ANNEXES

1. GEF Budget Template
2. GEF Execution Support Letters
3. Project Map and geospatial coordinates of the project area
4. Multiyear Workplan
5. Social and Environmental Screening Procedure (SESP), and justification of SESP exemption for the global component
6. UNDP Risk Register
7. Overview of technical consultancies/subcontracts
8. Stakeholder Engagement Plan
9. Environmental Social Management Framework (ESMF)
10. Gender Analysis and Gender Action Plan
11. Procurement Plans
12. Cofinancing summary
13. LOAs between UNDP and IP requesting UNDP Support Services
14. GEF CEO Endorsement/Approval
15. On-Granting Provisions Applicable to the Implementing Partner (not required for this project)
16. Terms of Reference for Project Board and Project Team (for Project team ToRs see Annex 7)
17. GEF Core indicators
18. GEF Taxonomy
19. Results of the Partners Capacity Assessment Tool (PCAT) and HACT Micro Assessment
20. UNDP Project Quality Assurance Report
21. Baseline Information
22. Activity Monitoring Table
23. Approved Minutes of the global Project Appraisal Committee (PAC) Meeting (July 2025)
24. Budgets in the format of the CEO Endorsement, prior to Quantum template conversions

1 GEF Budget Template

2 GEF Execution Support Letters

REPUBLIC OF TUNISIA
***
MINISTRY OF ENVIRONEMENT
***

19/05/2023

To: **Pradeep Kurukulasuriya,**
Executive Coordinator & Director
Global Environmental Finance
Bureau for Policy and Programme Support (BPPS)/
Global Policy Network
United Nations Development programme
304 East 45th Street, NY10017, USA

Subject: Letter of Support to request GEF Agency Execution for shifting to Zero Waste against Pollution (SWAP) Initiative.

1. In my capacity as GEF Operational Focal Point for Tunisia, I hereby request UNDP, the GEF implementing agency for the aforementioned project, to also carry out execution services for the above project/program, on an exceptional basis.

2. The execution services provided by UNDP are expected to include:

   - Finance: Payments process; creation of vendor forms; issuing cheques; adjustment of financial transaction; monitoring and reviewing financial transaction; managing vendor profiles; reimbursement of travel expenses.
   - Procurement of goods and services: Review of the terms of reference; preparation of bidding documents; advertising, bidding evaluation, contract issuing and management; issuing the Purchase orders.
   - Travel: Travel Management: travel authorization; ticketing, settlement/reimbursement of travel claims.
   - Human resources: Staff selection and recruitment process (Advertising, Long/Short-listing, Interviews), Staff benefits administration and management, recurrent personnel management services: staff Payroll, banking administration and management

3. The execution services to be provided by the Ministry of Environment are expected to 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 the project supports national systems.

- Overseeing the management of project risks as included in this project document and new risks that may emerge during project implementation.
- Approving and signing the multiyear workplan.
- Approving and signing the combined delivery report at the end of the year; and,
- Signing the financial report or the funding authorization and certificate of expenditures.

4. Execution activities, including those provided by UNDP will be described in detail in the GEF CEO Endorsement/Approval request and accompanying project/program documents, including the project/program budget.

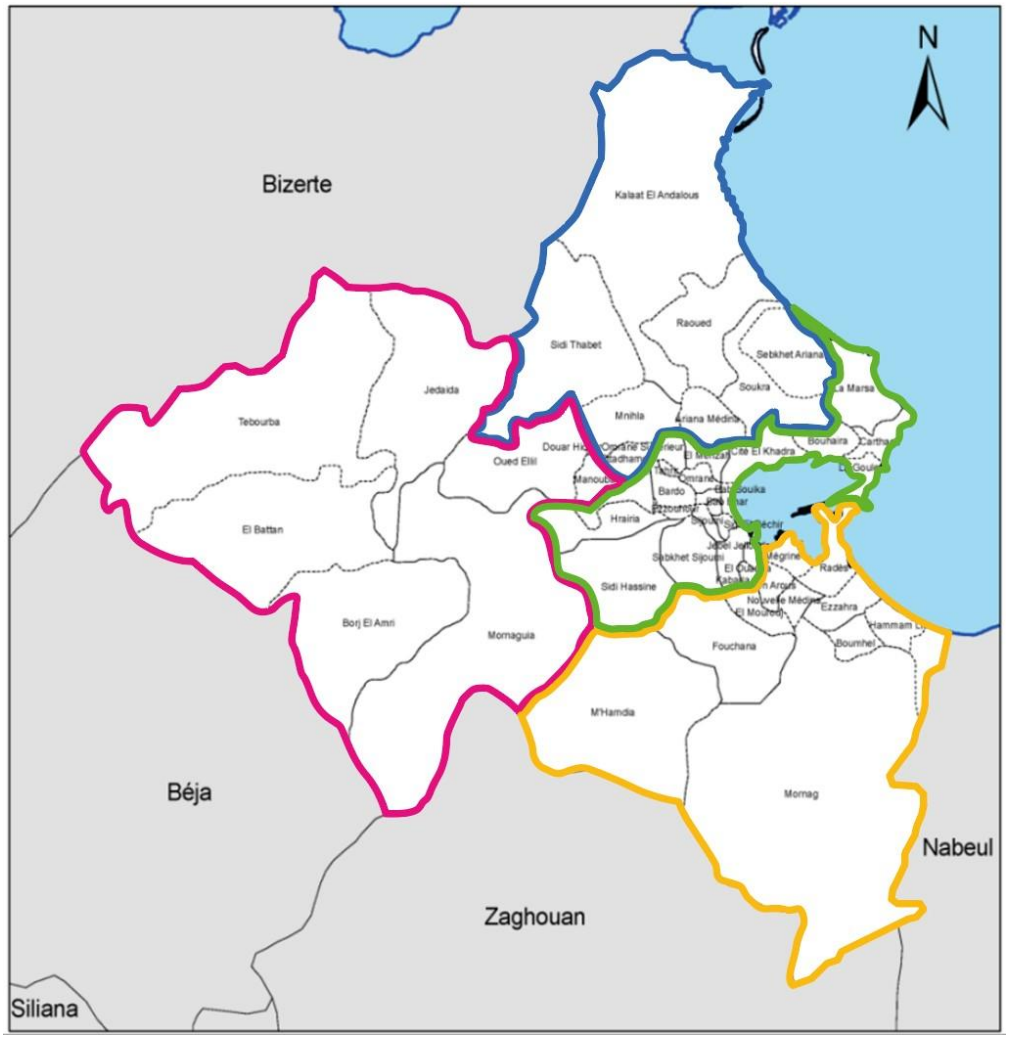
Sincerely,

Sabria Baouni

GEF Operational Focal points

3. Project Map and geospatial coordinates of the project area

Tunis - Project map and Geospatial Coordinates of project sites





4 – Multi-year work plan

	Outcomes	Outputs	Year 1				Year 2				Year 3				Year 4				Year 5			
			Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
COMPONENT 1: INTEGRATED PLANNING AND PROGRAMMING	**OUTCOME A: Zero Waste framework and action plan implemented by municipalities.**	**Output A.1.1. Waste Management Plan, Zero Waste Strategy and Governance Structure established**																				
		Output A.1.2: Capacity built in cities/municipalities/institutions related to the life cycle management of chemicals and wastes.																				
		Output A.1.3 Green procurement guideline developed and implemented.																				
		Output A.1.4. Policy, legal and regulatory framework to support waste management and uptake of circular economy principles improved.																				
COMPONENT 2: FINANCING INSTRUMENTS	**OUTCOME B: Sustainable investment and**	**Output B.1.1. Financial and Fiscal Incentives for the transition to a zero-waste city assessed.**																				

	Outcomes	Outputs	Year 1				Year 2				Year 3				Year 4				Year 5			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	financing instruments promoted.	**Output B.1.2. Investment plan and Public-Private Partnerships (PPP) to cover the city waste management developed.**																				
		Output B.1.3. Green finance mechanisms established for supporting green production and consumption, and circular business.																				
		Output B.1.4. EPR schemes developed in key sectors with associated capacity building of stakeholder. Market for recyclables created.																				
		Output B.1.5. Replication and Scale up Strategy, with associated market-oriented financial mechanisms.																				
COMPONENT 3: SUSTAINABLE PRODUCTION AND CONSUMPTI	**OUTCOME C: Enhanced sustainable production and consu**	**Output C.1.1: Hotspot" sectors of unsustainable consumption and production assessed and associated circular economy**																				

	Outcomes	Outputs	Year 1				Year 2				Year 3				Year 4				Year 5			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
ON AND MATERIAL MANAGEMENT	**mption through clean production Certifications and eco-labelling of sustainable products and services.**	**opportunities identified.**																				
		Output C.1.2: Capacity built in industries, designers, and producers based on green chemistry and circularity principles, and demonstration of cleaner production to design/phase out chemicals of concern and waste.																				
		Output C.1.3: Feasibility studies and piloting activities carried out to increase recycling and reuse of materials in key value chains. Circular business models developed.																				
		Output C.1.4: Demonstration activities on innovative tools to foster sustainable consumption in public and private sectors, and consumers.																				

