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

Nineteenth Meeting
Montreal, 8-10 May 1996

1996 UNEP WORK PROGRAMME

This document includes:

- Comments and Recommendations of the Fund Secretariat
- 1996 UNEP Work Programme

COMMENTS AND RECOMMENDATIONS OF THE FUND SECRETARIAT

COMMENTS

1. UNEP is requesting approval from the Executive Committee for its proposed 1996 Work Programme.
2. The Work Programme has the following main components:
 - Information exchange
 - Networking
 - Training
 - Country programme preparation
3. The cost of the activities is estimated at US \$ 3,114,732 including US \$358,332 in support costs. The breakdown is as follows:

	<i>1996 Programme</i>
• Information exchange	US \$1,188,800
• Networking activities	807,600
• Training	495,000
• Informal Advisory Group	50,000
• Travel	75,000
Sub-Total	2,616,400
• Country programme preparation	152,000
UNEP Total	2,768,400
13% support costs	359,842
TOTAL MLF GRANT	US \$3,128,292

Comparison with 1996 Business Plan

4. In its Business Plan for 1996 UNEP foreshadowed funding proposals for its 'core activities' at a level of US \$2.5 million. The additional US \$116,000 is principally funding for preparation of an inventory of technologies which UNEP envisages might be assigned to it by the Executive Committee as a consequence of Action 21 of decision VII/22 of the Parties. This item is discussed in particular below, however, consideration needs to be given to the principle that funding should not be sought in excess of the global allocation foreshadowed in Business Plans. Business Plans are, by their nature, flexible in their content but not their total expenditure. New activities may be accommodated by a combination of a forward-looking approach and appropriate re-ordering of priorities. The Fund Secretariat considers that UNEP's global allocation

foreshadowed in its Business Plan should encompass all activities within its mandate, other than country programmes and institutional strengthening.

5. In all other respects, UNEP's proposed programme is consistent with its 1996 Business Plan.

Regional Networks in West Asia

6. UNEP's core programme contains a proposal within the allocation for networking to establish a West-Asia regional network, with a full-time co-ordinator, at a cost of US \$169,200. It could be expected that this would be a recurring cost. Many countries of the region are at an advanced stage in their phase-out programmes with projects already approved or submitted to the 19th Meeting which will achieve a substantial proportion of phase-out for their countries. The Fund Secretariat considers that because of this, there is an issue as to whether establishment of a West-Asia regional network is either essential, or represents effective use of the resources of the Multilateral Fund.

7. The Executive Committee might note that while the cost for the Information Exchange activity remains steady at around US \$1.1-US \$1.2 million per year, networking is steadily increasing, (from US \$0.4 million in 1994 to US \$0.8 million in 1996). In the same period, funding for UNEP's core programme increased from US \$1.75 million in 1994 to US \$2.616 million (proposed) in 1996.

8. The Executive Committee might agree that if core funding is established at around US \$2.5 million, any future additional global networking activities should be met from within the established level of core funding through a combination of prioritization within UNEP's programme and the achievement of economies in the operation of existing networks.

Inventory of Technologies

9. As outlined above, this item, at a cost of US \$110,000 was not included in UNEP's 1996 Business Plan. After discussion with UNEP, the Fund Secretariat understands that US \$50,000 is proposed for updating UNEP's current inventory of technologies and expanding it to include methyl bromide and HCFC alternatives, US \$40,000 is proposed to fund an assessment of these technologies by TEAP, US \$18,000 is proposed for evaluation of terms of transfer, including a field survey, and US \$1,800 for preparation of a final report. UNEP has also included contingency costs in these amounts. Contingency costs are normally used to accommodate engineering uncertainties or capital equipment cost in investment projects. They are uncommon in research and administrative programmes.

10. The assignment to UNEP regarding technology transfer will be discussed in detail in Agenda Item 17. However, at the broad level, the Fund Secretariat considers that much of this work already falls within UNEP's core activity of information collection and dissemination, and that any task requested by the Executive Committee should be undertaken within the core

programme allocation at the level of funding indicated in the 1996 Business Plan through appropriate prioritization.

Country Programme Preparation

11. UNEP's proposed programme for 1996 contains requests for a total of US \$152,000 for preparation of country programmes for four countries, in addition to core programme activities. UNEP has advised that requests for additional countries are likely to be submitted during 1996 as well as requests for institutional strengthening. This could be done by means of Work Programme Amendments. The proposals were included in the 1996 Business Plan.

Recommendations

12. The Fund Secretariat recommends approval of the 1996 Work Programme for UNEP at a level of US \$3,004,218, comprising core funding of US \$2,506,600, country programme preparation of US \$152,000 and 13 per cent support costs of US \$345,618.



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ORIGINAL

19/9

1996 UNEP WORK PROGRAMME

Under the Multilateral Fund

UNEP IE

MAY 1996

INTRODUCTION

UNEP's 1996 Work Programme has been proposed based on inputs from established feedback mechanisms, including, direct consultation with National Ozone Units (NOUs)¹ and input from the Regional Networks of ODS Officers. The proposed programme has been finalized based on review and comment by UNEP's Informal Advisory Group held in Paris in February 1996.

I. OVERVIEW

The OzonAction Programme results from the mandate given to UNEP by the Executive Committee to provide a clearinghouse function as required under Article 10 of the Montreal Protocol. Since its inception in mid-1991, The Programme has:

- maintained direct, frequent contact with 136 government-designated NOUs in Article 5 countries, which regularly receive the need-based **Information Exchange** services provided by the programme,

resulting in targeted dissemination of technical and policy documents to the decision-makers directly involved in formulation and implementation of projects under the Multilateral Fund;

- provided a **Networking** platform for the regular exchange of experiences and information, which currently benefits ODS Officers from 70 countries from the African, Latin American & Caribbean, and South-East Asia & the Pacific regions,

resulting in constructive peer pressure among NOUs that help initiate, design, and/or implement activities for expeditious phase-out of ozone depleting substances (ODS);

- completed over 30 regional and national workshops and **Training** activities,

resulting in a transfer of skills and knowledge to decision-makers and trainers who subsequently embarked on formulating their Country Programmes, establishing their own national training courses, preparing national plans for phase-out and policy setting; and

- completed 37 **Country Programmes** and initiated 30 **Institutional Strengthening** projects,

resulting in more low-volume ODS-consuming countries (LVCs) being brought into the mainstream of phase-out activities.

Through these activities, the Programme responds to the needs of Article 5 countries by designing, developing and delivering quality-reviewed, need-based services to the key stakeholders in developing countries.

¹ "National Ozone Unit" refers to the government unit consisting of ODS officer(s) in an Article 5 country responsible for managing the ODS phase-out strategy specified in the Country Programme.

The OzonAction Programme sees itself as an "enabling" programme, one that builds expertise that is required for responsibly managing ODS phase-out projects with minimal external intervention is the goal of the Programme.

II. PROGRAMME PHASES

To-date, the OzonAction Programme has progressed through two major phases:

- **development phase**, during which UNEP (in consultation with the Informal Advisory Group and the TEAP/TOCs) put into place the basic clearinghouse services and strategy required to achieve the programme's goals; and
- **consolidation phase**, during which the OzonAction Programme improved the delivery of existing clearinghouse services to the principal target groups, while at the same time provided assistance to those groups in effectively using the available "tools".

The Programme will continue this consolidation phase in 1996 to further improve its delivery and follow-up on existing activities, while at the same time quickly respond to the **emerging needs** of Article 5 countries. This response will be within the context of UNEP's 1996 Business Plan and the Decisions of the 7th Meeting of the Parties.

