



**United Nations
Environment
Programme**

Distr.
GENERAL

UNEP/OzL.Pro/ExCom/95/2
18 November 2024

ORIGINAL: ENGLISH



EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL
Ninety-fifth Meeting
Montreal, 4-8 December 2024
Item 3 of the provisional agenda¹

SECRETARIAT ACTIVITIES

Introduction

1. This document presents the activities of the Secretariat since the issuance of the Secretariat activities document for the 94th meeting.²

I. Issues relating to meetings

I.1 94th meeting

2. The report of the 94th meeting³ was conveyed to all Executive Committee members, implementing and bilateral agencies and the Ozone Secretariat, and was placed on the Multilateral Fund's website. Results of the meeting related to project approvals and tranche submission delays were communicated to 80 and 17 Article 5 countries, respectively, and the relevant agencies. A post-meeting summary of the 94th meeting and decisions taken at that meeting was prepared and shared on the Fund's website.

I.2 95th meeting

3. The Secretariat prepared 96 meeting documents for the 95th meeting,⁴ updated databases and prepared summary documents, where applicable.

¹ UNEP/OzL.Pro/ExCom/95/1

² UNEP/OzL.Pro/ExCom/94/2

³ UNEP/OzL.Pro/ExCom/94/67

⁴ Letters of invitation were sent to members of the Executive Committee, the President of the Bureau of the Meeting of the Parties, 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.

I.3 Inter-agency coordination meeting (IACM)

4. The Secretariat arranged an IACM, held in Montreal, Canada, from 10 to 12 September 2024. Participants included the representatives of the bilateral agencies of Canada, Germany and Italy, representatives of the implementing agencies and Secretariat staff. The meeting report⁵ is posted on the IACM meeting section of the Fund's website. Highlights of the meeting are provided in the following paragraphs.

5. The importance of timely submission of Country Programme (CP) data was highlighted by the Secretariat, that also reinforced the need to ensure data consistency between project submissions and the data submitted under the CP report and Article 7. The Secretariat acknowledged the improvement of the quality of submitted data and thanked the agencies for their work in assisting countries to reconcile data. Agencies also observed that the data discrepancies were sometimes due to the need to update baseline data and the different deadlines for submitting CP and Article 7 data. The importance of quality data and analysis was also emphasized as part of the discussions under the agenda item on project submissions.

6. The Secretariat presented the status of implementation of the 2024-2026 business plan and estimates of the balance at the end of 2024. Agencies provided an update on the expected submissions for each country and shared their views relating to business planning including ways to fully commit Fund resources available to assist Article 5 countries in implementing Montreal Protocol efficiently and effectively. Agencies were invited to elaborate on how the additional resources provided under the core unit funding and the CAP budget are being used in providing technical and policy support to Article 5 countries, and to LVC countries to further implementation of Kigali HFC implementation plans (KIPs), respectively. Agencies shared their plans and expressed appreciation for these additional resources.

7. As many current project submissions were new activities in the initial preparatory stages (e.g., KIPs, energy efficiency, inventories of banks of unwanted controlled substances and plans for the collection, transport and disposal of such substances), the Secretariat invited agencies to carefully monitor the progress of those activities. The Secretariat noted the NOUs' capacity issues and challenges, the work needed for designing and implementing additional projects, and the workload on all Fund-related institutions. The Secretariat shared examples of projects that combined different activities, including those for which funding windows had been opened, which facilitated the preparation of a single project, which will streamline the review process, and most importantly, will facilitate implementation with a more strategic approach for the country. Agencies welcomed the idea of having more strategic and comprehensive integrated projects.

8. Regarding the item on further elaboration on the operational framework on energy efficiency while phasing down HFCs, the Secretariat introduced a discussion combining this topic with the status of the preparation of projects under the pilot project funding window (decision 91/65) and the incentive related funding window for the manufacturing sector (decision 94/60), as well as any specific challenges in developing projects particularly for manufacturing-related activities. Agencies discussed challenges that they had encountered in project preparation and planning for funded activities, with some agencies noting issues relating to the development of minimum energy performance standards (MEPS) for certain products, whether regional MEPS could be considered in lieu of countries' specific energy performance standards, as well as market factors specific to individual countries. It was mentioned that guidance would be useful on how to evaluate the energy efficiency of certain products and on what is needed for projects to be approved under decision 94/60. The Secretariat informed that a guide for the submission of projects pursuant to the decision 94/60 was prepared.

9. The Secretariat introduced the item relating to the preparation of a document on the mapping of reporting requirements and the streamlining of reporting on progress across the spectrum of reports, taking into account the ongoing development of the knowledge management system (KMS). Agencies discussed

⁵ IACM/2024/2/2

their priorities for potential changes to reporting and expressed some of their difficulties with the current reporting system. The Secretariat concluded that it would take into account agencies' comments and suggestions when finalizing the document and would contact them as required.

10. The Senior Monitoring and Evaluation Officer (SMEO) presented an update on the status of implementation of the monitoring and evaluation work programme for 2024 and provided information relating to the assessment of the Multilateral Fund (MLF) evaluation function that was carried out during 2024. Information was shared on the updates to the consolidated project completion report (PCR) and the migration of the PCRs to the new KMS. The potential terms of reference for the evaluation on recycling, recovery and reclamation were also presented, and agencies provided feedback.

11. The Secretariat provided an update on the development of the Multilateral Fund Climate Impact Indicator, followed by a demonstration of its application. The Secretariat explained the topic of alternatives in polyurethane foam manufacturing, consulted with the agencies on updated information as requested by decision 94/58(b), and informed of consultations with stakeholders and industry that took place on the topic during the 46th meeting of the OEWG. Discussions were also taken place on how to include HCFC-141b contained in imported pre-blended polyols in the HCFC phase-out to ensure the foam sector conversion was sustainable and those enterprises could be supported. Agencies provided views and inputs, and shared lessons learned on these topics. The issue of the requested update to document 93/99 on the local installation and assembly sector, taking into account additional information provided by Article 5 countries, was also discussed, with agencies and the Secretariat engaging in discussions and sharing of experiences.

12. The discussions concluded with the planning of the second half-day session on strategic approaches for the implementation of the Kigali Amendment and the contribution of the activities funded under the Multilateral Fund on sustainable cooling that will take place on 9 December 2024 after the 95th meeting of the Executive Committee. Agencies stated their openness to engage in future discussions on the topics to be included in the agenda according to the priorities already shared by countries.