	Outcomes	Outputs	Year 1				Year 2				Year 3				Year 4				Year 5			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
COMPONENT 4: TRAINING, EDUCATION, ADVOCACY, AND EVALUATION AT CITY AND NATIONAL LEVEL	**OUTCOME D: Lessons learned captured and disseminated, awareness raised, and project results monitored.**	**Output D.1.1: Communication strategy implemented and awareness raised to encourage behavior change.**																				
		Output D.1.2: Technical Assessment of informal sector integration and formalization																				
		Output D.1.3. Experiences exchanged at city networks for scale-up of good practices in other cities of the country and region.																				
M&E	**M&E**	**Output f. M&E and adaptive management applied to assess activity performance and GEB impact**																				

5 - Social and Environmental Screening Procedure (SESP)

Project Information

Project Information	
1. Project Title	Shifting to Zero Waste Against Pollution (SWAP) Initiative
2. Project Number (i.e. Atlas project ID, PIMS+)	9654
3. Location (Global/Region/Country)	Tunis, Tunisia
4. Project stage (Design or Implementation)	Design
5. Date	06/06/2024

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
A healthy environment should be considered as a pre-condition for the full enjoyment of human rights. The Project, through the implementation of a highly sustainable and replicable approach for the integrated chemicals and waste management of different waste streams available in cities such as healthcare waste, e-waste, plastics, organic, metals, industrial waste, construction, and hazardous waste from different activities (industries, tourism, agriculture, construction, residential sectors, etc.) will achieve the avoidance of the release in the environment of U-POPs, Hg, and other chemicals of concern contributing at the same time to minimize the risks posed to health the development of the waste management based on waste hierarchy principles towards a zero waste vision. In addition, the project will bring not only environmental benefits but also associated social benefits. The activities related to the upstream work with product manufacturers will result in more recyclable waste at the "end-of-pipe" point, and recycling of waste downstream will generate income and job opportunities for the local communities, as well as formalization of the informal waste pickers, which will also benefit of specific training and awareness raising activities. Through a widely integrated Knowledge Management approach, the project will ensure the right of people concerning access to information, public participation in decision-making and access to justice in environmental issues.
Briefly describe in the space below how the project is likely to improve gender equality and women's empowerment
In terms of gender mainstreaming, gender analysis and a Gender Action plan were conducted during the design of the project, and the project will use the results of the analysis to address the different needs, constraints, contributions, and priorities of male and female directly participating in activities related to environmentally sound management of hazardous chemicals, through the deployment of alternative technologies, and best practices along the waste supply chain. In addition, a session on gender and development and safeguarding is incorporated into all capacity-building activities. Sex-disaggregated monitoring data will be collected to assess the project's indicators and objectives. Implementation of the GAP will help strengthen gender equality and empower women by improving their working conditions when directly participating in the activities related to the environmentally sound management of hazardous chemicals, deployment of alternative technologies and best practices along the supply chain.

Briefly describe in the space below how the project mainstreams sustainability and resilience
The proposed project aims to reduce chemical pollution in the waste value chain, and wasting of resources, by supporting pilot cities in emerging economies and Least Developed Countries towards a zero-waste vision in line with green chemistry, circular economy, and waste hierarchy principles for sustainable production and consumption. The comprehensive approach of the Initiative will be implemented in five cities. The initiative through its different interventions in close coordination with key stakeholders will contribute to evidence at municipal level practices, knowledge, strategies and planning for improving existing waste streams management (including hazardous waste) in line with waste hierarchy principles, as well as, the adoption of sustainable policies (such as green procurement) and fiscal/financial incentives encouraging waste prevention and circularity of materials in line with a circular economy. The SWAP Initiative will contribute to the prevention of future build-up of hazardous chemicals and waste mainly through the interventions planned within Component 3 which aims to provide upstream solutions to promote circular economy and sustainable materials management. The project will promote Life-cycle assessments (LCA) of waste value chains with focus on eliminating the use of hazardous chemicals (including mercury, GHGs, POPs and UPOPs) in products and processes, as well as the introduction of best available techniques and best environmental practices to minimize and eliminate emissions of unintentionally produced POPs and mercury in different waste streams management.
Briefly describe in the space below how the project strengthens accountability to stakeholders
The project strengthens accountability to stakeholders firstly, by establishing the project board, consisting of representatives from all the project stakeholders, to provide strategic oversight and direction to the implementation, monitoring, and evaluation of the project activities. The Project Board receives regular updates on project implementation from the Project Management Team and provides feedback, strategic direction, and guidance to ensure that the project is on track regarding the scope, budget, and timeframe. The project has also developed a Stakeholder Engagement Plan (SEP) that ensures participation of all stakeholders in project activities. The plan will ensure effective engagement between various stakeholders by creating and disseminating information, fostering cooperation, and enhancing capacities. The SEP will also support stakeholder participation in preparation of legislations, strategies, and guidelines by requesting feedback from various relevant sectors including the private sector and local community. In addition, the project will put in place a Grievance Redress Mechanism (GRM) to provide meaningful means for local communities and affected populations to raise concerns and/or grievances when activities may adversely impact them. In addition, UNDP's Accountability Mechanism, which includes the Social and Environmental Compliance Review (SECU) and Stakeholder Response Mechanism (SRM) will also serve as an additional layer of grievance redress and empower stakeholders to push for accountability.

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***	***Comments (optional)***	***Description of assessment and management measures for risks rated as Moderate, Substantial or High***

		Substantial, High)		
Risk 1: Discriminatory and economic impact on marginalized groups during development of waste management plans Related to: • Human Rights; P.5 • Accountability; P.13, P.14 • Standard 6: Indigenous Peoples; 6.1	I=3 L=2	Moderate	This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a), Financing Strategy (Output B.1-a) and investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a). Marginalized groups may be affected by decisions made during development of these plans and strategies but are not involved or consulted during this process. The groups may include the local population[1]	Development of the Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis (Output A.1-a), Financing Strategy (B.1-a) and Investment Plan (Output B.2-a) will apply Strategic Environmental and Social Assessment (SESA) principles to ensure that economic and social risks that may be associated with their implementation are considered. Through this approach, public consultations will be undertaken to ensure that all stakeholders, including local communities, have a chance to voice their concerns and provide feedback into the strategies and plans. This process is described in more detail in the Environmental and Social Management Framework (ESMF) that has been prepared for the project. In addition, the project has developed a Stakeholder Engagement Plan (SEP) that ensures participation of all stakeholders, including marginzlized groups and local population, during project implementation. It will also put in place a Grievance Redress Mechanism (GRM) to provide meaningful means for local communities and affected populations to raise concerns and/or grievances when activities may adversely impact them.
Risk 2: Companies, in particular micro, small, and medium-sized enterprises (MSME), in target sectors not involved in the decision-making on development of legislation and standards that may affect them Related to: • Human Rights; P.5	I=3 L=3	Moderate	This risk is associated with strengthening local regulations on the ban of use of certain single-use plastic items (Output A.4-a), develop the EPR principles regulation (Output A.4-b), the implementation of the National Sustainable Procurement Guidelines (Output A.3-a) and design	The economic impact of the regulatory framework for legislative tools developed under Output A.4 on the private secotr, in particular MSMEs, will be assessed and taken into consideration during development of regulations and standards or guidelines. In addition, the project SEP will ensure participation of all stakeholders, including the

[1] Local population meet the criteria of SES Standard 6 but are not referred to as 'Indigenous populations' in the Tunisian context.

• Accountability; P.13, P.14			a subsidy system for compost-based products (Output B.1-a). Some companies, in particular MSMEs with limited resources, may not be able to abide by regulations for EPR principles and other regulations proposed by the project or benefit from the economic instruments, which could affect their sustainability.	private sector, in project activities, including development of guidelines and standards to ensure comprehensive feedback from individuals and entities that may be affected.
Risk 3: Potential negative impact on existing informal networks and individuals involved in the waste sector including collection, transportation and disposal of plastic waste. Related to: • Human Rights; P.5 • Accountability; P.13, P.14 • Standard 6: Indigenous Peoples; 6.1	I=3 L=2	Moderate	This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a) and support the development of an investment plan, development of the EPR principles regulation (Output A.4-a) financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a) and Replication and Scale up Strategy (B.5). These activities may affect access to resources for workers in the informal recycling sector, limiting their income. The workers will be from poor or marginalized communities and/or local population.	In line with the ESMF, development of the strategy and plans will apply SESA principles to ensure that economic and social risks that may be associated with their implementation are considered. In addition, the project has developed a SEP that ensures participation of all stakeholders in project activities. This includes marginalized communities of waste pickers, including local population if found to be involved in the sector. It will also put in place a GRM to provide meaningful means for local communities and affected populations to raise concerns and/or grievances when activities may adversely impact them.
Risk 4: Gender discrimination reproduced through limiting women's ability to contribute to decision-making and to benefit from project activities Related to: • Human Rights; P.5	I = 3 L =3	Moderate	This risk is associated with overall project activities. In Tunisia, the labor force participation rate among females is 26.9% and among males is 69% for 2023. Vulnerable employment among women is 12% and among men is	A Gender Action Plan (GAP) has been prepared to mitigate the identified risks and propose measures that ensure that women are represented in decision-making on project activities and are included in capacity building activities. Implementation of the GAP will help strengthen gender equality and empower women by improving their working conditions when directly

• Gender Equality and Women Empowerment; P.10			23.8% in Tunisia for 2022[2]. This shows that a gender disparity exists within the workforce, but vulnerable employment is similar for both genders. In addition, in the large informal sector of waste management, women are mainly found at the lower level, working as waste pickers and separating at landfills. At the same time, men dominate the higher-earning and decision-making roles. Women are often excluded when waste management activities are formalized, missing out on protections and benefits such as social security or higher wages[3].	participating in the activities related to the environmentally sound management of hazardous chemicals, deployment of alternative technologies and best practices along the supply chain. Actions outlined in the GAP include the following: • Ensure women's groups, associations, and relevant ministries or government bodies are included in development of the Regional Waste Management Plan and Zero waste Strategy for Greater Tunis (Output A.1). • Incorporate women's and men's differentiated priorities and roles in waste management as part of training for government authorities to select and operate technologies based on local context (Output A.2). • Include gender criteria and targets for cooperatives, including number of women in cooperative, in decision-making roles, benefitting from cooperative resources, etc (Output B.3). • Involve women's groups and associations in educational activities on plastic bottle return efforts (Output B.4). • Enhance women's roles in economic resource access and decision-making spaces in the composting industry by ensuring equal access to training, employment, and equipment and developing anti-harassment and non-discrimination policies (Output C.1). • Work with women entrepreneurs and women-owned businesses to train on refurbish and repair of products (Output C3).
Risk 5: Pollution and other health hazards associated with siting of new facilities and other activities that may be proposed by the Regional Waste	I = 3 L = 3	Moderate	This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output	In line with the ESMF, development of the strategy and plans will apply SESA principles to ensure that these risks that may be associated with their

