



**United Nations
Environment
Programme**



Distr.
LIMITED

UNEP/OzL.Pro/ExCom/26/13
8 October 1998

ORIGINAL: ENGLISH

Executive Committee of
the Multilateral Fund for the
Implementation of the Montreal Protocol
Twenty-sixth Meeting
Cairo, 11-13 November 1998

**STATUS OF IMPLEMENTATION
OF THE MONITORING AND EVALUATION WORK PROGRAMME**

Background

The Executive Committee:

- (1) established the monitoring and evaluation system of the Multilateral Fund at its 21st Meeting in March 1997 and decided that "It would need to review the progress and implementation of the monitoring and evaluation programme after one year." (Decision 21/36 (c));
- (2) adopted the work programme of monitoring and evaluation at its 22nd Meeting in May 1997;
- (3) noted the Evaluation Guide for Investment and non-Investment Projects at its 23rd Meeting in November 1997 and requested the Evaluation Officer to revise the Guide in the light of experience with its use by countries and implementing agencies;
- (4) approved the project completion report format for investment projects and standard components on monitoring and evaluation in project proposals at its 23rd Meeting in November 1997;
- (5) approved the project completion report format for non-investment projects and milestones for non-investment projects at its 24th Meeting in March 1998;
- (6) decided also at its 24th Meeting that « a consultant should be employed until the Monitoring and Evaluation Officer could take up the post ».

Actions taken by the Secretariat

1. Consolidated project completion reports and revision of the Evaluation Guide for Investment and Non-investment Projects

A consultant was contracted to review and consolidate project completion reports received to-date from implementing agencies. The report from the consultant is to be considered at the 26th Meeting. In addition the consultant also revised and updated the Evaluation Guide for Investment and Non-investment Projects which will be distributed to implementing agencies for review and application.

2. Standard components on monitoring and evaluation in project proposals

The standard components which were adopted by the Executive Committee at its 23rd Meeting in November 1997 (Decision 23/7) have been adopted by the implementing agencies in their investment project proposals.

3. Project completion report format for investment projects

The format for the project completion reports for investment projects has been used by the implementing agencies for preparing project completion reports. Up to the 26th Meeting, 114 completion reports have been received using this format.

4. Project completion report format for non-investment projects

The format for project completion reports for non-investment projects has been used by the implementing agencies for preparing completion reports for non-investment projects. Up to the 26th Meeting, 38 completion reports have been received using this format.

5. Milestones for non-investment projects

The milestones for non-investment projects which were adopted at the 24th Executive Committee Meeting in March 1998 (Decision 24/8) were communicated to the implementing agencies to be included in future project proposals.

6. Recruitment of Evaluation Officer

Subsequent to Executive Committee Decisions 23/3 and 24/11, the Secretariat has initiated the following actions:

- Post was classified and advertised,
- Applicants were received and evaluated,
- A short-list of candidates were interviewed, and the Secretariat's recommendation was sent to the United Nations Office in Nairobi (UNON). UNON's decision is pending.

7. Sector evaluations for foams, refrigerants and non-investment

The draft Terms of Reference for these evaluations have been prepared by the consultant.