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United Nations Development Programme

PROJECT DOCUMENT

[Jamaica]

Project Title HCFCs Phase-out Management Plan Phase II (HPMP Phase II) for Jamaica

Project Number: 00083983

Implementing Partner: National Environment and Planning Agency (NEPA)

Start Date: 17 January 2023 **End Date:** 31 December 2030 **PAC Meeting date:** 21 September 2022

Brief Description
At the Intersessional Approval Process for the 86th meeting of the Executive Committee (ExCom) held on November 2020, through decision 86/56, the ExCom approved stage II of the HCFCs Phase-out Management Plan (HPMP) for Jamaica for the period 2021 to 2030 to reduce HCFCs consumption by 65% of the country's baseline. Stage II of the HPMP will reduce 100% of the HCFCs consumption to 2030. This project will be financed with US $390,000, plus agency support costs of US $27,300 for UNDP. The proposed activities in stage II, which include the promotion of good refrigeration practices, and the enforcement of the licensing and quota system, will reduce the amount of HCFC-22 used for refrigeration servicing. The activities planned by Jamaica, including efforts to improve servicing practices and enhance refrigerant recovery and reuse, indicate that the implementation of the HPMP will reduce the emission of refrigerants into the atmosphere, therefore resulting in climate benefits. The funds will be received in four tranches. The first tranche (USD$117,000.00) is scheduled for 2021-2023, the second tranche (USD$156,000.00) is scheduled for 2024-2026, the third tranche (USD$78,000.00) is scheduled for 2027-2029 and the fourth tranche (USD$39,000.00) will be implemented in the final year of the HPMP Phase II, 2030.

Contributing Outcome (UNMSDCF, CPD)

MSDCF Outcome 5: Caribbean people, communities, and institutions enhance their adaptive capacity for inclusive, gender responsive disaster risk management and climate adaptation and mitigation.

CPD Outcome: Output 4.2: Government, local communities, private sector entities have strengthened capacities to implement sustainable management of natural resources solutions, including sustainable commodities and green and inclusive value chains.

Indicative Output(s) with gender marker[1]:

Gender Marker: GEN1

Total resources required:		$390,000
Total resources allocated:	**UNDP TRAC:**	0
	MLF:	$390,000
	Total	$390,000
Unfunded:		0

Agreed by (signatures):

Government	UNDP	Implementing Partner
Barbara Scott	DocuSigned by: Denise Antonio 0488E5B44A9B403...	Peter Knight
Ms. Barbara Scott Deputy Director General Planning Institute of Jamaica	Mrs. Denise Antonio Resident Representative	Mr. Peter Knight Chief Executive Officer National Environment and Planning Agency
Date: 2023-03-03	Date: 17-Jan-2023	Date: 2023-01-17

LIST OF ABBREVIATIONS

CP	Country Programme
SESP	Social and Environmental Screening Procedure
QA	Quality Assurance
ExCom	Executive Committee of the Multilateral Fund
GPRAC	Good Practices in RAC
GWP	Global Warming Potential
HCFCs	Hydrochlorofluorocarbons
HFCs	Hydrofluorocarbons
HPMP	HCFC Phase out Management Plan
IA	Implementing Agency
JARVA	Jamaica Air-conditioning Refrigeration and Ventilation Association
JCA	Jamaica Customs Agency
LVC	Low Volume Country
MLF	Multilateral Fund for the Implementation of the Montreal Protocol
MEGJC	Ministry of Economic Growth and Job Creation
MIIC	Ministry of Industry, Investment and Commerce
MOHW	Ministry of Health and Wellness
MOP	Meeting of Parties to the Montreal Protocol
MP	Montreal Protocol
MT	Metric Tonnes
NEPA	National Environment and Planning Agency
NOU	National Ozone Unit
ODP	Ozone Depleting Potential
ODS	Ozone Depleting Substances
PBP	Performance Based Payment
PIOJ	Planning Institute of Jamaica
RAC	Refrigeration and Air Conditioning
SBAA	Standard Basic Assistance Agreement
UNDP	United Nations Development Programme

I. DEVELOPMENT CHALLENGE

Jamaica acceded to the Vienna Convention for the Protection of the Ozone Layer and the Montreal Protocol on Substances that Deplete the Ozone Layer, and its London Amendment on 31st March 1993. The country subsequently acceded to the Copenhagen Amendment on 6 November 1997, and the Montreal and Beijing Amendments on 24 September 2003. Jamaica is classified as an Article 5 country under the Protocol and is in compliance with all legal obligations assumed when the amendments were ratified. Jamaica does not manufacture Ozone Depleting Substances (ODS) or refrigeration equipment and therefore the implementation of the Convention has been through the restriction of imports into and export from the country. The Protocol requires developing countries to phase-out consumption of ODS and equipment using ODS to prescribed levels required by the Protocol.

The Ministry of Economic Growth and Job Creation (MEGJC) is Jamaica's focal point for the Montreal Protocol, while the National Environment and Planning Agency (NEPA) hosts the National Ozone Unit (NOU) which has responsibility for the implementation of the Country Programme. The Government of Jamaica (GOJ) prepared the second stage of "Phase out Management Plan for Annex C, Group I Substances (HCFCs)" with financial support from the Multilateral Fund (MLF) for the Implementation of the Montreal Protocol and technical assistance from the United Nations Development Programme (UNDP) as the implementing agency. This document presents Jamaica's Second Stage HCFC Phase out Management Plan. The strategy for the development of HPMP Stage II is based on four programs that complement each other to comply with the 100% in baseline reduction by 2030. Jamaica, however, could use 2.5% of the baseline in the period 2030-2040 to attend the RAC service tail.

The GOJ has a regulatory system for HCFCs phasing-out and its control is sustained by the country's quota and license mechanism. The NOU maintains records of quotas and obtains actual HCFC import data from Jamaica Customs Agency (JCA) for its periodic reporting requirements including annual Article 7 data submission to the MLF. Though there is no restriction on the importation of HFCs into the country, importers are required to obtain an import permit from Ministry of Health and Wellness (MOHW) after submission of required documents. As there is no quota restriction, required import permits are issued upon submission of necessary documents. The current online system, UNCTAD Automated System for Customs Data (ASYCUDA) used by the JCA has all the required features to collect import data on various controlled substances, including HFCs. To accurately capture data of HFCs, the JCA has recently developed harmonized tariff codes for HFCs. New HS codes have been implemented since the start of the year 2019.

The HCFCs quota system, became effective under Trade Order- 2014 from January 2014 and will last until 21 December 2039. Therefore, there is no need to issue a quota annually, but only to review it, if required. This 2014 Order sought to regulate the importation of ODS, ensuring that imports to Jamaica do not exceed the prescribed quota for each party. An annual quota allocation is given to each entity, where failure to comply constitutes a breach of the Trade Order.

<u>Quota system for HCFCs imports</u>

The quota system for HCFC imports is rigorous and includes a wide cross-section of Government stakeholders. The regulatory mechanism for HCFCs phasing out and its control is sustained by the quota and licensing process outlined below:

1. "Annual Quota Allocation" i.e., the amount of HCFCs available to a prescribed company for import annually is defined by the 2014 Trade Order;
2. Importers of HCFCs are required to obtain an import permit from the MOHW;
3. Importers of HCFCs are required to obtain a license to import from the Trade Board within the Ministry of Industry, Investment and Commerce (MIIC)
4. Both documents are delivered to importers and the JCA;
5. The JCA processes import permits and licenses to allow the importation of HCFCs into the country.

Under paragraph 11(1) of Trade Act - 2014, where a person imports HCFCs in a breach of its annual quota the Minister may:

- Reduce the annual quota of HCFCs in respect of any year in which the company next makes an application to import HCFCs after the year in which the breach occurs;
- Require the company, at its expense, to export for disposal the quantity of HCFCs imported in breach of its annual quota allocation;

- Revoke the company's license to import HCFCs;
- The JCA through its online system (ASYCUDA) maintains records of permits and actual imports including, the type of substance, importer details, date of shipment etc.

The online system ASYCUDA is used by the JCA has all the required features to collect import data on various controlled substances, including HFCs. To accurately capture data on HFCs, the JCA has recently developed harmonized tariff codes for HFCs. These new HS codes have been in place since 2019.

Baseline and starting point

The MLF reviewed the information related to consumption in the years 2009 and 2010, which give rise to the starting point and base line, and considered that the figures were too high, so after doing a thorough review, that the starting point should be 130 metric tonnes (7.15 ODP). Jamaica doesn't manufacture HCFCs, therefore its consumption is only related with imports and exports of HCFCs. For purposes of the HCFCs consumption in RAC sector in the Montreal Protocol, Jamaica is categorized as a Low Volume Country (LVC). Historically, ODS and specifically HCFCs consumption has occurred almost entirely in the refrigeration servicing sector. This value affects the financing of the HPMP, since as Jamaica is an LVC country, its financing is proportional to the number of tonnes consumed at its starting point (according to the Decision 74/50c). The MLF also decided that the baseline could not be modified, so the maximum permissible values for HCFCs consumption will not be affected by this decision. In this way, the agreement is summarized in the following table:

Table 1. Modified starting point and consumption baseline

Starting point		**Base Line**	
ODS tonnes	ODP tonnes	ODS tonnes	ODP tonnes
126.9	6.98	263.6	16.3

MLF identified inconsistencies in the consumption data between 2011 and 2019, so UNDP, in agreement with the Government, decided to review the consumption data in that period, through a consultancy of detailed data verification, in order to resolve the doubts that were related to the reported data. As there was insufficient data found for the period 2011-2014, it was decided to carry out the verification exercise only for the period 2015 to 2019. A Verification Report was prepared, which was reviewed in January 2020. The verification was based on the validated and registered documents issued by MOHW, and JCA.

By Decision 64/33, the ExCom 64 approved Jamaica's HPMP-I, establishing as its starting point for sustained aggregate reduction in HCFCs consumption, a baseline of 16.3 ODP tonnes. This figure was calculated using actual consumption of 18.20 ODP tonnes and 14.4 ODP tonnes reported for 2009 and 2010, respectively, as per Article 7 of the Montreal Protocol. The MLF further decided that the baseline could not be modified, so the maximum permissible values for HCFC consumption will not be affected by this decision.

Table 2. Historical consumption of HCFCs (metric tonnes) adjusted for period 2015-2019

	2015	**2016**	**2017**	**2018**	**2019**
HCFC-22	138.38	145.53	149.83	181.29	51.97
HCFC-141b	0.00	0.00	0.00	0.00	0.00
HCFC-142b	0.00	0.00	0.00	0.00	0.00
HCFC-123	0.00	0.72	0.00	0.00	0.00
HCFC-124	0.28	0.00	0.00	0.00	0.00
Total	138.66	146.24	149.83	181.29	51.97
HCFC-141b	0.00	0.00	0.00	0.00	0.00

Table 3. Historical consumption of HCFCs (ODP tonnes) adjusted for period 2015-2019

	2015	2016	2017	2018	2019
HCFC-22	7.62	8.02	8.24	9.97	2.86
HCFC-141b	0.00	0.00	0.00	0.00	0.00
HCFC-142b	0.00	0.00	0.00	0.00	0.00
HCFC-123	0.00	0.01	0.00	0.00	0.00
HCFC-124	0.01	0.00	0.00	0.00	0.00
Total	7.62	8.02	8.24	9.97	2.86

Table 4. Actual consumption as reported to Ozone Secretariat

Year	ODP tonnes
2000	6.60
2001	11.3
2002	6.30
2003	5.40
2004	5.60
2005	0.00
2006	0.70
2007	1.40
2008	6.90
2009	18.20
2010	14.40
2011	4.54
2012	6.30
2013	2.63
2014	3.03
2015	7.62
2016	8.02
2017	8.24
2018	9.97
2019	2.86

Source: Webpage Secretariat Ozone, June 2020

II. STRATEGY

Jamaica does not manufacture any ozone depleting substances or refrigeration equipment and HCFCs consumption is related to the control of imports. In the new stage of the HPMP, Jamaica will work to eliminate HCFC-22 while preparing to phase down the HFCs.

The strategy for the development of HPMP Stage II is based on four programs that complement each other to comply with the 100% baseline reduction by 2030.

The proposed national schedule for reduction as a percentage of baseline HCFC consumption, compared with the obligations of the Montreal Protocol is detailed in the table below based on a baseline of HCFCs of 16.30 ODP tonnes (service sector).

Table 5. Maximum allowable total consumption of Annex C for Jamaica in the period 2020 – 2029 (HPMP-II)

Year	Maximum allowable total consumption of Annex C	Base line reduction (%)	Actual HCFCs consumption
2012	16.30	0.00	6.30
2013	16.30	0.00	2.63
2014	16.30	0.00	3.03
2015	14.67	10.00	7.62
2016	14.67	10.00	8.02
2017	14.67	10.00	8.24
2018	14.67	10.00	9.97
2019	14.67	10.00	2.86
2020	10.60	35.00	
2021-2024	8.2		
2025-2029	5.3		
2030[1]	0.0		

The Strategy for the second stage of the HPMP will follow the successful strategic lines implemented during the first stage, namely technical assistance to the RAC sector, strengthening of regulatory frameworks and awareness campaigns aimed to promote all initiatives involving HCFCs phase out in the country.

To accomplish these tasks, the main component to be addressed is reducing the demand of HCFC-22 used as refrigerant for servicing in the air conditioning and refrigeration sector. In line with that, the HPMP Second Stage for Jamaica has been designed to address strategic areas related to local consumption of HCFCs, the HPMP II has for components and different activities.

1. **Program for the elimination of HCFC consumption in the refrigeration and air conditioning sectors.**
   1.1. Project for the strengthening of national capacities in Good Practices in RAC (GPRAC).
2. **Program for the Strengthening of the Legal and Institutional Sectors Responsible for the Regulations Related to Montreal Protocol Implementation**
   2.1. Project to strengthen the policy and legal frameworks to control HCFCs consumption
3. **Programme for sector-specific and public awareness to promote the phase-out of HCFCs.**
   3.1. Project for promoting the HCFCs phase out in the Government of Jamaica

[1] In line with Montreal Protocol, Jamaica could use 2.5% of the consumption baseline in the period 2030-2039 for servicing purposes.

4. Implementation and Monitoring Programme.

4.1. Programme for Monitoring and Project implementation.

With the implementation of the proposed strategy, the country plans to achieve, in 2030, 100% reduction in the consumption of HCFCs, with respect to the baseline values, thus fulfilling its commitments under the Montreal Protocol. Furthermore, the following specific achievements are predicted:

- Improvement of skills and handling of tools and equipment for the safe and efficient use of HCFCs and new low GWP alternative technologies and substances.
- Avoid growth in demand of HCFC-22 for the servicing sector.
- Adoption and enforcement of national policies, legal requirements and voluntary initiatives aiming to reduce refrigerant emissions.
- Environmentally sound end-of-life procedures for ODS based equipment according to national regulations.
- Increased awareness of RAC equipment end-users in order to reduce HCFCs consumption and adoption of low GWP alternatives.

Table 6. Estimated Cost and annual emission reduction - HPMP-II for Jamaica.

Description of Project	Agency	HCFC	Total HCFC	Total HCFC	Estimated annual emission reduction (tCO_{2eq})	Time Frame (months)	Total Cost	Proposed grant request
			(MT)	(ODP tonnes)			(US$)	(US$)
1. Program for the reduction of HCFCs in the RAC servicing sector								
1.1 Project for the strengthening national capacities in Good Practices in RAC (GPRAC)	UNDP	HFCF-22	19.71	1.08	35,668	120	120,000	120,000
SUBTOTAL			**19.71**	**1.08**	**35,668**		**120,000**	120,000
2. Program for the Strengthening of the Legal and Institutional Sectors Responsible for the Regulations Related to Montreal Protocol Implementation								
2.1 Strengthening of policies and legal frameworks to control HCFCs consumption	UNDP	HCFC-22	18.06	0.99	32,695	120	10,000	110,000
SUBTOTAL			**18.06**	**0.99**	**32,695**		**110,000**	110,000
3. Program for Public Awareness to promote the Phase-out of HCFC.								
3.1 Project for the promotion of HCFC phase out in Jamaica	UNDP	HCFC-22	15.60	0.86	28,237	120	95,000	95,000
SUBTOTAL			**15.60**	**0.86**	**28,237**		**95,000**	**95,000**
4. Implementation and Monitoring Program								
4,1 Project for coordination and management	UNDP	HCFC-22	-	-		120	65,000	65,000
SUBTOTAL							**65,000**	65,000
TOTAL			**53.4**	**2.94**	**96,600**	**-**	**390,000**	390,000

Theory of Change

The objective of the Theory of Change for this project is to analyse the impact that the strategy designed for the Second Stage of the HPMP for Jamaica will have. This strategy comprises different components and each one is made-up of a series of specific outputs and outcomes aimed at an action that together will contribute to generating a series of modifications or changes to achieve the goal of the HCFCs phase-out by 2030 in Jamaica. The Theory of Change is described below:

The strategy comprises four structural components which comprise activities that can influence each other. These generate products that will lead us to specific results, which will lead to reaching the goal.