[2] World Bank Group (2024). Gender Data Portal. Retrieved from https://genderdata.worldbank.org/countries/tunisia/ (Accessed 22 March 2024)
[3] UNEP. (2015). Global Waste Management Outlook. Retrieved from https://www.unep.org/resources/report/global-waste-management-outlook (Accessed 22 March 2024)

Management Plan and Zero Waste Strategy for Greater Tunis Related to: • Standard 1: Biodiversity Conservation and Natural Resource Management; 1.1, 1.2, 1.7 • Standard 3: Community Health, Safety and Security; 3.2, 3.3, 3.4, 3.5, 3.6 • Standard 2: Climate Change and Disaster Risks; 2.1, 2.2 • Standard 8: Pollution Prevention and Resources Efficiency; 8.1, 8.2, 8.3, 8.6			A.1-a) and support the development of an investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a). Waste disposal sites can lead to various environmental pollution problems, namely, (a) underground water pollution due to leachate, (b) air pollution due to suspension of particles, (c) odor pollution and (d) even marine pollution from any potential run-offs[4]. Tunisia is vulnerable to climate variability and change including potential increased frequency of extreme events, such as floods and droughts. Tunisia's susceptibility to climate variability and change is also tied to its reliance on agriculture and tourism.[5]. Facilities may therefore be vulnerable to weather events and flash floods, which need to be taken into consideration when determining areas where they will be sited.	implementation, in particular with the siting of new waste facilities if any, have been considered.
Risk 6: Pollution and health hazards to local community from implementation of a subsidy system for compost-based products Related to:	I = 3 L = 2	Moderate	This risk is associated with design a subsidy system for compost-based products (Output B.1-a). Compost application can help reduce pathogen attacks and in addition, also improve the soil health	The project will conduct an assessment of the subsidy system which will include the economic, social and environmental impact based on SESA principles. Adherence to Tunisian standards on the quality of compost will be essential to adopting this system.

[4] Siddiqua, A., Hahladakis, J. N., & Al-Attiya, W. A. K. A. (2022). An overview of the environmental pollution and health effects associated with waste landfilling and open dumping. Environmental science and pollution research international, 29(39), 58514–58536. https://doi.org/10.1007/s11356-022-21578-z

[5]Climatelinks. (2018). Climate Risk Profile: Tunisia. Retrieved from https://www.climatelinks.org/resources/climate-risk-profile-tunisia (Accessed 3 April 2024)

• Standard 1: Biodiversity Conservation and Natural Resource Management; 1.1, 1.2, 1.7 • Standard 3: Community Health, Safety and Security; 3.2, 3.3, 3.4, 3.5, 3.6 • Standard 8: Pollution Prevention and Resources Efficiency; 8.1, 8.2, 8.3, 8.6			and its nutrient levels[6]. However, it may be associated with various risks including soil contamination and odor emissions if compost is not properly treated. Adopting a subsidy for compost-based products will lead to the proliferation of such products, along with their associated risks.	
Risk 7: Environmental risks associated with construction and operation of a food waste composting facility • Standard 1: Biodiversity Conservation and Natural Resource Management; 1.1, 1.2, 1.7 • Standard 3: Community Health, Safety and Security; 3.1, 3.2, 3.3, 3.4, 3.5, 3.6 • Standard 8: Pollution Prevention and Resources Efficiency; 8.1, 8.2, 8.3, 8.6	I=3 L=3	Moderate	This risk is associated with enhancing green and food waste composting (Output C.1-b). Siting and construction of the planned composting facility may be associated with various environmental risks including pollution and nuisance to nearby areas. Composting of waste can also lead to generation of air emissions and leachate[7,8]. It is anticipated that this facility will have a small footprint, limited construction works and sited away from the resident population. Therefore, its impact is expected to be localized.	In order to identify and manage the potential impacts of the planned food and composting facility (Output C.1-b), a targeted assessment will be undertaken resulting in a site-specific Environmental and Social Management Plan (ESMP). This process is described in more detail in the project ESMF.
Risk 8: Contamination of soils and rivers due to emissions and accidental spills leading to health hazards from the implementation of demonstration activities and activities	I = 3 L = 2	Moderate	This risk is associated with the activities funded by the green finance mechanisms under Output B.3, as well as the demonstration activities for phase out chemicals of concerns in the textile industry (Output C.2-a),	Activities under Outputs C.2-a, C.3-a and C.3-b, each activity will undergo a targeted assessment resulting in a site-specific ESMP that includes measures to eliminate or reduce emissions and potential contamination resulting from these

[6] Mehta, C. M., Palni, U., Franke-Whittle, I. H., & Sharma, A. K. (2014). Compost: its role, mechanism and impact on reducing soil-borne plant diseases. *Waste management (New York, N.Y.)*, *34*(3), 607–622. https://doi.org/10.1016/j.wasman.2013.11.012

[7] Pearson, C., Littlewood, E., Douglas, P., Robertson, S., Gant, T. W., & Hansell, A. L. (2015). Exposures and health outcomes in relation to bioaerosol emissions from composting facilities: a systematic review of occupational and community studies. Journal of toxicology and environmental health. Part B, Critical reviews, 18(1), 43–69. https://doi.org/10.1080/10937404.2015.1009961

[8] Krogmann, U. & Woyczechowski, H. (2000). Selected characteristics of leachate, condensate and runoff released during composting of biogenic waste. Waste Manag Res 18(3):235–248

funded by the green finance mechanisms Related to: • Standard 1: Biodiversity Conservation and Natural Resource Management; 1.1, 1.2, 1.7 • Standard 3: Community Health, Safety and Security; 3.2, 3.3, 3.4, 3.5, 3.6 • Standard 8: Pollution Prevention and Resources Efficiency; 8.1, 8.2, 8.3, 8.6			increase the repair, reuse, refurbish and remanufacture rate of electric and electronic equipment (Output C.3-a) and the design (and manufacture) of products from recycled plastics (Output C.3-b). Activities funded under the project including demonstration pilots will require the handling of chemicals that might carry some health and environmental risks if not managed adequately and the release of pollutants into the environment.	activities, as well as a Pollution Prevention and Management Plan. Prior to implementation of the activities funded by the green finance mechanisms under Output B.3 will be selected using criteria that include environmental and social criteria. Selected activities will undergo an environmental and social screening to determine the level of assessment/management needed, if any. Based on the results of the screening, a targeted assessment will be undertaken resulting in a site-specific ESMP that includes measures to eliminate or reduce emissions and potential contamination resulting from these activities. This process is described in more detail in the ESMF.
Risk 9: Natural disasters could eventually affect the locations and operations where the planned pilot project interventions are carried out. Related to: • Standard 2: Climate Change and Disaster Risks; 2.1, 2.2 • Standard 3: Community Health, Safety and Security; 3.3	I = 3 L = 2	Moderate	This risk is associated with the activities funded under Output B.3, demonstration activities under Outputs C.2-a, C.3-a and C.3-b and the composting facility planned under Output C.1-b. Climate change induced weather events, for example extreme rainfall, may lead to flooding, flash floods or landslides impacting the facilities where demonstration activities are planned.	As stated in the project ESMF, activities under Outputs C.1-b, C.2-a, C.3-a and Output C.3-b will undergo a targeted assessment to assess the vulnerability of the facilities to natural disasters and propose mitigation measures to safeguard them in the resulting site-specific ESMPs. Activities that will be funded under Output B3 will undergo environmental and social screening to determine the level of assessment required, if any. The targeted assessment, if required, will assess the vulnerability of the facilities to natural disasters and propose mitigation measures to safeguard them in the resulting site-specific ESMPs.
Risk 10: Increase in consumption of energy resources and greenhouse gas emissions due to pilot projects and activities funded by the green finance mechanisms. Related to: • Standard 2: Climate Change and Disaster Risks; 2.4	I = 2 L =2	Low	This risk is associated with the activities funded under Output B.3 and demonstration activities under Outputs C.2-a and C.3-b.	Project activities are designed to promote GHG reduction as well as resource efficiency. GHG avoidance will be achieved through different interventions resulting in an improvement of current waste management and disposal practices, reduction of waste going to landfills as well as increased recycling rates. Nevertheless, the targeted assessments that will be undertaken for the demonstration activities will assess this

• Standard 8: Pollution Prevention and Resources Efficiency; 8.6				risk and propose mitigation measures in the ESMP accordingly.
Risk 11: Working conditions within project demonstration activities and activities funded by the green finance mechanism may be in contravention to national legislation and principles and standards of ILO fundamental conventions Related to: • Standard 7: Labour and Working Conditions; 7.1, 7.2, 7.5, 7.6	I = 3 L = 3	Moderate	This risk is associated with the demonstration activities under Outputs B.4, C.2-a, C.3-a and C.3-b, the composting facility planned under Output C.1-b and activities funded under the green finance mechanisms (Output B.3). Workers involved in handling, storage, transport, and treatment/disposal of waste streams such as organic and electronic waste face various health risks[9]. It is therefore possible that some of the entities participating in the pilot demonstration and the microfinance programme may be engaging workers under conditions that are in contravention to national legislation and/or ILO standards.	Due diligence of companies involved in the demonstration activities for the deposit/return scheme (Output B.4) will be undertaken to ensure they align with national legislation and ILO standards. Additional details can be found in the project ESMF. As described in the project ESMF, activities under Outputs C.1-b, C.2-a, C.3-a and C.3-b will undergo a targeted assessment of occupational health and safety risks before the commencement of each intervention. This will include due diligence in participating enterprises to assess working conditions and ensure they align with national legislation and ILO standards. Based on the targeted assessment, a site-specific ESMP will be developed that will include mitigation measures for the identified risks and an Occupational Health and Safety Plan. Before implementation of the activities funded by the green finance mechanisms under Output B.3 and as described in the ESMF, these activities will undergo an environmental and social screening in line with the ESMF to determine the level of assessment/management needed, if any. Based on the results of the screening, a targeted assessment will be undertaken, including due diligence of working conditions at the participating enterprises, resulting in a site-specific ESMP that includes an Occupational Health and Safety Plan.
	QUESTION 4: What is the overall project risk categorization?			