II. Meetings attended and missions undertaken

13. During the reporting period, representatives of the Secretariat participated in the following events:

- (a) The Deputy Chief Officer, a Senior Programme Management officer, and two Programme Management officers participated online in the Regional Network Meeting for National Ozone Officers (NOOs) of the English-speaking African Countries, held in Maputo, Mozambique, from 10 to 12 June 2024.
- (b) The Chief Officer, a Senior Programme Management officer and the Chief of Administration met with colleagues from the World Bank in Washington D.C., and UNDP in New York from 25 to 27 June 2024, to discuss issues related to different aspects relating to the operationalization of a potential revolving fund for energy efficiency in the context of HFC phase-down. The results of these consultations were integrated into the document prepared for this meeting.
- (c) A Programme Management officer participated in the Caribbean Network Meeting of NOOs and Haiti and the Twinning Workshop for NOOs and energy efficiency policymakers from the Caribbean and Haiti, held in Panama City, Panama from 24 to 28 June 2024.
- (d) The Chief Officer and Secretariat staff attended the 46th meeting of the Open-ended Working Group of the Parties to the Montreal Protocol (OEWG-46), and the 72nd meeting of the Implementation Committee, held in Montreal, Canada, from 8 to 12 July 2024, and on 7 July 2024 respectively. The Secretariat organized two side events, one held on 8 July, as an opportunity for Article 5 countries to ask questions about the preparation of KIPs,

and the other one on 10 July to provide information on the online CP data reporting under the portal on the new MLF website. Secretariat staff were available to provide information and respond to questions during the question-and-answer sessions.

- (e) A Senior Programme Management officer participated in the Fluorocarbon Banks Inventories Workshop, organised, on 7 July 2024, in the margins of OEWG-46 by the Climate and Clean Air Coalition (CCAC) together with the Ministry of the Environment of Japan/Initiative on Fluorocarbons Life Cycle Management (IFL), and made a presentation on the criteria for a funding window for an inventory of banks of used or unwanted controlled substances and a plan for collection, transport and disposal of such substances.
- (f) A Senior Programme Management officer participated in the regional Network Meeting for Ozone Officers from Latin America and Energy-Efficiency-Ozone Twinning Workshop for Latin America, held in Santiago, Chile, from 29 July to 2 August 2024. The SMEO also participated online in the Network Meeting and provided an update on the implementation of the monitoring and evaluation work programme and progress on the ongoing evaluations.
- (g) At the request of the South African Government, Department of Forestry, Fisheries and Environment, the Secretariat participated online and presented information on the operational arrangements, governance structure, project planning and implementation processes of the Multilateral Fund at an information session of the Intergovernmental Negotiating Committee on Plastic Pollution Intersessional Work with Civil Society Organisations, organised by the Government of South Africa, on 12 August 2024.
- (h) At the invitation of the Government of Colombia, the Deputy Chief Officer participated, on 19 September 2024, in the events for the celebration of the 30th anniversary of Colombia being a party to the Montreal Protocol and the creation of the National Ozone Unit in the country.
- (i) The Chief Officer participated in the coordination meeting with stakeholders for the implementation of the HPMP in China, held in Beijing, China, from 20 to 22 September 2024. The meeting also included a workshop on HFC-23 emissions.
- (j) The Chief Officer and a Senior Programme Management officer participated in the Joint Network Meeting of the South Asia and West Asia National Ozone Officers, held in Chennai, India, from 24 to 25 September 2024. The SMEO also provided an update on the implementation of the monitoring and evaluation work programme and progress on the ongoing evaluations.
- (k) The Chief Officer and Secretariat staff attended the combined 13th meeting of the Conference of the Parties to the Vienna Convention and 36th Meeting of the Parties to the Montreal Protocol, held in Bangkok from 28 October to 1 November 2024; the 73rd meeting of the Implementation Committee on 25 October 2024; and the Workshop on Life-cycle Refrigerant Management (LRM) on 27 October 2024, where a senior programme management officer participated in the panel on financing LRM. The Secretariat also offered in-person training for Article 5 countries during the meetings in Bangkok, on the online system for CP data submission, which is expected to be launched at the beginning of 2025. Seventy-four participants representing 54 countries participated in the training.
- (l) A Senior Programme Management officer participated online on 13 November 2024 in the Joint Thematic Workshop of Southeast Asia and Pacific Island Countries National Ozone Officers on National Inventory of Banks of ODS/HFC and Strategy for Management of

Unwanted Controlled Substances. He made a presentation on the same issue.

III. Knowledge management system

14. The development of the KMS continues making good progress in accordance with plans, with the project management team closely collaborating with multiple developer and design teams to ensure adherence to the project's delivery schedule. In parallel, the team is actively working towards initiating the development of phase 3 products, with the collection and refinement of user requirements already in progress. Phase 3 will focus on expanding the online reporting system functionalities and the API. A detailed description of progress made in the development of the KMS can be found in annex I to the present document.

IV. Administrative matters

IV.1 Staffing and recruitment

15. The process of selection for the position of Senior Programme Management Officer (P-5), was finalized with the selection of Mr. Ayman Eltalouny, effective 1 January 2025.

16. The process of selection for the two P-3 positions of Programme Management Officers was finalized, with the selection of Ms. Manisha Vipul Sanghani and Mr. Rony Salim Aoun who reported on duty on 31 August 2024 and 7 September 2024, respectively.

17. The recruitment process for the position of Programme Management Officer (P-4), following the upcoming retirement of the incumbent, Ms. Mirian Vega, on 31 December 2024, has been finalized, with the selection of Ms. Elisa Giyeon Rim, who will be reporting on duty on 1 February 2025.

18. The recruitment process of the Programme Management Assistant (G-6) is in the final stages of selection.

19. The recruitment process and contractual arrangements for one consultant supporting energy efficiency; one consultant supporting the MCII model; one consultant to review revolving fund and criteria for funding projects; one consultant supporting the project review team; one consultant to assist with consolidating all submission forms in the new online system; one consultant for the validation of QuiriO₃ and the Secretariat's website; one individual contractor supporting the monitoring and evaluation function; one individual contractor supporting the KMS team; three individual contractors supporting the project review team; one individual contractor supporting document editing and proof reading; two individual contractors supporting translation coordination; and four interns were completed.

IV.2 Staff development and training

20. Secretariat staff undertook online mandatory United Nations training courses, and the Leadership Dialogue, a mandatory guided dialogue session organized by the United Nations Ethics Office. One Secretariat staff member participated in a 2-day in-person training on Umoja Self Service Analytics, organized by UNEP Business Intelligence Team from 31 October to 1 November 2024 in Paris, France.

V. Cooperation with the Multilateral Fund implementing agencies and other organizations

21. Pursuant to decision 79/1(b), the Secretariat has included a full overview of the status of all discussions with MEAs and other relevant organizations in annex II to the present document.

United Nations Environment Programme

22. The Secretariat was invited to collaborate with UNEP in the development of the next Medium-term Strategy 2025-2029 and Programme of Work 2026-2029, mandated by the United Nations Environment Assembly (UNEA) decision 6/7, and being steered by the UNEP Policy and Programme Division, with the UNEP Law Division serving as facilitator for the engagement of the MEA Secretariats and in collaboration with the UNEP Early Warning and Assessment Division for the engagement of the UNEP Science-Policy Panels. The strategy is expected to be approved at the 7th session of UNEA in December 2025.

Intergovernmental Negotiating Committee to develop an international legally binding instrument on plastic pollution (INC)

23. The Chief Officer was invited to act as a technical resource person to an ad hoc Intersessional Open-Ended Expert Group for the INC-4. She participated in online meetings of the respective expert group between 1 July and 24 August 2024 and provided information on the Multilateral Fund upon request.