Assisting Article 5 countries through technical and policy guidance to achieve the near-term goal of the freeze in production and consumption of ODS in 1999 has been identified as priority area by the OzonAction Programme.

III. CONTINUED FOCUS ON NATIONAL OZONE UNITS

In 1996 as in previous years, the Programme will continue to provide services that strengthen NOUs to enable them to manage their country's phase-out of ODS. Emphasis in the coming years will be on providing assistance on containment and emission reduction strategies, and legislation-driven phase-out programmes, considering the successes already achieved in developed countries and Article 5 countries under the Multilateral Fund. These include:

- *technical and policy information* required for Article 5 countries to implement the approved projects and take further appropriate, informed decisions;
- *training* in order to develop technical and managerial expertise required to manage programmes and projects, and set up regulatory, voluntary, and incentive-driven management of ODS phase-out;

- *opportunities for exchanging experiences with their peers* in the region and from developed countries, who can transfer lessons learned and exert constructive "peer pressure" to those lagging behind in phase-out activities.

IV. BUSINESS PLAN CONTEXT

As reflected in UNEP's 1996 Business Plan, the Programme's activities will continue to be need-based, demand-driven and prioritized according to the criterion of achieving ODS phase-out for the lowest cost to the Fund and freeze the production and consumption of ODS in 1999. The two principal strategies that have governed the OzonAction Programme in the past will remain in place and be strengthened:

- building local expertise in NOUs by providing them with the necessary information and management tools; and
- promoting low-cost phase-out without major investment costs through containment and emission reduction methods, and refrigerant management.

The Business Plan recognized two major Article 5 entities that require innovative approaches to phase-out ODS, and which therefore will receive special attention by the OzonAction Programme in 1996:

- *LVCs and Very Low-volume ODS-consuming Countries (VLVCs)* through the identification of an integrated approach and package of measures to enable them to achieve effective ODS phase-out; and
- *Small- and Medium-Sized Enterprises (SMEs)* through the provision of focussed information on appropriate alternative technologies and safety consideration.

The OzonAction Programme pledged in the 1996 Business Plan to continue to provide enabling and support activities similar to those undertaken in previous Work Programmes. Specific activities include:

- finalizing the training strategy under the Multilateral Fund;
- collecting and disseminating information, and conducting training workshops, on policies and legislation;
- disseminating technical and policy case studies from developed and developing countries; and
- cooperating with other Implementing Agencies to disseminate the results and lessons learned from demonstration and technical assistance projects already completed under the Multilateral Fund.

V. EMERGING NEEDS AND SPECIAL REQUESTS

The community of Article 5 countries is diverse, with some countries more progressed in implementation of their national strategies and others just getting underway. Because the information and training needs of the countries change over time as the countries develop their national capabilities and goals, the OzonAction Programme must continually reassess its services in light of these changing needs, and regularly refine or re-target its clearinghouse services.

The significant issues that affect Article 5 countries, and to which the OzonAction Programme will specifically respond throughout 1996, have emerged from the 7th Meeting of the Parties to the Montreal Protocol. These include:

- freeze of *methyl bromide* consumption by 2002, with the control measures to be reviewed in 1997 (Decision VII/3);
- freeze of *HCFC* consumption by 2016 and a phase-out by 2040 (Decision VII/3);
- provision by the Executive Committee of *specific financial support of projects in LVCs* (Decision VII/25);
- development by the Executive Committee of *specific policy issues* already identified, such as those affecting SMEs, LVC/VLVCs and recovery and recycling (Decision VII/22, Action 2);
- development of *Institutional Strengthening guidelines* to address potential proportional commitment by Article 5 countries (Decision VII/22, Action 7);
- preparation of a framework for a *policy dialogue with Article 5 countries* to enhance the regulatory support to their ODS phase-out (Decision VII/22, Action 8); and
- development of an inventory of *environmentally-sound and economically-viable technologies and know-how* (Decision VII/22, Action 21).

Each of these decisions result in specific new support activity needs by Article 5 countries. These needs will be addressed and met throughout the year by each of the OzonAction Programme's existing services.

VI. OPERATIONAL APPROACH

Considering that the phase out of a number of ODS has already occurred in non-Article 5 countries beginning 1 January 1996, and that Article 5 countries have to comply with a freeze in production and consumption beginning in 1999, the OzonAction Programme will continue to:

Consolidate Activities

- enhance the complementarity of existing OzonAction Programme components to improve their effectiveness and reduce any overlap, and make existing information and activities easier for NOUs and other target groups to understand and use.

Develop Partnerships

- work closely with UNEP's Technology and Economic Assessment Panel (TEAP) and its Technical Options Committees (TOCs) on all aspects of the clearinghouse, including advice on the information sources and types of practical information that should be collected;
- collaborate closely with the other Implementing Agencies in order to (a) disseminate existing information services through their field consultants to end users (i.e. NOUs and industry) and other relevant target groups (e.g., financial intermediaries) (b) obtain feedback from these field consultants which will be used to better target existing clearinghouse services and to develop proposals for new services to meet Article 5 needs;
- provide matchmaking services between suppliers of technology, equipment and chemicals in developed countries with groups requiring those services in Article 5 countries;

Facilitate Transfer of Experience

- work with key groups in developed countries - the private sector that has its own firsthand ODS phase-out success, and governments with expertise in ozone protection policy and legislation - to transfer those "lessons learned" to Article 5 countries;
- work with the same groups in developing countries to share their experiences with their peers in other developing countries.

Seek Regional Solutions

- seek and develop regional solutions to sector-specific problems whenever appropriate;
- increase the delivery of OzonAction Programme services through the Networks of ODS Officers.

Involve Key Groups in Mainstream of ODS Phase-out

- design and implement activities and strategies to involve LVCs, VLVCs, and SMEs in the mainstream of ODS phase-out.

VII. PROGRAMME HIGHLIGHTS

The Programme will consolidate the following three-pronged, interlinked, modular activities. All activities have been considered from the standpoints of cost-optimization and prioritization relative to the 1999 deadline for freeze in production and consumption applicable to Article 5 countries. Moreover, these activities have been designed to maximize the beneficial interlinkages between OzonAction Programme components.

Information Exchange

The Programme will continue to provide NOUs with targeted, sectoral information conveyed through a range of communication mechanisms, which are adapted to their specific needs and capabilities.