[9] Pearson, C., Littlewood, E., Douglas, P., Robertson, S., Gant, T. W., & Hansell, A. L. (2015). Exposures and health outcomes in relation to bioaerosol emissions from composting facilities: a systematic review of occupational and community studies. Journal of toxicology and environmental health. Part B, Critical reviews, 18(1), 43–69. https://doi.org/10.1080/10937404.2015.1009961

	Low Risk	☐		
	Moderate Risk	X		
	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")	**X**			***Status? (completed, planned)***
if yes, indicate overall type and status		**X**	Targeted assessment(s)	Planned for activities under Outputs C.1-b, C.2-a, C.3-a and C.3-b
		☐	ESIA (Environmental and Social Impact Assessment)	-
		☐	SESA (Strategic Environmental and Social Assessment)	-
Are management plans required? (check if "yes)	**X**			
If yes, indicate overall type		**X**	Targeted management plans (e.g. Gender Action Plan, Stakeholder Engagement Plan)	GAP and SEP (completed)
		X	ESMP (Environmental and Social Management Plan which may include range of targeted plans)	Planned for activities under Outputs C.1-b, Output C.2-a, Output C.3-b based on screening results
		X	ESMF (Environmental and Social Management Framework)	Completed
Based on identified risks, which Principles/Project-level Standards triggered?		**Comments (not required)**		
Overarching Principle: Leave No One Behind				

	Human Rights	**X**	
	Gender Equality and Women's Empowerment	**X**	
	Accountability	**X**	
	1. Biodiversity Conservation and Sustainable Natural Resource Management	**X**	
	2. Climate Change and Disaster Risks	**X**	
	3. Community Health, Safety and Security	**X**	
	4. Cultural Heritage	☐	
	5. Displacement and Resettlement	☐	
	6. Indigenous Peoples	**X**	
	7. Labour and Working Conditions	**X**	
	8. Pollution Prevention and Resource Efficiency	**X**	

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.

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?	*No*
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? [10]	Yes
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:	

[10] 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.

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?	Yes
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
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?	Yes
P.14	grievances or objections from potentially affected stakeholders?	Yes
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?	Yes

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)	No
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?	Yes
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?[11]	No
1.13	utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)[12]	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:		
2.1	areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	Yes
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*	No
2.4	increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	Yes

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

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)	Yes
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)?	Yes
3.4	risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	Yes
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)?	Yes
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?[13]	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)?	Yes
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

[13] 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.

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

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?	Yes
7.2	working conditions that may deny freedom of association and collective bargaining?	Yes
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?	Yes
7.6	occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life-cycle?	Yes
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?	Yes
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*	No
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?	Yes

6. UNDP Risk Register

Annex 6: Tunis UNDP Risk Register

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
1	Discriminatory and economic impact on marginalized groups during development of waste management plans	This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a), Financing Strategy (Output B.1-a) and investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a).	Marginalized groups may be affected by decisions made during development of these plans and strategies but are not involved or consulted during this process. The groups may include the local population[14]	**1. SOCIAL AND ENVIRONMENTAL (1.1. Human rights) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **3 - Intermediate** Risk level: **LOW (equates to a risk appetite of CAUTIOUS)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	Development of the Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis (Output A.1-a), Financing Strategy (B.1-a) and Investment Plan (Output B.2-a) will apply Strategic Environmental and Social Assessment (SESA) principles to ensure that economic and social risks that may be associated with their implementation are considered. Through this approach, public consultations will be undertaken to ensure that all stakeholders, including local communities, have a chance to voice their concerns and provide feedback into the strategies and plans. This process is described in more detail in the Environmental and

[14] Local population meet the criteria of SES Standard 6 but are not referred to as 'Indigenous populations' in the Tunisian context.

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
								Social Management Framework (ESMF) that has been prepared for the project. In addition, the project has developed a Stakeholder Engagement Plan (SEP) that ensures participation of all stakeholders, including marginzlized groups and local population, during project implementation. It will also put in place a Grievance Redress Mechanism (GRM) to provide meaningful means for local communities and affected populations to raise concerns and/or grievances when activities may adversely impact them.
2	Companies, in particular micro, small, and medium-sized enterprises (MSME), in target sectors not involved in the decision-	This risk is associated with strengthening local regulations on the ban of use of certain single-use plastic items	Some companies, in particular MSMEs with limited resources, may not be able to abide by regulations for EPR principles and other regulations	**1. SOCIAL AND ENVIRONMENTAL (1.3. Grievances (Accountability to stakeholders)) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	The economic impact of the regulatory framework for legislative tools developed under Output A.4 on the private secotr, in particular MSMEs, will be assessed and taken into consideration

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
	making on development of legislation and standards that may affect them	(Output A.4-a), develop the EPR principles regulation (Output A.4-b), the implementation of the National Sustainable Procurement Guidelines (Output A.3-a) and design a subsidy system for compost-based products (Output B.1-a).	proposed by the project or benefit from the economic instruments, which could affect their sustainability.		**appetite of EXPLORATORY)**			during development of regulations and standards or guidelines. In addition, the project SEP will ensure participation of all stakeholders, including the private sector, in project activities, including development of guidelines and standards to ensure comprehensive feedback from individuals and entities that may be affected.
3	Potential negative impact on existing informal networks and individuals involved in the waste sector including collection, transportation and disposal of plastic waste.	This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a) and support the development of an	These activities may affect access to resources for workers in the informal recycling sector, limiting their income. The workers will be from poor or marginalized communities and/or local population.	**1. SOCIAL AND ENVIRONMENTAL (1.1. Human rights) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	In line with the ESMF, development of the strategy and plans will apply SESA principles to ensure that economic and social risks that may be associated with their implementation are considered. In addition, the project has developed a SEP that ensures participation of all stakeholders in project activities. This includes

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
		investment plan, development of the EPR principles regulation (Output A.4-a) financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a) and Replication and Scale up Strategy (B.5).						marginalized communities of waste pickers, including local population if found to be involved in the sector. It will also put in place a GRM to provide meaningful means for local communities and affected populations to raise concerns and/or grievances when activities may adversely impact them.
4	Gender discrimination reproduced through limiting women's ability to contribute to decision-making and to benefit from project activities	This risk is associated with overall project activities.	In Tunisia, the labor force participation rate among females is 26.9% and among males is 69% for 2023. Vulnerable employment among women is 12% and among men is 23.8% in Tunisia for	**1. SOCIAL AND ENVIRONMENTAL (1.2. Gender equality and women's empowerment) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	A Gender Action Plan (GAP) has been prepared to mitigate the identified risks and propose measures that ensure that women are represented in decision-making on project activities and are included in capacity building activities.

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
			2022[15]. This shows that a gender disparity exists within the workforce, but vulnerable employment is similar for both genders. In addition, in the large informal sector of waste management, women are mainly found at the lower level, working as waste pickers and separating at landfills. At the same time, men dominate the higher-earning and decision-making roles. Women are often excluded when waste management activities are formalized, missing out on protections and benefits such as					Implementation of the GAP will help strengthen gender equality and empower women by improving their working conditions when directly participating in the activities related to the environmentally sound management of hazardous chemicals, deployment of alternative technologies and best practices along the supply chain.

[15] World Bank Group (2024). Gender Data Portal. Retrieved from https://genderdata.worldbank.org/countries/tunisia/ (Accessed 22 March 2024)

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
			social security or higher wages[16].					
5	Pollution and other health hazards associated with siting of new facilities and other activities that may be proposed by the Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis	This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a) and support the development of an investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and	Waste disposal sites can lead to various environmental pollution problems, namely, (a) underground water pollution due to leachate, (b) air pollution due to suspension of particles, (c) odor pollution and (d) even marine pollution from any potential run-offs[17]. Tunisia is vulnerable to climate variability and change including potential increased	**1. SOCIAL AND ENVIRONMENTAL (1.11. Pollution prevention and resource efficiency) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	In line with the ESMF, development of the strategy and plans will apply SESA principles to ensure that these risks that may be associated with their implementation, in particular with the siting of new waste facilities if any, have been considered.

[16] UNEP. (2015). Global Waste Management Outlook. Retrieved from https://www.unep.org/resources/report/global-waste-management-outlook (Accessed 22 March 2024)

[17] Siddiqua, A., Hahladakis, J. N., & Al-Attiya, W. A. K. A. (2022). An overview of the environmental pollution and health effects associated with waste landfilling and open dumping. Environmental science and pollution research international, 29(39), 58514–58536. https://doi.org/10.1007/s11356-022-21578-z

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
		disposal infrastructure (Output B.2-a).	frequency of extreme events, such as floods and droughts. Tunisia's susceptibility to climate variability and change is also tied to its reliance on agriculture and tourism.[18]. Facilities may therefore be vulnerable to weather events and flash floods, which need to be taken into consideration when determining areas where they will be sited.					
6	Pollution and health hazards to local community from implementation of a subsidy system for	This risk is associated with design a subsidy system for compost-based products	Compost application can help reduce pathogen attacks and in addition, also improve the soil health and its nutrient levels[19].	**1. SOCIAL AND ENVIRONMENTAL (1.11. Pollution prevention and resource efficiency) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	The project will conduct an assessment of the subsidy system which will include the economic, social and environmental impact based on SESA principles. Adherence

[18]Climatelinks. (2018). Climate Risk Profile: Tunisia. Retrieved from https://www.climatelinks.org/resources/climate-risk-profile-tunisia (Accessed 3 April 2024)

[19] Mehta, C. M., Palni, U., Franke-Whittle, I. H., & Sharma, A. K. (2014). Compost: its role, mechanism and impact on reducing soil-borne plant diseases. *Waste management (New York, N.Y.)*, *34*(3), 607–622. https://doi.org/10.1016/j.wasman.2013.11.012

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
	compost-based products	(Output B.1-a).	However, it may be associated with various risks including soil contamination and odor emissions if compost is not properly treated. Adopting a subsidy for compost-based products will lead to the proliferation of such products, along with their associated risks.		**appetite of EXPLORATORY)**			to Tunisian standards on the quality of compost will be essential to adopting this system.
7	Environmental risks associated with construction and operation of a food waste composting facility	This risk is associated with enhancing green and food waste composting (Output C.1-b).	Siting and construction of the planned composting facility may be associated with various environmental risks including pollution and nuisance to nearby areas. Composting of waste can also lead to generation of air emissions	**1. SOCIAL AND ENVIRONMENTAL (1.11. Pollution prevention and resource efficiency) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	In order to identify and manage the potential impacts of the planned food and composting facility (Output C.1-b), a targeted assessment will be undertaken resulting in a site-specific Environmental and Social Management Plan (ESMP). This process is described in more detail in the project ESMF.