Green Climate Fund (GCF), Global Environment Facility (GEF) and other funding institutions

24. In July 2024, the Secretariat shared information with the GCF, the GEF, the Asian Development Bank, the European Bank for Reconstruction and Development, the African Development Bank and the Inter-American Development Bank on the discussions held during the 94th Executive Committee meeting on energy efficiency, relating to decision 94/60 adopted by the Executive Committee on a funding window for projects developed and implemented under the operational framework on energy efficiency, and on projects approved at the 94th meeting under the pilot project funding window for energy efficiency.

Stimson Center

25. The Chief Officer provided inputs and reviewed a case study examining aspects that make the Montreal Protocol successful, and relevant lessons for accountability in the cyber domain. The case study, whose chapter is entitled “The Remarkable Story of the Montreal Protocol with Lessons for Cyberspace” was included in the Stimson Center report “Advancing Accountability in Cyberspace: Models, Mechanisms, and Multistakeholder Approaches”, prepared by the Stimson Center⁶, and published on the Stimson Centre’s website (<https://www.stimson.org/2024/the-remarkable-story-of-the-montreal-protocol-with-lessons-for-cyberspace/>).

University of Cape Town (UCT), South Africa

26. In July 2024, UCT contacted the Secretariat in the framework of its research for the preparation of a guidance document for governments and other stakeholders to support the implementation of sustainable domestic financing mechanisms for the sound management of chemicals and waste with particular focus on UNEP’s Special Programme-financed projects. They requested a viewpoint on the barriers, challenges, and opportunities for implementing sustainable domestic financing mechanisms based on country-level experiences in implementation of MLF projects. The Secretariat, through an on-line interview, shared experiences in the implementation of different ODS phase-out and HFC phase-down projects.

Lawrence Berkeley National Laboratory (LBNL), University of California, Berkeley

27. In August 2024, Secretariat staff held a three-day consultative meeting with personnel at the LBNL in San Francisco, United States, to discuss issues relating to energy efficiency in the context of HFC phase-down. The meeting included representatives of the Secretariat, LBNL staff handling refrigeration,

⁶ The Stimson Center is a Washington, D.C.-based nonprofit, nonpartisan think tank that promotes international security and shared prosperity through applied research and independent analysis, global engagement, and policy innovation.

air-conditioning and heat pump equipment technologies, testing standards and practice, along with the Clean Cooling Collaborative personnel.

Schmidt Center for Data Science and Environment, University of California, Berkeley

28. In the margins of the UNEA-6, the Secretariat had a discussion with the Schmidt Center for Data Science and Environment on the policies tool on plastics that they developed for the INC. Following discussions with the Secretariat on the applicability of such a tool to assist Article 5 countries in designing their policies and measures for the HFC phase-down, a workshop was held in October 2024 in Montreal between the Schmidt Center and the Secretariat staff. The discussions touched upon the scope of such a tool, its usefulness and easy accessibility, the features of such an interactive user-friendly tool for HFC consumption assessment, trend analysis and impact of different policy interventions on HFC consumption projections. The tool, to be developed by the Schmidt Center, is expected to help countries to make assessments of HFC consumption trends and understand the need for different policy interventions.

Birmingham Energy Institute, University of Birmingham, United Kingdom

29. At the invitation of the “informal advisory group for the virtual model”, the Secretariat participated as an observer, in November 2024, in a webinar on the virtual model for cold chain that is under development by the University of Birmingham, where discussions were held with technical and policy experts.

Annex I

PROGRESS REPORT ON THE CREATION OF A KNOWLEDGE MANAGEMENT SYSTEM (decision 91/69)

Introduction

1. The Executive Committee approved the creation of a new Knowledge Management System (decision 91/69) and requested in paragraph (c) that the Secretariat reports on the progress of its implementation until the completion of phases 1 and 2, as outlined in document UNEP/OzL.Pro/ExCom/91/70, as part of the Secretariat activities. This progress report is in response to this decision and provides updates on the report presented at the 94th meeting. The new KMS is being implemented in three phases:

- **Phase 1:** Master database and the revamped website
- **Phase 2:** Core products
- **Phase 3:** Agencies' portal and other enhancements

2. Phases 1 and 2 are almost complete except for part of the “MLF data hub” (see table 2 below) and work towards initiating phase 3 has already been started as while implementing phases 1 and 2, the infrastructure needed for phase 3 was put in place. According to decision 91/69(d), funding for phase 3 will be requested upon completion of phases 1 and 2 (please refer to document UNEP/OzL.Pro/ExCom/95/7 on the revised 2025, 2026 and proposed 2027 budgets of the Fund Secretariat).

3. At the 94th meeting, four core products were launched, the website, the decision search engine “**QuiriO₃**”, the meeting portal and the online Country Programme (CP) data reporting. Since then, upgrades and user validation testing of the four core products continued. The Secretariat successfully delivered an in-person specialized training session on the CP data module on the sidelines of the combined meeting of the Thirteenth Conference of the Parties and the Thirty-Sixth Meeting of the Parties to the Montreal Protocol (COP13/MOP36), held in Bangkok from 28 October to 1 November 2024. Countries are expected to report their CP data in the new online system starting on 1 January 2025.

4. As noted in the previous progress report, document UNEP/OzL.Pro/ExCom/94/2, some priorities were shifted between phases 1 and 2. Additionally, while streamlining processes during the second half of 2024, the below unplanned modules were initiated. This adjustment was necessary to maintain logical interdependencies between activities and workflows.

- Treasurer module as part of the contributions dashboard (additional to the other dashboards that fall under the “MLF data hub” as described in table 2 below)
- Business plan module (this forms part of the Agencies' portal of phase 3 and was not initially planned).

5. The country profiles, the remaining dashboards as described in the core product “MLF data hub” and the online project submission and project reporting system as part of the Agencies portal are scheduled for phase 3 in 2025.

Status of implementation of phases 1 and 2

6. Tables 1 and 2 summarize the status of implementation for every task that was described in document UNEP/OzL.Pro/ExCom/91/70.

Table 1: Status of implementation of phase 1

Phase 1: Master database and website					
Tasks		Priority change	Completion rate (%) 94ExCom	Completion rate (%) 95ExCom	Comments
1.1	Define and prioritise detailed user requirements	Yes	40	70	Backend business processes and workflows have been mapped and documented. Stakeholders have been engaged in finalizing the requirements for the online project submission and reporting.
1.2	User processes (advice on governance, administering and managing data)	Yes	0	30	Due to the complications in migration of the data, this activity was shifted to phase 2.
1.3	Identify the technology and customisations needed.	No	90	90	This item has a dependency on 1.1 and 1.2 which might bring additional customization requirements.
1.4	Mapping of the old to the new data structures	Yes	100	100	Completed in phase 1.
1.5	Unify databases into a new master database	No	95	95	The completion of this deliverable has a dependency on 1.1 and 1.2 which might bring minor changes on the database structure.
1.6	Implementation of a new technology - configuration (proxies, security assessment, new coding)	No	90	90	This item has a dependency on 1.3 which might bring minor changes to cross reference queries, analysis and filters which impact configuration.
1.7	Revamped website (including user interface design)	No	95	98*	The website has been finalized, presented at the 94 th meeting and launched shortly after. The “greening our operations” page is still under development. The tab on the website “PROJECTS AND DATA” is not ready yet except for the online CP data reporting system. Due to its complexity and interdependence with the data migration of projects, it has become a core product on its own (see table 2).
1.8	Testing and acceptance	Yes	80	100*	Testing of the website component is finalized, we continue to test the tool to minimize the possibility of bugs and migration errors. Additional content management training sessions for the Secretariat have taken place in September.

