2015*

16. The Chief Officer accompanied by five professional staff travelled to Bangkok, Thailand, to attend the Workshop on Hydrofluorocarbon (HFC) Management and the 35<sup>th</sup> Open-Ended Working Group meeting of the Parties to the Montreal Protocol (OEWG). The meetings provided an excellent opportunity for Secretariat staff to learn more about issues in relation to technical aspects of HFC management, including the limited availability of technologies for certain air-conditioning refrigeration applications in countries with high-ambient temperature, safety requirements associated with flammable refrigerants, and energy efficiency.

17. Several bilateral discussions and meetings were also held at the margins of the HFC workshop and the 35<sup>th</sup> OEWG meeting as follows:

<sup>6</sup> The 3rd “Ozone2Climate” Technology Roadshow and Industry Roundtable under the UNEP/US Environmental Protection Agency grant partnership project was organised by UNEP OzonAction in association with Korean Refrigeration and Air-Conditioning Industry Association (KRAIA). The Technology Roadshow was organised as a part of the 13<sup>th</sup> Heating, Air-conditioning, Refrigeration and Fluid Exhibition – Korea (HARFKO) held from 10– 13 March 2015 in the Kintex Exhibition Center II, Goyang City, Republic of Korea.

- (a) The Chief Officer and Secretariat staff participated in a meeting with staff of the UNEP Compliance Assistance Programme (CAP) and national ozone officers (NOO) attending the HFC workshop. The main purpose of the meeting was to have an informal dialogue between the NOOs and the Secretariat staff, resulting on a better appreciation and understanding of the challenges and difficulties of each group. The Secretariat expressed its appreciation to UNEP CAP for organizing the meeting;
- (b) The Chief Officer and the Senior Administrative and Fund Management Officer met with representatives of the Government of the United Arab Emirates and the Ozone Secretariat to discuss the host country agreement and arrangements for holding the 75<sup>th</sup> meeting of the Executive Committee in Dubai back to back with the Twenty-seventh Meeting of the Parties (see also the mission to assess potential venues for the 75<sup>th</sup> meeting of the Executive Committee in paragraph 18);
- (c) The Chief Officer and the Senior Administrative and Fund Management Officer met with representatives of a number of contributing countries to discuss matters regarding their outstanding contributions to the Multilateral Fund;
- (d) The Chief Officer and Secretariat staff met with implementing agencies to briefly present some of the agenda items that would be addressed at the 74<sup>th</sup> meeting. Furthermore, a number of specific issues emanating from the review of projects were addressed with relevant implementing agencies and in some cases the Article 5 countries concerned;
- (e) The Chief Officer had a brief discussion with the Chair of the Executive Committee where he brought to his attention the most relevant and complex issues that would be discussed during the 74<sup>th</sup> meeting.

Missions of other staff

*Dubai (United Arab Emirates), 17-20 February 2015*

18. The Senior Administrative and Fund Management Officer and the Information Network Officer travelled to Dubai to meet with representatives of the Ministry of Environment and Water of the United Arab Emirates and visit hotels as part of their mission to assess potential venues for the 75<sup>th</sup> meeting of the Executive Committee.

*Nairobi (Kenya) 23 February -13 March 2015*

19. The Senior Administrative and Fund Management Officer travelled to UNEP headquarters to attend a two-week training course on UMOJA, the United Nation's new Enterprise Resource Planning system. She also followed up on pending administrative issues with several UNEP and UNON staff in the margins of the workshop.

*Network meetings*

20. The Deputy Chief Officer participated in the Second Swing Network Meeting for Ozone Officers of West Asia and North Africa, hosted by the Government of the Bahrain from 23 to 27 March 2014. The Deputy Chief Officer gave presentations on decisions of the 73<sup>rd</sup> meeting, matter to be addressed at the 74<sup>th</sup> meeting, and the requirements for stage II HPMPs. He also had the opportunity to hold bilateral discussions with national ozone officers (NOO) and bilateral and implementing agencies on issues related to project proposals from relevant countries of the two regions submitted to the 74<sup>th</sup> meeting.