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
			and leachate[20,21]. It is anticipated that this facility will have a small footprint, limited construction works and sited away from the resident population. Therefore, its impact is expected to be localized.					
8	Contamination of soils and rivers due to emissions and accidental spills leading to health hazards from the implementation of demonstration activities and activities funded by the	This risk is associated with the activities funded by the green finance mechanisms under Output B.3, as well as the demonstration activities for phase out chemicals of concerns in the textile industry	Activities funded under the project including demonstration pilots will require the handling of chemicals that might carry some health and environmental risks if not managed adequately and the release of pollutants into the environment.	**1. SOCIAL AND ENVIRONMENTAL (1.11. Pollution prevention and resource efficiency) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	Activities under Outputs C.2-a, C.3-a and C.3-b, each activity will undergo a targeted assessment resulting in a site-specific ESMP that includes measures to eliminate or reduce emissions and potential contamination resulting from these activities, as well as a Pollution Prevention and Management Plan.

[20] Pearson, C., Littlewood, E., Douglas, P., Robertson, S., Gant, T. W., & Hansell, A. L. (2015). Exposures and health outcomes in relation to bioaerosol emissions from composting facilities: a systematic review of occupational and community studies. Journal of toxicology and environmental health. Part B, Critical reviews, 18(1), 43–69. https://doi.org/10.1080/10937404.2015.1009961

[21] Krogmann, U. & Woyczechowski, H. (2000). Selected characteristics of leachate, condensate and runoff released during composting of biogenic waste. Waste Manag Res 18(3):235–248

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
	green finance mechanisms	(Output C.2-a), increase the repair, reuse, refurbish and remanufacture rate of electric and electronic equipment (Output C.3-a) and the design (and manufacture) of products from recycled plastics (Output C.3-b).						Prior to implementation of the activities funded by the green finance mechanisms under Output B.3 will be selected using criteria that include environmental and social criteria. Selected activities will undergo an environmental and social screening to determine the level of assessment/management needed, if any. Based on the results of the screening, a targeted assessment will be undertaken resulting in a site-specific ESMP that includes measures to eliminate or reduce emissions and potential contamination resulting from these activities. This process is described in more detail in the ESMF.
9	Natural disasters could eventually affect the locations and operations where the planned pilot	This risk is associated with the activities funded under Output B.3, demonstration activities	Climate change induced weather events, for example extreme rainfall, may lead to flooding, flash floods or landslides	**1. SOCIAL AND ENVIRONMENTAL (1.5. Climate change and disaster risks) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	As stated in the project ESMF, activities under Outputs C.1-b, C.2-a, C.3-a and Output C.3-b will undergo a targeted assessment to assess the vulnerability of the facilities to natural

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
	project interventions are carried out.	under Outputs C.2-a, C.3-a and C.3-b and the composting facility planned under Output C.1-b.	impacting the facilities where demonstration activities are planned.		**appetite of EXPLORATORY)**			disasters and propose mitigation measures to safeguard them in the resulting site-specific ESMPs. Activities that will be funded under Output B3 will undergo environmental and social screening to determine the level of assessment required, if any. The targeted assessment, if required, will assess the vulnerability of the facilities to natural disasters and propose mitigation measures to safeguard them in the resulting site-specific ESMPs.
10	Increase in consumption of energy resources and greenhouse gas emissions due to pilot projects and activities funded by the green finance mechanisms.	This risk is associated with the activities funded under Output B.3 and demonstration activities under Outputs C.2-a and C.3-b.	No major impact is considered.	**1. SOCIAL AND ENVIRONMENTAL (1.5. Climate change and disaster risks) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **2 - Low likelihood** Impact: **2 - Minor** Risk level: **LOW (equates to a risk appetite of CAUTIOUS)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	Project activities are designed to promote GHG reduction as well as resource efficiency. GHG avoidance will be achieved through different interventions resulting in an improvement of current waste management and disposal practices, reduction of waste going to landfills as well as increased

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
								recycling rates. Nevertheless, the targeted assessments that will be undertaken for the demonstration activities will assess this risk and propose mitigation measures in the ESMP accordingly.
11	Working conditions within project demonstration activities and activities funded by the green finance mechanism may be in contravention to national legislation and principles and standards of ILO fundamental conventions	This risk is associated with the demonstration activities under Outputs B.4, C.2-a, C.3-a and C.3-b, the composting facility planned under Output C.1-b and activities funded under the green finance mechanisms (Output B.3).	Workers involved in handling, storage, transport, and treatment/disposal of waste streams such as organic and electronic waste face various health risks[22].	**1. SOCIAL AND ENVIRONMENTAL (1.10. Labour and working conditions) - UNDP Risk Appetite: CAUTIOUS**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	Due diligence of companies involved in the demonstration activities for the deposit/return scheme (Output B.4) will be undertaken to ensure they align with national legislation and ILO standards. Additional details can be found in the project ESMF. As described in the project ESMF, activities under Outputs C.1-b, C.2-a, C.3-a and C.3-b will undergo a targeted assessment of occupational health and safety risks before the commencement of each

[22] Pearson, C., Littlewood, E., Douglas, P., Robertson, S., Gant, T. W., & Hansell, A. L. (2015). Exposures and health outcomes in relation to bioaerosol emissions from composting facilities: a systematic review of occupational and community studies. Journal of toxicology and environmental health. Part B, Critical reviews, 18(1), 43–69. https://doi.org/10.1080/10937404.2015.1009961

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
								intervention. This will include due diligence in participating enterprises to assess working conditions and ensure they align with national legislation and ILO standards. Based on the targeted assessment, a site-specific ESMP will be developed that will include mitigation measures for the identified risks and an Occupational Health and Safety Plan. Before implementation of the activities funded by the green finance mechanisms under Output B.3 and as described in the ESMF, these activities will undergo an environmental and social screening in line with the ESMF to determine the level of assessment/management needed, if any. Based on the results of the screening, a targeted assessment will be undertaken, including due diligence of

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
								working conditions at the participating enterprises, resulting in a site-specific ESMP that includes an Occupational Health and Safety Plan.
12	Impacts due to fluctuations in credit rate, market and currency. Fluctuations in macroeconomic indicators may affect project total budget execution.	Fluctuations in the national macroeconomic context	Fluctuations in macroeconomic indicators may affect project total budget execution.	**2. FINANCIAL (2.4. Fluctuation in credit rate, market, currency) - UNDP Risk Appetite: MINIMAL TO CAUTIOUS**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 31-Dec-29	Ministry of Environment	UNDP actively monitors daily expenditure and exercises global oversight of project delivery, effectively mitigating operational risks arising from currency fluctuations.
13	The data and information are unavailable or inaccurate for the diagnostic and the decision-making process, may impact the effective implementation and results of the project.	As a result of the lack of coordination or synergy between the different institutions to collect the data, or as a result of the lack of involvement of the project stakeholders.	Which will impact in: - Inaccurate Assessments: Lack of data can result in inaccurate assessments of project progress, performance, and outcomes - It becomes challenging to accurately predict	**3. OPERATIONAL (3.5. Partners' engagement) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 30-Jun-29	Ministry of Environment	Risk Treatment 1.1: Engage the different actors of the project during the data collection phase and to support projects that require a diagnostic of the situation. Risk Treatment Owner: Ministry of Environment Risk Treatment 1.2: Define clear data requirements at the outset of the project, specifying what data is needed, why it's necessary, and how it will be used to support project objectives.

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
			project timelines, resource requirements, and potential obstacles, increasing the likelihood of project delays or failures. - Missed Opportunities: Without access to relevant data, project teams may miss out on identifying potential areas for improvement, optimization, or innovation					Risk Treatment Owner: Ministry of Environment Risk Treatment 1.3: Data Quality Assurance: Implement processes and controls to ensure the accuracy, completeness, consistency, and reliability of the data collected, including data validation, verification, and cleansing procedures. Risk Treatment Owner: Ministry of Environment Risk Treatment 1.4: Data Accessibility and Sharing: Facilitate easy access to project data for authorized stakeholders, such as project team members, collaborators, and decision-makers, through user-friendly interfaces, dashboards, and reporting tools. Risk Treatment Owner: Ministry of Environment

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
14	Mobility difficulties for participants to participate in the field visits in target countries of the visits (e.g. European) may impact the achievement of targets within the project.	As a result of … Difficulties to obtain visa for the participants of the field visits	Which will impact in… Reduced number of beneficiaries compared with the project plan Targets not reached The project could face challenges in reintroducing the technical aspects to the non-participating participants.	**3. OPERATIONAL (3.5. Partners' engagement) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 30-Dec-29	Ministry of Environment	Risk Treatment 4.1: Coordinate in advance the travel logistics and visa issues. Risk Treatment Owner: Ministry of Environment Risk Treatment 4.2: Identify the participating actors in advance and prepare all necessary administrative procedures and documents. Risk Treatment Owner: Ministry of Environment
15	Overall procurement process for the effective implementation of activities (e.g. imported items/equipment) may take time and delay timely project implementation.	As a result of the long administrative procedures	Which will impact in the delay of the project start, and targets may not be achieved in time	**4. ORGANIZATIONAL (4.9. Procurement) - UNDP Risk Appetite: EXPLORATORY TO OPEN**	Likelihood: **3 - Moderately likely** Impact: **2 - Minor** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 30-Dec-29	Ministry of Environment	Risk Treatment 6.1: The UNDP will be supporting by the national authorities (Ministry of environment, Ministry of interior, etc.) to accelerate the administrative process. Risk Treatment Owner: Ministry of Environment
16	Government, City councils, and/or political instability, might	New technical and management appointments in	May require additional efforts to secure buy-in for project support,	**7. STRATEGIC (7.6. Change/turnover in government) - UNDP Risk Appetite:**	Likelihood: **3 - Moderately likely**	From: 01-Jan-25	Ministry of Environment	UNDP country office and RTA will make efforts to inform and