*Development is completed according to the requirements. As per standard software development practice it is normal that additional small fixes/improvements will happen in 2025.

Table 2: Status of implementation of phase 2

Phase 2: Core products					
Tasks		Priority change	Completion rate 94ExCom	Completion rate 95ExCom	Comments
2.1	Online CP data reporting falls under the “PROJECTS AND DATA” tab of the website	Yes	90	100*	The online CP data is finalised. Official training has taken place at the margins of COP13/MOP36. Countries will be reporting starting from the 1 January 2025. The Secretariat will continue supporting countries as they transition to the new online system.
2.2	Online reporting of project completion reports	No	0	10	New forms have been approved at the 94 th meeting. User requirements have been finalized and development is planned to begin in 2025.
2.3	Meeting portal	Yes	90	100*	The meeting portal is finalised and will be officially used at the 95 th meeting. Testing and verification on all migrated meeting documents are ongoing.
2.4	Country profiles renamed as countries dashboard	No	0	30	The specifications are complete, and data will be populated from the new master database and other sources.
2.5	“Handbook” / Electronic document management system QuiriO₃	Yes	95	100*	QuiriO ₃ has been presented at the 94 th meeting and has been launched shortly after. Tagging review and enhancement from the Secretariat continues to improve the search engine functionality.
2.6 and 2.6a	2.6 has been revised and renamed to “MLF data Hub”. All dashboards will fall under the “PROJECTS AND DATA” tab of the website	No	10	30	In addition to the online CP data reporting system, the “PROJECTS AND DATA” tab will include the CP data center and four dashboards: Contributions / Projects / Countries (see point 2.4) / Impacts . The specifications are finalised. The “contributions” dashboard is implemented. The implementation of the “impacts” dashboard will depend on data that the Secretariat will start collecting in a systematic way. The mock-ups of the dashboards and the CP data center will be presented at the 95 th meeting.
2.7	Pilot project for project review on IS projects renamed to “Project online submission”	Yes	0	10	This core product has been combined with the “Agency portal” in phase 3 and has become part of the online project submission. The Agency’s portal is designed to include the whole workflow from the submission of a project proposal in the Business Plan, online project submission, online review and online progress reporting. Development will begin in 2025.
2.8	Testing and acceptance	No	50	100*	Testing for the initial core products has been finalized.

* Development is completed according to the requirements. As per standard software development practice it is normal that additional small fixes/improvements will happen in 2025.

Additional development and phase 3 activities

7. The closely interconnected nature of phases 1, 2, and 3, along with unforeseen activities, have led to the initiation of some tasks originally scheduled for phase 3. This overlap is typical in software development, where evolving priorities often require adjustments as the project progresses. The table below outlines the additional tasks identified, along with items from phase 3 that naturally began during phase 2.

Table 3: Additional and unplanned products initiated in phase 2 to be completed in phase 3 and initially planned activities

Core and additional unplanned products					
Tasks		Priority change	Completion rate 94ExCom	Completion rate 95ExCom	Comments
3.1	Treasurer module as part of the contributions dashboard	Yes (unplanned)	N/A	80	The Secretariat took the opportunity to streamline the treasurer functions through the development of a contributions dashboard. It includes modules for the scale of assessment, status of contributions, fund status and other attributes and tools such as the FERM gain or loss data and a repository for invoices and payments.
3.2	Progress report module	Yes (unplanned)	N/A	10	Additional module to the online project submission to track progress reports and collect relevant data for the project completion report.
3.3	Business plan	Yes (unplanned)	N/A	50	This module is a natural addition to the workflow that allows linking projects to the planned activities. The user requirements have been defined and development has begun.
3.4	Agencies portal and other enhancements	Yes	N/A	N/A	Combined and reported under 2.2, 2.7, 3.2 and 3.3.
3.5	API	Yes	N/A	20	As various tools were being finalized developing proper APIs became necessary as part of the application development cycle and integration between modules.
3.6	Documentation, training, tutorials and bug fixes	No	N/A	15	Supporting the software development cycle. Hosting and infrastructure management are covered in this point.

8. Phase 3 will serve as the final phase, ensuring the completion of all outstanding tasks from both phases 1 and 2. This phase will also address any residual issues, resolving them to ensure that nothing is left unfinished from the previous stages. Additionally, it will encompass the completion of all unplanned activities that emerged during the project, ensuring that all elements are successfully closed.

Conclusions

9. The KMS is progressing steadily, with many core products advancing as planned. The project remains on schedule, and significant milestones have been achieved. Following the launch of the new website and **QuiriO₃**, the meeting portal will be used at the 95th meeting of the Executive Committee.

10. There is a delay in the development of the dashboards and the CP data center as specifications for other modules needed to be finalized before the dashboards could be properly conceptualized. Their implementation will also depend on the validation of the data in the master database.

11. The data collected and organized systematically during phases 1 and 2 will demonstrate its value at the 95th meeting of the Executive Committee, through the presentation of dashboard mockups. These will showcase insights and analysis drawn from available project, country, and contribution data.

12. Building on the success of the CP data training at COP13/MOP36, countries are now preparing to submit their data online for the first time, beginning in January 2025. More training opportunities will be organized by the Secretariat.

13. Two unplanned modules were initiated for development in 2024. The “contributions” dashboard represents the initial step that streamlines and automates the financial in/out flows towards the status of the Fund along with the necessary attributes including the fund allocations and provisions. The business plan module is another key component towards the streamlining of reporting and integration of data through a comprehensive online project workflow. Although unplanned, these modules were unavoidable and proved to be a crucial addition to the Knowledge Management System.

14. Development of the online project submission workflow will continue into phase 3, pending the decision of the Executive Committee for this phase. This will include the project submission, the enterprise, the progress reports, and the project completion reports (PCR) modules.

15. As reported previously, the phases have aligned seamlessly to form the full development cycle of the KMS. The Secretariat will release further enhancements in 2025. In addition, we will complete the integration of all APIs required to automate data transfer between the portal and the dashboards which will transform from mockups to functional products. By the end of phase 3, the KMS will fully support online reporting and cross-functional data access, enhancing transparency and accountability.