Strategy

Outcome 1 Regulation of HCFC strengthened

Output 2 Strengthening of policies and legal frameworks to control HCFC consumption
Output 4 Implementation and Monitoring Programme

Outcome 2 Program for the Strengthening of the Legal and Institutional Sectors Responsible for the Regulations Related to Montreal Protocol Implementation

Output 1 Strengthening of GPRAC in the servicing sector
Output 2 Strengthening of policies and legal frameworks to control HCFC consumption
Output 3 Programme for Public Awareness to promote the Phase-out of HCFCs
Output 4 Implementation and Monitoring Programme

Outcome 3 Programme for Public Awareness to promote the Phase-out of HCFCs

Output 2 Strengthening of policies and legal frameworks to control HCFC consumption
Output 3 Programme for Public Awareness to promote the Phase-out of HCFCs
Output 4 Implementation and Monitoring Programme

Results

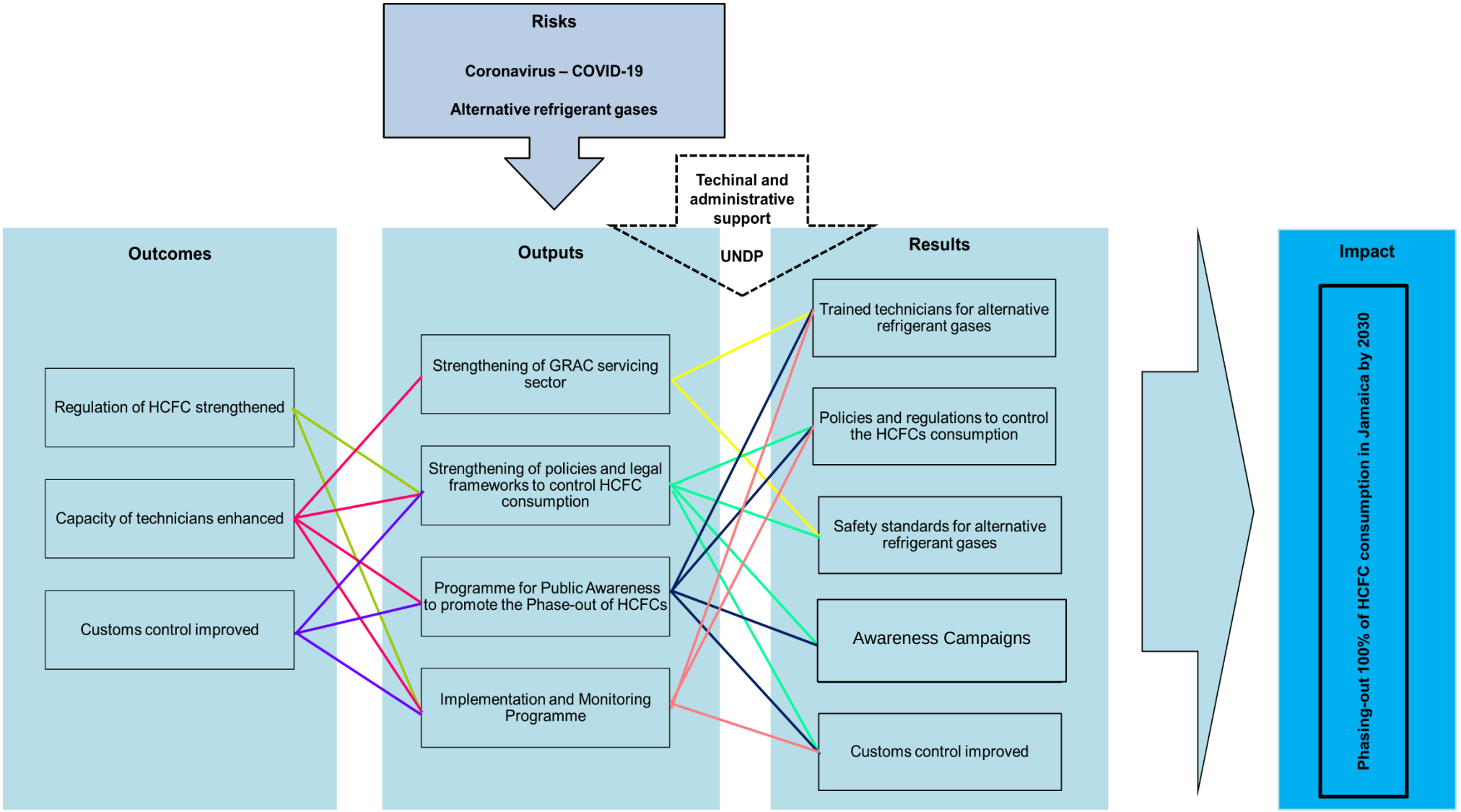
- Training of technicians for the handling of alternative refrigerants; for the recovery, recycling, and reuse of refrigerant gases.
- Policies and regulations to control the HCFCs consumption and safety standards for the alternative refrigerant gases.
- Improvement of the customs control system, monitoring of imports of refrigerants and equipment containing them, prevention of illegal traffic of HCFCs.
- Awareness campaigns.

Impact

The strategy that will be implemented for the Second Stage of HPMP for Jamaica aims to phase-out the remaining consumption of HCFCs by 2030.

The elimination of 10.60 tonnes of ODP is expected, this is equivalent to the elimination of 53.37 metric tonnes of HCFC, which avoids the emission of 235,300 tonnes of CO_2 (t.eq)

Figure 1. Theory of Change



III. RESULTS AND PARTNERSHIPS

Expected Results

The project forms an integral component of Stage II HPMP for Jamaica and includes a plan for achieving Jamaica's compliance targets as per Decision 86/56 of the Montreal Protocol. The Stage II HPMP for Jamaica, in fact, presents a plan to achieve the targets for the period 2021-2030. The activities, for this project, will be implemented addressing sectors involved in the importation and servicing of RAC equipment. An important element in this project is phase-out of HCFC-22 in the servicing sector i.e., HCFCs consumed for servicing equipment in refrigeration and air-conditioning. This is proposed to be done through several interventions that include modern tools and equipment support to allow for HCFCs re-use and preventive maintenance of RAC equipment as well as training support. Partnerships will be established with private sector enterprises engaged in selling this equipment for smooth and effective technology transfer. As presented in the previous sections, the project will support the government to achieve its set targets for phasing out HCFCs from its territory and thus to maintain its commitment to the ratified conventions.

The proposed national calendar for reduction as a percentage of baseline HCFCs consumption, compared with the obligations of the Montreal Protocol is detailed in the following table, based on a baseline of HCFCS of 16.30 ODP tonnes.

Table 7. Proposed Timetable for the Reduction of National HCFCs

Stage	Year	Proposed National Calendar (%)	Consumption ODP tonnes (%)	HCFCS Import Quotas	Actual HCFCs consumption
1	2012	100.00	100.00	16.30	6.30
	2013	100.00	100.00	16.30	2.63
	2014	100.00	100.00	16.30	3.03
	2015	90.00	90.00	14.67	7.62
	2016	90.00	90.00	14.67	8.02
	2017	90.00	90.00	14.67	8.24
	2018	90.00	90.00	14.67	9.97
	2019	90.00	90.00	14.67	2.86
2	2020	65.00	65.00	10.60	
	2021	50.00	50.00	8.2	
	2022	50.00	50.00	8.2	
	2023	50.00	50.00	8.2	
	2024	50.00	50.00	8.2	
	2025	32.50	32.50	5.3	
	2026	32.50	32.50	5.3	

	2027	32.50	32.50	5.3	
	2028	32.50	32.50	5.3	
	2029	32.50	32.50	5.3	
	2030[2]	2.50	2.50	0.40	

Resources Required to Achieve the Expected Results

The project has been approved by the executive committee of the MLF at the Intersessional Approval Process for the 86th meeting. The total funds approved is US$ 390,000 and those funds will be received in four tranches. The first tranche (USD$117,00) is scheduled for 2021-2023, the second tranche (USD$156,000) is scheduled for 2024-2026, the third and last tranche (USD$78,000) is scheduled for 2027-2029 and the fourth tranche (USD$39,000) will be implemented in 2030. These funds are to be used to implement the activities of the four components to phase-out of HCFCs. The successful implementation of the Stage II HPMP for Jamaica will result in the reduction of HCFCs consumption levels to 10.60 ODP tonnes by the year 2030.

In order to meet the above objective, necessary actions should be taken according to the project document design as approved by the Executive Committee of the MLF. This phase-out will be addressed in the HPMP Stage-II, through technical support and investments in the servicing sector mostly as the HCFCs are consumed only in that sector according to the consumption. The Government of Jamaica, mainly the NEPA will assist the implementation of the programme through regular monitoring, guiding and implementation of different project components.

Partnerships

- **Government of Jamaica.** The Ministry of Economic Growth and Job Creation is Jamaica's focal point for the Montreal Protocol, while the National Environment and Planning Agency (NEPA) hosts the National Ozone Unit (NOU) which has responsibility for the implementation of the Country Programme. Given the diverse nature of the ODS phase out programme, the support of several agencies and groups were required to ensure the success of the HCFCs phase out programme. These include:

    a. The Jamaica Customs Agency;

    b. Ministry of Economic Growth and Job Creation;

    c. The Statistical Institute of Jamaica;

    d. Trade Board;

    e. Ministry of Health and Wellness (Standards and Regulatory Unit);

    f. Office of the Attorney General;

    g. Chief Parliamentary Council

    h. The Bureau of Standards Jamaica;

    i. Jamaica Air-conditioning Refrigeration and Ventilation Association (JARVA);

    j. Refrigerant Importers;

    k. Equipment Importers; and

[2] In line with Montreal Protocol Jamaica could use 2.5% of the consumption base line in the period 2030-2039 it was necessary.

l. Training Institutions.

- **National Ozone Unit.** The National Ozone Unit (NOU) manages the HPMP. Its roles are: (i) Undertake the implementation of all project activities, with assistance from Implementing Agencies; (ii) collect and organize information generated by the project; (iii) facilitate all legal and policy procedures required for the successful implementation; (iv) Coordinate activities with the stakeholders; and (v) carry out necessary awareness for the Project's implementation. A Project Steering Committee co-chaired by NEPA and UNDP with membership from relevant stakeholders is charged with oversight of the Project.

- **United Nations Development Programme.** The United Nations Development Programme (UNDP) is designated as the implementing Agency for this project. UNDP will be responsible for providing technical support and managing the implementation of the project. UNDP will also be responsible for the project reporting and independent verification of achievement of ODS phase-out targets under the Agreement once requested by the Executive Committee.

- **Industry.** The industries will be responsible for achieving their respective phase-out targets. Through the funding support and technical support of the project, and under the overall guidance of the Project Unit, the identified industries will convert to HCFC free technologies. In the servicing sector where many small enterprises are involved, the Project Unit will work with industry associations and other industry stakeholders in capacity building for smooth adoption of HCFC free technologies. Industry associations: Industry associations will closely work with the Project Unit on specific project activities for HCFCs phase-out. They will also play an important role in strengthening public-private partnership which is an important element for success of this project.

Risks and Assumptions

The COVID-19 coronavirus pandemic that began in 2020 has affected ordinary activities. The measures that world governments have taken to prevent the spread of the SARS-COV2 virus have led us to maintain a practically permanent quarantine, and the cancellation of activities that involve groups of people (meetings, congresses, trainings, etc.). Some of the activities planned for the Second Stage of HPMP for Jamaica include workshops, training courses and meetings, so this represents a risk for the implementation of these activities specifically. Likewise, the cancellation of international and local flights could also affect the time for the acquisition of various materials.

This situation should be considered, and the necessary measures taken, or appropriate adjustments made in all those activities that may be significantly affected by the pandemic situation.

The strategy also includes promoting the use of alternative natural refrigerants to HCFCs (i.e., ammonia, hydrocarbons, and CO_2). This could represent a risk especially for the maintenance and servicing sector; however, the project has considered strengthening and updating the regulatory framework on standards safety for these substances and other alternatives.

Fiduciary Audit Findings; Inflation

Stakeholder Engagement

The Second Stage HPMP for Jamaica will involve close coordination among Government, industries (being the intended beneficiaries), industry associations, regulatory bodies, and the implementing agency (UNDP). The project stakeholder engagement and coordination are the foundation for systematic and sustainable HCFCs phase-out. The roles and responsibilities of each stakeholder and how they will participate in the "network" for project implementation has been detailed in section on "partnerships" earlier. The project is expected to be implemented with minimum disruption to business continuity and livelihood of different industry stakeholders. Through funding support and proper timeframe, systematic project implementation process and technology transfer, the project is expected to achieve HCFCs phase-out targets with minimum cost to industry and consumer.

Knowledge

The project results (HCFCs phased-out) will be periodically reported to the Executive Committee as a requirement. Concerning knowledge products, training manuals will be produced and distributed among industries, technicians, and others during the workshops. Finally, it is worth to highlight that the Second Stage HPMP for Jamaica will be regularly updating the database of import/export and in country consumption of ODSs and their alternatives. The information is

cross checked with data sources from the Ministry of Health and Wellness and Jamaica Customs Agency and data directly collected from enterprises/industries. The database is also reported to the MLF Secretariat.

Sustainability and Scaling Up

As mentioned earlier, the project will strengthen national systems and capacities in monitoring import and export of ozone depleting substances mainly through the database and through working on amending/updating the legislation related to import/export activities. The database can enhance the timely phasing-out of the HCFCs to ensure Jamaica's compliance with its set targets and thus with the Montreal Protocol. Furthermore, the technical and financial support provided to the industries to convert their technology/production into non-HCFCs products will expand their international market with a limited impact on production costs and consumers. This will provide a positive economic return on the industries and on the country.

Each of the activities that make up the strategy for the Second Phase of the HPMP for Jamaica will gradually reduce the national consumption of HCFCs in 2030. Promoting the use of alternative refrigerants with zero or very low GWP is an important component of the strategy. The industrial sector is one of our main stakeholders for the alternative use and reduction of HCFCs imports. Another important component is to encourage the recovery and recycling of refrigerant gases among RAC technicians. Finally, the information dissemination campaigns will reinforce the use of alternatives. These activities will also contribute to reducing the risk of illicit HCFC use in the future.

Gender Dimension

The development and implementation of the former HPMP stages in Jamaica, has had the participation of women. The projects and programs that will comprise Second Stage HPMP for Jamaica will consider in their implementation the support to hiring female consultants, supervisors, trainers, and designers to develop the activities of each one of the projects. Particularly for the projects involving workshops and training sessions for the RAC service sector, efforts will be developed to have more female trainers and technicians to be trained.

The MLF has incorporated gender considerations into all funded Projects. Furthermore, in February 2020, a guide for Stage II of HPMPs indicating that the issue of gender should be

included was published. An annex with a list of indicators that can be included in monitoring and integration of this topic in projects was published.[3]

In accordance with the MLF provisions, the NOU will monitor and report gender disaggregated data on project activities, introduce gender sensitive language in communication and recruitment process, and compare women involvement in different activities against the targets

Lessons Learnt

The HPMP Phase I Project (2012-2021) focused on the phasing out of foam manufacturing and HCFC Phase-Out Strategy. The documented challenges, achievements and lessons learnt from the former phase have been incorporated to improve delivery and engagement throughout Phase II. These measures include but are not limited to:

- Engagement of a technical consultant to support the capacity building of the RAC industry beneficiaries;
- The inclusion of international technical expertise to facilitate knowledge sharing regarding HCFCs Phase-Outs in other countries;
- Consistent with the financial audit, the Implementing Agency will require support to ensure project accounting procedures and financial record keeping improves.

[3] Multilateral Fund for the Implementation of the Montreal Protocol. *Guide for Project Preparation for Stage II of HCFC Phase-Out Management Plans* (updated, February 2020). Inter-agency Coordination Meeting. MLF/IACM.2020/1/14.

IV. PROJECT MANAGEMENT

Cost Efficiency and Effectiveness

This project considers updating and improving the GPRAC, it also includes the development of various materials for dissemination (manuals, brochures, etc.), updating the institutional legal and regulatory framework. To carry out each of these activities, it will be necessary to consider hiring various services and consultancies. In addition, various services will be required to prepare the various educational and outreach materials. Stage II HPMP for Jamaica has estimated a cost-effectiveness of USD $7.3/kg of HCFC phased out.

Having regard to the above, UNDP must purchase goods and services in accordance with current applicable regulations, this will allow the bidding processes to be more competitive, ensuring that the best product or service is acquired at the most accessible cost and thereby complies with all the specifications required by the Government of Jamaica.

Project Management

The NEPA will be responsible for the implementation of the project with technical support from UNDP. The technical officer based at the National Ozone Unit will serve as project manager and ensure the successful implementation of the project. The project will be audited as per UNDP Financial Regulations and Rules and applicable audit policies. Audit cycles and processes must be discussed during the Inception Workshop.

V. RESULTS FRAMEWORK[4]

Intended Outcome as stated in the Programme Results and Resource Framework:

UNDP Strategic Plan: 4.2: Public and private investment mechanisms mobilized for biodiversity, water, oceans, and climate solutions

UNMSDCF 6: Caribbean countries manage natural resources and ecosystems to strengthening their resilience and enhancing the resilience and prosperity of the people and communities that depend on them

Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:

CPD Output 4.2: Government, local communities, private sector entities have strengthened capacities to implement sustainable management of natural resources solutions, including sustainable commodities and green and inclusive value chains.