Highlights include:

- continue to provide NOUs with targetted, up-to-date, quality-reviewed information collected from worldwide sources;
- continue to provide NOUs and others (e.g. Implementing Agencies) with up-to-date technical and policy information via regular WindowsTM-compatible diskette data bases;
- develop a handbook to provide national and international tourism agencies, hotel associations, hotel owners/operators and NOUs with guidance on the identification, avoidance and/or elimination of ODS used in hotels located in LVCs;
- produce sector-specific videos, one on emission reduction and containment strategies for methyl bromide during specific applications, and the other on safety operations of aerosol manufacturing;
- publish a technical brochure on methyl bromide based on the Methyl Bromide TOC and focusing on case studies of selected alternatives;
- produce a handbook on technology options (in collaboration with the TEAP) to assist SMEs in identifying available and appropriate technology options for each use sector;
- produce supplements to the existing 5-volume technical brochure series by summarizing information from the 1994 TOC reports and focusing on new information on technologies not available in the old series;
- deliver the OAIC-DV and other OzonAction Programme information through World Wide Web home page site on a one year trial basis;
- continue publishing the OzonAction newsletter and Special Supplements;

- develop short materials to provide guidance to NOUs and other target groups on how to effectively use existing information from the OzonAction Programme (at no additional cost).
- develop a guidelines for NOUs to provide recommendations for establishing and operating an information clearinghouse for stratospheric ozone protection (at no additional cost); and
- prepare an inventory and assessment of environmentally-sound and economically-viable technologies and know-how conducive to phase-out of ODS including an elaboration of the terms under which technologies are transferred. (request from the Parties to the Executive Committee, Action 21).²

Networking and Training

The Programme will continue to provide networking and training activities to provide opportunities for exchanging experiences with peers and build local technical and management expertise:

Networking

- build on the successes of the existing Networks for ODS Officers in Southeast Asia/Pacific, Latin America and Africa, to help NOUs implement their national phase-out plans;
- continue to support the development of national strategies, institutional strengthening and training programmes to reduce consumption of ODS refrigerants;
- review the networking activities and address (to the extent feasible) new approaches to enhance their cost-effectiveness, including:
 - * explore the potential of networking, and organize the activities related to, "resource pairing" (Article 5 and non-Article 5; Article 5 and Article 5)
 - * better utilize networking as a training vehicle and capitalize on opportunities for training during back-to-back networking meetings;
 - * utilize networking as a forum for coordinating regional activities;
 - * support the design of systems to monitor and report ODS consumption for national planning and implementation of phase-out strategies;

² While collecting data on alternative technologies is an on-going exercise of the clearinghouse (for which no additional funding is sought), the *assessment* of those technologies and the *elaboration of their terms of transfer* are not part of those regular on-going activities (indeed, this work cannot be done by in-house by the clearinghouse). Funding has therefore been sought for this "add-on" exercise which must be undertaken in close cooperation with TEAP and other consultants.

- initiate two new Networks for:
 - the West Asia Region
 - the Caribbean Region.

Training

- organize back-to-back with the Network meetings three Regional Workshops on Monitoring and Control of ODS Consumption and the Reporting of Data in:
 - . West Asia;
 - . English-speaking Africa; and
 - . Latin America and the Caribbean.
- develop training modules which could be adapted by all countries to address:
 - policy design and establishment of legislation;
 - management of ODS phase out in SMEs; and
 - National Training Courses on Good Practices in Refrigeration.
- develop guidelines for the establishment of recovery and recycling systems and related legislation for LVCs; and
- prepare plans to implement Training Strategy as per the decision of the 19th Executive Committee meeting.

Country Programmes and Institutional Strengthening

The Programme will provide assistance for formulating Country Programmes and Institutional Strengthening projects for LVCs (details in Annex I):

Country Programmes

- complete the formulation of 13 Country Programmes, for which funds have been approved;
- implement a new strategy, once approved by the Executive Committee, for the formulation of Country Programmes in 3 VLVCs for which funds have been approved; and
- initiate the formulation of 4 Country Programmes from which requests have been received.

Institutional Strengthening

- assist in the implementation and monitoring of 30 Institutional Strengthening projects already approved;
- initiate Institutional Projects in 13 countries for which funds will be requested in 1996;

- develop monitoring and evaluation guidelines, in cooperation with other Implementing Agencies, for Institutional Strengthening projects (at no additional cost); and
- implement a new strategy, once approved by the Executive Committee, for the implementation of Institutional Strengthening projects in VLVCs.

Future Cooperation with Other Agencies

- cooperate with UNIDO as an increasingly active partner for networking activities;
- cooperate with UNDP on the collection and dissemination of results of demonstration projects for Low-Volume Halon-Consuming Countries; and
- cooperate with World Bank on the completion of the Global Aerosols Project.

Performance and Evaluation Criteria

- develop, in consultation with the Informal Advisory Group, TEAP/TOCs, a preliminary paper on performance and evaluation criteria that will be submitted to the 19th Meeting of the Executive Committee (at no additional cost).

IX. MANAGEMENT OF THE ACTIVITIES

The programme will be coordinated and managed by UNEP IE's OzonAction Programme Coordinator, under the overall guidance of the Director of UNEP IE.

Information Exchange

Information exchange activities will be undertaken by two project persons/consultants on fixed-term contracts, who are experienced in clearinghouse operations, data bases and publications, supported by a Research Assistant and a Documentation Assistant at General Staff levels. Informal expert working groups will advise on the data collection and dissemination systems and preparation of information papers/fact sheets. Activities will be carried out in close association with TEAP/TOCs, the World Bank's OORG and specifically the Halon TOC.

Networking and Training

Networking activities will be performed by the Regional Network Coordinators (RNCs) having consultancy/fixed-term contracts and located at UNEP's Regional Offices at Bangkok, Mexico City and Nairobi. The RNCs are under the overall management of the Network Manager (located at UNEP IE), who has a consultancy/fixed-term contract. The RNCs, recruited from developing countries, understand the situation, needs and progress in the developing countries quite

well, and work closely with the countries in the region on a regular basis. The Network Manager will continue to guide and coordinate the RNCs' work programmes, guide the operation of each network and monitor their progress, assist in "cross-fertilization" between the individual Networks, and facilitate the integration of Country Programmes, Institutional Strengthening and training within the networking function. UNEP's Regional Offices' infrastructure will continue to be utilized for cost-effective implementation of Networking activities.

The training activities will be performed by a consultant on a fixed-term contract supported by an assistant at General Staff level, and will be closely coordinated with NOUs in the countries and integrated with the other activities of the OzonAction Programme.

The involvement of local governments and local technical experts will be increased at the design, implementation and follow up stages. International experts will continue to be engaged to provide advise and expertise. Activities will be coordinated with UNIDO, UNDP and World Bank.

For both networking and training activities, UNEP's Regional Offices' infrastructure would be utilized for cost-effective implementation. Additionally, whenever possible networking and training activities will be held back to back with other UN meetings or non-UN meetings (such as USEPA), to maximise cost-effectiveness.

Country Programmes and Institutional Strengthening

The Country Programme formulation activity will be managed by consultants and institutions from developing countries. The Institutional Strengthening projects will be implemented by the National Ozone Units in the respective countries. The two activities will be administratively monitored by a Programme Officer.

1996 PROGRAMME OVERVIEW - CONTENT AND COSTS

ACTIVITY: CLEARINGHOUSE		BUDGET	
		US\$	US \$
1. INFORMATION EXCHANGE			
Collect sectoral data from worldwide sources	104,500		
Update the OAIC diskette version	28,000		
Produce handbook on technology options especially for SMEs	25,000		
Prepare information papers and case studies	46,000		
Prepare guidance to assist hotel industry in LVCs to avoid, replace, or eliminate ODS	50,000		
Develop a technical brochure on methyl bromide	25,000		
Disseminate information	270,000		
Provide direct query-response service	48,000		
Publish the <i>OzonAction</i> newsletter and special supplements	245,000		
Continue to maintain contact data base of experts and mailing list for <i>OzonAction</i> Programme publications	30,000		
Deliver OAIC-DV and other <i>OzonAction</i> Programme information through World Wide Web home page site on a one year trial basis	14,500		
Conduct outreach at conferences and workshops	24,000		
Produce a video on methyl bromide alternatives	70,000		
Produce sector-specific video for aerosol sector	70,000		
Provide halon bank management query response, information collection and dissemination	29,000		
Prepare an inventory and assessment of environmentally sound and economically viable technologies and know-how conducive to phase-out of ODS (request from the Parties)	109,800		
Disseminate results of demonstration projects	No additional funding requested		
Develop user guide on how to effectively use existing information available from the <i>OzonAction</i> Programme	No additional funding requested		
Develop guidelines for NOUs to establish and operate national clearinghouses for stratospheric ozone protection	No additional funding requested		
SUBTOTAL			1,188,800.00
2. NETWORKING AND TRAINING			
- South East Asia & the Pacific Region Network	40,000		
- Latin American Region Network (including English-speaking Caribbean)	299,000		

