



**United Nations
Environment
Programme**



Distr.
LIMITED

UNEP/OzL.Pro/ExCom/18/2
24 October 1995

ORIGINAL: ENGLISH

Executive Committee of
the Multilateral Fund for the
Implementation of the Montreal Protocol

Eighteenth Meeting
Vienna, 22-24 November 1995

SECRETARIAT ACTIVITIES

SECRETARIAT ACTIVITIES

1. This document reports on the activities undertaken by the Fund Secretariat since the Seventeenth Meeting of the Executive Committee during the period August to October 1995.

Documents received in and prepared by the Fund Secretariat:

2. From the documents included in the List of Documents (UNEP/OzL.Pro/ExCom/18/Inf.1), the Secretariat prepared the following documents:

- Secretariat Activities (UNEP/OzL.Pro/ExCom/18/2).
- 1996 Budget of the Fund Secretariat (UNEP/OzL.Pro/ExCom/18/4).
- Overview of Issues Identified during Project Review (UNEP/OzL.Pro/ExCom/18/6).
- Consolidated 1996 Business Plan (UNEP/OzL.Pro/ExCom/18/12).
- Consolidated Progress Report (UNEP/OzL.Pro/ExCom/18/51).
- Reports of the Executive Committee to the Seventh Meeting of the Parties on: (a) Financial planning in the Multilateral Fund (UNEP/OzL.Pro/ExCom/18/62); and (b) Technology transfer (UNEP/OzL.Pro/ExCom/18/63).
- Guidelines on Project Monitoring and Evaluation (UNEP/OzL.Pro/ExCom/18/64).
- Guidelines for halon banking (UNEP/OzL.Pro/ExCom/18/69).
- Recovery and Recycling (UNEP/OzL.Pro/ExCom/18/70).
- Report of the First Meeting of the Expert Group on the production of substitutes for ozone-depleting substances (UNEP/OzL.Pro/ExCom/18/71).
- Treatment of hydrocarbon technologies (UNEP/OzL.Pro/ExCom/18/72).

3. The Secretariat provided comments regarding bilateral assistance, work programme amendments, 1996 business plans, country programmes and project proposals to Article 5 countries, donor countries and Implementing Agencies, as appropriate.

Project proposals:

4. The Secretariat received 88 new investment project proposals in addition to the 68 project proposals that were submitted to the Seventeenth Meeting which contained policy or other issues. The proposals were evaluated according to established guidelines and criteria.

5. The Secretariat modified the Project Evaluation Sheet according to the Decision 17/18 of the Committee on streamlining Executive Committee review of projects.

6. The Secretariat prepared the Consolidated List of Projects consisting of projects recommended by the Seventeenth Meeting of the Executive Committee for blanket approval, and projects that were not considered at that Meeting due to policy and other issues and were resubmitted by the implementing agencies. These projects, as decided by the Executive Committee, would be funded ahead of new projects received (Decision 17/20). In addition, the

Secretariat prepared a list of the new projects submitted to the Eighteenth Meeting. The two lists will be sent to the members of the Sub-Committee on Project Review.

Other documents prepared by the Fund Secretariat:

- Update of the Inventory of Approved Projects as at July 1995.
- Update of Policies, Procedures Guidelines and Criteria as at July 1995.
- Production of the Information Booklet on the Multilateral Fund.

Meetings:

7. The Fund Secretariat was represented at the following meetings:

- South-East and the Pacific ODS-NET Meeting, Manila, Philippines, 13-17 August 1995.
- Tenth and Eleventh Meetings of the Implementation Committee under the Non-compliance Procedure for the Montreal Protocol, 25 and 31 August 1995, Geneva, Switzerland.
- First Meeting of the Bureau of the Sixth Meeting of the Parties to the Montreal Protocol, 25 August 1995, Geneva, Switzerland.
- Twelfth Meeting of the Open-Ended Working Group, 28 August - 1 September 1995 Geneva, Switzerland.
- Meeting of the World Bank to Review OORG Template, Washington, D.C., 20 and 23 October 1995.

8. The Secretariat made preparations for the following meeting:

- First Meeting of the Expert Group on Production Sector, Montreal, 13-14 September 1995. The meeting was attended by experts officially nominated from Article 5 and non-Article 5 Parties, a number of independent experts as well as representatives from the World Bank. The Report of the Meeting of the Expert Group is being submitted to the Eighteenth Meeting of the Executive Committee.
- Meeting between the Fund Secretariat and Implementing Agencies, Montreal, 20-21 October 1995, to discuss their 1996 Business Plans.

Parties operating under Article 5 paragraph 1:

9. The Secretariat notified Article 5 countries of projects and other relevant activities, approved at the Seventeenth Meeting of the Executive Committee.

Parties not operating under Article 5 paragraph 1:

10. Decisions taken by the Executive Committee at its Seventeenth Meeting regarding requests for bilateral contributions submitted by the Governments of Australia, Canada, Denmark, France, and the United States of America were communicated to the governments concerned.

Preparation for the Eighteenth Meeting of the Executive Committee:

11. The Secretariat has arranged for the Meeting of the Sub-Committee on Project Review and for the Eighteenth Meeting of the Executive Committee, to be held in Vienna. The Secretariat records its thanks to UNIDO for securing the conference rooms and other conference services facilities. Letters of invitation and meeting documentation have been dispatched to members of the Executive Committee, the President of the Bureau, the Implementing Agencies, and to NGOs.

Other matters

12. An upgrade of the electronic mail system, including improved arrangements for connection to the Internet, is in progress.