21. During the review period of project proposals submitted to the 74<sup>th</sup> meeting, the Secretariat made remote presentations via internet at the following meetings on recent decisions of the Executive Committee, HCFC phase-out in the refrigeration servicing sector with an emphasis on training for refrigeration technicians, stage II of HPMP, and verification reporting:

- (a) Joint Main Meeting of the Latin America and Caribbean Networks of Ozone Officers, 4-5 December 2014;
- (b) Thematic Meeting of South Asia Network of Ozone Officers, 17-19 December 2014; and
- (c) Sub-regional Network Meeting of Ozone Officers for English speaking Caribbean and Haiti in the Bahamas, 25-27 March 2015.

#### Evaluation missions

22. As part of the evaluation of the phase-out of HCFCs in the foam sector, the Senior Monitoring and Evaluation Officer carried out field trips to South Africa (25-30 January 2015) and Saudi Arabia (9-14 March 2015) where she visited a number of system houses and foam manufacturing enterprises being converted to alternative technologies.

#### **Inter-agency coordination meeting**

23. The Fund Secretariat arranged an Inter-agency coordination meeting in Montreal from 26-27 February 2015. Participants included Secretariat staff, representatives of the bilateral agencies of Canada, Italy and Japan, representatives of the implementing agencies, and the Treasurer.

24. The coordination meeting allowed the Secretariat, the Treasurer and agencies to discuss several issues including *inter alia* submissions for the 74<sup>th</sup> meeting, policy matters on the agenda of the 74<sup>th</sup> meeting, the return of balances of completed projects, the adjusted 2015-2017 business plans and financial planning for the triennium, HPMP tranche submission delays and outstanding stage I of HPMPs, the status on the consolidation of the accounts taking into account the implementation of IPSAS and UMOJA, monitoring and evaluation matters, the new document on country programme data and prospects for compliance, and the interim template for agreements for stage II of HPMPs.

25. During the meeting, the Secretariat requested bilateral and implementing agencies to submit project proposals for consideration by the Executive Committee in advance of the submission due date, noting that the HFC management workshop and the 35<sup>th</sup> OEWG meeting were taken place during the week when the Secretariat had to submit all documents to the Executive Committee. The Secretariat notes with appreciation that all agencies not only submitted their documents in advance of the due date but also responses to comments and observations were also submitted in shorter periods.

26. The Secretariat also noted that several of the documents submitted by the agencies to the 74<sup>th</sup> meeting had taken into account the issues discussed during the inter-agency coordination meeting, which facilitated their review and completion.

#### **Staffing and recruitment**

27. On 28 November 2014, the UNEP ED announced the appointment of Mr. Andrew Ray Reed, as Deputy Chief Officer (D1) of the Secretariat of the Multilateral Fund for the Implementation of the Montreal Protocol.

28. Interviews for the post of Senior Programme Management Officer (P5), Associate Database Administrator (P2), Associate Administrative Officer (P2), and Associate Programme Officer (P2) were

concluded and the reports of the respective assessment panels were forwarded to UNON for consideration by the Central Review Body.

29. The job opening for Senior Programme Management Officer (P5) (formerly Project Management Officer on Financial and Economic Affairs) was drafted and is pending final approval prior to posting in Inspira (the United Nations careers portal). The post will be closed two months after it is published in Inspira, and the process for selecting relevant candidates for interviews will commence soon after.

### **Staff development and training**

30. Secretariat staff participated or will participate in a number of training activities as follows:

- (a) General Service staff participated in the “Competency-based Selection and Interviewing” training conducted by a United Nations consultant on 15 and 16 December 2014;
- (b) All staff participated in the 2014 United Nations Leadership Dialogue<sup>7</sup> in December 2014. Following an initial session conducted by the Chief Officer with his direct reports, officers led further next sessions with other staff;
- (c) A number of administrative staff participated in the Inspira consultant selection system WebEx training on 22 January 2015;
- (d) In 2015 Secretariat staff are following or have completed a number of mandatory United Nations online courses including ethics and integrity; information security awareness; environment sustainability tutorial<sup>8</sup>; and HIV/AIDS in the workplace;
- (e) Ongoing UMOJA training: Secretariat staff are being encouraged to take the online modules and participate in webinars on the introduction of UMOJA (see also the mission of the Senior Administrative and Fund Management Officer to Nairobi, paragraph 19); and
- (f) Financial and administrative staff will attend the administrative management meeting that will be held from 4 to 8 May 2015, and which will focus primarily on UMOJA preparedness.