Project Title and Atlas Project Number: HPMP Phase II Jamaica, (Project ID**:** 00083983; Output Number: 00092206)

EXPECTED OUTPUTS	OUTPUT INDICATORS[5]	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)										DATA COLLECTION METHODS & RISKS
			Value	Year	*2021*	2022	2023	2024	*2025*	*2026*	*2027*	*2028*	*2029*	FINAL	
Output 1 *Phasing out HCFCs in line with Montreal Protocol control measures- Control HCFCs imports/consumption.*	***1.1** Program for the Reduction of HCFCs in the RAC Servicing Sector.*	*Yearly imports consumption of ODS (NOU, Customs, Ministry of Trade, Importers)* *Consumption ODP tonnes (%)*	*10.60* 65	*2020* 2020	*8.2* *50*	*8.2* *50*	*8.2* *50*	*8.2* *50*	*5.3* *32.50*	*5.3* *32.50*	*5.3* *32.50*	*5.3* *32.50*	*5.3* *32.50*	*0.0* *2.50*	*Quantitative (surveys)* *Stakeholder Consultation* *Verification of HCFCs Phase-out* *Data from Jamaica Customs Agency and Ministry of Health and Wellness*

[4] UNDP publishes its project information (indicators, baselines, targets, and results) to meet the International Aid Transparency Initiative (IATI) standards. Make sure that indicators are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant and Time-bound), provide accurate baselines and targets underpinned by reliable evidence and data, and avoid acronyms so that external audience clearly understand the results of the project.

[5] It is recommended that projects use output indicators from the Strategic Plan IRRF, as relevant, in addition to project-specific results indicators. Indicators should be disaggregated by sex or for other targeted groups where relevant.

VI. MONITORING AND EVALUATION

In accordance with UNDP's programming policies and procedures, the project will be monitored through the following monitoring and evaluation plans:

Monitoring Plan

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.		
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.		
Learn	Knowledge, good practices, and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions.		
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.		
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons, and quality will be discussed by the project board and used to make course corrections.		
Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk log with mitigation measures, and any evaluation or review reports prepared over the period.	Annually, and at the end of the project (final report)			

Project Review (Project Board)	The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.	Annually	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.		

VII. MULTI-YEAR WORK PLAN

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Planned Budget by Year				RESPONSIBLE PARTY	PLANNED BUDGET		
		2021-2023 (1st tranche)	2024-2026 (2nd tranche)	2027-2029 (3rd tranche)	2030 (4th tranche)		Funding Source	Budget Description	Amount
4utput 1: *Program for the elimination of HCFC consumption in the refrigeration and air conditioning sectors.*	1.1 Project for the strengthening national capacities in Good Practices in RAC (GPRAC).	$40,000	$54,000	$27,000	$14,000	UNDP / NOU	MLF (63030)	International Consultant (71200)	$10,000.00
						UNDP / NOU	MLF (63030)	National Consultant (71300)	$40,000.00
						UNDP / NOU	MLF (63030)	15 workshops for technicians on good practices for servicing RAC equipment (75700)	$45,000
						UNDP / NOU	MLF (63030)	Material for workshops. Design and printing of a manual on good servicing practices (72500)	$30,000
						UNDP	MLF (63030)	Direct Project Costs for Support to Nationally Implemented Modality (75100)	$4,000
						UNDP / NOU	MLF (63030)	Contingencies (74500)	$6,000
	Sub-Total for Output 1								***$135,000***
Output 2: *Program for the Strengthening of the Legal and Institutional Sectors Responsible for the Regulations Related to Montreal Protocol Implementation.*	2.1 Project to Strengthening of policies and legal frameworks to control HCFCs consumption.	$37,000	$48,000	$23,500	$11,500	UNDP / NOU	MLF (63030)	International Consultant (71200)	$10,000
						UNDP / NOU	MLF (63030)	National Consultant (71300)	$50,000
						UNDP / NOU	MLF (63030)	Training workshops for customs officers. 10 courses, 40 participants per course (75700)	$50,000
						UNDP	MLF (63030)	Direct Project Costs for Support to Nationally Implemented Modality (75100)	$4,000
						UNDP / NOU	MLF (63030)	Contingencies (74500)	$6,000
	Sub-Total for Output 2								***$120,000***
Output 3: *Programme for Public Awareness to promote the Phase-out of HCFCs.*	3.1 Project for promoting the HCFCs phase out in Jamaica	$21,000	$28,000	$14,000	$7,000	UNDP / NOU	MLF (63030)	National Consultant (71300)	$25,000
						UNDP / NOU	MLF (63030)	10 awareness campaigns on HCFC alternative technologies for RAC technicians (72500)	$25,000
						UNDP / NOU	MLF (63030)	Design and printing of awareness material (72500)	$15,000
						UNDP	MLF (63030)	Direct Project Costs for Support to Nationally Implemented Modality (75100)	$3,000

						UNDP / NOU	MLF (63030)	Contingencies (74500)	$2,000
	Sub-Total for Output 3								***$70,000***
Output 4: *Implementation and Monitoring Programme.*	3.2 Programme for Monitoring and Project implementation.	$19,000	$26,000	$13,500	$6,500	UNDP / NOU	MLF (63030)	Staff and Personnel Costs (61200)	$60,000
						UNDP	MLF (63030)	Direct Project Costs for Support to Nationally Implemented Modality (75100)	$3,000
						UNDP / NOU	MLF (63030)	Contingencies (74500)	$2,000
	Sub-Total for Output 4								***$65,000***
TOTAL									**$390,000**

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

Implementing Partner: The implementing partner for this project is the National Ozone Unit (NOU) at the National Environment and Planning Agency.

The Implementing Partner is responsible for executing this project. Specific tasks include:

- Project planning, coordination, management, monitoring, evaluation, and reporting. This includes providing all required information and data necessary for timely, comprehensive, and evidence-based project reporting, including results and financial data, as necessary. The Implementing Partner will strive to ensure project-level M&E is undertaken by national institutes and is aligned with national systems so that the data used and generated by project supports national systems;
- Overseeing the management of risks as included in this project document and new risks that may emerge during project implementation;
- Procurement of goods and services, including human resources;
- Financial management, including overseeing financial expenditures against project budgets;
- Approving and signing the multiyear workplan;
- Approving and singing the combined delivery report at the end of the year; and,
- Signing the financial report or the funding authorization and certificate of expenditures.

Project Board: All UNDP projects must be governed by a multi-stakeholder board or committee established to review performance based on monitoring and evaluation, and implementation issues to ensure quality delivery of results. The Project Board (also called the Project Steering Committee) is the most senior, dedicated oversight body for a project. The two main mandatory roles of the project board are as follows:

a) **High-level oversight of the execution of the project by the Implementing Partner**. This is the primary function of the project board and includes annual (and as-needed) assessments of any major risks to the project, and decisions/agreements on any management actions or remedial measures to address them effectively. The Project Board reviews evidence of project performance based on monitoring, evaluation, and reporting, including progress reports, evaluations, risk logs and the combined delivery report. The Project Board is responsible for taking corrective action as needed to ensure the project achieves the desired results.

b) **Approval of strategic project execution decisions of the Implementing Partner** with a view to assess and manage risks, monitor, and ensure the overall achievement of projected results and impacts and ensure long term sustainability of project execution decisions of the Implementing Partner.

Requirements to serve on the Project Board:

- Agree to the Terms of Reference of the Board and the rules on protocols, quorum, and minuting.
- Meet annually; at least once.
- Disclose any conflict of interest in performing the functions of a Project Board member and take all measures to avoid any real or perceived conflicts of interest. This disclosure must be documented and kept on record by UNDP.
- Discharge the functions of the Project Board in accordance with UNDP policies and procedures.
- Ensure highest levels of transparency and ensure Project Board meeting minutes are recorded and shared with project stakeholders.

Responsibilities of the Project Board:

- Consensus decision making:
    - The project board provides overall guidance and direction to the project, ensuring it remains within any specified constraints, and providing overall oversight of the project implementation.
    - Review project performance based on monitoring, evaluation, and reporting, including progress reports, risk logs and the combined delivery report;
    - The project board is responsible for making management decisions by consensus.

- In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency, and effective international competition.
- In case consensus cannot be reached within the Board, the UNDP representative on the board will mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.

- Oversee project execution:
  - Agree on project manager's tolerances as required, within the parameters outlined in the project document, and provide direction and advice for exceptional situations when the project manager's tolerances are exceeded.
  - Appraise annual work plans prepared by the Implementing Partner for the Project; review combined delivery reports prior to certification by the implementing partner.
  - Address any high-level project issues as raised by the project manager and project assurance;
  - Advise on major and minor amendments to the project within the parameters set by UNDP and the donor;
  - Provide high-level direction and recommendations to the project management unit to ensure that the agreed deliverables are produced satisfactorily and according to plans.
  - Track and monitor co-financed activities and realisation of co-financing amounts of this project.
  - Ensure commitment of human resources to support project implementation, arbitrating any issues within the project.
- Risk Management:
  - Provide guidance on evolving or materialized project risks and agree on possible mitigation and management actions to address specific risks.
  - Review and update the project risk register and associated management plans based on the information prepared by the Implementing Partner. This includes risks related that can be directly managed by this project, as well as contextual risks that may affect project delivery or continued UNDP compliance and reputation but are outside of the control of the project. For example, social and environmental risks associated with co-financed activities or activities taking place in the project's area of influence that have implications for the project.
  - Address project-level grievances.
- Coordination:
  - Ensure coordination between various donor and government-funded projects and programmes.
  - Ensure coordination with various government agencies and their participation in project activities.

Composition of the Project Board: The composition of the PSC must include individuals assigned to the following three roles:

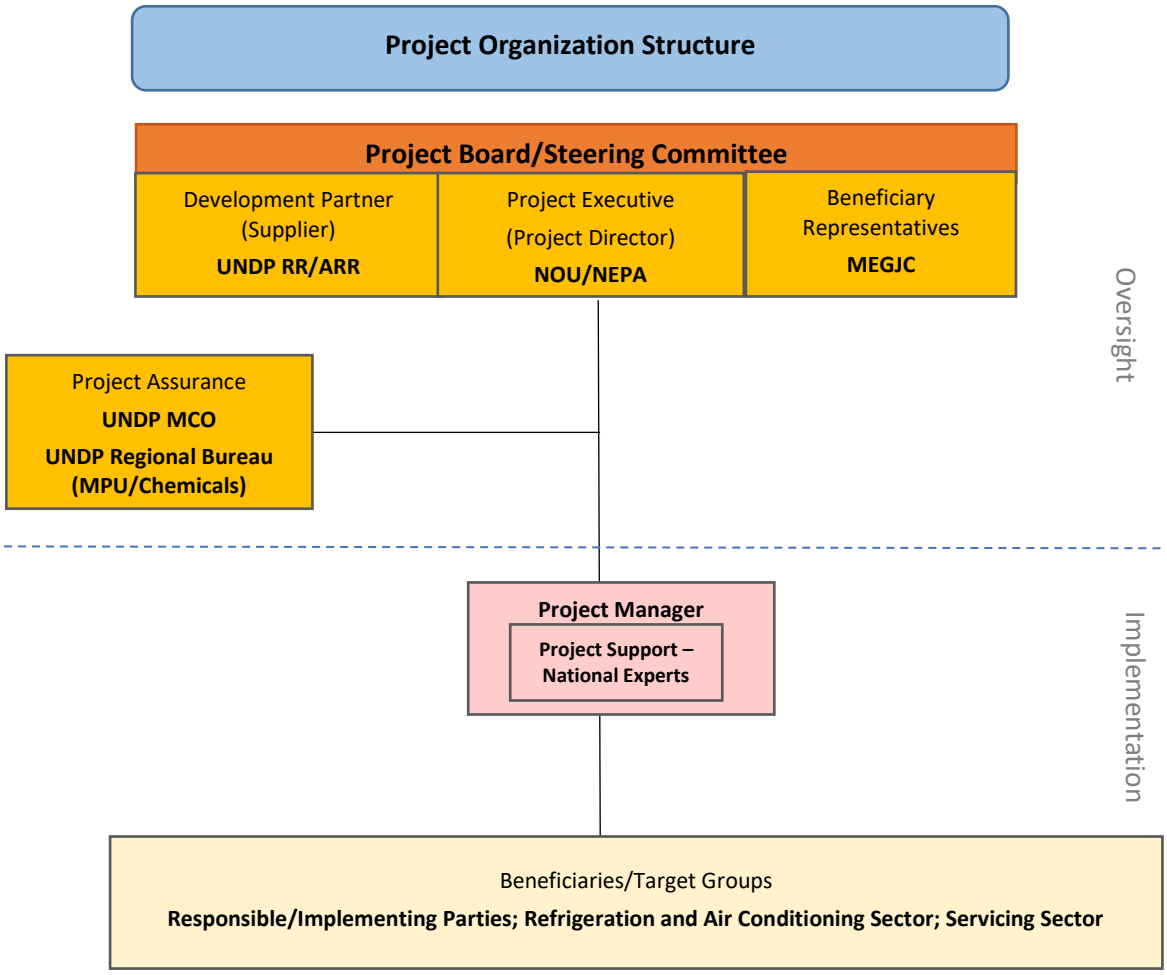
1. **Project Executive:** This is an individual who represents ownership of the project and chairs (or co-chairs) the PSC. The Executive usually is the senior national counterpart for nationally implemented projects (typically from the same entity as the Implementing Partner), and it must be UNDP for projects that are direct implementation (DIM). In exceptional cases, two individuals from different entities can co-share this role and/or co-chair the Project Board. If the project executive co-chairs the project board with representatives of another category, it typically does so with a development partner representative. The Project Executive is: NEPA
2. **Beneficiary Representative(s):** Individuals or groups representing the interests of those groups of stakeholders who will ultimately benefit from the project. Their primary function within the PSC is to ensure the realization of project results from the perspective of project beneficiaries. Often representatives from civil society, industry associations, or other government entities benefiting from the project can fulfil this role. There can be multiple beneficiary representatives in a Project Board. The Beneficiary representatives are: Refrigeration and Air Conditioning Sector
3. **Development Partner(s):** Individuals or groups representing the interests of the parties concerned that provide funding and/or technical expertise to the project. The Development Partner in this Project is: Denise Antonio, Resident Representative, the United Nations Development Program (UNDP) Jamaica Multi-Country Office.

Project Assurance: Project assurance is the responsibility of each project board member; however, UNDP has a distinct assurance role for all UNDP projects in carrying out objective and independent project oversight and monitoring functions. UNDP performs quality assurance and supports the Project Board (and Project Management Unit) by carrying out objective and independent project oversight and monitoring functions, including compliance with the risk

management and social and environmental standards of UNDP. The Project Board cannot delegate any of its quality assurance responsibilities to the Project Focal Point. Project assurance is totally independent of project execution.

A designated representative of UNDP playing the project assurance role is expected to attend all board meetings and support board processes as a non-voting representative. It should be noted that while in certain cases UNDP's project assurance role across the project may encompass activities happening at several levels (e.g., global, regional), at least one UNDP representative playing that function must, as part of their duties, specifically attend board meeting and provide board members with the required documentation required to perform their duties. The UNDP representative playing the main project assurance function is: Kimberley Wilson, Programme Analyst, Monitoring and Evaluation, UNDP Jamaica Multi-Country Office. Further technical/engineering oversight will be provided by UNDP experts based in the Regional Office and HQ.

Project Management – Execution of the Project: A technical officer within the National Ozone Unit (NOU) will be responsible for the overall day-to-day management of the project on behalf of the Implementing Partner, including the mobilization of all project inputs, supervision over project staff, responsible parties, consultants, and sub-contractors. The technical officer typically presents key deliverables and documents to the board for their review and approval, including progress reports, annual work plans, adjustments to tolerance levels and risk registers. UNDP will support the NOU through the provision of a Financial Officer to ensure fiduciary compliance.



IX. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Jamaica and UNDP, signed on 26 January 1976. All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

This project will be implemented by National Environment and Planning Agency ("Implementing Partner") in accordance with its financial regulations, rules, practices, and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

X. RISK MANAGEMENT

1. Consistent with the Article III of the SBAA, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP's property in the Implementing Partner's custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:

a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;

b) assume all risks and liabilities related to the Implementing Partner's security, and the full implementation of the security plan.

2. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the Implementing Partner's obligations under this Project Document.

3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism, that the recipients of any amounts provided by UNDP hereunder do not appear on the United Nations Security Council Consolidated Sanctions List, and that no UNDP funds received pursuant to the Project Document are used for money laundering activities. The United Nations Security Council Consolidated Sanctions List can be accessed via https://www.un.org/securitycouncil/content/un-sc-consolidated-list.

4. The Implementing Partner acknowledges and agrees that UNDP will not tolerate sexual harassment and sexual exploitation and abuse of anyone by the Implementing Partner, and each of its responsible parties, their respective sub-recipients and other entities involved in Project implementation, either as contractors or subcontractors and their personnel, and any individuals performing services for them under the Project Document.

(a) In the implementation of the activities under this Project Document, the Implementing Partner, and each of its sub-parties referred to above, shall comply with the standards of conduct set forth in the Secretary General's Bulletin

ST/SGB/2003/13 of 9 October 2003, concerning “Special measures for protection from sexual exploitation and sexual abuse” (“SEA”).