ACTIVITY: CLEARINGHOUSE		BUDGET	
		US\$	US \$
-	African Network	299,400	
-	West Asian Network	169,200	
-	Training		
.	Regional Workshop on Monitoring and Control of ODS Consumption for West Asia	80000	
.	Regional Workshop on Monitoring and Control of ODS Consumption for English-speaking Africa	85000	
.	Regional Workshop on Monitoring and Control of ODS Consumption for Latin America and Caribbean	105000	
-	Training modules		
.	on Policy design and setting up of legislation	60000	
.	on management of ODS phase out in SMEs	40000	
.	for National Training Courses on Good Practices in Refrigeration	40000	
-	Support to national activities	30,000	
-	Guidelines		
.	for the establishment of R&R systems and related legislation for low volume ODS consuming countries	55000	
SUBTOTAL			1,302,600.00
3.	ADVISORY AND EXPERT GROUP MEETINGS		
-	Ad hoc Group Meetings	50,000	
SUBTOTAL			50,000.00
4.	TRAVEL	75,000	
SUBTOTAL			75,000.00
THE TOTAL IS ³			2,616,400.00

ACTIVITY: COUNTRY PROGRAMME FORMULATION		BUDGET	
		US\$	US \$
1.	COUNTRY PROGRAMMES		
-	Formulation of Country Programmes for 4 Countries	152,000	
SUBTOTAL			152,000
THE TOTAL IS			152,000

³ The requested funding for these prioritized projects falls within the resource allocation for 1996. See UNEP/OzL.Pro/ExCom/7/8 (page 12, Table 2) and UNEP's 1996 Business Plan (UNEP/OzL.Pro/ExCom/18/14).

PROGRAMME DETAILS

1. INFORMATION EXCHANGE

Background

Through regular feedback mechanisms, UNEP has ascertained the key information needs of NOUs to be:

- general awareness about the need to phase-out, how, and when;
- what technical options are currently available;
- how to select an appropriate technical option and where to obtain the required technology, equipment, and chemicals;
- how to evaluate selected technical options; and
- how to implement phase-out programmes or projects.

UNEP has developed information clearinghouse services that respond to each of these evolving needs:

- *collecting* focussed sectoral data from worldwide sources;
- *reformatting* and developing the information;
- *delivering* the information through a range of communication media;
- *conducting* outreach activities; and
- *providing* Halon Banking information.

In 1996, the OzonAction Programme will emphasize information exchange on containment and emission reduction strategies, legislation and policies, and refrigerant management plans, with a view to assist Article 5 countries to achieve the first step in their ODS phase-out, ie. the freeze in production and consumption in 1999.

1.1 Information Collection

1.1.1 Title: Collect sectoral data from worldwide sources (ongoing⁴).

Objectives: Provide NOUs with up-to-date, quality-reviewed information collected from worldwide sources on alternative technologies; products; services; *regulatory policies; legislation;* national, corporate, and NGO phase-out activities; experts and events.

Description: This activity includes:

- work with the TEAP/TOCs to identify, acquire, and abstract select critical sectoral information that addresses Article 5 needs.
- contact industry, industry associations, government, NGOs, Implementing Agencies and their consultants on a regular basis to obtain sectoral information;
- organize, reformat, compile, and/or repackage the information.

⁴ "On-going" refers to activities of a continuing nature that have been funded under previous Work Programmes, and for which funding in 1996 is requested. "New" refers to activities that are being presented to the Executive Committee for the first time.

Time Frame: April 1996 - December 1996

Cost: US\$ 167,000

1.2 Formatting/Repackaging Information

1.2.1 *Title:* Update the OAIC diskette version (ongoing)

Objectives: Provide NOUs and others (e.g. Implementing Agency field consultants) with up-to-date technical and policy information via regular diskette data bases.

Description: This activity includes:

- update, reproduce and disseminate one version of the OAIC diskette version;
- modify the software to include new data sets, including *inter alia* the official ODS production/consumption data reported to the UNEP Ozone Secretariat by the Parties;
- modify the diskette software to accommodate revised data sets, such as *inter alia* Multilateral Fund's *Policies, Procedures and Guidelines* document, *Inventory of Approved Projects*, and data sheets from the updated Sourcebook series;
- modify the OAIC-DV software in order to make it usable in a Windows™ operating environment, and, if possible, still enable the system to operate in a DOS™ environment;
- modify the software in order to give users an option of English, French, or Spanish for the menus and commands, in order to better accommodate non-English speaking users;
- collect feedback about user needs and recommendations for improvement.

Time Frame: April 1996 - December 1996

Cost: US\$ 28,000

1.2.2 *Title:* Produce handbook on technology options especially for SMEs (new)

Objectives: Provide SMEs with sector-specific information on appropriate and available technology options for this group to assist them in evaluating alternatives to phase out ODS use.

Description: Information contained in this handbook will be collected with the assistance of the TOCs, and will describe the available technology options appropriate for SMEs. This activity will include:

- consultation with TOC members and other sector experts;
- gathering of identified technology options, equipment suppliers for small capacities, and preparing them for peer review;
- reproduction and dissemination.

Time Frame: April 1996 - December 1996

Cost: US\$ 25 000

1.2.3 Title: Prepare information papers and case studies to assist evaluation of technical options to replace ODS (on-going)

Objectives: Provide NOUs with brief information on technical subjects of concern in order to assist their evaluation of available alternative technologies. Whenever available, case study subjects will continue to include completed projects under the Multilateral Fund. The topics will be:

- successful replacement of ODS in fisheries and related industries;
- alternatives to methyl bromide in various sub-sectors;
- alternatives to HCFCs in various sectors;
- successful replacement of ODS in various applications in the military sector;
- recovery and recycling projects; and
- continued collection/compilation of *existing* case studies from worldwide sources, and production/dissemination of one update of the *Case Study Compendium* during this period.

Description: This activity includes:

- coordination with NOUs to obtain information on completed projects and key elements of successes under the Multilateral Fund;
- in consultation with the TEAP/TOCs, retain individual sector experts or organizations with relevant expertise to collect information, develop case studies and information papers, and perform the layout to create the finished publication;
- whenever possible, cooperate with existing clearinghouses (e.g. GTZ, US Navy CFC & Halons Clearinghouse) to collect the data for the information papers/case studies; and
- collect existing case studies produced by governments, industry and NGOs and produce compilations.

Time Frame: April 1996 - December 1996

Cost: US\$ 46,000

1.2.4 Title: Prepare guidelines to assist hotel industry in LVCs to avoid, replace, or eliminate ODS (new)

Objectives: Provide owners/operators of *locally-owned/operated* hotels in developing countries, NOUs, national and international tourism agencies, and hotel associations with guidance on the identification, avoidance and/or elimination of ODS used in hotels in LVCs (many of which fall under the SME category). The guidance would address topics such as:

- background on ozone depletion, environmental effects, the

phase out schedule under the Montreal Protocol, how ozone protection relates to tourism industry;

- instructions for conducting an assessment of ODS use in a hotel; and
- guidance on developing a ODS avoidance/elimination plan for a hotel.