### **2014 Baobab Staff Award**

31. During the ceremony for the UNEP Baobab Staff Awards<sup>9</sup> at UNEP headquarters in November 2014, the UNEP Ozone Family, consisting of the Ozone and Fund Secretariats, and UNEP OzonAction received a special commendation from the UNEP Executive Director.

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<sup>7</sup> In December 2014, all managers in the United Nations Secretariat were asked to host a one-hour dialogue session with their direct reports on the topic, “Treating Each Other with Respect and Tolerance.” This discussion was designed to explore how the language in the Preamble to the Charter of the United Nations, “practice tolerance and live together in peace with one another as good neighbours,” applies to staff member of the United Nations. The dialogues occurred in a “cascading” fashion, until all managers had engaged their staff in a Leadership Dialogue [http://www.un.org/en/ethics/pdf/Leadership%20Dialogue%202014\\_Respect-Tolerance-WEB.pdf](http://www.un.org/en/ethics/pdf/Leadership%20Dialogue%202014_Respect-Tolerance-WEB.pdf)

<sup>8</sup> Related to ‘greening the blue’, the UN-wide communications campaign designed to engage staff in efforts to make the United Nations more sustainable in its operations

<sup>9</sup> The UNEP Baobab Staff Awards programme was established in 2007 to recognize and reward exceptional performance and dedication to achieving the goals of UNEP. It takes its name after the Baobab Tree, which symbolizes strength, power and resilience.

## Assemblée nationale du Québec

32. The Chief Officer received an invitation to meet with Mrs. Christine St-Pierre, the Minister of International Relations and “La Francophonie of the Assemblée nationale du Québec”. Arrangements are being made for a meeting on 1 May 2015.

## Cooperation with UNEP, Multilateral Environmental Agreements (MEAs) and other organizations

### *Climate and Clean Air Coalition to Reduce Short-Lived Climate Pollutants (CCAC)*

33. The Chief Officer wrote to the Head of the CCAC<sup>10</sup> Secretariat to enquire whether the results of inventories on HFC use in developing countries and information on projects to demonstrate emerging low-GWP HFC alternative technologies supported by CCAC could be shared with the Fund Secretariat, as this would facilitate the review of similar project proposals that had been submitted to the 74<sup>th</sup> meeting. He provided the CCAC Secretariat with the recent document on the overview of approved HCFC demonstration projects<sup>11</sup>, which summarized the results of Multilateral Fund HCFC demonstration projects so far approved. The Chief Officer proposed to meet with the Head of CCAC at the margins of 36<sup>th</sup> OEWG meeting, which would take place in Paris in July 2015, and extended an invitation to her and her staff to visit to the Fund Secretariat Office in Montreal.

### *Climate Technology Centre and Network (CTCN)*

34. The Chief Officer received an invitation to participate in the fifth meeting of the Advisory Board to the CTCN to be held in Copenhagen, Denmark, from 14 to 16 April 2015, but had to send his regrets due to the preparations for the 74<sup>th</sup> meeting. In his reply to the Director of CTCN<sup>12</sup>, he noted that item 8.1 of the agenda of the above-mentioned meeting was on links with other mechanisms under the convention, and requested that the relevant document be shared with the Fund Secretariat. He also proposed a meeting with CTCN at one of the Montreal Protocol meetings in 2015 to explore possibilities to further enhance cooperation and collaboration between the two Secretariats in order to contribute to the global efforts to combat climate change. The Chief Officer also extended an invitation to CTCN to visit the Fund Secretariat Office in Montreal.

### *Green Climate Fund (GCF)*

35. Following the Chief Officer’s courtesy visit to the GCF Secretariat in March 2015 (see paragraph 13), Mr. Ousseynou Nakoulima, the Director of Country Programming, visited the Secretariat on 14 April 2015 for detailed discussions on different aspects of the Multilateral Fund including, *inter alia*, business planning, capacity building, fund management, and the Multilateral Fund project cycle. During his visit, Mr. Nakoulima had the opportunity to meet bilaterally with each staff member of the Fund Secretariat.