#	Event	Cause	Impact(s)	Risk Category and Sub-category	Impact, Likelihood & Risk Level	Risk Valid From/To	Risk Owner	Risk Treatment and Treatment Owner
	result in new management and technical appointees within entities that are project partners.	the project partners.	which could slow down the speed of project implementation at the start of the project.	**OPEN TO SEEKING**	Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	To: 30-Dec-29		convince the new decision-makers of the importance of the project, the reasons why it was developed and the positive impact it will have on the social and environment.
17	The implementation of the composting plant faces some administrative challenges in terms of financing and management, since the plan will be subject of an intermunicipal cooperation.	As a result of that the intermunicipal cooperation model is recently created.	Which will impact in the operation of the station and the quantities and qualities of compost produced.	**7. STRATEGIC (7.3. Stakeholder relations and partnerships) - UNDP Risk Appetite: OPEN TO SEEKING**	Likelihood: **3 - Moderately likely** Impact: **3 - Intermediate** Risk level: **MODERATE (equates to a risk appetite of EXPLORATORY)**	From: 01-Jan-25 To: 30-Dec-29	Ministry of Environment	Risk Treatment 9.1: The responsibilities within the intermunicipal cooperation are clearly regulated. Risk Treatment Owner: Ministry of Environment

7. Overview of technical consultancies/subcontracts

8. Stakeholder Engagement Plan

9. Environmental Social Management Framework (ESMF)

10 - Gender analysis and gender action plan – UNDP SWAP Initiative

Introduction

Zero waste principles have gained attention over the last decade as a key strategy to promote sustainable development, reduce environmental damage, protect ecosystems and biodiversity, and tackle climate change while improving economic wellbeing of societies.[23] Gender equality and women's empowerment are also recognized an integral part of sustainable development, and gender-responsive principles and commitments are increasingly reflected in related strategies, action plans, and initiatives from local to international levels.[24] There are clear overlaps between zero waste and gender equality goals. Equitable social, economic, and political structures that support women's rights and livelihoods naturally complement the aims of zero waste efforts,[25] and gender-responsive approaches to a zero-waste vision create safer, better, and more opportunities for socially and politically marginalized groups, including women, and promote progress on human rights and gender equality.

This gender analysis and action plan was developed for the UNDP-supported and GEF-funded Shifting to Zero Waste Against Pollution (SWAP) Initiative in line with institutional commitments and mandates on gender equality and gender mainstreaming from UNDP and GEF.[26] The gender analysis and action plan aim to strengthen understanding of the gender realities and implementation of gender-responsive approaches within the framework of the project activities in each of the participating cities – Tianjin (China), Freetown (Sierra Leone), Greater Tunis (Tunisia), Kocaeli (Türkiye), and Greater Montevideo (Uruguay).

Using available information, this gender analysis attempts to identify the different roles and responsibilities of women and men within sustainable production and consumption and waste management value chains, as well as the specific needs and challenges faced by women in this sector. Based on the findings of the gender analysis, a gender action plan was developed to mainstream the gender approach in the execution of the project, which will make it possible to maximize results taking into account the gender differentiated realities and needs, as well as to make visible the contribution of women and men to the achievement of inclusive sustainable development in the different components and activities proposed, within a gender-sensitized environment.

Scope and outline

The gender analysis first provides a brief global overview of gender considerations for zero-waste vision based on available information from agencies, institutions, academia, and governing bodies (section 2). The main section of the analysis is focused on gender profiles for the five cities in the SWAP Initiative (section 3). Each profile includes available information specific to the municipality on:

- **Gender context**: Summary of key gender statistics available for the country and/or municipality and information on gender roles, norms, and attitudes, which affect women's

[23] Albaladejo et al. (2022); OECD (2021)
[24] WEF (2021)
[25] Aidis and Khaled (2019); Crespo-Rosas and Franco-García (2023); WEF (2021)
[26] GEF (2017); UNDP (2022)

equal participation in projects and programs and their access to employment, decision-making, education, and other factors related to wellbeing and empowerment.

- **Gender issues and considerations in sustainable production, consumption, and materials management**: Summary of gender aspects of relevant legal frameworks and available research on the gender issues and considerations in the areas related to zero waste, including their participation in the formal and informal waste management sector. This is focused on the municipality when information is available or includes national or urban information when not. This subsection also includes any recent or current initiatives in the municipality or in other urban areas in the country that have gender aspects included, if available.

These profiles inform context-specific gender issues, priorities, barriers, and opportunities for advancing gender equality and women's empowerment within the SWAP Initiative. Additionally, these profiles highlight where there are gaps in available information, which can help to shape approaches in the SWAP Initiative to close information gaps. The gender mainstreaming strategy and action plan (section 4) includes strategies to promote women's and men's equal participation in the SWAP Initiative. The gender action plan is based on the activities defined by municipalities in each of the project outputs.

Methodology

The focus of the gender analysis is uncovering the connections between zero waste objectives and gender considerations. For this reason, research questions were developed around aspects of zero waste, including sustainable production, consumption, and materials management,[27] and understanding gender differentiated roles, priorities, concerns, and access. The main research questions for the gender analysis were:

- What are key factors that negatively or positively affect women's and men's access to social, economic, and political resources and opportunities in the project area?
- How are gender issues reflected in municipal legal frameworks on sustainable production and materials management, and how do women participate in public and private decision-making spaces?
- How do women and men purchase, use, reuse, recycle, or dispose of products, and how can gendered consumption patterns support sustainable product use and materials management?
- What are the formal and informal roles held by women and men in the waste management and recycling sector?
- Are there gender differentiated concerns and challenges to women's and men's participation in the waste management and recycling sector?
- Are there examples of gender-specific programs, projects, strategies, or businesses in the production, consumption, and waste management sector for the project area?

The analysis utilized qualitative research approaches to gather information, through a desk review of available resources, including from national and local level policies and strategies, institutional reports, academia, studies, among other resources. An international consultant developed the

[27] Zaman (2017)

guiding questions for the desk review and national consultants for the five target areas conducted the review. In some cases, national consultants were able to conduct brief informational interviews or email exchanges with municipal stakeholders to provide additional information to the analysis questions. The international consultant compiled the inputs from the national consultants and developed the gender analysis based on the available information. Based on the findings, the international and national consultants coordinated to develop the gender action plan for the SWAP Initiative with input and feedback from UNDP and national implementing teams for the SWAP Initiative.

Background and context: Gender considerations for a zero-waste vision

Gender equality and women's empowerment are recognized as important principles in sustainable development, as reflected in several international frameworks, including related to zero-waste concepts (see Table 1). However, women's roles, concerns, priorities, and the inequalities they face are often overlooked in research, strategy development, and projects on zero-waste concepts.[28] Gender roles, norms, and dynamics influence the way women and men interact in social, economic, and political areas of life, meaning they have different concerns, priorities, and ideas and can contribute in different ways to zero-waste strategies. Existing gender inequalities and norms are embedded in every aspect production, consumption, and materials management value chains,[29] which results in their marginalization within sectors that can help promote a zero-waste vision.

Table 1: Gender considerations in select international frameworks related to zero waste

Convention on the Elimination of All Forms of Discrimination against Women (CEDAW)
Adopted in 1979 by the United Nations General Assembly, CEDAW is a legally binding international human rights treaty that promotes women's rights and an agenda for action to guarantee gender equality.[30] While the original convention text does not address sustainable production, consumption, and materials management directly, it addresses several relevant issues to gender equality that should shape zero waste approaches, including related to health, education, employment, sanitary and safe living conditions, representation, and justice. These issues and other critical issues are further discussed in subsequent general recommendations made by the Committee on the Elimination of Discrimination against Women.[31] As a key international human rights instrument, CEDAW can and should be used to strengthen human rights-based approaches in implementation of sustainable development and zero-waste strategies.[32]

[28] Aidis and Khaled (2019); Albaladejo et al. (2022); OECD (2021)
[29] GRID-Arendal (2022); UNEP-IETC and GRID-Arendal (2019)
[30] Convention on the Elimination of All Forms of Discrimination against Women (1979)
[31] OHCHR (n.d.)
[32] Women's Major Group (2021)

Sustainable Development Goals (SDGs)
The 2030 Agenda for Sustainable Development adopted in 2015 by the United Nations General Assembly outlines 17 interlinked global goals to achieve a better and more sustainable future for all.[33] Gender equality is reflected in a specific goal (SDG 5) and is considered a cross-cutting principle for achieving inclusive and sustainable development, including for goals relevant to zero waste and circular economies. These include SDG 3 on good health and wellbeing, SDG4 on quality education, SDG6 on clean water and sanitation, SDG7 on affordable and clean energy, SDG8, on decent work and economic growth, SDG11 on sustainable cities and communities, and SDG12 on responsible consumption and production. While SDG12 does not include targets and indicators explicitly linked to gender equality or gender disaggregation, using gender-responsive approaches helps achieve the underlying targets while progressing on gender equality goals.[34]