(b) Moreover, and without limitation to the application of other regulations, rules, policies and procedures bearing upon the performance of the activities under this Project Document, in the implementation of activities, the Implementing Partner, and each of its sub-parties referred to above, shall not engage in any form of sexual harassment (“SH”). SH is defined as any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment. SH may occur in the workplace or in connection with work. While typically involving a pattern of conduct, SH may take the form of a single incident. In assessing the reasonableness of expectations or perceptions, the perspective of the person who is the target of the conduct shall be considered.

5. a) In the performance of the activities under this Project Document, the Implementing Partner shall (with respect to its own activities) and shall require from its sub-parties referred to in paragraph 4 (with respect to their activities) that they, have minimum standards and procedures in place, or a plan to develop and/or improve such standards and procedures in order to be able to take effective preventive and investigative action. These should include: policies on sexual harassment and sexual exploitation and abuse; policies on whistleblowing/protection against retaliation; and complaints, disciplinary and investigative mechanisms. In line with this, the Implementing Partner will and will require that such sub-parties will take all appropriate measures to:

i. Prevent its employees, agents or any other persons engaged to perform any services under this Project Document, from engaging in SH or SEA;
ii. Offer employees and associated personnel training on prevention and response to SH and SEA, where the Implementing Partner and its sub-parties referred to in paragraph 4 have not put in place its own training regarding the prevention of SH and SEA, the Implementing Partner and its sub-parties may use the training material available at UNDP;
iii. Report and monitor allegations of SH and SEA of which the Implementing Partner and its sub-parties referred to in paragraph 4 have been informed or have otherwise become aware, and status thereof;
iv. Refer victims/survivors of SH and SEA to safe and confidential victim assistance; and
v. Promptly and confidentially record and investigate any allegations credible enough to warrant an investigation of SH or SEA. The Implementing Partner shall advise UNDP of any such allegations received and investigations being conducted by itself or any of its sub-parties referred to in paragraph 4 with respect to their activities under the Project Document, and shall keep UNDP informed during the investigation by it or any of such sub-parties, to the extent that such notification (i) does not jeopardize the conduct of the investigation, including but not limited to the safety or security of persons, and/or (ii) is not in contravention of any laws applicable to it. Following the investigation, the Implementing Partner shall advise UNDP of any actions taken by it or any of the other entities further to the investigation.

b) The Implementing Partner shall establish that it has complied with the foregoing, to the satisfaction of UNDP, when requested by UNDP or any party acting on its behalf to provide such confirmation. Failure of the Implementing Partner, and each of its sub-parties referred to in paragraph 4, to comply of the foregoing, as determined by UNDP, shall be considered grounds for suspension or termination of the Project.

6. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (http://www.undp.org/ses) and related Accountability Mechanism (http://www.undp.org/secu-srm).

7. The Implementing Partner shall: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.

8. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.

9. The Implementing Partner will take appropriate steps to prevent misuse of funds, fraud, or corruption, by its officials, consultants, responsible parties, subcontractors and sub-recipients in implementing the project or using UNDP funds.

10. In the implementation of the activities under this Project Document, UNDP places reasonable reliance upon the Implementing Partner for it to apply its laws, regulations and processes, and applicable international laws regarding anti money laundering and countering the financing of terrorism, to ensure consistency with the principles of then in force the UNDP Anti-Money Laundering and Countering the Financing of Terrorism Policy.

11. The Implementing Partner will ensure that its financial management, anti-corruption, anti-fraud, and anti-money laundering and countering the financing of terrorism policies are in place and enforced for all funding received from or through UNDP.

12. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to the Implementing Partner: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. The Implementing Partner agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.

13. In the event that an investigation is required, UNDP has the obligation to conduct investigations relating to any aspect of UNDP projects and programmes in accordance with UNDP's regulations, rules, policies, and procedures. The Implementing Partner shall provide its full cooperation, including making available personnel, relevant documentation, and granting access to the Implementing Partner's (and its consultants', responsible parties', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with the Implementing Partner to find a solution.

14. The signatories to this Project Document will promptly inform one another in case of any incidence of inappropriate use of funds, credible allegation of fraud or corruption or other financial irregularities with due confidentiality.

Where the Implementing Partner becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, the Implementing Partner will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). The Implementing Partner shall provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

15. UNDP shall be entitled to a refund from the Implementing Partner of any funds provided that have been used inappropriately, including through fraud, corruption, or other financial irregularity, or otherwise paid other than in accordance with the terms and conditions of the Project Document. Such amount may be deducted by UNDP from any payment due to the Implementing Partner under this or any other agreement. Recovery of such amount by UNDP shall not diminish or curtail the Implementing Partner's obligations under this Project Document.

Where such funds have not been refunded to UNDP, the Implementing Partner agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to the Implementing Partner for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud, corruption or other financial irregularity, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

Note: The term "Project Document" as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors, and sub-recipients.

16. Each contract issued by the Implementing Partner in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions, or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from the Implementing Partner shall cooperate with any and all investigations and post-payment audits.

17. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover, and return any recovered funds to UNDP.

18. The Implementing Partner shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to each responsible party, subcontractor and sub-recipient and that all the clauses under this section entitled "Risk Management Standard Clauses" are included, *mutatis mutandis*, in all sub-contracts or sub-agreements entered into further to this Project Document.

XI. ANNEXES

1. **Project Document approved by the Executive Committee.**

2. **Agreement between the Government of Jamaica and the Executive Committee of the Multilateral Fund for the elimination of HCFCs *.**

3. **Social and Environmental Screening Procedure (SESP)**

4. **Risk Analysis**

5. **Capacity Assessment**

6. **Project Board Terms of Reference (TOR)**

7. **Project Quality Assurance Report**

* This document in turn is part as Annex I of the Report of the Intersessional Approval Process for the 86th meeting of the Executive Committee.

Annex 1.

Project Document approved by the Executive Committee

UNITED NATIONS

EP

United Nations Environment Programme

Distr.
GENERAL

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20 October 2020

ORIGINAL: ENGLISH

EXECUTIVE COMMITTEE OF
THE MULTILATERAL FUND FOR THE
IMPLEMENTATION OF THE MONTREAL PROTOCOL
Eighty-sixth Meeting
Montreal, 2-6 November 2020
Postponed to 8-12 March 2021[6]

PROJECT PROPOSAL: JAMAICA

This document consists of the comments and recommendation of the Secretariat on the following project proposal:

Phase-out

- HCFC phase-out management plan (stage II, first tranche) UNDP

[6] Due to coronavirus disease (COVID-19)

Pre-session documents of the Executive Committee of the Multilateral Fund for the Implementation of the Montreal Protocol are without prejudice to any decision that the Executive Committee might take following issuance of the document.

PROJECT EVALUATION SHEET – MULTI-YEAR PROJECTS

Jamaica

(I) PROJECT TITLE	AGENCY
HCFC phase-out plan (stage II)	UNDP

(II) LATEST ARTICLE 7 DATA (Annex C Group l)	Year: 2019	2.86 (ODP tonnes)

(III) LATEST COUNTRY PROGRAMME SECTORAL DATA (ODP tonnes)									**Year:** 2019
Chemical	Aerosol	Foam	Fire-fighting	Refrigeration		Solvent	Process agent	Lab use	Total sector consumption
				Manufacturing	Servicing				
HCFC-22					2.86				2.86

(IV) CONSUMPTION DATA (ODP tonnes)			
2009 - 2010 baseline:	16.3	Starting point for sustained aggregate reductions:	10.58
CONSUMPTION ELIGIBLE FOR FUNDING (ODP tonnes)			
Already approved:	8.10	Remaining:	2.48

(V) BUSINESS PLAN		2020	2021	2022	Total
UNDP	ODS phase-out (ODP tonnes)	0.00	5.16	0.00	5.16
	Funding (US $)	0	726,700	0	726,700

(VI) PROJECT DATA			2020	2021-2023	2024	2025-2026	2027	2028-2029	2030	Total
Montreal Protocol consumption limits			10.60	10.60	10.60	5.30	5.30	5.30	0.00	n/a
Maximum allowable consumption (ODP tonnes)			10.60	8.20	8.20	5.30	5.30	5.30	0.00	n/a
Projects costs requested in principle (US $)	UNDP	Project costs	117,000	0	156,000	0	78,000	0	39,000	390,000
		Support costs	8,190	0	10,920	0	5,460	0	2,730	27,300
Total project costs requested in principle (US $)			117,000	0	156,000	0	78,000	0	39,000	390,000
Total support costs requested in principle (US $)			8,190	0	10,920	0	5,460	0	2,730	27,300
Total funds requested in principle (US $)			125,190	0	166,920	0	83,460	0	41,730	417,300

(VII) Request for approval of funding for the first tranche (2020)		
Agency	**Funds requested (US $)**	**Support costs (US $)**
UNDP	117,000	8,190

Secretariat's recommendation:	Individual consideration

PROJECT DESCRIPTION

Background

1. On behalf of the Government of Jamaica, UNDP as the designated implementing agency has submitted a request for stage II of the HCFC phase-out management plan (HPMP), at the amount of US $390,000, plus agency support costs of US $27,300, as originally submitted.[7] The implementation of stage II of the HPMP will phase out the remaining consumption of HCFCs by 2030.

2. The first tranche of stage II of the HPMP being requested at this meeting amounts to US $156,000, plus agency support costs of US $10,920 for UNDP, as originally submitted.

Status of implementation of stage I of the HPMP

3. Stage I of the HPMP for Jamaica was approved at the 64th meeting[8] to meet the 35 per cent reduction from the baseline by 2020, at a total cost of US $655,450, plus agency support costs, to phase out 8.1 ODP tonnes of HCFCs used in the polyurethane (PU) foam manufacturing sector and in the refrigeration and air-conditioning (RAC) servicing sector. The fourth and final tranche of stage I of the HPMP was approved under the intersessional approval process for the 85th meeting in May 2020; stage I will be completed by 31 December 2021.

HCFC consumption

4. The Government of Jamaica reported a consumption of 2.86 ODP tonnes of HCFC in 2019, which is 82.4 per cent below the HCFC baseline for compliance. The 2015-2019 HCFC consumption is shown in Table 1.

Table 1. HCFC consumption in Jamaica (2015-2019 Article 7 data)

HCFC	2015	2016	2017	2018	2019	Baseline
Metric tonnes						
HCFC-22	138.38	145.53	149.83	181.29	51.97	230.60
HCFC-141b	0.00	0.00	0.00	0.00	0.00	33.00
HCFC-142b	0.00	0.00	0.00	0.00	0.00	0.09
HCFC-123	0.00	0.72	0.00	0.00	0.00	0.00
HCFC-124	0.28	0.00	0.00	0.00	0.00	0.00
Total (mt)	**138.66**	**146.24**	**149.83**	**181.29**	**51.97**	**263.69**
ODP tonnes						
HCFC-22	7.61	8.00	8.24	9.97	2.86	12.68
HCFC-141b	0.00	0.00	0.00	0.00	0.00	3.63
HCFC-142b	0.00	0.00	0.00	0.00	0.00	0.01
HCFC-123	0.00	0.01	0.00	0.00	0.00	0.00
HCFC-124	0.01	0.00	0.00	0.00	0.00	0.00
Total (ODP tonnes)	**7.62**	**8.02**	**8.24**	**9.97**	**2.86**	**16.32**

5. Despite the increasing trend during the period 2015 to 2018, the HCFC consumption remained at levels (ranging from 39 to 53 per cent) below the baseline for compliance due to implementation of HPMP activities including controls on HCFC imports, adoption of good servicing practices, and continued adoption of HCFC alternative technologies in the RAC sector. A sharp decrease in consumption was experienced in 2019 mainly due to local prevailing weather conditions, and the economic situation and commercial factors in the country.

Country programme (CP) implementation report

[7] As per the letter of 21 August 2019 from the National Environment and Planning Agency (NEPA) of Jamaica to UNDP.

[8] UNEP/OzL.Pro/ExCom/64/35.

6. The Government of Jamaica reported HCFC sector consumption data under the 2019 CP implementation report which is consistent with the data reported under Article 7 of the Montreal Protocol.

Revision of the starting point for aggregate reductions in HCFC consumption and funding eligibility

7. Stage II of the HPMP for Jamaica was originally submitted to the 85th meeting. During the review process, the Secretariat noted significant differences in the levels of HCFC consumption reported under Article 7 of the Montreal Protocol, CP implementation data, and the verification report submitted with the request for the fourth and final tranche of stage I. Based on the verification undertaken by the independent verifier, the Secretariat had detailed discussions with UNDP on: HCFC consumption trends; the potential need to review the levels of consumption reported for the period 2015 to 2019; and the need to adjust the starting point for aggregate reduction on HCFC consumption reflecting the actual use of HCFC-22 in 2009 and 2010. Subsequently, UNDP withdrew the submission of stage II of the HPMP, and only submitted the request for funding for the fourth and final tranche of stage I.[9]

8. In approving the fourth tranche request, the Executive Committee *inter alia* noted that stage II of the HPMP could only be considered once the data reporting issues identified in the verification report had been addressed and the recommendations by the verifier had been implemented; and that the starting point and associated funding levels would be reviewed upon submission of stage II of the HPMP.[10]

9. In line with the decision taken at the 85th meeting, stage II of the HPMP included an analysis of the actual amount of HCFCs used in 2009 and 2010 in Jamaica. Based on consultations with national experienced industry personnel, keeping in view socio-economic indicators (e.g., distribution of the urban/rural population, economic activities of the population, electrification rate), and a review of available data on HCFC consumption, the best estimates of the number of RAC equipment serviced and its associated HCFC-22 consumption are presented in Table 2. Also, an average of 3.60 ODP tonnes of HCFC-141b was consumed in that period.

Table 2. Revised HCFC-22 consumption for 2009 and 2010 for Jamaica

Particulars	2009		2010		Average
	RAC units serviced	HCFC-22 (mt)	RAC units serviced	HCFC-22 (mt)	
Residential air-conditioners	37,660	77.20	23,958	38.00	57.60
Commercial air-conditioning units	4,278	44.50	4,364	45.40	44.90
Other HCFC-based RAC equipment including industrial refrigeration, chillers, containers	1,979	25.40	1,194	23.40	24.40
Consumption (mt)		**147.10**		**106.80**	**126.95**
Consumption (ODP tonnes)		**8.09**		**5.87**	**6.98**

10. Based on the above best estimates, the starting point for aggregate reductions in HCFC consumption for Jamaica was revised from 16.30 ODP to 10.58 ODP tonnes, as shown in Table 3.

Table 3. Revised starting point for aggregate reductions in HCFC consumption for Jamaica

Substance	Starting point (ODP tonnes)	
	As approved	Revised
HCFC-22	12.70	6.98
HCFC-141b	3.60	3.60
Total	**16.30**	**10.58**

[9] Paragraphs 2-8, UNEP/OzL.Pro/ExCom/85/31.

[10] The fourth and final tranche of stage I of the HPMP was approved under the blanket approval list contained in Annex I of document UNEP/OzL.Pro/ExCom/85/13, Overview of issues identified during project review.

11. Taking into consideration the revised starting point and in line with decision 74/50(c)(xii), the associated maximum level of funding eligible for the complete phase-out of HCFCs in Jamaica would be US $950,000; after deducting the funding of US $560,000 approved for stage I, the maximum level of funding eligible for stage II would be US $390,000. Based on the revised starting point of 10.58 ODP tonnes and the HCFC phase-out of 8.10 ODP tonnes addressed in stage I, the remaining consumption eligible for funding is 2.48 ODP tonnes. The present request for stage II is based on the revised starting point and funding eligibility.

Status of progress and disbursement associated with stage I

Legal framework

12. A licensing system to monitor and control trade in ODS has been introduced since 1998. The system was revised through the Trade Order in 2014 to include control of the import and export of HCFCs. Importers of HCFCs are required to obtain an import permit from the Ministry of Health and Wellness and a license to import from the Trade Board/Ministry of Industry, Investment and Commerce. During the implementation of stage I of the HPMP, 68 customs and enforcement officers were trained on regulations relating to imports and exports of HCFCs and implementation of the licensing system.

13. The Government has issued an order prohibiting imports of HCFC-141b in bulk and contained in pre-blended polyols effective from 1 January 2016. The Government is planning to implement the regulations for prohibiting import of HCFC-based equipment after necessary consultations and approvals by 1 January 2026. Due to limited availability of resources for implementing stage II of the HPMP and in light of the RAC equipment servicing industry structure, activities relating to certification of servicing technicians and recovery and reuse of refrigerants would be considered in the future when HFC phase-down activities are implemented. The Government would also encourage responsible consumption and safe use of refrigerants as well as options to promote low-global-warming potential (GWP) energy-efficient alternatives in different RAC applications over the next eight to ten years through awareness and information outreach activities and closely monitoring availability of low-GWP-alternative-based RAC equipment.

PU foam

14. The conversion to methyl formate at Seal Sprayed Solutions Limited (the only foam manufacturing enterprise) was operationally completed in December 2015, resulting in the phase-out of 3.60 ODP tonnes of HCFC-141b.

Refrigeration servicing sector

15. Seven trainers and 177 servicing technicians were trained on good servicing practices in particular for HCFC-based RAC equipment and on adoption of low-GWP alternative technologies to HCFCs. Support was provided to vocational training centres and technical institutes through provision of technical assistance and equipment and servicing tools (e.g., recovery/recycling unit, recovery cylinder, electronic charging scale, electronic leak detector, vacuum pump) for ongoing training of servicing technicians.