### *Montreal Protocol bodies*

36. The Fund Secretariat assisted the Ozone Secretariat with overall information technology (IT) coordination including management of the paperless meeting and IT infrastructure for the 26<sup>th</sup> Meeting of the Parties, the Workshop on HFC Management and the 35<sup>th</sup> OEWG meeting. Secretariat staff also assisted with administrative duties at the 26<sup>th</sup> MOP and with the recruitment of freelance translators for the translation of in-session documents at the 35<sup>th</sup> OEWG meeting.

<sup>10</sup> Letter of 27 March 2015.

<sup>11</sup> Overview of approved HCFC demonstration projects and options for additional projects to demonstrate climate-friendly and energy-efficient alternative technologies to HCFCs (UNEP/OzL.Pro/ExCom/72/40).

<sup>12</sup> Letter of 31 March 2015.

37. In December 2014, the Chief Officer received a request from the Co-Chair of the Medical Technical Options Committee (MTOC), Ms. Helen Tope, to peer review the draft MTOC Assessment Report 2014. Only informal comments were provided since a formal review by the Secretariat could be a conflict of interest.

38. In December 2014, the Secretariat received an invitation from the Ozone Secretariat to submit information relevant to decision XXVI/9 including agenda topics and other suggestions for the workshop for HFC management bearing in mind that the workshop may address technical questions in the relevant sectors, including special circumstances such as high-ambient temperature conditions, with a view to clarifying as many unanswered questions as possible. The Secretariat provided relevant information pertaining to the Multilateral Fund and a thorough review of the concept note and provisional programme, which was subsequently issued as document UNEP/OzL.Pro/Workshop.8/1.

#### *UNEP OzonAction*

39. The Secretariat provided logistical support and facilities for a meeting of the UNEP CAP Advisory Group, which would take place in Montreal on 23 May 2015 following the 74<sup>th</sup> meeting.

#### *World Bank*

40. The Chief Officer received an invitation to the World Bank's 2<sup>nd</sup> Climate Ozone Operational Linkages (CO3OL) Workshop and the 9<sup>th</sup> meeting of the Ozone Operations Resource Group (OORG), to be held from 13 to 15 May 2015, in Washington, DC (United States of America).

#### United Nations organizations

##### *Joint Inspection Unit of the United Nations*

41. Following earlier interactions with the JIU in 2014<sup>13</sup>, in January 2015 the Secretariat received the draft report on the "Review of Activities and Resources Devoted to Address Climate Change in the United Nations System Organizations". Following review of the draft report the Secretariat provided a number of comments and corrections. The report will be published on the JIU website in June 2015<sup>14</sup>.

42. In February 2015, following a request from the JIU for information on the work of the Multilateral Fund in relation to Small Island Developing States (SIDS), the Secretariat provided substantive information including a summary of technical assistance and funding provided to SIDS under the Multilateral Fund, and information on Multilateral Fund projects approved for each country. The Secretariat noted that the final version of the report, issued as document JIU/REP/2015/2<sup>15</sup>, did not include the information provided by the Secretariat. The JIU advised that the scope of the review had been reduced during the process and that if it were tasked to undertake a more comprehensive review on SIDS at a later stage, the Multilateral Fund data provided would be reflected and analysed in that document. The JIU acknowledged that the technical assistance and funding provided to SIDS by the Multilateral Fund is an example of good practices with positive impact, and advised that it would provide the final draft of any further review on SIDS to the Secretariat prior of its finalization.

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<sup>13</sup> Following an invitation from the Joint Inspection Unit of the United Nations (JIU), the Secretariat completed a questionnaire with regard to the review of activities and resources devoted to address climate change in the United Nations system organizations. Subsequently, the JIU team visited the Secretariat on 25 September 2014 to discuss and exchange views on the subject.