Basel, Rotterdam, and Stockholm (BRS) Conventions
Adopted from 1989 to 2001, the BRS Conventions share a common objective of protecting human health and the environment from hazardous chemicals and waste. Gender was not considered in the conventions until 2001 with the adoption of the Stockholm Convention, which included gender considerations in the initial text in discussions on the impacts of POPs on the health of pregnant and breastfeeding women and in the important role and contribution of women's groups.[35] Since then, the conventions have advanced gender equality as an important issue and the BRS Gender Action Plan considers gender equality as an integral part of implementation (2023 is the latest update to the action plan). The Gender Action Plan includes several objectives that can shape analysis and development of approaches for a gender-responsive zero waste transition, including developing a baseline on gender-related issues, promoting gender issues in hazardous chemicals and waste management at the national-level, and developing national-level case studies on waste management and chemical concerns of vulnerable populations.[36]

Minamata Convention on Mercury
Adopted in 2013 and entering into force in 2017, the Minamata Convention is a global treaty focused on protecting human health and the environment from the adverse effects of mercury.[37] The health concerns of women and children are included in the preamble of the convention and several articles relate to the needs of vulnerable groups and populations. In 2023, a gender action plan was adopted that emphasizes integration of gender considerations into the activities of the Secretariat and Parties.[38] Actions for Parties include involving women as stakeholder groups in national action plan development, ensuring gender awareness raising among stakeholders, developing guidelines on gender mainstreaming for projects and programs, supporting gender balance in party delegations, and incorporating gender-disaggregated data in activities, among others.[39]

Below are several gender considerations related to achieving a zero-waste vision based on available reports, studies, and discussions from various contexts and from global reports. While these general discussions can provide a useful starting point for understanding these issues, gender dynamics are highly context-specific and more targeted assessments are needed to understand needs and priorities and develop effective gender-responsive strategies for a zero-waste vision.

Gender roles and responsibilities shape women's and men's priorities and concerns for waste management.

[33] Transforming our world: The 2030 Agenda for Sustainable Development (2015)
[34] OECD (2021)
[35] Gilligan and Sabater (2017)
[36] Secretariat of the Basel, Rotterdam and Stockholm Conventions (2023)
[37] UNEP (n.d.)
[38] UNEP (2023)
[39] UNEP (2023)

Women bear primary responsibility for household tasks and maintenance, childcare, and family care, and in many areas, women spend a significant portion of their days completing this unpaid care work.[40] These responsibilities extend to managing household waste, including determining what materials are waste and storing, sorting, and disposing materials.[41] This is a challenging and time-consuming task, especially in areas that lack adequate waste management infrastructure, and influences preferences for waste management services.[42] For example, men may prefer a drop-off central collection point system while women may prefer door-to-door collection due to their limited access to and cost of transportation and household responsibilities.[43] Despite their influence in household management and separation of waste, the social and monetary value of women's unpaid roles are not measured and often not officially acknowledged.[44]

Gender roles also influence women's and men's exposure to hazardous chemicals, pollutants, and waste.[45] Women and children are more exposed to indoor air pollution when biomass is used for cooking and heating needs,[46] and in cities, outdoor air pollution is most damaging to the health of the elderly, children, and women, particularly pregnant women.[47] In low-income or informal urban settlements, limited or missing waste management and sanitation infrastructure increases exposure to environmental hazards, and women are disproportionately vulnerable to health risks from chemical and waste pollution.[48] Furthermore, in some areas, women's tasks for household waste management include burning plastics and other waste, exposing them to highly toxic pollutants and heavy metals.[49]

Women and men have different consumption priorities and attitudes.

Many studies find that women and men adopt different consumption decisions and environmental priorities.[50] For example, one study found that women in Denmark were more willing to pay a premium price for environmentally friendly e-products.[51] Another study in Australia found that women had stronger environmental attitudes and commitment to green entrepreneurship programs than men.[52] A global study on gender and green consumption found that women show a more positive green consumption intention, consume less carbon, and purchase sustainable products more frequently than men.[53] At the household level, women make about 70-80% of household purchase decisions and can key actors in shifting to sustainable consumption purchases.[54] However, there are many factors that influence sustainable consumption decisions, including cost, time, and accessibility. For example, in their double burden of balancing paid and unpaid work, women are often driven to time-saving options, which may include disposable or single-use products.[55] Women's unpaid household labor can also be unfairly burdened, or inequalities

[40] Charmes (2019); EIGE (2021); Oxfam (n.d.)
[41] UNEP-IETC (2015)
[42] UNEP-IETC and GRID-Arendal (2019)
[43] UNEP-IETC (2015)
[44] UNEP-IETC and GRID-Arendal (2019)
[45] Amugsi et al. (2016); UNEP-IETC (2015)
[46] WHO (2023)
[47] OECD (2021)
[48] Tacoli (2012)
[49] Secretariat of the Basel, Rotterdam and Stockholm Conventions (2019)
[50] Godin and Langlois (2021); OECD (2021); WEF (2021)
[51] Atlason et al. (2017)
[52] Braun (2010)
[53] Zhao et al. (2021)
[54] OECD (2021)
[55] OECD (2021)

exacerbated in pushing for sustainable consumption decisions if unpaid care work is not reduced or redistributed.[56]

Gender gaps in access to resources, assets, and decision-making undermines women's ability to contribute to sustainable economies and promote sustainable production.

Women's leadership is a key driver for more sustainable business practices that promote zero-waste and circular economies while improving women's economic wellbeing.[57] Supporting women in green entrepreneurship is a promising entry point as more than half of women in developing countries are or aspire to be entrepreneurs.[58] At the corporate level, women's involvement in decision-making can have multiple benefits toward zero-waste and sustainable commitments. Many studies have found that gender diversity in corporate leadership and boards improves environmental performance and corporate social responsibility commitments.[59] A recent study on board gender diversity and waste management in 37 countries found that board gender diversity increases waste recycling in firms and reduces waste generation of both hazardous and non-hazardous waste.[60] The study also found that waste management activities of gender-diverse boards result in improved financial performance.[61]

However, there are several gendered challenges and gaps that impede women's engagement in green businesses and entrepreneurship and limit their access to assets and influence in value chains.[62] For instance, education gaps are a significant challenge for women accessing technical and decision-making positions. More men than women enroll in and complete studies related to science, technology, engineering, and mathematics (STEM), which are in high demand and facilitate promotion in businesses.[63] Transitions to green products and markets can pose great risks for women-led businesses as they have less access to investments and financial resources, including savings accounts and loans.[64] Additionally, women's household and care responsibilities can limit involvement in ventures if they do not have access to childcare and flexible working arrangements.[65] One study on women in circular businesses in Albania also notes that the only initiatives involving women were related to second-hand products resale, which is an important aspect of reducing waste, but there is also a need to support women's access to higher value-added sustainable manufacturing and production opportunities.[66]

Women are underrepresented in higher value added and decision-making roles in waste management and tend to be concentrated in low-income or informal roles within the sector.

Men hold most roles in formal waste management structures, including in upper-level administration roles as landfill operators and managers of waste collection companies.[67] For

[56] Godin and Langlois (2021); Kennedy and Kmec (2018)
[57] ILO (2022); Musngi et al. (2023); Women and Gender Constituency (n.d.)
[58] Ubfal (2023)
[59] Atif et al. (2021); Shaukat et al. (2016); Walls et al. (2012)
[60] Gull et al. (2023)
[61] Gull et al. (2023)
[62] OECD (2021); WEF (2023)
[63] GRID-Arendal (2022)
[64] IFC (2023); Miles (2019)
[65] Anderson and Fisher (2022)
[66] Todri et al. (2022)
[67] GRID-Arendal (2022)

women employed in formal waste management structures, they often work in lower paid roles and often fewer hours than men due to competing household and care work, which affects their entitlement to social protections.[68] A survey of women in formal waste management from Women of Waste (WOW) found that over 60% of respondents spend up to 4 hours a day on family responsibilities in addition to their work in the formal waste sector.[69] However, the survey also found that women in the sector are increasingly shifting from waste management areas, like landfill management, to waste prevention, reuse/repaid/refurbishment, and recycling,[70] representing an entry point for strengthening women's engagement in this aspect of zero-waste strategies.

Women's roles tend to be concentrated in informal waste management activities in households and neighborhoods, such as waste picking, sweeping, and waste separation. Work in the informal waste management sector requires no education or specialized equipment and has flexible work hours, making it especially accessible to women who are primary caretakers in their households. Women and men in these roles are critical parts of waste management infrastructure in municipalities, but they often suffer from extreme poverty, low societal status, harassment from police, and little to no formal protections.[71] Informal workers are less likely to be able to access the institutions that set priorities and make decisions regarding municipal infrastructure and face greatest exposure to hazardous materials while collecting, transporting, and sorting waste.[72] In some areas, waste is brought to the home where women are responsible for sorting medical, commercial, and construction waste, exposing themselves and their households to harmful and unsanitary materials.[73] However, despite unfavorable conditions, this work is often a critical source of income and a means of survival for many women and men in vulnerable and marginalized communities.[74]

Gendered power relations are present in informal waste management sectors. At landfills, men tend to get first pick of higher value recyclables and women have less access to equipment and vehicles to transport waste, which limits the type and quality of materials they can take.[75] Gender-based harassment, violence, and exploitation is used in the informal waste sector, particularly in areas where gang violence and/or conflict are prevalent, to control women's access to resources and waste materials.[76] Lack of childcare also means that children are often brought along to work with mothers as waste pickers, highlighting issues of safety and child labor exploitation.[77]

Privatization and formalization of the waste sector is a strategy proposed to improve conditions for informal workers. However, because women face significant barriers to formal waste management structures, limiting or outlawing informal sector activities displaces women from their source of income and risks their livelihoods.[78] Women may be opposed to formalization if it means they are unable to balance their social identities with economic success, such as taking away flexible working hours that allow them to care for children and households in addition to work.[79] There have been some attempts to address gender in waste management formalization, including

[68] Anderson and Fisher (2022)
[69] Godfrey et al. (2023)
[70] Godfrey et al. (2023)
[71] Aidis and Khaled (2019); Anderson and Fisher (2022)
[72] Albaladejo et al. (2022); GRID-Arendal (2022); WIEGO (2020); WEF (2021)
[73] Aidis and Khaled (2019)
[74] Martinez (2010); Scheinberg et al. (2010)
[75] Aidis and Khaled (2019)
[76] GRID-Arendal (2022)
[77] Aidis and Khaled (2019); GRID-Arendal (2022)
[78] Anderson and Fisher (2022)
[79] Karki et al. (2020)

top-up pension schemes and provision of maternity leave in Brazil[80] and unemployment insurance coverage for domestic, seasonal, and informal workers in South Africa.[81]

Municipal gender profiles

Tunis, Tunisia

Gender context

Tunisia is often considered on the forefront of promoting gender equality among Muslim Arab countries. Following its independence from France in 1956, Tunisia implemented the Code of Personal Status, which was a series of laws aimed at promoting equality between women and men. Public policy in Tunisia has a strong focus on improving the status of women and Tunisia has created new institutions to uphold these commitments.[82] Tunisia is a signatory to many foundational and important conventions and frameworks related to women's rights, including CEDAW.[83] Tunisian women, women led CSOs, and women's rights activities are an important element for advancing gender equality and women's rights in Tunisia.