Level of fund disbursement

16. As of July 2020, of the total funds of US $655,450 approved for stage I (US $578,450 for UNDP and US $77,000 for UNEP), US $505,374 had been disbursed (US $458,632 for UNDP and US $46,742 for UNEP). The balance of US $150,076, including US $66,000 approved for the fourth and final tranche of stage I, will be disbursed in 2020 and 2021.

Sector distribution of HCFCs

17. There are 700 RAC technicians working in the formal sector in 350 workshops servicing unitary and split systems; commercial refrigeration equipment; chillers; and air-conditioning and heat pumps as shown in

Table 4. There are also technicians in the informal sector who service RAC equipment in the country. The percentage of HCFC-22 used as a refrigerant in the servicing sector is not available.

Table 4. Demand in 2019 for HCFC-22 in the RAC servicing sector in Jamaica

Sector/Applications	Number of units	Average charge per unit (kg)	Leakage rate (%)	Consumption (mt)	Sectoral consumption (%)
Residential air-conditioners	28,734	1.94	20	11.16	21
Commercial air-conditioners	3,300	10.40	20	6.86	13
Chillers and industrial units	2,969	78.73	10	23.38	44
Other refrigeration equipment	4,884	11.67	10-20	11.40	22
Total	**39,887**	**n/a**	**n/a**	**52.80**	**100**

* Best estimates of consumption by different end-user applications in 2019; the consumption is marginally different from imports of HCFC-22.

Phase-out strategy in stage II of the HPMP

18. Stage II of the HPMP has been designed based on the experience gained during implementation of stage I; it will focus on further strengthening of the implementation of the HCFC licensing and quota system taking into account the verification recommendations submitted to the 85th meeting; the continued implementation of customs and enforcement training; the capacity building and implementation of training activities in the servicing sector; awareness and outreach on HCFC phase-out and adoption of HCFC-free technologies; and project management and monitoring activities.

Proposed activities in stage II of the HPMP

19. Stage II proposes the following activities:

a. *Strengthening of policies and legal frameworks to control HCFC consumption*: Updating the training programmes for enforcement agencies on HCFC licensing and quota system, monitoring and reporting of HCFC consumption, and preventing illegal trade; engagement of a national consultant for coordinating and implementing training of enforcement officers; implementation of 10 workshops, each for 40 customs officers, on monitoring and reporting of HCFC imports and prevention of illegal trade (US $110,000);

b. *Strengthening of good practices in the RAC servicing sector*: Technical support for the development and updating of the training programme and training manual for technicians on good service practices and safe use of low-GWP alternatives during installation, servicing and maintenance of RAC equipment; engagement of a national consultant coordinating and conducting the training programme, and reporting on training activities; 10 workshops to train 320 technicians on good practices for servicing RAC equipment; and design and printing of a manual on good servicing practices (US $120,000); and

c. *Awareness programme*: Engagement of a national consultant for planning and prioritising awareness and outreach activities on HPMP implementation; implementation of 10 awareness campaigns on HCFC alternative technologies for RAC technicians, users of RAC equipment, importers and dealers of RAC equipment, Government decision makers and general public; design, printing and distribution of awareness material on HPMP implementation, national regulations and technical options in the RAC sector (US $95,000).

Project implementation and monitoring

20. The monitoring mechanism established under stage I of the HPMP will continue into stage II, where the national ozone unit (NOU) will monitor activities, report on progress, and work with stakeholders to phase

out HCFCs. The cost of those activities amounts to US $65,000, which includes national consultants/technical experts (US $50,000) and meetings and workshops (US $15,000).

Gender policy implementation

21. Stage II of the HPMP has been developed with women participation in line with decision 84/92(d).[11] During implementation of stage II, the Government would make efforts in maximizing the participation of female practitioners (e.g., consultants, supervisors, trainers and designers) in different activities at all levels. In addition, the NOU would monitor and report gender disaggregated data on project activities, introduce gender sensitive language in communication and recruitment process, and compare women involvement in different activities against the targets.

Total cost of stage II of the HPMP

22. The total cost of stage II of the HPMP for Jamaica amounts to US $390,000 (plus agency support costs), as originally submitted for achieving 100 per cent reduction from its HCFC baseline consumption by 2030, which is in accordance with decision 74/50(c)(xii). The proposed activities and cost breakdown are summarized in Table 5 below.

Table 5. Total cost of stage II of the HPMP for Jamaica as submitted

Activity	**Cost (US $)**
Strengthening of policies and legal frameworks to control HCFC consumption	110,000
Strengthening of good practices in the RAC servicing sector	120,000
Awareness programme	95,000
Monitoring and reporting	65,000
Total	**390,000**

Activities planned for the first tranche of stage II

23. The first funding tranche of stage II of the HPMP, at the total amount of US $156,000, will be implemented between January 2021 and December 2024 and will include the following activities:

a. *Strengthening of policies and legal frameworks to control HCFC consumption*: Updating the training programmes for enforcement agencies on HCFC licensing and quota system, monitoring and reporting of HCFC consumption and preventing illegal trade; engagement of a national consultant for coordinating and implementing training programmes of enforcement officers; and implementation of four training workshops, each for 30 customs officers, on HCFC import monitoring and reporting, and prevention of illegal trade (US $44,000);

b. *Strengthening of good practices in the RAC servicing sector*: Technical support from the international consultant for the development and updating of the training information for technicians on good service practices and safe use of low-GWP alternatives during installation, servicing and maintenance of RAC equipment; engagement of a national consultant coordinating and conducting the training programme, and reporting on training activities; implementation of four workshops on good servicing practices for 100 RAC technicians; and design and printing of a manual on good servicing practices (US $48,000);

c. *Awareness programme*: Engagement of a national consultant for planning and coordination of awareness activities in consultation with the NOU; implementation of four awareness campaigns on HCFC alternative technologies primarily for refrigerant and RAC equipment

[11] Decision 84/92(d) requested bilateral and implementing agencies to apply the operational policy on gender mainstreaming throughout the project cycle.

importers, large HCFC-based equipment installation and service technicians; and design, printing and distribution of awareness material on national regulations, HCFC-free technical options in RAC equipment and HPMP implementation (US $38,000); and

d. *Project implementation and monitoring*: Project coordination, stakeholder engagement and implementation of planned HPMP activities (US $26,000), which includes budgets for consultants (US $20,000) and meeting and workshops (US $6,000).

SECRETARIAT'S COMMENTS AND RECOMMENDATION

COMMENTS

24. The Secretariat reviewed stage II of the HPMP in light of stage I, the policies and guidelines of the Multilateral Fund, including the criteria for funding HCFC phase-out in the consumption sector for stage II of HPMPs (decision 74/50), and the 2020-2022 business plan of the Multilateral Fund.

Overarching strategy for stage II

25. Upon a clarification on achieving zero consumption of HCFCs by 2030, UNDP confirmed that the Government of Jamaica proposes to meet the 100 per cent reduction by 2030, on the understanding that the consumption between 2030 and 2040 (i.e., the servicing tail) may exceed zero in any year so long as the sum of its calculated levels of consumption over the ten-year period from 1 January 2030 to 1 January 2040 divided by 10, does not exceed 2.5 per cent of Jamaica's baseline, and provided that such consumption is restricted to the servicing of RAC equipment existing on 1 January 2030, as provided by the Montreal Protocol.12 UNDP also confirmed that the Government would implement regulations to prohibit import of HCFCs by 1 January 2030 except for service tail-related consumption allowed by the Montreal Protocol, by 1 January 2026.

Legal framework

26. The Government of Jamaica has established HCFC import quotas for 2020 not exceeding 8.2 ODP tonnes in line with its national regulatory framework that requires setting the quotas equal to HCFC consumption targets.

27. Noting that earlier HCFC phase-out would reduce dependence on HCFCs in the country, the Secretariat requested clarifications on whether the Government could consider an earlier date for implementing these regulations; after detailed consultations with the country, UNDP confirmed that 1 January 2026 would be a practical and realistic date noting the market structure and administrative processes requiring finalisation of these regulations.

28. With regard to the actions that have been taken following recommendations of the verification report submitted to the 85th meeting, UNDP informed that since June 2020, the Government has started implementing the following actions on high priority: consultations with importers on data reporting and data management of HCFCs and HCFC blends will take place as soon as restrictions on account of COVID-19 pandemic are removed; consultative groups are being established by the NOU among importers and import handling agencies/organisations for periodic communication on HCFC data reporting and data management issues; and the data reporting template for reconciliation of HCFC import data with customs data would be finalised after due consultations in 2020-2021; the revised Article 7 and CP data reports for 2015 to 2019 have been sent to the Ozone Secretariat and the Multilateral Fund Secretariat, respectively. The Secretariat agreed with UNDP that an update on the recommendations would be provided at the 87th meeting.

Reduction targets for stage II

[12] Article 5, paragraph 8 ter(e)(i) of the Montreal Protocol. Other applications where HCFCs can be used include the servicing of fire suppression and fire protection equipment existing on 1 January 2030; solvent applications in rocket engine manufacturing; and topical medical aerosol applications for the specialized treatment of burns.

29. The Secretariat discussed with UNDP the targets for stage II keeping in view that the 2019 consumption was only 2.86 ODP tonnes. UNDP explained that HCFC consumption in 2019 was exceptionally low considering the actual consumption of 7.62 ODP tonnes and 9.97 ODP tonnes between 2015 to 2018. Further to discussions, the Government agreed to the HCFC consumption targets of 8.2 ODP tonnes for the period 2021 to 2024; 5.3 ODP tonnes for the period 2025 to 2029; and zero ODP tonnes in 2030.

Technical and cost-related issues

30. The Secretariat discussed the project components with UNDP to see whether funds could be reallocated to maximise impact of training of servicing technicians and enforcement strengthening that are critical for achieving sustained phase-out. Subsequently, it was agreed to undertake a review and update of the regulations to strengthen the licensing system and other measures for ensuring sustainable HCFC phase-out; increase the number of enforcement officers to be trained from 400 to 500 and RAC technicians from 320 to 600; support the development of a database for trained RAC technicians; and implement outreach activities to maximise participation of RAC technicians in training and promote adoption of environment friendly alternatives to HCFCs. Table 6 presents the revised cost allocation for the different components.

Table 6. Revised cost allocation by activity of stage II of the HPMP for Jamaica (US $)

Activity	Original	Revised
Strengthening of policies and legal frameworks to control HCFC consumption	110,000	120,000
Strengthening of good practices in the RAC servicing sector	120,000	135,000
Awareness programme	95,000	70,000
Monitoring and reporting	65,000	65,000
Total	**390,000**	**390,000**

31. Keeping in view the revisions of activities and expected timelines for their implementation, the tranche distribution for stage II of the HPMP was adjusted as shown in Table 7 below.

Table 7. Original and revised tranche distribution for stage II of the HPMP for Jamaica

Funding (US $)	2020	2021-2023	2024	2025-2026	2027	2028-2029	2030	Total
As submitted	156,000	0	195,000	0	0	0	39,000	390,000
Revised	117,000	0	156,000	0	78,000	0	39,000	390,000

Activities planned for the first tranche

32. The funding for the first tranche was revised as per Table 7 above and would include training for 100 customs and enforcement officers and consultations for strengthening monitoring and reporting of HCFCs (US $37,000); training of 80 RAC technicians on good servicing practices (US $40,000); initiation of awareness activities on HPMP implementation and encouraging participation of servicing RAC technicians (US $21,000); and monitoring and reporting on implementation (US $19,000).

Impact of the COVID-19 pandemic on HPMP implementation

33. In 2020, the COVID-19 pandemic has affected overall pace of implementation of business and economic activities including HPMP activities in Jamaica. The Government proposes to initiate implementation of stage II after its approval, as part of post-COVID-19 recovery measures, in a phased manner taking into consideration constraints on implementation of activities that involve higher levels of personal contacts and interaction, noting that the situation is expected to improve by the second quarter/middle of 2021. The Government proposes to initiate the overall project planning for stage II, finalisation of quotas for HCFC imports for 2021, engaging consultants for training of enforcement officers and service sector, development of awareness and information outreach materials, formal consultations with relevant Government authorities on strengthening licensing system for HCFCs, while maintaining minimum levels of personal contacts following the guidelines of national health authorities. The plan for the first tranche of stage II has already taken into account the constraints for implementation of activities in a timely manner.

Impact on the climate

34. The proposed activities in the servicing sector, which include better containment of refrigerants through training and provision of equipment, will reduce the amount of HCFC-22 used for RAC servicing. Each kilogram of HCFC-22 not emitted due to better refrigeration practices results in savings of approximately 1.8 CO_2-equivalent tonnes. Although a calculation of the impact on the climate was not included in the HPMP, the activities planned by Jamaica, including its efforts to promote low-GWP alternative technologies, indicate that the implementation of the HPMP will reduce the emission of refrigerants into the atmosphere, resulting in climate benefits.

Co-financing

35. UNDP explained that for the servicing sector activities, the Government of Jamaica and stakeholders will support implementation of projects and certain project logistics. The Government will provide co-financing in-kind through, inter alia, the provision of personnel, office and storage space, communication and internet, transportation, and administration.

2020-2022 draft business plan of the Multilateral Fund

36. UNDP is requesting US $390,000, plus agency support costs, for the implementation of stage II of the HPMP for Jamaica. The total requested value of US $125,190, including agency support costs for the period of 2020–2022, is US $601,510 below the amount in the business plan.

Draft Agreement

37. A draft Agreement between the Government of Jamaica and the Executive Committee for the phase-out of HCFCs in stage II of the HPMP is contained in Annex I to the present document.

RECOMMENDATION

38. The Executive Committee may wish to consider:

a. Noting that the revised starting point for sustained aggregate reduction in HCFC consumption for Jamaica was 10.58 ODP tonnes, based on the best estimates of consumption in the country in 2009 and 2010; and that the maximum remaining funding for which the country was eligible for the total phase-out of HCFCs was US $390,000, based on the difference between the maximum level of funding eligible for the complete phase-out of US $950,000 in line with decision 74/50(c)(xii) and the funding approved under stage I of US $560,000;

b. Approving, in principle, stage II of the HCFC phase-out management plan (HPMP) for Jamaica for the period from 2020 to 2030 for the complete phase-out of HCFC consumption, in the amount of US $390,000, plus agency support costs of US $27,300 for UNDP, on the understanding that no more funding would be provided from the Multilateral Fund for the phase-out of HCFCs;

c. Noting the commitment of the Government of Jamaica:

   i. To completely phase out HCFCs by 1 January 2030, and that HCFCs would not be imported after that date, except for the allowance for a servicing tail between 2030-2040 where required, and consistent with the provisions of the Montreal Protocol;

   ii. To prohibit import of HCFC-based equipment by 1 January 2026;

d. Deducting 2.48 ODP tonnes of HCFCs from the remaining HCFC consumption eligible for funding;

e. Requesting the Government of Jamaica and UNDP to provide, to the 87th meeting, an update on the status of implementation of the measures for strengthening the licensing and quota system and monitoring and reporting of HCFC consumption recommended in the verification report submitted to the 85th meeting;

f. Approving the draft Agreement between the Government of Jamaica and the Executive Committee for the reduction in consumption of HCFCs, in accordance with stage II of the HPMP, contained in Annex I to the present document; and

g. Approving the first tranche of stage II of the HPMP for Jamaica, and the corresponding tranche implementation plan, in the amount of US $117,000, plus agency support costs of US $8,190 for UNDP.

Annex 2.

Agreement between the Government of Jamaica and the Executive Committee of the Multilateral Fund for the elimination of HCFCs

Annex I

DRAFT AGREEMENT BETWEEN THE GOVERNMENT OF JAMAICA AND THE EXECUTIVE COMMITTEE OF THE MULTILATERAL FUND FOR THE REDUCTION IN CONSUMPTION OF HYDROCHLOROFLUOROCARBONS IN ACCORDANCE WITH STAGE II OF THE HCFC PHASE-OUT MANAGEMENT PLAN

Purpose

1. This Agreement represents the understanding of the Government of Jamaica (the "Country") and the Executive Committee with respect to the reduction of controlled use of the ozone-depleting substances (ODS) set out in Appendix 1-A ("The Substances") to a sustained level of zero ODP tonnes by 1 January 2030 in compliance with Montreal Protocol schedule.

2. The Country agrees to meet the annual consumption limits of the Substances as set out in row 1.2 of Appendix 2-A ("The Targets, and Funding") in this Agreement as well as in the Montreal Protocol reduction schedule for all Substances mentioned in Appendix 1-A. The Country accepts that, by its acceptance of this Agreement and performance by the Executive Committee of its funding obligations described in paragraph 3, it is precluded from applying for or receiving further funding from the Multilateral Fund in respect to any consumption of the Substances that exceeds the level defined in row 1.2 of Appendix 2-A as the final reduction step under this Agreement for all of the Substances specified in Appendix 1-A, and in respect to any consumption of each of the Substances that exceeds the level defined in rows 4.1.3 and 4.2.3 (remaining consumption eligible for funding).

3. Subject to compliance by the Country with its obligations set out in this Agreement, the Executive Committee agrees, in principle, to provide the funding set out in row 3.1 of Appendix 2-A to the Country. The Executive Committee will, in principle, provide this funding at the Executive Committee meetings specified in Appendix 3-A ("Funding Approval Schedule").