Description: This activity includes:

- in consultation with the TOCs, key international tourism associations and international agencies specifically concerned with tourism and the environment, identify and retain expert or organization with relevant expertise to develop guidance manual and perform the layout to create the finished publication.

Time Frame: April 1996 - December 1996

Cost: US\$ 50,000

1.2.5 Title: Develop a technical brochure on methyl bromide using the 1994 Methyl Bromide TOC report (new)

Objectives Provide NOUs with information on alternatives to methyl bromide by transforming the 1994 Methyl Bromide technical Options Committee report into an easy to read brochure

Description: The brochure will be in case study format, and will focus on case studies of selected applications of some alternative technologies to methyl bromide. It will include:

- consultation with TOC members;
- preparing draft brochure for peer review'
- reproduction and dissemination

Time Frame: April 1996 - December 1996

Cost: US\$ 25,000

1.2.6 Title: Prepare an inventory and assessment of environmentally sound and economically viable technologies and know-how conducive to phase-out of ODS (new)

Objectives: Per Decision VII/22 of the 7th Meeting of the Parties to the Montreal Protocol (see 21 (b) of Annex V), the Executive Committee has been requested to request UNEP "to intensify its efforts to collect information from relevant sources, and to prepare an inventory and assessment of environmentally sound and economically viable technologies [ESEVTs] and know-how conducive to phase-out ODS. This inventory should also include an elaboration of terms under which transfers of such technologies and know-how could take place."

Description:

The activity has three main elements:

- 1) intensify the efforts to collect the information;
- 2) prepare an inventory and assessment of environmentally-sound and economically-viable technologies;
- 3) elaborate the terms under which the transfer of such technologies could take place.

Activity 1 is part of the clearinghouse activities and UNEP will intensify its efforts to collect the information. No additional funding is sought for this activity.

Activity 2 and 3 involves the assessment and elaboration of terms of transfer, which have never been part of the OzonAction Programme's activities⁵.

The assessment activity must be done in close cooperation with the TEAP which has such a mandate, and the "*terms of transfer*" activity is an exercise which involves external consultants.

The request from the Parties also states that such an exercise must be "updated periodically", which entails the development of a data base for such regular reporting to the Parties. Therefore, "add on" funding is sought for the following specialized activities:

- compile, in consultation with TEAP, the information already available with the clearinghouse in various formats for an inventory of alternative technologies; develop a database for the purpose of periodical updates; and incorporating the compiled information in the database to report to the Parties through the Executive Committee. (estimated at US\$ 50,000);
- identify and retain TEAP experts to develop criteria for the assessment, and conduct the assessment for presentation in the appropriate format to the Parties through the Executive Committee (US\$ 40,000 towards the TEAP work);
- study/consultation on the terms of transfer and prepare a paper for inclusion in the main report to the Parties, to be presented by the Executive Committee (US\$ 18,000); and
- reporting and production costs (US\$ 1,800).

(contingencies are included in all of the above costs).

⁵ Moreover, the Informal Advisory Group has strongly emphasized that the *assessment* of technologies is an activity that normally should not be carried out by the clearinghouse, to avoid duplication of the work done by TEAP.

Time Frame: April 1996 - August 1996

Cost: US\$ 109,800

1.3 Delivery

1.3.1 *Title:* Disseminate information (ongoing)

Objective: Disseminate the sector-specific information collected by the clearinghouse to NOUs. The information will be disseminated through a range of delivery mechanisms (i.e., hard copy, telephone, fax, Internet and diskette) appropriate to the differing but specific needs of developing country community.

Description: This activity includes:

- disseminate sectoral information to developing countries via mail, phone, fax, diskette and electronic-mail depending on the country-specific needs;
- actively collaborate with implementing agencies and their consultants to disseminate focused information as well as to obtain feedback about the type of info required;
- reproduce documents provided by the clearinghouse (for those publications for which printing costs are not indicated elsewhere in this Work Programme);
- mail or ship documents to international, regional and other workshops and meetings attended by developing countries.

Time Frame: April 1996 - December 1996

Cost: US\$ 270,000

1.3.2 *Title:* Provide direct query-response service (ongoing)

Objectives: Research and respond to technical and policy queries submitted by various organizations in developing countries.

Description: Research and respond to technical and policy questions concerning ODS phase-out issues received from government, industry, and other groups in developing countries. Selective response will be provided to developed countries and will be referred to their appropriate national Environmental Protection Agency.

Time Frame: April 1996 - December 1996

Cost: US\$ 48,000

1.3.3 Title: Publish the OzonAction newsletter and special supplements (ongoing)

Objectives: Provide the Parties with the latest successes on the ODS phase-out under the Multilateral Fund, the activities of the Secretariat, the Implementing Agencies, Governments, industry and NGOs. It will cover, inter alia, technology and product up-dates, the latest scientific findings, and the environmental effects of ozone depletion.

Description: Publish and disseminate the OzonAction newsletter worldwide 4 times a year, with the following features:

- 10 pages;
- include two 4-6 page special supplements on sectoral and sub-sectoral subjects of immediate importance, including related success stories.

Time Frame: April 1996 - December 1996

Cost: US\$ 245,000

1.3.4 Title: Continue to maintain contact data base of experts and mailing list for OzonAction Programme publications (ongoing)

Objectives: In disseminating sector-specific information to NOUs and appropriate industry associations, there is a need to ensure that these are organized in a targeted way through a well-maintained data base/ mailing list of NOUs, other contacts in developing countries and sector experts.

Description: Make improvements and re-design the mailing list data base to achieve focussed/targeted dissemination of publications.

Time Frame: April-December 1996

Cost: US\$ 30,000

1.3.5 Title: Deliver OAIC-DV and other OzonAction Programme information through World Wide Web home page site on a one year trial basis (new)

Objectives: On a one-year trial basis, deliver the OAIC-DV and other information developed by the OzonAction Programme to target users in developing countries through a World Wide Web home page site.

Description: Worldwide, information in all subject areas - including ozone protection - is increasingly being delivered to target users through the Internet's World Wide Web (WWW). Feedback collected by the OzonAction Programme indicate that demand for information delivered through the WWW exists in developing countries and is growing. Moreover, Institutional

Strengthening projects include the equipment and communication costs required for NOUs to access the WWW..

UNEP IE does not yet have its own WWW site, therefore the OzonAction Programme would require the services of an external commercial provider to host the home page (note: no hardware purchases are envisioned). UNEP would establish and maintain its own OzonAction Home Page to deliver the OAIC-DV, other information previously developed by the programme, as well as information routinely collected from the Multilateral Fund Secretariat, Ozone Secretariat, the Implementing Agencies and bilateral agencies.

After one year, the programme would compile usage statistics that would be submitted to the Executive Committee during 1997 in order to determine whether such a trial system merits continuation.

Activities include:

- purchase services of commercial WWW provider;
- collect and reformat information in Hypertext Markup Language (HTML) required by WWW;
- regularly upload/update information on the WWW site.

Time Frame: April 1996 - May 1997

Cost: US\$ 14,500

1.4 Outreach

1.4.1 *Title:* Conduct outreach at conferences and workshops (ongoing)

Objectives: Ensure that the clearinghouse is up-to-date on the latest technical developments; disseminate information directly to conference participants; and obtain feedback on the needs of developing countries on technical and policy issues of concern.