Annex II

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

*Note: New information is in **bold** fonts*

Secretariat advice/discussions held/interaction	Meeting
Adaption Fund	
Explanation of Multilateral Fund policies on interest earned. The information provided by the Secretariat can be found in document AFB/EFC.18/10 of the 18 th meeting of the Ethics and Finance Committee at https://www.adaptation-fund.org/wp-content/uploads/2016/03/AFB-EFC-18.10-Investment-income-doc.pdf .	76
Arab Forum for Environment and Development	
An article on the Multilateral Fund's experience in the Arab region for the 2018 Report of the Arab Forum for Environment and Development.	81
Asian Infrastructure Investment Bank (AIIB)	
The General Counsel and the Director General of the Operational Partnership Department visited the Secretariat to discuss about opportunities for collaboration. AIIB is a multilateral development bank established after the UNFCCC Paris Agreement and UN SDGs, whose core mission is to finance sustainable infrastructure.	92
Birmingham Energy Institute, University of Birmingham	
At the invitation of the "informal advisory group for the virtual model", the Secretariat participated as an observer in a webinar on the virtual model for cold chain that is under development by the University of Birmingham, where discussions were held by technical and policy experts.	95
Center for Climate and Energy Solutions (formerly, Pew Center on Climate Change)	
Documents UNEP/OzL.Pro/ExCom/37/59, UNEP/OzL.Pro/ExCom/38/54 & Add.1; text of decisions 37/62 and 38/63; Guidelines on funding of technology not in the public domain (Annex XIV of UNEP/OzL.Pro/ExCom/38/70/rev.1); Observations on technology transfer license fees and royalties for different types of projects (liquid carbon dioxide, metered-dose inhalers, tobacco fluffing, HFC-32 for the refrigeration sector, supercritical CO ₂ , the HCFC production sector).	75
Climate and Clean Air Coalition to Reduce Short-Lived Climate Pollutants (CCAC)	
The Secretariat provided relevant information of the Multilateral Fund relating to cooling initiatives and programmes.	88
Presentation on the Overview of Multilateral Fund support for implementation of the Kigali Amendment in the context of the Kigali Workstream Discussion.	86
Informal consultations with the CCAC Secretariat on a new initiative on efficient cooling that had been provisionally approved by the CCAC working group to help build high-level leadership and facilitate collaboration among stakeholders with a view to fostering enhanced energy efficiency in the cooling sector while countries implement the phase-down of HFC refrigerants under the Montreal Protocol.	83

Secretariat advice/discussions held/interaction	Meeting
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). Briefing on Multilateral Fund-financed surveys of ODS alternatives; possible opportunities for CCAC in Countries with Economies in Transition (CEIT); lessons learned from the Multilateral Fund that might be applicable to the technical review process and funding cycle of CCAC projects.	75
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.	74
Climate Technology Centre and Network	
Presentation on capacity building under the Multilateral Fund as resource material for the Sixth meeting of the Advisory Board. General information on the Multilateral Fund and background documents.	75
Cool Coalition Working Group	
The Secretariat participated in the consultations relating to the report on a Global Cooling Stocktake, prepared by the Cool Coalition. The Secretariat also provided comments on the draft report that covered different aspects relating to the adoption of HFC-free technologies, Montreal Protocol related activities and financing of sustainable cooling.	93
The Secretariat was invited by the Cool Coalition to join its National Cooling Action Plan (NCAP) working group that would support countries in developing NCAPs through capacity building of relevant partners and exchanging information by creating a knowledge repository of completed NCAPs. The Secretariat would participate in on-line meetings and consultations of the working group and provide inputs relating to NCAP development.	92
European Union / European Parliament	
During the 25 th MOP, the Chief Officer received a request from the European Parliament to have a bilateral discussion on issues related to the Multilateral Fund including the resources needed for the replenishment of the Multilateral Fund and proposals for additional contributions to fund climate benefits. Accordingly, the Chief Officer provided the two representatives of the European Parliament with a short briefing explaining the operation of the Multilateral Fund.	71
German Ministry for Economic Cooperation and Development	
Information on the achievements of the Multilateral Fund and a summary of approved projects implemented by Germany as a bilateral agency.	77
Global Environment Facility (GEF), Green Climate Fund (GCF), Regional Development Banks	
The Secretariat shared information on the discussions held during the 92 nd Executive Committee meeting on energy efficiency with the GEF, the GCF, the Asian Development Bank, the European Bank for Reconstruction and Development, the African Development Bank and the Inter-American Development Bank in June 2023.	93
The Secretariat shared information with the GCF, the GEF, the Asian Development Bank, the European Bank for Reconstruction and Development, the African Development Bank and the Inter-American Development Bank on the discussions held during the 93 rd Executive Committee meeting on energy efficiency, and relating to the Executive Committee decision on the operational framework on energy efficiency, and projects approved in the 93 rd meeting under the pilot project funding window for energy efficiency.	94

Secretariat advice/discussions held/interaction	Meeting
In July 2024 the Secretariat shared information with the GCF, the GEF, the Asian Development Bank, the European Bank for Reconstruction and Development, the African Development Bank and the Inter-American Development Bank on the discussions held during the 94 th Executive Committee meeting on energy efficiency, relating to decision 94/60 adopted by the Executive Committee on a funding window for projects developed and implemented under the operational framework on energy efficiency, and on projects approved in the 94 th meeting under the pilot project funding window for energy efficiency.	95
Global Environment Facility (GEF)	
Review of one project: HFC project in Tajikistan	93
Consultations were held with GEF senior environmental specialists on issues relating to energy efficiency in the context of HFC phase-down.	92
On-line discussions dealing with issues relating to energy efficiency in the context of HFC phase-down and climate change / energy efficiency	91
The Secretariat participated in the workshop on “Delivering Multiple Global Environmental Benefits through the Sound Management of Chemicals and Waste”, organized by the Scientific and Technical Advisory Panel and was called on during discussion on identified linkages, especially regarding ozone depletion.	86
Comments on interventions relating to enabling activities, institutional strengthening and support for ratification of the Kigali Amendment in the countries with economies in transition and review of one plan for Tajikistan.	86
Informal on-line discussions between the Secretariat and staff of GEF on possibilities for further collaboration on energy-efficiency matters.	85
Review of one project: Energy efficiency (EE) for air-conditioners in buildings for India.	84
Review of one project: Accelerating Adoption of Sustainable Thermal Comfort: Transition towards Energy Efficient and Climate Resilient Cities in India.	82
Review of four projects: Completion of the phase-out of HCFC consumption with the support of low-GWP technologies in Belarus, GEF project ID 6046; Kazakhstan, HCFC Phase-out in Kazakhstan through the promotion of zero-ODS low-GWP energy-efficient technologies, GEF project ID 6090; Complete HCFC phase-out in Tajikistan through the promotion of zero-ODS low-GWP energy-efficient technologies, GEF ID 6030; Complete HCFC Phase-out in Uzbekistan through the promotion of zero-ODS low-GWP energy-efficient technologies, GEF ID 6003.	80
Review of the project on the introduction of ODS alternatives in agriculture and in the post-harvest sector in Kazakhstan (GEF project ID 9184).	76
Comments on the proposal for a methyl bromide project for Kazakhstan (GEF funding); Provided ideas on the use of funds under GEF 6 for ODS phase-out in non-Article 5 CEIT countries. Information on the discussions at recent Montreal Protocol meetings regarding proposals for an amendment to the Protocol.	75
Review of a project (Introduction of ODS alternatives in agriculture and in the post-harvest sector in Kazakhstan) against the Multilateral Fund’s policies and guidelines.	72
The Secretariat received an invitation to attend the 45 th GEF Council Meeting that would be held from 5 to 7 November 2013. In a further invitation letter to the new Chief Officer, the CEO and Chairperson of the GEF welcomed a renewal of the past cooperation in providing assistance to parties to meet their obligations under the Montreal Protocol and a renewal of historic ties. In response, the Chief Officer informed the CEO that the Fund Secretariat would not be able to attend the Council Meeting due to preparations for the 71 st meeting; however, he advised the CEO that he looked forward to meeting her with a view to strengthening the relationship with the GEF Secretariat.	71