4. The Country agrees to implement this Agreement in accordance with the stage II of the HCFC phase-out management plan (HPMP) approved ("the Plan"). In accordance with sub-paragraph 5(b) of this Agreement, the Country will accept independent verification of the achievement of the annual consumption limits of the Substances as set out in row 1.2 of Appendix 2-A of this Agreement. The aforementioned verification will be commissioned by the relevant bilateral or implementing agency.

Conditions for funding release

5. The Executive Committee will only provide the Funding in accordance with the Funding Approval Schedule when the Country satisfies the following conditions at least eight weeks in advance of the applicable Executive Committee meeting set out in the Funding Approval Schedule:

a. That the Country has met the Targets set out in row 1.2 of Appendix 2-A for all relevant years. Relevant years are all years since the year in which this Agreement was approved. Years for which there are no due country programme implementation reports at the date of the Executive Committee meeting at which the funding request is being presented are exempted;

b. That the meeting of these Targets has been independently verified for all relevant years, unless the Executive Committee decided that such verification would not be required;

c. That the Country had submitted a Tranche Implementation Report in the form of Appendix 4-A ("Format of Tranche Implementation Reports and Plans") covering each previous calendar year; that it had achieved a significant level of implementation of activities initiated with previously approved tranches; and that the rate of disbursement of funding available from the previously approved tranche was more than 20 per cent; and

d. That the Country has submitted a Tranche Implementation Plan in the form of Appendix 4-A covering each calendar year until and including the year for which the funding schedule foresees the submission of the next tranche or, in case of the final tranche, until completion

of all activities foreseen.

Monitoring

6. The Country will ensure that it conducts accurate monitoring of its activities under this Agreement. The institutions set out in Appendix 5-A ("Monitoring Institutions and Roles") will monitor and report on implementation of the activities in the previous Tranche Implementation Plans in accordance with their roles and responsibilities set out in the same appendix.

Flexibility in the reallocation of funds

7. The Executive Committee agrees that the Country may have the flexibility to reallocate part or all of the approved funds, according to the evolving circumstances to achieve the smoothest reduction of consumption and phase-out of the Substances specified in Appendix 1-A:

a. Reallocations categorized as major changes must be documented in advance either in a Tranche Implementation Plan as foreseen in sub-paragraph 5(d) above, or as a revision to an existing Tranche Implementation Plan to be submitted eight weeks prior to any meeting of the Executive Committee, for its approval. Major changes would relate to:

   i. Issues potentially concerning the rules and policies of the Multilateral Fund;

   ii. Changes which would modify any clause of this Agreement;

   iii. Changes in the annual levels of funding allocated to individual bilateral or implementing agencies for the different tranches;

   iv. Provision of funding for activities not included in the current endorsed Tranche Implementation Plan, or removal of an activity in the Tranche Implementation Plan, with a cost greater than 30 per cent of the total cost of the last approved tranche; and

   v. Changes in alternative technologies, on the understanding that any submission for such a request would identify the associated incremental costs, the potential impact to the climate, and any differences in ODP tonnes to be phased out if applicable, as well as confirm that the Country agrees that potential savings related to the change of technology would decrease the overall funding level under this Agreement accordingly;

b. Reallocations not categorized as major changes may be incorporated in the approved Tranche Implementation Plan, under implementation at the time, and reported to the Executive Committee in the subsequent Tranche Implementation Report; and

c. Any remaining funds held by the bilateral or implementing agencies or the Country under the Plan will be returned to the Multilateral Fund upon completion of the last tranche foreseen under this Agreement.

Considerations for the refrigeration servicing sector

8. Specific attention will be paid to the execution of the activities in the refrigeration servicing sector included in the Plan, in particular:

a. The Country would use the flexibility available under this Agreement to address specific needs that might arise during project implementation; and

b. The Country and relevant bilateral and/or implementing agencies would take into consideration relevant decisions on the refrigeration servicing sector during the

implementation of the Plan.

Bilateral and implementing agencies

9. The Country agrees to assume overall responsibility for the management and implementation of this Agreement and of all activities undertaken by it or on its behalf to fulfil the obligations under this Agreement. UNDP has agreed to be the lead implementing agency (the "Lead IA") in respect of the Country's activities under this Agreement. The Country agrees to evaluations, which might be carried out under the monitoring and evaluation work programmes of the Multilateral Fund or under the evaluation programme of the Lead IA taking part in this Agreement.

10. The Lead IA will be responsible for ensuring co-ordinated planning, implementation and reporting of all activities under this Agreement, including but not limited to independent verification as per sub-paragraph 5(b). The role of the Lead IA is contained in Appendix 6-A. The Executive Committee agrees, in principle, to provide the Lead IA with the fees set out in row 2.2 of Appendix 2-A.

Non-compliance with the Agreement

11. Should the Country, for any reason, not meet the Targets for the elimination of the Substances set out in row 1.2 of Appendix 2-A or otherwise does not comply with this Agreement, then the Country agrees that it will not be entitled to the Funding in accordance with the Funding Approval Schedule. At the discretion of the Executive Committee, funding will be reinstated according to a revised Funding Approval Schedule determined by the Executive Committee after the Country has demonstrated that it has satisfied all of its obligations that were due to be met prior to receipt of the next tranche of funding under the Funding Approval Schedule. The Country acknowledges that the Executive Committee may reduce the amount of the Funding by the amount set out in Appendix 7-A ("Reductions in Funding for Failure to Comply") in respect of each ODP kg of reductions in consumption not achieved in any one year. The Executive Committee will discuss each specific case in which the Country did not comply with this Agreement, and take related decisions. Once decisions are taken, the specific case of non-compliance with this Agreement will not be an impediment for the provision of funding for future tranches as per paragraph 5 above.

12. The Funding of this Agreement will not be modified on the basis of any future Executive Committee decisions that may affect the funding of any other consumption sector projects or any other related activities in the Country.

13. The Country will comply with any reasonable request of the Executive Committee and the Lead IA to facilitate implementation of this Agreement. In particular, it will provide the Lead IA with access to the information necessary to verify compliance with this Agreement.

Date of completion

14. The completion of the Plan and the associated Agreement will take place at the end of the year following the last year for which a maximum allowable total consumption level has been specified in Appendix 2-A. Should at that time there still be activities that are outstanding, and which were foreseen in the last Tranche Implementation Plan and its subsequent revisions as per sub-paragraph 5(d) and paragraph 7, the completion of the Plan will be delayed until the end of the year following the implementation of the remaining activities. The reporting requirements as per sub-paragraphs 1(a), 1(b), 1(d), and 1(e) of Appendix 4-A will continue until the time of the completion of the Plan unless otherwise specified by the Executive Committee.

Validity

15. All of the conditions set out in this Agreement are undertaken solely within the context of the Montreal Protocol and as specified in this Agreement. All terms used in this Agreement have the meaning ascribed to them in the Montreal Protocol unless otherwise defined herein.

16. This Agreement may be modified or terminated only by mutual written agreement of the Country and the Executive Committee of the Multilateral Fund.

APPENDICES

APPENDIX 1-A: THE SUBSTANCES

Substance	Annex	Group	Starting point for aggregate reductions in consumption (ODP tonnes)
HCFC-22	C	I	6.98
HCFC-141b	C	I	3.60
Total			10.58

APPENDIX 2-A: THE TARGETS, AND FUNDING

Row	Particulars	2020	2021-2023	2024	2025-2026	2027	2028-2029	2030	Total
1.1	Montreal Protocol reduction schedule of Annex C, Group I substances (ODP tonnes)	10.60	10.60	10.60	5.30	5.30	5.30	0.00	n/a
1.2	Maximum allowable total consumption of Annex C, Group I substances (ODP tonnes)	10.60	8.20	8.20	5.30	5.30	5.30	0.00	n/a
2.1	Lead IA (UNDP) agreed funding (US $)	117,000	0	156,000	0	78,000	0	39,000	390,000
2.2	Support costs for Lead IA (US $)	8,190	0	10,920	0	5,460	0	2,730	27,300
3.1	Total agreed funding (US $)	117,000	0	156,000	0	78,000	0	39,000	390,000
3.2	Total support costs (US $)	8,190	0	10,920	0	5,460	0	2,730	27,300
3.3	Total agreed costs (US $)	125,190	0	166,920	0	83,460	0	41,730	417,300
4.1.1	Total phase-out of HCFC-22 agreed to be achieved under this Agreement (ODP tonnes)								2.48
4.1.2	Phase-out of HCFC-22 to be achieved in the previous stage (ODP tonnes)								4.50
4.1.3	Remaining eligible consumption for HCFC-22 (ODP tonnes)								0.00
4.2.1	Total phase-out of HCFC-141b agreed to be achieved under this Agreement (ODP tonnes)								0.00
4.2.2	Phase-out of HCFC-141b to be achieved in the previous stage (ODP tonnes)								3.60
4.2.3	Remaining eligible consumption for HCFC-141b (ODP tonnes)								0.00

*Date of completion of stage I as per stage I Agreement: 31 December 2021

APPENDIX 3-A: FUNDING APPROVAL SCHEDULE

1. Funding for the future tranches will be considered for approval no later than the second meeting of the year specified in Appendix 2-A.

APPENDIX 4-A: FORMAT OF TRANCHE IMPLEMENTATION REPORTS AND PLANS

1. The submission of the Tranche Implementation Report and Plans for each tranche request will consist of five parts:

    a. A narrative report, with data provided by tranche, describing the progress achieved since the previous report, reflecting the situation of the Country in regard to phase-out of the Substances, how the different activities contribute to it, and how they relate to each other. The report should include the amount of ODS phased out as a direct result from the implementation of activities, by substance, and the alternative technology used and the related phase-in of alternatives, to allow the Secretariat to provide to the Executive Committee information about the resulting change in climate relevant emissions. The report should further highlight successes, experiences, and challenges related to the different activities included in the Plan, reflecting any changes in the circumstances in the Country, and providing other relevant information. The report should also include information on and justification for any changes vis-à-vis the previously submitted Tranche Implementation Plan(s), such as delays, uses of the flexibility for reallocation of funds during implementation

of a tranche, as provided for in paragraph 7 of this Agreement, or other changes;

b. An independent verification report of the Plan results and the consumption of the Substances, as per sub-paragraph 5(b) of the Agreement. If not decided otherwise by the Executive Committee, such a verification has to be provided together with each tranche request and will have to provide verification of the consumption for all relevant years as specified in sub-paragraph 5(a) of the Agreement for which a verification report has not yet been acknowledged by the Committee;

c. A written description of the activities to be undertaken during the period covered by the requested tranche, highlighting implementation milestones, the time of completion and the interdependence of the activities, and taking into account experiences made and progress achieved in the implementation of earlier tranches; the data in the plan will be provided by calendar year. The description should also include a reference to the overall Plan and progress achieved, as well as any possible changes to the overall Plan that are foreseen. The description should also specify and explain in detail such changes to the overall plan. This description of future activities can be submitted as a part of the same document as the narrative report under sub-paragraph (b) above;

d. A set of quantitative information for all Tranche Implementation Reports and Plans, submitted through an online database; and

e. An Executive Summary of about five paragraphs, summarizing the information of the above sub-paragraphs 1(a) to 1(d).

2. In the event that in a particular year two stages of the HPMP are being implemented in parallel, the following considerations should be taken in preparing the Tranche Implementation Reports and Plans:

a. The Tranche Implementation Reports and Plans referred to as part of this Agreement, will exclusively refer to activities and funds covered by this Agreement; and

b. If the stages under implementation have different HCFC consumption targets under Appendix 2-A of each Agreement in a particular year, the lower HCFC consumption target will be used as reference for compliance with these Agreements and will be the basis for the independent verification.

APPENDIX 5-A: MONITORING INSTITUTIONS AND ROLES

1. The national ozone unit (NOU), which is located within the National Environment and Planning Agency (NEPA), will be responsible for the day-to-day execution of project activities. In carrying out this function, the NOU will follow the supervision and reporting procedures and structures established by the Government to manage the NEPA. In this regard, the highest policy responsibility rests with the Minister responsible for the NEPA while at the technical level, responsibility resides with the Chief Executive Officer of the NEPA (head of the NEPA).

2. Periodically the Government, in collaboration with the Lead IA will convene monitoring missions to provide independent verification of project outputs, achievement of targets and financial management. The missions will also undertake an overall project evaluation and make recommendations, if necessary for further action to achieve target phase-out levels.

APPENDIX 6-A: ROLE OF THE LEAD-IMPLEMENTING AGENCY

1. The Lead IA will be responsible for a range of activities, including at least the following:

a. Ensuring performance and financial verification in accordance with this Agreement and with its specific internal procedures and requirements as set out in the Country's HPMP;

b. Assisting the Country in preparation of the Tranche Implementation Reports and Plans as per Appendix 4-A;

c. Providing independent verification to the Executive Committee that the Targets have been met and associated tranche activities have been completed as indicated in the Tranche Implementation Plan consistent with Appendix 4-A;

d. Ensuring that the experiences and progress is reflected in updates of the overall plan and in future Tranche Implementation Plans consistent with sub-paragraphs 1(c) and 1(d) of Appendix 4-A;

e. Fulfilling the reporting requirements for the Tranche Implementation Reports and Plans and the overall plan as specified in Appendix 4-A for submission to the Executive Committee;

f. In the event that the last funding tranche is requested one or more years prior to the last year for which a consumption target had been established, annual tranche implementation reports and, where applicable, verification reports on the current stage of the Plan should be submitted until all activities foreseen had been completed and HCFC consumption targets had been met;

g. Ensuring that appropriate independent technical experts carry out the technical reviews;

h. Carrying out required supervision missions;

i. Ensuring the presence of an operating mechanism to allow effective, transparent implementation of the Tranche Implementation Plan and accurate data reporting;

j. In case of reductions in funding for failure to comply in accordance with paragraph 11 of the Agreement, to determine, in consultation with the Country the allocation of the reductions to the different budget items and to the funding of the Lead IA;

k. Ensuring that disbursements made to the Country are based on the use of the indicators;

l. Providing assistance with policy, management and technical support when required; and

m. Timely releasing funds to the Country/participating enterprises for completing the activities related to the project.

2. After consultation with the Country and taking into account any views expressed, the Lead IA will select and mandate an independent entity to carry out the verification of the HPMP results and the consumption of the Substances mentioned in Appendix 1-A, as per sub-paragraph 5(b) of the Agreement and sub-paragraph 1(b) of Appendix 4-A.

APPENDIX 7-A: REDUCTIONS IN FUNDING FOR FAILURE TO COMPLY

1. In accordance with paragraph 11 of the Agreement, the amount of funding provided may be reduced by US $180 per ODP kg of consumption beyond the level defined in row 1.2 of Appendix 2-A for each year in which the target specified in row 1.2 of Appendix 2-A has not been met, on the understanding that the maximum funding reduction would not exceed the funding level of the tranche being requested. Additional measures might be considered in cases where non-compliance extends for two consecutive years.

2. In the event that the penalty needs to be applied for a year in which there are two Agreements in force (two stages of the HPMP being implemented in parallel) with different penalty levels, the application of the penalty will be determined on a case-by-case basis taking into consideration the specific sectors that lead to the non-compliance. If it is not possible to determine a sector, or both stages are addressing the same sector, the penalty level to be applied would be the largest.

Annex 3.

Social and Environmental Screening Procedure (SESP)

Annex 4.

Guide for Project Preparation for Stage II of HCFC Phase-Out Management Plans

(Updated, February 2020)

MULTILATERAL FUND FOR THE IMPLEMENTATION OF THE MONTREAL PROTOCOL

Inter-agency Coordination Meeting
Montreal, 25 - 27 February 2020

MLF/IACM.2020/1/14

18 February 2020

GUIDE FOR PROJECT PREPARATION FOR STAGE II OF HCFC PHASE-OUT MANAGEMENT PLANS

(UPDATED, FEBRUARY 2020)

Background

1. At the 71st meeting, the Executive Committee agreed to guidelines for funding the preparation of stage II of the HCFC phase-out management plans (HPMPs) for Article 5 countries (decision 71/42). The main purpose of this guide (the Guide) is to provide bilateral and implementing agencies with assistance to ensure that the submission of requests for project preparation (PRP) for stage II of HPMPs contains information required by the Executive Committee to enable approval of the request.

2. This Guide has been developed based on the previous experience of the Multilateral Fund in reviewing requests for PRP for stage I of HPMPs and other national phase-out plans. It takes into account all policies and decisions of the Multilateral Fund, with a special emphasis on decisions adopted by the Executive Committee subsequent to the accelerated phase-out schedule for HCFCs as agreed by the Nineteenth Meeting of the Parties in 2007. The Guide will be periodically revised when new guidelines are agreed upon by the Executive Committee.

Requirements for submission of stage II PRP requests

When to submit a PRP request for stage II

3. Decision 71/42(b) indicates that "requests for project preparation funding for stage II of a country's HPMP could be submitted no earlier than two years before the end date of the approved stage I of its HPMP as contained in paragraph 1 of its Agreement with the Executive Committee, unless otherwise indicated in the decision of the Executive Committee approving stage I of its HPMP". For example, if a country's stage I of its HPMP ends in 2020, the PRP funding request for stage II could be submitted to the first meeting in 2018.

4. For those countries where their stage I HPMP was approved with a specific clause indicating, inter alia, that "the approval of stage I of the HPMP did not preclude [country] from submitting, prior to [a specific date], a proposal to achieve phase-out of HCFCs beyond that addressed in stage I of the HPMP", they could submit the PRP funding requests to the meeting closest to the date when they are allowed to do so (e.g., in 2018 for 2019).