Description: This activity includes:

- participate in major national, regional and international phase-out conferences and workshops (including TEAP, TOC and OORG meetings) to disseminate and collect the information;
- obtain feedback on developing country information needs through participation in, or co-sponsorship of, round-table sessions; and
- cover travel and exhibition booth/equipment rental for UNEP staff/consultants to conduct outreach at select major ODS phase-out events.

Time Frame: April 1996 - December 1996

Cost: US\$ 24,000

1.5 Support for national initiatives on raising awareness

1.5.1 *Title:* Produce a video on methyl bromide alternatives (new)

Objectives: Provide NOUs with information on methyl bromide alternatives through the video medium, to assist them making decisions about which option to choose.

Description: This video will focus on emission reduction and containment strategies for methyl bromide during specific applications. This will be undertaken in cooperation with the relevant implementing agencies and the Methyl Bromide TOC.

This activity includes:

- preparing a script;
- review of the script;
- pre and post production;
- duplication and dissemination.

Time Frame: April 1996 - December 1996

Cost: US\$ 70,000

1.5.2 *Title:* Produce a sector-specific video focusing on safety considerations for small aerosol fillers (new)

Objectives: In response to the specific need for safety information from SMEs in the small aerosol filling sector, provide a video training tool on the specific safety precautions required for filling operations involving alternative propellants especially HAPs.

Unlike typical limited safety training components within aerosol investment projects, this video is intended to be repeatedly used by aerosol fillers (daily or weekly) to change their employees behavior over the long term towards safety issues related to HAPs. Such a safety training tool would provide long-term support to the short term training available under the investment projects.

Description: This video will show 'hands-on' information on the technical aspects of safety for small aerosol manufacturers, and will include information on handling, transport and storage of hydrocarbons as an alternative to CFCs. It will be designed in close cooperation with the Implementing Agencies involved in HAPs projects, as well as the Aerosols TOC.

This activity includes:

- preparing a script;
- review of the script;
- pre and post production;
- duplication and dissemination.

Time Frame: April 1996 - December 1996

Cost: US\$ 70,000

1.6 International Recycled Halon Bank Management Information Clearinghouse

Introduction

In accordance with Decision IV/26 of the Copenhagen Amendment to the Montreal Protocol, UNEP IE established the International Recycled Halon Bank Management Information Clearinghouse (IRHBMIC). This clearinghouse is mandated to serve all the Parties and to (a) collect and disseminate information relevant to international halon bank management, and (b) liaise with and coordinate its activities with the Implementing Agencies designated under the Financial Mechanism.

UNEP, in consultation with the Halons TOC, has determined that common information needs concerning halon banking to be:

- general awareness about the halon banking concept, where do halon banks exist, and how to participate in banking programmes;
- where to obtain international sources of banked halon;
- what halon alternatives are currently available; and
- how to select an appropriate halon alternative and where to obtain the required technology, chemicals, and equipment (especially halon recycling, reclaim, and recovery equipment).

1.6.1 *Title:* Provide halon bank management query response, information collection and dissemination (ongoing)

Objectives: Provide the Parties with information about national halon banking, recycled halon availability, and non-halon fire protection alternatives.

Description: This activity includes:

- cooperate closely with the UNEP Halons TOC on the operation and development of the IRHBMIC information clearinghouse;
- regularly update descriptions of national halon banks and their contact information;
- regularly gather data on availability of recycled halons in national halon banks; and
- respond to individual requests for information about

recycled halon availability.

Time Frame: April 1996 - December 1996

Cost: US\$ 29,000

1.6.2 Title: Disseminate results of demonstration projects for low-halon consuming countries (new)

Objectives: At its 18th Meeting, the Executive Committee approved interim guidelines for low-halon consuming countries (LHCCs) and agreed to consider approving two demonstration projects at its 19th Meeting. Assuming that such projects are approved and implemented within the Work Programme period, UNEP would communicate the results to NOUs, national halon banks, and other relevant organizations in developing countries.

Description: This activity includes:

- cooperate closely with the Implementing Agency(ies) responsible for designing and implementing the demonstration projects and the HTOC Co-Chair in order to effectively document the outcome of the demonstration projects; and
- disseminate the results to developing countries.

Time Frame: April 1996 - December 1996

Cost: No additional funding is requested for this activity

1.7 Consolidation Activities

During 1996, the OzonAction Programme will undertake a number of consolidation activities for its existing information exchange services. These include:

- develop short "User Guides" to make NOUs and other target groups aware understand how to use existing information most effectively to assist their ODS phase-out programmes;

Cost: No additional funding is requested for this activity

- develop guidelines to assist NOUs with establishing and operating their own stratospheric ozone protection information clearinghouses.

Cost: No additional funding is requested for this activity

2. NETWORKING AND TRAINING

2.1 Networking

Background

Governments in Article 5 countries are committed to phase out ODS as soon as possible, given the required technical and financial assistance. In order to reach this goal efficiently, investment projects, training and information exchange must be backed up by government policies and implementation strategies (through legislation, incentives/disincentives, cooperation with industry and end users, etc.).

The Institutional Strengthening projects, and the NOUs established through these projects, are designed to assist the Governments in meeting these challenges without jeopardizing other national priorities. However, experience shows that without additional assistance, these NOUs and their ODS Officers would not be as efficient as desired. The ODS Officers clearly need the support, experience and leverage of others in the same position, in particular from their peers in developed and developing countries with more experience of phase-out strategies, policies and programme implementation. Cooperation and exchange of experience among ODS officers will make it possible for the developing countries to implement their national phase-out activities faster and more efficiently than if each country is left to find its way alone. The ODS Officers Network (ODSONET) is designed to provide this support.

The objective of the ODS Officers Network is to strengthen the capacity of NOUs in developing countries to design and implement effective policies and strategies, well-adapted to the conditions in their own countries. The purpose of the networks is to:

- develop a framework for efficient exchange of experience among ODS Officers;
- improve access to available information;
- facilitate feedback, in particular to UNEP, on difficulties encountered by the developing countries and the need for further support in terms of information, training material and workshops, etc.;
- promote sharing of information material; and
- initiate relevant joint activities.

Network activities have typically included (a) two workshops or meetings annually for the ODS Officers in the network, (b) involvement in planning and implementation of workshops and other training activities under UNEP's OzonAction Programme, and (c) informal exchange of experience between network members throughout the year.

New Approaches to Networking

New ideas have recently emerged (during the 1996 Network meetings and the Informal Advisory Group meeting) about how to use these existing platforms more effectively as mechanisms to strengthen ODS Officers and enhance cooperation under the Multilateral Fund.