Secretariat advice/discussions held/interaction	Meeting
The Secretariat participated in a meeting of the GEF Chemicals and Waste Technical Advisory Group (TAG) to provide feedback on the draft focal area strategy for chemicals and wastes to guide the sixth replenishment of the GEF (GEF-6). The draft strategy included the Montreal-Protocol-related activities of the GEF.	69
Since the 67 th meeting there has been an interchange of correspondence with the Chief Executive Officer of the GEF on issues related to cooperation between the two funding mechanisms. Consideration has been given to the possibility of issuing a joint Multilateral Fund/GEF publication on the implementation of the Montreal Protocol over the last 25 years.	68
Government of France	
The Chief Officer and the Senior Fund Management and Administrative Officer participated in the semi-public presentation on recommendations related to the retrospective evaluation on the French contribution to the Multilateral Fund.	88
The Chief Officer participated in an interview on retrospective evaluation proposal on the French contribution to the Fund Secretariat and provided additional information as requested	86/87
Courtesy visit to the Ministry for the Economy and Finances of France. Issues discussed included <i>inter alia</i> bilateral co-operation by the Government of France, and the replenishment of the Multilateral Fund for the 2021-2023 triennium.	83
Information on the modalities for additional contributions to the Multilateral Fund.	77
Green Climate Fund (GCF)	
Discussions with Mr. Yannick Glemarec, Executive Director and the GCF team on issues relating to energy efficiency in the context of HFC phase down, in December 2022.	92
On-line discussions dealing with issues relating to energy efficiency in the context of HFC phase-down and climate change / energy efficiency	91
Informal on-line discussions between the Secretariat and staff of the GCF on possibilities for further collaboration, as the consultative meeting on development of GCF energy efficiency sectoral guidance scheduled for 27-28 February 2020 was cancelled due to COVID-19.	85
A representative of the GCF visited the Secretariat and held a number of meetings with the Secretariat staff that provided an opportunity for an exchange of information on how both funds operate and possibilities for further collaboration.	84
Informal discussions between the Chief Officer and the Deputy Executive Secretary of the GCF on matters of interests to both Funds, in the margins of the fourth session of the United Nations Environment Assembly.	83
Meeting documents related the modalities for reporting the administrative costs of implementing agencies including the following documents: UNEP/OzL.Pro/ExCom/26/67, UNEP/OzL.Pro/ExCom/34/52 and, UNEP/OzL.Pro/ExCom/38/59, UNEP/OzL.Pro/ExCom/55/48, and UNEP/OzL.Pro/ExCom/80/43	81
Conference call to provide information on the Multilateral Fund practices regarding concessional lending and incremental costs.	80
Provided link to documents relevant to the Technology and Economic Assessment Panel, Scientific Assessment Panel, and the Environmental Effects Assessment Panel on the Ozone Secretariat's website, and also an introduction to the Ozone Secretariat's Communications Officer. Documents were provided, including: the Executive Committee Primer; Multilateral Fund policy, procedures, guidelines and criteria; the presentation entitled "The Multilateral Fund: Governance, Business Model, Accomplishments, Challenges"; examples of pre-session documents for business planning, project proposals; monitoring and evaluation work programme and project completion reports; business plan templates; progress reporting guidelines; reports of the two evaluations on institutional strengthening; and the monitoring and evaluation work programme.	77

Secretariat advice/discussions held/interaction	Meeting
The Fund Secretariat's experience in establishing legal arrangements with implementing entities and establishing a progress reporting system for the Multilateral Fund.	76
Information on performance indicators developed for the Multilateral Fund; Information on the discussions at recent Montreal Protocol meetings regarding proposals for an amendment to the Protocol; Information on the Multilateral Fund's monitoring and accounting framework including Chapter XI of the Multilateral Fund policies, procedures, guidelines and criteria (monitoring and evaluation); Presentation on capacity building under the Multilateral Fund.	75
Presentation on the Multilateral Fund 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. Further details and discussions on the Multilateral Fund.	74
Overview of the objectives and operation of the Multilateral Fund, including its project review process, policy development, meeting process, and implementation of Executive Committee decisions.	72
The Interim Secretariat of the GCF wrote to the Multilateral Fund on 24 September 2013 with an invitation to attend the 5 th meeting of the Board of the GCF as an observer, although the letter noted that observer status for the Multilateral Fund had not yet been approved. The Fund Secretariat could not attend the Board meeting, which took place from 8 to 10 October, due to preparations for the 71 st meeting. A further letter of 21 October 2013 informed the Fund Secretariat that the next Board meeting would take place in Indonesia from 19 to 21 February 2014, indicated that observer status for the Multilateral Fund had been approved by an amendment to decision B.04/15, and also requested the Fund Secretariat to nominate a contact person.	71
Grenoble School of Management	
Information on the policies and procedures of the Multilateral Fund and the process of project approval for a study on technology learning curves.	80
Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES)	
Information on practices regarding financial support to meeting participants/delegates.	75
International Energy Agency (IEA)	
The Secretariat and the Executive Secretary of the Ozone Secretariat met with a representative of the IEA. The Secretariat explained the work on energy efficiency in the context of the Kigali Amendment. The representative of the IEA indicated that his organization had undertaken a compilation of policies and standards on energy efficiency in different countries and made it available to the Secretariat. The representative also shared a report on cooling prepared by the IEA.	83
Joint Inspection Unit of the United Nations	
The Secretariat completed a questionnaire with regard to the review of environmentally sustainable policies and practices across organizations of the United Nations system.	86
An updated summary of the information on technical assistance and funding provided to Small Island Developing States (SIDS) under the Multilateral Fund, which had previously been provided in February 2015. Further clarifications were provided on 20 October and 7 November 2016.	77
Comments on the draft document "Review of Activities and Resources Devoted to Address Climate Change in the United Nations System Organizations; 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.	74
The Secretariat completed a questionnaire with regard to the review of activities and resources devoted to address climate change.	73