5. All PRP funding requests have to be submitted as part of each bilateral/implementing agency's work programme/work programme amendments, on the 8-week deadline for submission.

Prerequisites for submission

6. The funding requests for project preparation for stage II of the HPMP should include the following:

    a. An official endorsement letter from the Government concerned, which shall indicate among others, the lead agency for implementation and the cooperating agency if any. Any submission without an endorsement letter will not be considered as an official submission, and therefore, will not be reviewed; and

    b. A written confirmation that any balances from previous PRP funding approved for stage I of the HPMP had been/will be returned to the Multilateral Fund, specifically mentioning at which meeting this had taken place/will take place.[13]

[13] Decision 71/42(i).

Information required to support PRP funding request

7. The overall HPMP consists of two main parts: the overarching strategy, and the sector plans/investment projects necessary to support phase-out in the manufacturing sector and/or servicing sector. The format for submission of project preparation requests attached in Annex I to the present guide should be used for submission. It is expected that the following information be provided to support the PRP funding request:

    a. A description of the current progress in implementation of the overall stage I of the HPMP to demonstrate that substantial progress had been made, supported with both quantitative and qualitative data (two to three paragraphs);

    b. For the overarching strategy (one page, plus a table):

        i. A brief overview of the current HCFC consumption by substance and distribution by sector/sub-sector, with a short analysis and explanation of the consumption trend (i.e., increasing or decreasing). The remaining consumption eligible for funding should also be provided (this information is available from Appendix 2-A: The Targets, and Funding, of the Agreement between the Executive Committee and the country when their stage I HPMP was approved);

        ii. A description of the information that needs to be gathered and updated, as well as an explanation of why this had not been undertaken during the preparation of stage I;

        iii. An indication of the activities that need to be undertaken for PRP. Each activity (e.g., surveys, consultation meetings) has to be described briefly, taking into account what had been completed in stage I, and why a new or similar activity is required to develop the strategy for stage II. The costs for undertaking such activities should also be provided in a table;

        iv. An indication/confirmation of the Montreal Protocol compliance target (e.g., 35 or 67.5 per cent) that the country will meet in stage II;

        v. A statement, where possible, on how activities related to implementation of the Kigali Amendment to phase down HFCs will be considered during the preparation of stage II of the HPMP; and

        vi. A confirmation that due consideration would be given to the gender policy of the Multilateral Fund during project preparation. Annexes II and III provide a checklist that may be used for this purpose, and a table providing potential indicators that may be used during the implementation.

    c. For PRP funding request for investment projects (one page):

        i. An indication of the number of enterprises for which funding is being sought, date of establishment of each enterprise, HCFC consumption of the enterprises/sector for at least three years, and approximate ODP tonnes phase-out to be achieved by the investment project;

        ii. In cases where the information at the enterprise level had already been collected

as part of stage I of the HPMP (i.e., PRP for the sector had already been provided as part of stage I) but had not been submitted or approved for funding, the information in paragraph(c)(i) above should be provided, along with an explanation why additional project preparation funding was required; and

iii. A list of activities that would be undertaken to develop a project proposal for the conversion of the enterprise with the corresponding costs should be provided;

d. For PRP funding request using the regional approach, the information required in paragraph 7(b) above needs to be provided. Sufficient information on the consumption at the country level/region should be presented and a justification of why the regional approach was considered the best option to phase out HCFCs in that specific region.

Who may submit PRP funding requests

8. Any bilateral or implementing agency which has been designated as lead agency for HPMP implementation by an Article 5 country may submit a PRP funding request. In cases where one or more agencies are working together to assist a country in preparing and implementing stage II of its HPMP, the official endorsement letter from the Government should clearly indicate the division of tasks among the agencies, along with how the PRP funding would be distributed between the agencies.

Levels of funding for PRP for stage II of HPMPs

9. Decision 71/42(d) provides the funding levels for PRP for stage II of HPMPs for individual countries, as follows:

Funding (US $)	Remaining eligible consumption (ODP tonnes)
30,000	0-5.0
40,000	5.1-10
60,000	10.1-50
70,000	50.1-100
90,000	100.1-1,500
To be determined on a case-by-case basis	1,501 and up

10. Funding for the preparation of stage II of any regional HPMPs would be considered on a case-by-case basis.

11. Additional funding could be requested for the preparation of projects in the manufacturing sector that had not been addressed in stage I of their HPMPs, and will be provided (based on their remaining eligible consumption and decision 56/16(d) and (f)), as follows:

Number of enterprises	Funding (US $)
1	30,000
2	60,000
3 -14	80,000
15 and more	150,000

12. The maximum funding to be provided for the preparation of the investment component for any country is presented in the table below:

Remaining eligible consumption (ODP tonnes)	Investment preparation limit (US $)
Up to 100	100,000
101–300	200,000
301-500	250,000
501–1,000	300,000
1,001 and above	400,000

Annex I

MULTILATERAL FUND FOR THE IMPLEMENTATION OF THE MONTREAL PROTOCOL
HPMP PROJECT PREPARATION REQUEST FORM
CHOOSE PROJECT TYPE

Part I: Project Information

Project title:	Click or tap here to enter text.	
Country:	Click or tap here to enter text.	
Lead implementing agency:	(select)	
Cooperating agency (1):	(select)	Click or tap here to enter text.
Cooperating agency (2):	(select)	Click or tap here to enter text.
Cooperating agency (3):	(select)	Click or tap here to enter text.
Implementation period:	Click or tap here to enter text.	

Funding requested:

Agency	Sector	Funding requested (US $)*
(select)	(select)	Click or tap here to enter text.
(select)	(select)	Click or tap here to enter text.
(select)	(select)	Click or tap here to enter text.
(select)	(select)	Click or tap here to enter text.

*Details should be consistent with information provided in the relevant sections below.

Part II: Prerequisites for submission

Item	Yes	No
1. Official endorsement letter from Government specifying roles of respective agencies (where more than one IA is involved)	☐	☐
2. Written confirmation – balances from previous PRP funding approved for stage I HPMP had been returned / will be returned (d**ecision 71/42(i)**)	☐	☐
• Specify meeting at which PRP funding balance had been returned/will be returned	Click or tap here to enter text.	

A. Information required to support PRP funding (Overarching strategy)

1. Montreal Protocol compliance target to be met in ☐ stage II / ☐ stage III of the HPMP

Phase-out commitment (%)		**Year of commitment**	
☐ **Servicing only**		☐ **Manufacturing only**	☐ **Servicing and manufacturing**

2. Brief background on previous stage of the HPMP (i.e., when the HPMP was approved; a description of the progress in implementation of the previous stage of the HPMP to demonstrate that substantial progress had been made.)

Click or tap here to enter text.

3. Current progress in implementation of previous stage of the HPMP

Activity	Description	Implementing agency
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)

(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)

4. Overview of current HCFC consumption in metric tonnes by substance (last three years)

Substance	Sector	2017	2018	2019
(select)	(select)			
(select)	(select)			
(select)	(select)			
(select)	(select)			
(select)	(select)			
(select)	(select)			
(select)	(select)			
(select)	(select)			
(select)	(select)			

5. Based on the consumption data given above, please provide a description of the sector/sub-sector that use HCFCs in the country, including a short analysis and explanation of the consumption trends (i.e., increasing or decreasing)

Click or tap here to enter text.

6. Description of information that needs to be gathered and updated. Explain why this has not been undertaken during preparation for the previous stage of the HPMP.

Information needed	Description	Agency
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)
(select)	Click or tap here to enter text.	(select)

7. Activities to be undertaken for project preparation and funding

Activity	Indicative funding (US $)	Agency
Click or tap here to enter text.		(select)
Click or tap here to enter text.		(select)
Click or tap here to enter text.		(select)
Click or tap here to enter text.		(select)
Click or tap here to enter text.		(select)
TOTAL		

8. How will activities related to implementation of the Kigali Amendment to phase down HFCs be considered during project preparation for stage II of the HPMP?

Click or tap here to enter text.

9. How will the Multilateral Fund gender policy be considered during project preparation?

Click or tap here to enter text.

B. Information required for PRP funding request for investment projects as part of the HPMP

1. Agency:	(select)
2. Sector:	(select)
3. HCFC consumption in item #2 reported under country programme (CP) data?	☐ **Yes**, please specify reported amount and year: _____ ☐ **No**

4. Information on remaining eligible consumption

Substance	Remaining eligible consumption (ODP tonnes)
(select)	
(select)	
(select)	

5. Information on enterprise(s) for which funding is being sought

Enterprise	Year established	HCFC consumption (ODP tonnes) (last three years)			HCFC phase-out to be achieved
		2017	2018	2019	

6. Activities to be undertaken for preparation of the investment project and funding requested

Activity	Indicative funding (US $)
Click or tap here to enter text.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Click or tap here to enter text.	
Click or tap here to enter text.	
TOTAL	

Annex II[1]

GENDER MAINSTREAMING CHECKLIST FOR PROJECTS

Project component	Question	Answer		
		Yes	No	Partially
Project preparation	Does the project concept include consideration of (a) the different situations of women and men, and (b) the impacts the project will have on these different societal groups?			
	Does the project explicitly address one or more of the identified gender issues/ gender-differentiated project impacts? Please describe how, and if not provide an explanation.			
Data and statistics	Where applicable, does the project require the collection of sex-disaggregated data and qualitative information to analyze and track gender issues?			
Results framework	Are outcomes, outputs and activities designed to meet the different needs and priorities of women and men?			
	Does the results framework include gender responsive indicators, targets and baseline data to monitor gender equality results?			
Budget	Has the budget taken into account allocations for the proposed gender activities (e.g., capacity building activities for female technicians)?			
Stakeholders and participation	Are women/gender-focused Ministries, groups, associations or gender units in partner organizations consulted/included in the project?			
	Does the project ensure that both women and men can provide inputs, access and participate in project activities (e.g., through outreach / invitations of female technicians to participate in capacity building activities)?			
Gender capacities	Has a gender expert been recruited or does the project staff have gender knowledge and have gender related tasks incorporated in their job descriptions?			
	Will project staff and stakeholders be sensitized to gender (e.g., through completion of UN Women online training courses)?			
Implementation arrangement	Is there gender-balanced recruitment of project personnel and gender balanced representation in project boards and steering committees?			

[1] UNEP/OzL.Pro/ExCom/84/73.

Project component	Question	Answer		
		Yes	No	Partially
Monitoring and evaluation	Does the monitoring and evaluation of the project require specific reporting on gender issues and progress made to address these (quantitatively and qualitatively)?			

Annex III[15]

LIST OF GENDER RESULTS AND INDICATORS

Result	Indicator (where applicable)
Gender-responsive human resource management (recruitment focused)	• Number and percentage of applications received from women and men • Number of efforts undertaken to encourage women to apply • Number of efforts undertaken to recruit women • Number and percentage of male and female consultants/experts/technical assistants etc. recruited through the project • Terms of reference (TOR) include gender competence as requirement in (yes/no) • TORs include provision that encourages women to apply (yes/no) • Gender competence was tested as part of interview/test (yes/no) • Number and percentage of women and men in recruitment panel • Number and percentage of women and men in management/leadership positions • Database with women experts established (yes/no) • Work environments are gender-friendly (yes/no) • Efforts undertaken to encourage stakeholders/partners to recruit women (yes/no) • Gender focal point for project identified (yes/no)
Documents prepared under the project are gender-responsive (e.g. policies, strategies, training materials, knowledge products)	• Number of gender-responsive assessments • Number of specific gender assessments • Technical reports have gender section (yes/no) • Percentage of data collected in assessments disaggregated by sex • Number and percentage of women and men interviewed in assessments • Assessment team included gender specialist (yes/no) • Number and percentage of gender-specific questions included in assessments • Number of gender references in text • Number and percentage of women and men involved in development of document • Number of associations/networks/stakeholders focusing specifically on gender equality and women's empowerment (GEWE) were consulted throughout the process • Number and percentage of graphic material in document that portrays women and men • Presented data is disaggregated by sex (yes/no) • Good gender practices and lessons learned on gender are documented (yes/no)
Gender-responsive knowledge management/dissemination	• Number of gender-specific content disseminated (e.g. through online platforms, events) • Number of events focusing on gender held (e.g. trainings, workshops, discussions, round tables, side events at conferences) • Number of women and men that received/accessed information

[15] UNEP/OzL.Pro/ExCom/84/73.

Result	Indicator (where applicable)
Gender-responsive capacity building (for gender-responsive training see above)	• Number and percentage of male and female participants • Number and percentage of trainings for gender issues • Number and percentage of trainings that include targeted session on gender • Number and percentage of trainings undertaken in collaboration with gender focal points/gender experts'/gender departments • percentage of time dedicated to gender in trainings • Number and percentage of women presenting in trainings • Data presented in trainings is disaggregated by sex (yes/no) • Trainers have gender competence (yes/no) • Gender specialist involved in preparation of training and information material (yes/no) • Training/information material is gender-sensitive (yes/no)
Work environments are gender-friendly	• Number of stakeholders (e.g., private sector partners) sensitized on the need for gender-friendly work environments • Flexible working hours possible (yes/no) • Child care facilities available at the work place (yes/no) • Separate washrooms for women and men available (yes/no) • Transport for women and men available to workplace (yes/no)
Enhanced economic empowerment of women	• Number and percentage of women and men in formal employment (by sector and type) • Number and percentage of women and men in leadership positions • Number and percentage of women and men trained • Number and percentage of enterprises owned by women and men • Number and percentage of enterprises managed by women and men • Evidence that perception of women's empowerment has changed (e.g. testimonies, interviews)
Enhanced understanding of GEWE among project staff / stakeholders and beneficiaries	• Number and percentage of staff / stakeholders / male and female beneficiaries who received training on gender • Evidence that women are more aware of their rights (e.g. through interviews/testimonies) • Evidence that men are supportive of GEWE (e.g. through interviews/testimonies)

ANNEX 3: SOCIAL AND ENVIRONMENTAL SCREENING

Project Information

Project Information	
1. Project Title	HCFCs Phase-out Management Plan Phase II (HPMP Phase II) for Jamaica
2. Project Number	00083983
3. Location (Global/Region/Country)	Jamaica
4. Project stage (Design or Implementation)	Design
5. Date	7 March 2023

Part A. Integrating Programming Principles to Strengthen Social and Environmental Sustainability

QUESTION 1: How Does the Project Integrate the Programming Principles in Order to Strengthen Social and Environmental Sustainability?
Briefly describe in the space below how the project mainstreams the human rights-based approach
The project will promote the dissemination of information and training activities to technicians and end-users on the availability of new substances and technologies to replace HCFCs, therefore promoting the strengthening of the refrigeration and air conditioning sector, which is critical to the productivity of other sectors and ultimately to a large number of the people of Jamaica, allowing for more appropriate living conditions. The implementation of the HPMP Phase II Project would improve the quality of benefits, resources and products. Additionally, as this follows the Montreal Protocol, the project will include measures to assist the government to realize (respect, protect and fulfill) human rights under international law, specifically The Montreal Protocol.
Briefly describe in the space below how the project is likely to improve gender equality and women's empowerment
The development and implementation of early iterations of the HPMP in Jamaica have included the participation of women. The project that comprises the second phase of HPMP in Jamaica will consideration in hiring female consultants, supervisors, trainers and designers to develop the activities under each sub-project. In addition to this, an annex with a list of indicators are to be included and disaggregated by gender. All communication will also include gender-sensitive language.
Briefly describe in the space below how the project mainstreams sustainability and resilience
The project will mainstream sustainability and resilience through the strengthening of national systems and capacities to monitor importation and exportation of ozone depleting substances mainly through a database. In addition to this, each activity under the Second Phase of the HPMP for Jamaica will reduce the national consumption of HCFCs in 2030 through the promotion of alternative refrigerants with zero or very low GWP.
Briefly describe in the space below how the project strengthens accountability to stakeholders
The HPMP Phase II for Jamaica project will involve close coordination among government, industries (intended beneficiaries), industry associations, regulatory bodies and the implementing agency (UNDP). These entities will comprise a project board who will hold regular project reviews to assess progress and ensure the project is on track to complete intended activities and reach the targeted groups.