In addition to improving their existing activities, new potential roles for Networks have been articulated by developing and developed countries alike. This "new thinking" includes:

- *Facilitative role:* Networks should continue and increase their role in facilitating the ODS phase-out activities of all Implementing Agencies, and act as a mechanism for the overall coordination of regional and country-specific training activities.
- *Training Role:* A major function of Networks has been to train the ODS Officers on specific, priority topics (e.g. data reporting and customs issues). The Networks should play a greater role as a forum for the direct training of ODS Officers, and as a vehicle for "training the trainers" for technical matters.
- *Guiding Role:* Although Networks have been an effective mechanism for transmitting information directly to the ODS Officers, they should provide more formal and informal advice/guidance to the Officers on the applicability and adaptability of information provided to them under the Multilateral Fund.
- *Policy and Procedure Support Role:* The Networks should continue, and enhance, their role in disseminating the policies, guidelines and procedures of the Executive Committee, as well as the decisions of the Parties and results of Open-ended Working Group meetings. Since the success of the implementation of ODS phase-out projects is based to a large extent on how well the ODS Officers understand these decisions, policies, procedures and guidelines, the Networks should play an increasing role in this education process.
- *Resource Pairing Role:* Networks could be used to enable the formation of teams of two countries (e.g. one Article 5 with one non-Article 5; or one Article 5 with another Article 5), in which the country which is at a more advanced stage of implementation of its ODS phase-out programme could provide guidance, advice and ideas, as well as technical and financial assistance to its partner. The Networks could help identify in the "matchmaking" process and help define the terms of the relationship (perhaps through a non-binding agreement).
- *Support Role:* The RNCs are an integral part of the Network structure and process, whose traditional role has been to coordinate the ongoing cooperation between the network countries. However, new roles for the RNCs are being considered more effectively make use of their "lynchpin" positions in the Networks. These expanded roles could include:
 - follow-up to, and additional support where necessary, for Network countries which are in the process of formulating their Country Programmes or undergoing Institutional Strengthening projects; and
 - identification of areas where network countries are having problems (e.g. data reporting), and provide comprehensive hands-on assistance to help the ODS Officers resolve that problem.

These new approaches will be considered and tested during 1996 in the activities proposed below.

2.1.1 Title: South East Asia and the Pacific Region Network (ongoing)

Description: The South East Asian Pacific region consists at present of the ODS Officers from 10 developing (Brunei, Fiji, Indonesia, Lao P.D.R., Malaysia, Myanmar, Philippines, Singapore, Thailand and Vietnam) and 3 developed countries (Australia, New Zealand and Sweden).

The possibility of including China in the network is being actively pursued.

Time frame: April 1996 - December 1996

Cost: US\$ 40,000 (US\$ 208,000 will be provided by the Government of Sweden)

2.1.2 Title: Latin American Region Network (ongoing)

Description: The Network for Latin America is currently divided into two sub-networks, one for South America and one for Central America, Mexico and Spanish-speaking countries in the Caribbean.

There are presently 10 developing country members of the Southern Latin American Network. These are Argentina, Brazil, Bolivia, Chile, Colombia, Ecuador, Paraguay, Peru, Uruguay and Venezuela. The developed country members are at present USA and Canada.

There are presently 10 developing country members of the Central Latin American Network. These are Belize, Costa Rica, Cuba, Dominican Republic, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, and Panama. Developed country members are USA and Canada.

It is proposed that a Caribbean network be established. Such a network could include the English-speaking Caribbean countries of Guyana, Trinidad and Tobago, Grenada, St Vincent and the Grenadines, Barbados, St Lucia, Antigua and Barbuda, St Kitts and Nevis, Puerto Rico and Jamaica.

Time frame: April 1996 - December 1996

Cost: US\$ 299,000

2.1.3 Title: African Region Network (ongoing)

Description: Currently, the African Network is divided into one network for all English-speaking countries and one for all French-speaking countries. However, because of the very large number of countries (currently 39), a further subdivision might be necessary in the future to facilitate effective communication among network members.

There are presently 20 developing country members of the English-speaking African Network. These are Botswana, Egypt, Ethiopia, The Gambia, Ghana, Kenya, Lesotho, Libya, Malawi, Mauritius, Mozambique, Namibia, Nigeria, Seychelles, Sudan, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe. Developed country members are Denmark and South Africa.

There are presently 19 developing country members of the French-speaking African Network. These are Algeria, Benin, Burkina Faso, Cameroon, Central African Republic, Chad, Congo, Comoros, Cote d'Ivoire, Gabon, Guinea, Mali, Mauritania, Morocco, Niger, Senegal, Togo, Tunisia and Zaire. Developed country members are France and Switzerland.

Time frame: April 1996 - December 1996

Cost: US\$ 299,400

2.1.4 Title: West Asian Region Network (proposed)

Description: In response to continuing requests from countries in the West Asian (Middle East) region, it is proposed that a West Asian Regional network be established, with the Regional Network Coordinator based at the Regional Office for West Asia, in Bahrain. Such a network could initially include the Article 5 countries of Bahrain, Jordan, Lebanon, Libya, Saudi Arabia, Syria and Yemen. While the enterprises in some of the countries have well-established linkages with developed countries, the phase-out activities in those countries are lagging behind. The sharing of experiences is expected to catalyze the policy-setting in the governments and facilitate the phase-out.

It is expected that such an activity specifically in the West Asian region would lead to the expeditious phase-out in those countries and will prove to be cost-effective in the long-term.

Time frame: April 1996 - December 1996

Cost: US\$ 169,200

2.2 Training

Background

During 1996, the emphasis for training activities within the OzonAction Programme will be on monitoring, control and reporting of the ODS consumption data. Low-cost training modules, which could be adapted by the countries depending on their needs, will be another priority.

Workshops and Training Courses

UNEP proposes to hold three Regional Workshops on Monitoring, Control and Data Reporting of ODS Consumption. The need for this type of training has been expressed by the country representatives at different fora, including the 7th meeting of the Parties (Decision VII/25, paragraph e).

2.2.1 Title: "Regional Workshop on Monitoring and Control of ODS Consumption" for West Asia

UNEP proposes to hold this workshop in response to a request from the ODS officer from Iran made during the 7th Meeting of the Parties. The request was for a national workshop but it was thought more cost-effective to extend its scope to the region.

2.2.2 Title: "Regional Workshop on Monitoring and Control of ODS Consumption" for English-speaking Africa

UNEP proposes to hold this workshop in response to a direct request from the ODS officers from the English-speaking African region, expressed during discussions at the ODS Officers Network meeting.

2.2.3 Title: "Regional Workshop on Monitoring and Control of ODS Consumption" for Latin America and the Caribbean

UNEP proposes to hold this workshop in response to a direct request from the ODS officers from the Latin America and the Caribbean region, expressed during discussions at the ODS Officers Network meeting.

The characteristics of each of the proposed workshops will be:

- Objectives:*
- assist the countries in improving their existing systems for monitoring and control of chemicals, in order to include ODSs, as a means to support their Country Programme strategies in view to comply with the control measures of the Montreal Protocol;
 - propose legislation, procedures, forms for monitoring and control of ODS consumption.

Targets:

- ODS Officers, customs officers, officers responsible for monitoring and controlling ODS in the country, formulators of legislation, officers from ministries that control import/export, from each country in the region. It is desirable to have at least three participants from each country.