<sup>14</sup> [www.unjiu.org](http://www.unjiu.org)

<sup>15</sup> [https://www.unjiu.org/en/reports-notes/JIU%20Products/JIU\\_REP\\_2015\\_2\\_English.pdf](https://www.unjiu.org/en/reports-notes/JIU%20Products/JIU_REP_2015_2_English.pdf)

*United Nations Framework Convention on Climate Change (UNFCCC)*

43. Following the Chief Officer's mission to Bonn (Germany) where he attended the Technical expert meeting on non-CO<sub>2</sub> greenhouse gases organized by the UNFCCC Secretariat in October 2014<sup>16</sup>, the Fund Secretariat received a request from the UNFCCC Secretariat for comments on the draft Technical summary of the mitigation benefits of actions, initiatives and options to address non-carbon dioxide greenhouse gas emissions<sup>17</sup>. The Secretariat's comments were taken into account in the finalization of the technical paper.

Non-governmental organization (NGO)*Future Earth*

44. On 20 April 2015 the Deputy Chief Officer attended a reception at the first Future Earth<sup>18</sup> Forum in Montreal, which convened leading researchers and stakeholders from Quebec for an inclusive dialogue on responding to the risks and opportunities of global environmental change, and to shape the development of Future Earth in the region.

*Centre for Science and Environment (CSE) and Environment Investigation Agency (EIA)*

45. The Chief Officer received an invitation to participate in the Workshop on strengthening the Multilateral Fund to maximize climate benefits under the HCFC phase-out and a potential HFC phase-down regime which was organized by CSE<sup>19</sup> and EIA from 17 to 18 April 2015 in Bangkok, Thailand. He provided comments and suggestions to the organizers on the agenda of the workshop; however, he had to decline the invitation due to finalization of documents for the 74<sup>th</sup> meeting.

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<sup>16</sup> See paragraph 39 of document UNEP/OzL.Pro/ExCom/73/2

<sup>17</sup> Technical paper FCCC/TP/2014/13/Add.4 compiles information on the mitigation and sustainable development benefits of actions, initiatives and options to enhance mitigation ambition, with a focus on the thematic areas of land use, urban environment, carbon capture, use and storage, and non-carbon dioxide greenhouse gas emissions. Information for the update was provided in literature, submissions from Parties and observer organizations and at the technical expert meetings held during sessions of the Ad Hoc Working Group on the Durban Platform for Enhanced Action in June and October 2014. The technical paper builds up on the previous version of the technical paper, contained in document FCCC/TP/2014/3 and its addenda FCCC/TP/2014/3/Add.1.

<sup>18</sup> Future Earth is a 10 year international research platform that will develop the knowledge needed to respond to risks and opportunities of global environmental change and accelerate transformation towards global sustainability. Montreal is one five hubs of the Secretariat of the Future Earth Forum along with Paris, Stockholm, Tokyo and Colorado. For further information see <http://www.futureearth.org/news/future-earth-forum-montreal>

<sup>19</sup> The CSE is a public interest research and advocacy organisation based in New Delhi, India. CSE researches into, lobbies for and communicates the urgency of development that is both sustainable and equitable.

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

<b>Body</b>	<b>Secretariat advice</b>	<b>Date provided</b>	<b>Further actions</b>
Green Climate Fund (GCF)	Presentation on Multilateral Fund (MLF) and a sample of key documents including Secretariat activities, status of the Fund, consolidated business plans and progress reports, a sample of project proposals and policy papers	9 March 2015	Continued cooperation with the GCF
	Further details discussions on the MLF	14 April 2015	
Joint Inspection Unit of the United Nations	Comments on the draft document "Review of Activities and Resources Devoted to Address Climate Change in the United Nations System Organizations.	January 2015	None
	Substantive information including a summary of technical assistance and funding provided to Small Island Developing States (SIDS) under the Multilateral Fund and comprehensive information on Multilateral Fund projects approved for each country.	February 2015	The Secretariat will comment on the report of any further comprehensive review on SIDS by the JIU
UNFCCC	Comments on the draft technical summary of the mitigation benefits of actions, initiatives and options to address non-carbon dioxide greenhouse gas emissions	30 March 2015	Continued cooperation with the UNFCCC
CCAC	Document 72/40, Overview of approved HCFC demonstration projects and options for additional projects to demonstrate climate-friendly and energy efficient alternative technologies to HCFCs (decision 71/51(a)), which summarizes the results of Multilateral Fund HCFC demonstration projects approved so far.	27 March 2015	Courtesy visit to CCAC headquarters during the 26 <sup>th</sup> OEWG meeting, Paris, July 2015