Secretariat advice/discussions held/interaction	Meeting
Comments and factual corrections to information on the Multilateral Fund in the report “Post-Rio+20 review of environmental governance within the United Nations system”.	72
With regard to the 2013 evaluation/review entitled “Post-Rio+20 review of environmental governance within the United Nations system, the Secretariat provided the Joint Inspection Unit with information about the Fund’s structure, funding levels, number and characteristics of meetings, meeting participants, project approval process, support costs, Secretariat personnel levels, history of approvals from 2006-2013, implementation modalities, compliance, governance framework, strategic planning, synergies and coordination with other MEAs, scientific assessments, advocacy and outreach, administration, gender distribution and geographical balance of the Executive Committee and Secretariat.	70
Kigali Cooling Efficiency Program (K-CEP)	
Participation in the webinar on 28 January 2020 on the Nationally Determined Contributions (NDC) Support Facility for Efficient, Climate-Friendly Cooling (NDC Support Facility) – a new initiative that provides funding and guidance to entities that support countries in integrating cooling solutions into the next round of their NDCs. Upon a request by the Secretariat for clarification on whether the project proposals submitted would include safeguards to avoid uptake of energy-efficient cooling applications based on high-GWP refrigerants; K-CEP assured that low-GWP technologies would be promoted through the NDC Support Facility.	85
Upon a request to provide feedback to ITAD Ltd., an organisation that has been commissioned to help develop a better understanding of K-CEP role in promoting energy efficiency in the cooling sector, the Secretariat had a conference call with an ITAD staff member informing on the input provided by the Secretariat to K-CEP in the initial phase of its establishment and its understanding of the linkage of K-CEP’s activities with the Montreal Protocol project activities, particularly relating to HFC phase-down projects.	84
Continued informal sharing of experience of the Multilateral Fund.	80
The Director and one other representative of K-CEP, responsible for coordinating the work of 19 philanthropic foundations on matters related to energy-efficiency and cooling with regard to implementation of the Kigali Amendment, visited the Secretariat on 26 January 2017 to learn more about the Multilateral Fund. K-CEP aims to allocate approximately US \$53 million from philanthropic foundations by the end of 2017 for targeted support through country programmes in a small number of countries and more general support to over 100 countries to improve energy efficiency. Information provided included the Executive Committee Primer; a presentation that summarizes how the Multilateral Fund operates; Guidelines for submitting progress and financial reporting; Guide for preparation of project proposals; the templates for project completion reports; and document UNEP/OzL.Pro/ExCom/74/51 on the Review of institutional strengthening and the associated decision 74/51.	78
Lawrence Berkeley National Laboratory (LBNL)	
The Secretariat provided comments on a draft report on opportunities and risks of efficiency improvement and refrigerant transition in room air-conditioning.	80
The Secretariat held a three-day consultative meeting with personnel at the Lawrence Berkeley National Laboratory in San Francisco, United States, to discuss issues relating to energy efficiency in the context of HFC phase-down. The meeting included representatives of the Secretariat, LBNL staff handling refrigeration, air-conditioning and heat pump equipment technologies, testing standards and practice, along with the Clean Cooling Collaborative personnel.	95
Natural Resources Defense Council	
Multilateral Fund Climate Impact Indicator (MCII) including the tool (Excel file), the manual (PDF) and an explanation of the tool (Word file).	81

Secretariat advice/discussions held/interaction	Meeting
Minamata Convention on Mercury	
In July 2013, the Secretariat received an invitation from the Government of Japan to attend the Conference of Plenipotentiaries for the adoption and signature of the Minamata Convention on Mercury, held from 9 to 11 October 2013 in Kumamoto and Minamata, Japan. However, the Secretariat was unable to attend.	71
Multilateral Organisation Performance Assessment Network (MOPAN)	
In accordance with decision 91/1, the Secretariat sent a letter from the Chair of the Executive Committee, on behalf of the Committee, to the MOPAN Secretariat, enclosing the management response of the Executive Committee on the 2019 MOPAN Assessment of the Multilateral Fund, contained in Annex I to the report of the 91 st meeting.	92
The Secretariat prepared document UNEP/OzL.Pro/ExCom/88/2/Add.2 on the recommendations of the assessment report.	88
Following receipt of the assessment report of the Multilateral Fund, a virtual meeting is being organized for the MOPAN Secretariat to present the report to the Executive Committee and a bilateral discussion is scheduled between the two Secretariats on the assessment of the Multilateral Fund, the methodology used and potential flexibility of adapting it to the type of organization to be assessed in future.	86
The Secretariat reviewed the draft assessment report and made factual corrections and provided comments on it. Follow-up communication took place between the two Secretariats with regard to the timeline for the final report and possible ways of sharing key findings with the Executive Committee.	86
The Secretariat provided additional information and clarifications on matters related to the Multilateral Fund to the consultant responsible for the assessment of the Multilateral Fund by MOPAN. The Secretariat had further discussions with MOPAN Secretariat, which indicated that the draft assessment report was in its last stage of preparation and would be submitted to the Secretariat to review it before it is submitted to Member Governments.	85
The representatives of the Secretariat of MOAP and of the service provider that carries out the assessment, visited the Secretariat. The Chief Officer made a presentation on the Multilateral Fund, including its governance, business model and accomplishments. The representatives of MOPAN had a number of meetings with the Secretariat staff. The Secretariat was also informed about the meetings that the evaluators organized with all four implementing agencies of the Fund. The Secretariat provided the contact data of members of the Executive Committee, some of whom would be contacted to provide input to the assessment exercise.	84
The Secretariat attended a meeting at the Secretariat of MOPAN, where an introduction of the Fund was made. Discussions were held on <i>inter alia</i> the scope of the assessment to the stakeholders involved; major differences between the Multilateral Fund and other organizations being assessed, which would lead to a tailored assessment to ensure fairness; the schedule for an inception visit to the Fund Secretariat, and the possible need for the assessment team to attend an Executive Committee.	83
Letter received from MOPAN Secretariat informing that MOPAN's Steering Committee took the decision to assess the Multilateral Fund in its next assessment cycle.	82