Description: Each workshop will focus on the following aspects:

- introduction to control measures and requirements of the Montreal Protocol, highlighting the different objectives of a good system to monitor import of ODS (for designing, implementing and following-up ODS phase-out strategies by use sector, as well as for reporting to the Ozone Secretariat);
- introduction to future control measures of the Montreal Protocol, as per Decision VII/9.8 of the Meeting of the Parties, concerning licensing systems. This will be a "forward looking" component to assist the countries to think through the parameters for an import/export licensing scheme to comply with this measure;
- strategy of selected countries as indicated in the Country Programmes and envisaged need for later up-dating;
- description of existing legislation, procedures, licenses, forms, controls of ODS and other chemicals in selected countries, discussions on the problems faced;
- presentation of the Harmonized Customs Code System (HCCS) and other methods to control import of restricted chemicals and how these systems can be used to a) monitor quantities of each chemical, b) ensure that relevant permits are at hand; as well as monitoring techniques - by customs specialist;
- description of the customs systems in place in selected countries;
- experience/case studies which explain the existing HCCS and its limitations with respect to registration of ODS.
- experiences/case studies of non-Article 5 countries that have monitoring and control systems for ODS or other chemicals; describing legislation, procedures, licenses, forms, etc. (with actual text available as hand-outs);
- experiences/case studies of Article 5 countries that have monitoring and control systems for ODS or other chemicals; describing legislation, procedures, licenses, forms, etc. (with actual text available as hands on);

- methodology of cross checking data on ODS consumption;
- discussion on possible options for monitoring ODS consumption;
- working sessions including:
 - exercise in drafting legislation
 - exercise in setting up administration procedures
 - development of control forms
 - development of training programmes for customs officers

Expected outputs:

The outputs will include:

- specific plans from each country for the modification of the existing legislative and regulatory framework, in order to include the monitoring and control of ODSs;
- specific plans from each country to modify operational procedures in the import, export and use of ODSs, in order to facilitate the implementation of the new regulations for monitoring and control of ODSs;
- specific plans from each country for the training of customs and other government officers on the new system for monitoring and control of ODSs;
- in the long term, Article 5 countries attending each workshop should be able to fully comply with the requirements of Article 7 of the Protocol.

Organization: Each workshop will be organized in cooperation with the International Customs Cooperation Council and interested non Article 5 countries in the region. Each workshop will be organized back-to-back with other meetings, when possible.

Cost: US\$ 270,000 (for the three workshops)

Training Modules

Three training modules have been identified on priority. Each training module will typically consist of a strategy for the course, information notes to participants, agenda, evaluation questionnaires, exercises or hands-on sessions, list and specification of equipment needed, list of reference documents on the subject, a training manual and training overheads.

The strategy component will define the: objectives, target audience, trainer profile, expected results, possible supporting actions by stake-holders (both government and industry) and follow-up actions needed. Short operational guidelines will be included on practical ways to ensure that the objectives of the strategy are met.

The training manuals included in the module will be, as far as possible, existing materials, or compiled from them.

2.2.4 Training Module on Policy Design and Setting up of Legislation

Objectives: assist Article 5 countries in the organization of national workshops on Policy Design and Setting up of Legislation

Target: NOU officers, officers from Ministry of Law, representatives of concerned industry associations, representatives from NGOs.

Cost: US\$ 60,000

2.2.5 Training Module on Management of ODS Phase out in SMEs

Objectives: assist Article 5 countries in the organization of national workshops on Management of ODS Phase out in SMEs.

Target: NOU officers, representatives from SMEs industry and trade associations, SMEs general and technical managers.

Note: *preparation of the module will not commence until the approach for ODS phase-out for SMEs has been decided by the Executive Committee, and it will conform strictly to the policies and guidelines decided upon.*

Cost: US\$ 40,000

2.2.6 Training Module for National Training Courses on Good Practices in Refrigeration

Objectives: assist NOU officers; representatives from training departments in industry and training institutes in the effective organization of national training courses on Good Practices in Refrigeration.

Target: NOU officers, representatives from training departments in industry, representatives from training institutes, representatives from refrigeration industry.

Description: The OzonAction Programme has already developed several related training tools that will be incorporated into the module (i.e. existing materials will be used, and duplication will be avoided):

- "Training Manual on Good Practices in Refrigeration" (original in English, and translated into Spanish, French and Chinese);
- "Compilation of Codes of Good Practices" (being compiled); and
- relevant parts of the guide/manual being developed by USEPA/UNIDO/UNEP.

However, the following additional elements are needed to prepare the module:

- guidance on defining, among others, objectives, target audience and trainer profile; evaluating expected results, necessary supporting actions by stake-holders (both government and industry) and formulating follow-up actions: these are known as "strategic elements" of the module),
- operational guidelines, including practical ways to adapt the training module to local conditions, identification and evaluation of target audience, implementation and monitoring of follow up actions,
- guidance on developing agendas and examples,
- methodology for evaluation etc., and
- step-wise process for "mock" exercises or hands-on sessions.

Funds are therefore only being sought for these "add-on" elements.

Cost: US\$ 40,000

2.2.7 Guidelines for the Establishment of Recovery and Recycling Systems and Related Legislation for LVCs

Objectives: assist LVCs in the establishment of recovery and recycling systems and related legislation.

Target: NOU officers, officers from the Ministry of Industry and Law, representatives from refrigeration industry and trade associations, refrigeration technicians.

Description: the guide will describe at least three complete case studies of alternative recovery and recycling systems successfully established in selected countries. It will explain the elements needed to take the decision on whether a recovery and recycling system is economically and technically feasible in a given country and provide and explain the steps to design and set up a recovery and recycling system at a national level and the requirement of related legislation and regulatory structure.

Cost: US\$ 55,000

2.2.8 Support to National Activities

Objectives: assist Article 5 countries by funding their participation to specific training activities or related meetings not included within their action plans.

Target: NOU officers, and/or industry representatives, as appropriate.

Cost: US\$ 30,000

3. COUNTRY PROGRAMMES AND INSTITUTIONAL STRENGTHENING

UNEP will continue to assist LVCs, as in the past, and will strengthen the cooperation with other Implementing Agencies in order to expedite the formulation of investment projects.

3.1 Institutional Strengthening

The experience of implementing 30 Institutional Strengthening projects has enabled UNEP to streamline the implementation process further. In cooperation with other implementing agencies, UNEP will develop monitoring and evaluation guidelines for Institutional Strengthening projects.

It is expected that 13 new Institutional Strengthening projects will be submitted in 1996. The cost is difficult to estimate at this stage.

3.2 Country Programmes

UNEP will continue to assist LVCs, as in the past, and will strengthen the cooperation with other Implementing Agencies in order to expedite the formulation of phase out activities.

3.2.1 *Title:* **Formulation of Country Programmes for the phase-out of ODSs (new requests)**

- Objectives:* Assist countries in formulating their Country Programmes, as per their requests, in order to expedite their ODS phase-out. Funds are being requested for the following countries, from which specific requests have been received: Comoros (US\$ 33,000), Nepal (US\$ 30,000), Yemen (US\$ 43,000) and Mali (US\$ 43,000). Funds are also being requested for the translation of the Country Programme of Morocco (US\$ 3,000), which was completed exclusively with financial assistance from the Government of Finland.
- Description:* Assist countries in preparing a Country Programme report utilizing the guidelines decided by the Executive Committee.
- The activities will be coordinated with other Implementing Agencies for the formulation of investment projects.
- Cost:* US\$ 152,000

ABBREVIATIONS

HCCS:	Harmonized Customs Code System
IE:	UNEP's Industry and Environment Centre (Paris)
IRHBMIC:	International Recycled Halon Bank Management International Clearinghouse
LVC:	Low-volume ODS-consuming Country
MAC:	Mobile Air Conditioning
NOU:	National Ozone Unit
OAIC-DV:	OzonAction Information Clearinghouse Diskette Version
ODS:	Ozone Depleting Substance
ODSONET:	ODS Officers' Network
OORG:	World Bank's Ozone Operations Resource Group
RNC:	Regional Network Coordinator
SME:	Small and Medium-sized Enterprise
TEAP:	UNEP Technology and Economic Assessment Panel
TOC:	UNEP Technical Option Committee
VLVC:	Very low-volume ODS-consuming Country
WWW:	World Wide Web