Part B. Identifying and Managing Social and Environmental Risks

QUESTION 2: What are the Potential Social and Environmental Risks? *Note: Complete SESP Attachment 1 before responding to Question 2.*	**QUESTION 3: What is the level of significance of the potential social and environmental risks?** *Note: Respond to Questions 4 and 5below before proceeding to Question 5*			**QUESTION 6: Describe the assessment and management measures for each risk rated Moderate, Substantial or High**
Risk Description (broken down by event, cause, impact)	***Impact and Likelihood (1-5)***	***Significance (Low, Moderate Substantial, High)***	***Comments (optional)***	***Description of assessment and management measures for risks rated as Moderate, Substantial or High***
Risk 1: The project will be focused on the reduction of HCFCs that might have adverse impacts on residential habitats (Standards 1.1, 1.3, 3.1 and 3.5)	I = 3 L = 1	Low	The risk is indirectly linked to the project as the project seeks to implement a phase-out plan for HCFCs. As the project aims to phase out refrigerants through the monitoring of imports and exports this could lead to negative externalities associated with habitats as persons and companies may improperly dispose of existing refrigerants.	The project intends to continue to support the Government of Jamaica, through the National Ozone Unit, in the phasing out of HCFCs in Jamaica. This may lead to an unintended impact due to improper disposal of refrigerants and other imported goods using ozone depleting substances. As these intended activities aim to reduce the consumptions of various ozone depleting substances through the introduction of alternative refrigerants and the monitoring of import and export of various materials. The strategy to mitigate any possible disruption is to ensure that all refrigerants using HCFCs are properly disposed of throughout the phasing out process. As well as ensuring the personal safety of technicians is guaranteed through trainings.
Risk 2: Potential Impacts of Climate Change or Disasters (Standards 2.2, 2.3 and 2.4)	I = 4 L = 1	Low	The risk is indirectly linked to the project as the project seeks to implement a phase-out plan for HCFCs. This risk would be triggered by exogenous climate shocks. As the government is known to redirect resources and fiscal space to natural disasters, this can be considered an indirect	The impacts of climate change can be detrimental to a small island developing state such as Jamaica. In the event of a disaster, the government's priorities focus solely on disaster recovery. The measures would include increased advocacy to ensure the project activities are completed as planned.

			operational risk for the project.	
Risk 3: Potential Pollution and Improper Resource Efficiency (Standards 1.14, 8.2, 8.3 and 8.4)	I = 4 L = 1	Low	The risk is indirectly linked to the project as the project seeks to implement a phase-out for HCFCs. HCFCs have a direct impact on pollution, if not successfully phased out the project can have adverse impacts on the environment through the depletion of the ozone.	The importation of HCFCs can impact the atmosphere as they are considered Ozone Depleting Substances which would affect ozone depletion. Technical training courses aimed at providing specific knowledge on the proper handling of Ozone Depleting Substances to prevent them from escaping into the atmosphere, as well as the necessary precautions to avoid the risk of explosions.
Risk 4: Project Operations (Standard P.2)	I = 5 L = 2	Moderate	The risk is directly linked to the project as the National Ozone Unit has no financial officer. This risk could affect efficient and effective operationality. While the National Ozone Unit is technically competent and can execute the project. Recent audit findings highlight fiduciary management issues.	The capacity unit at the Jamaica Multi-Country Office will conduct continuously quality assurance assessments to ensure the Implementing Partner will undertake the requisite activities effectively and efficiently.

QUESTION 4: What is the overall project risk categorization?

Low Risk	**x**	
Moderate Risk	☐	
Substantial Risk	☐	
High Risk	☐	

QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are triggered? (check all that apply)

Question only required for Moderate, Substantial and High Risk projects

Is assessment required? (check if "yes")	☐			***Status? (completed, planned)***
if yes, indicate overall type and status		☐	Targeted assessment(s)	
		☐	ESIA (Environmental and Social Impact Assessment)	

			☐	SESA (Strategic Environmental and Social Assessment)	
	Are management plans required? (check if "yes)	☐			
	If yes, indicate overall type		☐	Targeted management plans (e.g. Gender Action Plan, Emergency Response Plan, Waste Management Plan, others)	

			☐	ESMP (Environmental and Social Management Plan which may include range of targeted plans)	
			☐	ESMF (Environmental and Social Management Framework)	
	Based on identified <u>risks</u>, which Principles/Project- level Standards triggered?		**Comments (not required)**		
	Overarching Principle: Leave No One Behind				
	Human Rights	**x**			
	Gender Equality and Women's Empowerment	☐			
	Accountability	☐			
	1. Biodiversity Conservation and Sustainable Natural Resource Management	**x**			
	2. Climate Change and Disaster Risks	**x**	As a small island, Jamaica is susceptible to exogenous weather shocks		
	3. Community Health, Safety and Security	☐			
	4. Cultural Heritage	☐			
	5. Displacement and Resettlement	☐			
	6. Indigenous Peoples	☐			
	7. Labour and Working Conditions	☐			
	8. Pollution Prevention and Resource Efficiency	**x**	Improper handling of equipment may lead to accidental emissions of HCFCs into the atmosphere		

Final Sign Off

Final Screening at the design-stage is not complete until the following signatures are included

Signature	***Date***	***Description***
QA Assessor		UNDP staff member responsible for the project, typically a UNDP Programme Officer. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.
QA Approver		UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.
PAC Chair		UNDP chair of the PAC. In some cases, PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

I. SESP Attachment 1. Social and Environmental Risk Screening Checklist

Checklist Potential Social and Environmental Risks	
INSTRUCTIONS: The risk screening checklist will assist in answering Questions 2-6 of the Screening Template. Answers to the checklist questions help to (1) identify potential risks, (2) determine the overall risk categorization of the project, and (3) determine required level of assessment and management measures. Refer to the SES toolkit for further guidance on addressing screening questions.	
Overarching Principle: Leave No One Behind **Human Rights**	**Answer (Yes/No)**
P.1 Have local communities or individuals raised human rights concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
P.2 Is there a risk that duty-bearers (e.g. government agencies) do not have the capacity to meet their obligations in the project?	Yes
P.3 Is there a risk that rights-holders (e.g. project-affected persons) do not have the capacity to claim their rights?	No
Would the project potentially involve or lead to:	
P.4 adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
P.5 inequitable or discriminatory impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups, including persons with disabilities? [16]	No
P.6 restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	No
P.7 exacerbation of conflicts among and/or the risk of violence to project-affected communities and individuals?	No
Gender Equality and Women's Empowerment	
P.8 Have women's groups/leaders raised gender equality concerns regarding the project, (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
Would the project potentially involve or lead to:	
P.9 adverse impacts on gender equality and/or the situation of women and girls?	No
P.10 reproducing discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	No
P.11 limitations on women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? *For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being*	No
P.12 exacerbation of risks of gender-based violence? *For example, through the influx of workers to a community, changes in community and household power dynamics, increased exposure to unsafe public places and/or transport, etc.*	No

16 Prohibited grounds of discrimination include race, ethnicity, sex, age, language, disability, sexual orientation, gender identity, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to “women and men” or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender and transsexual people.

Sustainability and Resilience: Screening questions regarding risks associated with sustainability and resilience are encompassed by the Standard-specific questions below		
Accountability		
Would the project potentially involve or lead to:		
P.13	exclusion of any potentially affected stakeholders, in particular marginalized groups and excluded individuals (including persons with disabilities), from fully participating in decisions that may affect them?	No
P.14	grievances or objections from potentially affected stakeholders?	No
P.15	risks of retaliation or reprisals against stakeholders who express concerns or grievances, or who seek to participate in or to obtain information on the project?	No
Project-Level Standards		
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management		
Would the project potentially involve or lead to:		
1.1	adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? *For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes*	Yes
1.2	activities within or adjacent to critical habitats and/or environmentally sensitive areas, including (but not limited to) legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	No
1.3	changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	Yes
1.4	risks to endangered species (e.g. reduction, encroachment on habitat)?	No
1.5	exacerbation of illegal wildlife trade?	No
1.6	introduction of invasive alien species?	No
1.7	adverse impacts on soils?	No
1.8	harvesting of natural forests, plantation development, or reforestation?	No
1.9	significant agricultural production?	No
1.10	animal husbandry or harvesting of fish populations or other aquatic species?	No
1.11	significant extraction, diversion or containment of surface or ground water? *For example, construction of dams, reservoirs, river basin developments, groundwater extraction*	No
1.12	handling or utilization of genetically modified organisms/living modified organisms?[17]	No
1.13	utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)[18]	No
1.14	adverse transboundary or global environmental concerns?	No
Standard 2: Climate Change and Disaster Risks		
Would the project potentially involve or lead to:		

[17] See the Convention on Biological Diversity and its Cartagena Protocol on Biosafety.

[18] See the Convention on Biological Diversity and its Nagoya Protocol on access and benefit sharing from use of genetic resources.

2.1 areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	No
2.2 outputs and outcomes sensitive or vulnerable to potential impacts of climate change or disasters? *For example, through increased precipitation, drought, temperature, salinity, extreme events, earthquakes*	Yes
2.3 increases in vulnerability to climate change impacts or disaster risks now or in the future (also known as maladaptive or negative coping practices)? *For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding*	Yes
2.4 increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	Yes
Standard 3: Community Health, Safety and Security	
Would the project potentially involve or lead to:	
3.1 construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	No
3.2 air pollution, noise, vibration, traffic, injuries, physical hazards, poor surface water quality due to runoff, erosion, sanitation?	Yes
3.3 harm or losses due to failure of structural elements of the project (e.g. collapse of buildings or infrastructure)?	No
3.4 risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	No
3.5 transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	Yes
3.6 adverse impacts on ecosystems and ecosystem services relevant to communities' health (e.g. food, surface water purification, natural buffers from flooding)?	No
3.7 influx of project workers to project areas?	No
3.8 engagement of security personnel to protect facilities and property or to support project activities?	No
Standard 4: Cultural Heritage	
Would the project potentially involve or lead to:	
4.1 activities adjacent to or within a Cultural Heritage site?	No
4.2 significant excavations, demolitions, movement of earth, flooding or other environmental changes?	No
4.3 adverse impacts to sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.4 alterations to landscapes and natural features with cultural significance?	No
4.5 utilization of tangible and/or intangible forms (e.g. practices, traditional knowledge) of Cultural Heritage for commercial or other purposes?	No

Standard 5: Displacement and Resettlement	
Would the project potentially involve or lead to:	
5.1 temporary or permanent and full or partial physical displacement (including people without legally recognizable claims to land)?	No

5.2	economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
5.3	risk of forced evictions?[19]	No
5.4	impacts on or changes to land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No
Standard 6: Indigenous Peoples		
Would the project potentially involve or lead to:		
6.1	areas where indigenous peoples are present (including project area of influence)?	No
6.2	activities located on lands and territories claimed by indigenous peoples?	No
6.3	impacts (positive or negative) to the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? *If the answer to screening question 6.3 is "yes", then Standard 6 requirements apply, and the potential significance of risks related to impacts on indigenous peoples must be Moderate or above.* [*]	No
6.4	the absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No
6.5	the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6	forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? *Consider, and where appropriate ensure, consistency with the answers under Standard 5 above*	No
6.7	adverse impacts on the development priorities of indigenous peoples as defined by them?	No
6.8	risks to the physical and cultural survival of indigenous peoples?	No
6.9	impacts on the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? *Consider, and where appropriate ensure, consistency with the answers under Standard 4 above.*	No
Standard 7: Labour and Working Conditions		
Would the project potentially involve or lead to: (note: applies to project and contractor workers)		
7.1	working conditions that do not meet national labour laws and international commitments?	No
7.2	working conditions that may deny freedom of association and collective bargaining?	No
7.3	use of child labour?	No
7.4	use of forced labour?	No
7.5	discriminatory working conditions and/or lack of equal opportunity?	No
7.6	occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life	No

[*] Note: revised February 2022 modifying presumption of risk significance from Substantial to Moderate.

cycle?	

19 Forced eviction is defined here as the permanent or temporary removal against their will of individuals, families or communities from the homes and/or land which they occupy, without the provision of, and access to, appropriate forms of legal or other protection. Forced evictions constitute gross violations of a range of internationally recognized human rights.

Standard 8: Pollution Prevention and Resource Efficiency		
Would the project potentially involve or lead to:		
8.1	the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
8.2	the generation of waste (both hazardous and non-hazardous)?	Yes
8.3	the manufacture, trade, release, and/or use of hazardous materials and/or chemicals?	Yes
8.4	the use of chemicals or materials subject to international bans or phase-outs? *For example, DDT, PCBs and other chemicals listed in international conventions such as the Montreal Protocol, Minamata Convention, Basel Convention, Rotterdam Convention, Stockholm Convention*	Yes
8.5	the application of pesticides that may have a negative effect on the environment or human health?	No
8.6	significant consumption of raw materials, energy, and/or water?	No

Annex 4: Project Risk Register								
Project Title: HCFCs Phase-Out Management Plan Phase II (HPMP Phase II) for Jamaica					**Project Number:** 00083983		**Date:** 21-Dec-22	
#	**Event**	**Cause**	**Impact(s)**	**Risk Category and Sub-category** *(including Risk Appetite)*	**Impact, Likelihood & Risk Level** *(see Annex 3 Risk Matrix)*	**Risk Valid From/To**	**Risk Owner** *(individual accountable for managing the risk)*	**Risk Treatment and Treatment Owner**
1	There is a risk that the project may have adverse impacts on residential habitats	As a result the potential improper disposal of existing refrigerants that are being phased out.	Which will impact the community health and safety of residents of specific communities, specifically in peri-urban areas or those adjacent to disposal sites.	**1. SOCIAL AND ENVIRONMENTAL (1.6. Community health, safety and security) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **1 - Not likely** Impact: **3 - Intermediate** Risk level: **LOW (equates to a risk appetite of CAUTIOUS)**	From: 01-Jan-23 To: 31-Dec-30	National Ozone Officer (NOO) at the National Environment and Planning Agency	Risk Treatment 1.1: Ensure the proper disposal of HCFCs throughout the phase-out process. Risk Treatment Owner: NOO, NEPA
2	There is a risk that project implementation could be disrupted	As a result of natural disasters and extreme climate events (pandemics, hurricanes, floods)	Which will impact in the implementation of the project as trainings would need to take place in person.	**1. SOCIAL AND ENVIRONMENTAL (1.5. Climate change and disaster risks) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-23 To: 31-Dec-30	National Ozone Officer (NOO) at the National Environment and Planning Agency Programme Specialist at the United Nations Development Programme Multi-Country Office in Jamaica	Risk Treatment 2.1: Virtual Training Delivery – All Phase-Out Capacity Building Workshops should be able to be conducted virtually. Risk Treatment Owner: NOO and Programme Specialist, UNDP Risk Treatment 2.2: Advocacy Effort if Needed by the Heads of Agency for NEPA and UNDP MCO in Jamaica Risk Treatment Owner: National Ozone Officer (NOO) at the National Environment and Planning Agency

Annex 4: Project Risk Register								
Project Title: HCFCs Phase-Out Management Plan Phase II (HPMP Phase II) for Jamaica					**Project Number:** 00083983		**Date:** 21-Dec-22	
#	**Event**	**Cause**	**Impact(s)**	**Risk Category and Sub-category** *(including Risk Appetite)*	**Impact, Likelihood & Risk Level** *(see Annex 3 Risk Matrix)*	**Risk Valid From/To**	**Risk Owner** *(individual accountable for managing the risk)*	**Risk Treatment and Treatment Owner**
								Programme Specialist at the United Nations Development Programme Multi-Country Office in Jamaica
3	There is a risk that the project could lead to potential pollution and improper resource efficiency	As a result of improper handling of the ozone depleting substances that need to be phased out.	Which will impact in the broader environment.	**1. SOCIAL AND ENVIRONMENTAL (1.11. Pollution prevention and resource efficiency) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **1 - Not likely** Impact: **3 - Intermediate** Risk level: **LOW (equates to a risk appetite of CAUTIOUS)**	From: 01-Jan-23 To: 31-Dec-30	National Ozone Officer (NOO) at the National Environment and Planning Agency	Risk Treatment 3.1: In line with the project objective, the implementation will seek to ensure the phasing out builds the capacity of the necessary parties to ensure all substances are properly disposed of. Risk Treatment Owner: National Ozone Officer (NOO) at the National Environment and Planning Agency
4	There is a risk that NEPA will be unable to main robust monitoring and reporting standards	As a result of audit findings cited in the annexed Micro Assessment Report for NEPA	Which will impact in project implementation, monitoring and quality assurance	**3. OPERATIONAL (3.1. Responsiveness to audit and evaluations (Delays in the conduct of and implementation of recommendations)) - UNDP Risk Appetite:**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **SUBSTANTIAL (equates to a risk appetite of OPEN)**	From: 01-Jan-23 To: 31-Dec-30	National Ozone Officer (NOO) at the National Environment and Planning Agency	Risk Treatment 4.1: NEPA has noted and committed to responding to the findings, specifically through onboarding a dedicated project accountant. Risk Treatment Owner: National Ozone Officer (NOO) at the National Environment and Planning Agency

Annex 4: Project Risk Register								
Project Title: HCFCs Phase-Out Management Plan Phase II (HPMP Phase II) for Jamaica					**Project Number:** 00083983		**Date:** 21-Dec-22	
#	**Event**	**Cause**	**Impact(s)**	**Risk Category and Sub-category** *(including Risk Appetite)*	**Impact, Likelihood & Risk Level** *(see Annex 3 Risk Matrix)*	**Risk Valid From/To**	**Risk Owner** *(individual accountable for managing the risk)*	**Risk Treatment and Treatment Owner**
				EXPLORATORY TO OPEN				
5	There is a risk that project financial statements may be unable to verify	As a result of the agency's mechanisms for receiving and managing project funds	Which will impact in accountability and quality assurance associated with the project	**3. OPERATIONAL (3.4. Reporting and communication) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **2 - Low likelihood** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-23 To: 31-Dec-30	National Ozone Officer (NOO) at the National Environment and Planning Agency	Risk Treatment 5.1: The agency will empty the account in which they receive project funds and only input the funds from this project. In addition to this, there will be a dedicated Project Accountant in the National Ozone Unit. Risk Treatment Owner: National Ozone Officer (NOO) at the National Environment and Planning Agency