Secretariat advice/discussions held/interaction	Meeting
Schmidt Center for Data Science and Environment, University of California, Berkeley	
A workshop was held in October 2024 between the Schmidt Center for Data Science and Environment and the Secretariat, to discuss on the features of an interactive user-friendly model for HFC consumption assessment, trend analysis and impact of different policy interventions on HFC consumption projections. During the workshop, the different aspects related to HFC consumption projections for the modeling process were discussed. The model, to be developed by the Schmidt Center, is expected to be used by countries to make assessments of HFC consumption trends and understand the need for different policy interventions.	95
Stimson Centre	
The Chief Officer spoke to researchers regarding the evolution and work of the Montreal Protocol and its funding mechanism.	93
The Chief Officer provided inputs and reviewed a case study examining aspects that make the Montreal Protocol successful and relevant lessons for accountability in the cyber domain. The case study was included as chapter “The Remarkable Story of the Montreal Protocol with Lessons for Cyberspace” included in the Stimson Center report “Advancing Accountability in Cyberspace: Models, Mechanisms, and Multistakeholder Approaches”, prepared by the Stimson Center, and after a soft launch in July 2024 published on the Stimson Center’s website to commemorate the 2024 International Day for the Preservation of the Ozone Layer (https://www.stimson.org/2024/the-remarkable-story-of-the-montreal-protocol-with-lessons-for-cyberspace/).	95
Sustainable Energy for all (SE4All)	
The Secretariat prepared an article on the Multilateral Fund for the Chilling Prospects 2022 report.	90
Sustainable United Nations (SUN)	
The Secretariat made a presentation at the 31 st meeting of the United Nations Issues Management Group (IMG) on Environmental Sustainability Management, held at ICAO, Montreal on 11 October 2019. The Secretariat presented how the UN offices can collaborate with activities undertaken by the agencies on implementation of projects at national, regional and global levels that promote adoption of ozone friendly and HFC-free technologies. A representative of the Sustainable United Nations (SUN), an office that manages and supports the IMG on Environmental Sustainability Management, visited the Secretariat office and presented the work of this office to the staff.	84
Transparency International-Australia (TI-A)	
The Multilateral Fund Secretariat and the Ozone Secretariat, in response to equal letters received from TI-A, shared a note on a compilation of publicly available information relating to transparency, accountability and integrity in the UN/UNEP, applicable to the Montreal Protocol processes, further to the request for assistance to identify these documents, which are part of the general policies, rules and procedures of the UN Secretariat, that equally apply to the treaty and its financial mechanism.	94
United Nations Office of Internal Oversight Services (OIOS)	
The Secretariat discussed relevant recommendations with implementing and bilateral agencies.	90
The Secretariat prepared document UNEP/OzL.Pro/ExCom/88/2/Add.1 on the recommendations of the OIOS audit report.	88
The Secretariat provided information and documentation, responses to questions and clarification to facilitate an audit by the Office of Internal Oversight Services which aims to assess the efficiency and effectiveness of the provision of services at the Secretariat to the Multilateral Fund covering the period from 1 January 2018 to 31 December 2020.	86/87

Secretariat advice/discussions held/interaction	Meeting
Background information on the Multilateral Fund and other information including, <i>inter alia</i> , UNEP interim financial statements on the Multilateral Fund; report on contributions and disbursements; progress report; 2015 Monitoring and evaluation work programme; and the link to policy and procedures manual.	75
United Nations Environment Programme	
The Secretariat collaborated with UNEP in the development of the Medium-term Strategy 2025-2029 and Programme of Work 2026-2029, mandated by the United Nations Environment Assembly (UNEA) decision 6/7. The Chief Officer participated in the technical-level sessions in preparation for the strategy, which is expected to be approved at the 7 th session of UNEA in December 2025.	95
The Secretariat participated, in coordination with the Ozone Secretariat and together with Secretariats of Multilateral Environmental Agreements administered by UNEP, in consultations called for by the Director of the UNEP Law Division, on how the supplementary agenda item entitled "Cooperation with Multilateral Environment Agreements" could be best considered at UNEA-6.	92
Together with the Ozone Secretariat, the Multilateral Fund Secretariat provided the Chemicals and Health Branch, Economy Division of UNEP with comments on GCO-II report to the Chemicals and Health Branch including information related to: the accelerated phase-out of HCFCs, the Kigali Amendment regarding HFCs, the increased emissions of CFC-11 according to the publication by Montzka et al. in 2018; compliance with the Montreal Protocol's control measures and data reporting.	82
UNEP Intergovernmental Negotiating Committee (INC) to develop an international legally binding instrument on plastic pollution, including in the marine environment: At the request of the South African Government, Department of Forestry, Fisheries and Environment, the Secretariat presented information on the operational arrangements, governance structure, project planning and implementation processes of the Multilateral Fund at an information session of the INC Intersessional Work with Civil Society Organisations, organised by the Government of South Africa, on 12 August 2024. Responses to questions included clarifications on how the Multilateral Fund provides support for the adoption of innovative technologies.	95
The Chief Officer participated in the webinar, held online on 11 May 2023, organized by the INC, and presented the experience of the Multilateral Fund and lessons learnt since its inception.	92
United Nations Framework Convention on Climate Change (UNFCCC)	
The Secretariat continued online its collaboration with the technical support unit (TSU) of the Secretariat of the United Nations Climate Change Convention, further to the invitation of the Executive Secretary of the Convention, in support of the work of the Transitional Committee (TC) on the operationalization of the new funding arrangements and a fund for loss and damage, established by the COP to the UNFCCC at its 27th meeting.	93
The Secretariat was invited by the Executive Secretary of the UNFCCC, together with other UNs agencies, international financial institutions and multilateral development banks, as well as the operating entities of the financial mechanism of the Convention and the Paris Agreement, to collaborate with the technical support unit (TSU) of the Secretariat in supporting the work of the Transitional Committee (TC) on the operationalization of the new funding arrangements and a fund for loss and damage, established by UNFCCC COP 27. Upon invitation by the UNFCCC Secretariat, the Secretariat participated in the first meeting of the TC (Luxor, Egypt, 27-29 March 2023). All travel-related expenses were covered by the UNFCCC Secretariat.	92
Comments on the draft technical summary of the mitigation benefits of actions, initiatives and options to address non-carbon dioxide greenhouse gas emissions	74

Secretariat advice/discussions held/interaction	Meeting
The Secretariat received an invitation in early October 2013 to attend the 19th session of the Conference of the Parties to the UNFCCC and the 9th session of the Conference of the Parties serving as the Meeting of the Parties to the Kyoto Protocol that would take place in Warsaw, Poland, from 11 to 22 November 2013. The Chief Officer informed the UNFCCC Secretariat that he was unable to attend due to preparations for the 71st meeting. Noting that the UNFCCC Secretariat was invited to attend the 25th MOP, he suggested an informal meeting to exploit potential opportunities for collaboration between the two Secretariats. The Executive Secretary of UNFCCC Secretariat responded that the Coordinator of the Mitigation, Data and Analysis Programme, who would be attending the MOP, would arrange to meet bilaterally with him. The representatives of both Secretariats met and discussed informally ways in which the two Secretariats could collaborate in the future as the need arose.	71
University of Bristol	
Provided a summary of the data contained in documents on HFC-23 prepared by the Secretariat, aggregated consumption of HFC-23 reported in surveys of ODS alternatives conducted in 119 Article 5 countries, and data it had derived from publicly available resources during the preparation of document UNEP/OzL.Pro/ExCom/79/48.	83
University of Cape Town	
In July 2024, the University of Cape Town (UCT), South Africa, contacted the Secretariat in the framework of its research for the preparation of a guidance document for governments and other stakeholders to support the implementation of sustainable domestic financing mechanisms for the sound management of chemicals and waste with particular focus on UNEP's Special Programme-financed projects. They requested a viewpoint on the barriers, challenges, and opportunities for implementing sustainable domestic financing mechanisms based on country-level experiences in implementation of MLF projects. The Secretariat, through an on-line interview, shared experiences in the implementation of different ODS phase-out and HFC consumption reduction projects.	95
World Trade Organization, Trade and Environment Division	
Update of the MEA Matrix for the WTO's Committee on Trade and Environment (https://www.wto.org/english/tratop_e/envir_e/envir_matrix_e.htm)	75