Despite relatively progressive legislation on gender equality and women's rights, implementation is lacking, and gender inequalities persist across many areas of life in Tunisia.[84] According to the 2023 Global Gender Gap Report, Tunisia ranks 128th out of 146 countries (falling from 90th in 2006), reflecting significant gender gaps in educational attainment, economic participation and opportunity, and political participation.[85] Men in Tunisia have a higher Human Development Index score than women due to gaps in empowerment and access to employment.[86] Women occupy only 15.7% of Assembly of People's Representatives members compared to 31% between 2014 and 2018.[87] About 40% of ministers are women, but an analysis by USAID found that these ministers have very limited influence and decision-making power over government agenda and policies.[88]

Discriminatory social norms restrict women's access to resources, such as jobs, credit, and property, and limit their mobility.[89] These norms also influence gendered division of labor, with women spending most of their time completing unpaid domestic and care work. One study found that women spend an average of 8-12 hours per day on domestic duties compared to 45 minutes spent by men.[90] Inadequate social services, including transportation and childcare, also limit women's ability to participate in economic, civic, and political activities.[91] Women's domestic roles and discriminatory gender norms limit their career development, and they are underrepresented in high-level positions across all sectors. Women face challenges when working

[80] Holmes and Jones (2013)
[81] OECD and ILO (2019)
[82] UNDP (2018)
[83] OHCHR (n.d.); UNDP (2018)
[84] USAID (2022)
[85] WEF (2023)
[86] ITCEQ (2021)
[87] IPU (2023c)
[88] USAID (2022)
[89] USAID (2022)
[90] USAID (2022)
[91] USAID (2022)

night shifts, primarily due to family objections. Job opportunities requiring night work are less favorable for women, although certain professions, such as nursing and medicine, do not pose as many difficulties for them.

Gender statistics: Tunisia

- Only 28.75% of women in Tunisia have a bank account.[92]
- Only 23.3% of new housing loans are granted to women.
- Labor force participation rate among women is about 27% compared to 69% among men.[93]
- About 12% of employed women and 24% of employed men are engaged in vulnerable employment, characterized by work arrangements that lack social protections and safety nets against economic shocks.[94]
- Of employed women, nearly 32% of women are employed in the informal sector.[95]
- The gender pay gap is between 20-40% less for women in both the formal and informal sectors.[96]
- Women with advanced education still face high levels of unemployment – about 32% of women and 15% of men with higher education degrees are unemployed.[97]
- Women are highly involved in civil service – about 26% of women work in civil service compared with 17% of men. However, few women in civil service hold decision-making positions.[98]

Gender and sustainable production, consumption, and materials management

Policies and strategies on the circular economy

In Tunisia's initial National Implementation Plan for the Stockholm Convention (2007), women are listed as a target group for the national strategy for the exchange of information, education, communication, and awareness raising on POPs.[99] The updated implementation plan (2017) identifies gender among the factors that contribute to vulnerability from POPs, and specifically mentions that women from socially disadvantaged groups are highly vulnerable in POP generating sectors due to their roles, including waste collectors in public dumps, agricultural workers, housewives in rural areas, and technicians in laboratories.[100] The plan also includes disaggregation by gender in the list of target groups by sector of activity and by POP category and specifies education of women and children as part of activities.[101] The National Report submitted in 2014 indicates implementation of activities for strengthening education and awareness for women and children, but it does not provide additional details.[102]

Tunisia's national strategies and plans related to sustainable production and waste management do not prioritize gender issues.

[92] World Bank (2021)
[93] World Bank (2023a)
[94] World Bank (2023)
[95] Bousserwel et al. (2022)
[96] Bousserwel et al. (2022)
[97] INS (2022)
[98] USAID (2022)
[99] Ministry of Environment Tunisia (2007)
[100] Ministry of Environment Tunisia (2017)
[101] Ministry of Environment Tunisia (2017)
[102] Secretariat of the Stockholm Convention (n.d.)

Sustainable production and consumption

Women in Tunisia have started many successful enterprises, businesses, and community groups, mainly attributed to education within a business environment, knowledge and skills, and support from husbands and families. Some businesses relate directly or indirectly to sustainable production and circular economy principles, including in textiles and packaging, and utilize traditional activities to present alternatives to plastics, such as bags made from textiles. However, consultations with representatives report that only 2.8% of employed women own businesses, and women seeking to start businesses face many barriers to financial access and markets, as well as social and cultural complications. This limits their capacity and ability to participate and adopt sustainable production methods. Furthermore, women's limited engagement in decision-making roles in municipalities limits their influence on sustainable production policies.

Sustainable consumption decisions in Tunisia are highly dependent on financial capacities and knowledge. Women try to select the best products for health and safety but may be limited based on cost. When it comes to beauty products, generally women who are well educated and aware about side effects of some ingredients they make sure to select their needs, as there is no certification or labeling system that allows women or men to know if a product is sustainable of not. For women who face financial constraints, they may not pay attention to such details and prioritize efficiency of the product.

Women's purchasing decision-making power is high when it comes to household products. In addition to being responsible for most of the day-to-day purchases, women are also heading up or influential in products in households. In many instances, this persists within families based on the ability to allocate more funds to specific products. Decision-making power is linked to the diversity of sources contributing to the family budget, involving both women and men. Men may impose budget restrictions (if he represents the main source of revenue in the family), leading women to make decisions even if they may not fully agree with them due to the set budget constraints.

Materials management

At the household level, women are responsible for classifying products as waste, "still useable," or reusable. Many products, such as containers, are reused by women for specific tasks in households, such as for cleaning. Men are often responsible for disposing the waste in waste containers or outside of doors to be collected by the municipality service.

Both women and men are active in formal waste management structures. Women are active in many administrations, like ANGed (the National Waste Management Agency), local authorities departments within the ministry of interior, directors, and as staff working on different waste streams systems. Few waste management business are owned or operated by women, and women in formal waste management often take roles in sorting, cleaning, and separating recyclables,[103] but there are examples of women's active participation in these businesses, including Valoria (Managed by Mme Nahla Ben Selimane) and Sine (Managed by Hanen Louati). Both women are leading the waste management chamber of collectors and recyclers within UTICA at national and local levels.

Informal waste management (including waste collection and recycling) is a very developed activity in Tunisia. Around two-thirds of all waste recycling in Tunisia is done by self-organized informal waste pickers, called Barbéchas, in the absence of any national or local system for waste sorting

[103] Sghaier and Abderraouf (2022)

at source (as in many other middle- and low-income countries). Waste pickers are a critical part of waste recycling or recyclables export activities, but they are not formally recognized, and they suffer poor working conditions, social stigma, and no workers' rights or protections.[104] Informal activities often receive negative attention when solid waste systems are being upgraded, modernized, or reformed. Municipalities consider informal sector activities as a nuisance, as waste pickers will leave behind materials considered without value, and waste pickers feel abandoned by public authorities and underappreciated for their roles in waste management.[105]

Waste pickers often come from socially disadvantaged groups, including women who make up a significant part of this informal workforce and are the most vulnerable to marginalization when informal activities become formalized.[106] These pickers usually work in recycling part time to add to their other income; they have no equipment, are in the trade for a few years only and have no interest in staying in the profession. Women play a crucial role in gathering recyclable materials, yet they encounter fewer opportunities than men, especially in accessing transportation and equipment and materials within landfills or specific areas.[107] Additionally, women tend to be less active during the night compared to men, who are engaged in work at any hour of the day. Both women and men have concerns waste picking, including exposure to hazardous materials and lack of safety equipment, as well as risks of traffic accidents by working near streets.

Zero waste initiatives with gender-related aspects

Sustainable Textile Waste Management by Biz Greentex

USAID supported Biz Greentex, which is a woman and sister owned company in El Alia, to promote sustainable textile waste management in Tunisia. Biz Greentex collects, sorts, and recycles textile waste into reusable yarn and fabrics, converting about 75 tons of waste from companies and clinics each month. USAID supported the company through a grant to purchase equipment, increase productivity and efficiency, and create 20 new jobs, mostly for women.[108]

Gender mainstreaming strategy and action plan

Summary of findings

From the available research, there are some emerging themes for the five municipalities:

- *Sociocultural gender norms and roles can hinder the ability of women to access and participate in social, economic, and political opportunities*. Across municipalities, women hold primary responsibility for unpaid domestic and care work, spending significantly more time than men on these tasks per day. This limits their time and ability to participate in education, community decision-making, employment, and leisure activities. Research from municipalities also indicates that social perceptions of what women and men are capable of or what activities are acceptable for them to participate in limit women's engagement in certain sectors and in decision-making spaces. Data available for all

[104] International Alert (2018)
[105] GIZ (2015)
[106] Sghaier and Abderraouf (2022)
[107] GIZ (2015)
[108] DVIDS (2023)

countries show gender gaps in women's economic empowerment and political or decision-making participation, as well as critical concerns related to gender-based violence.

- *Women are underrepresented in national and municipal level employment and decision-making spaces in public and private sectors*. Gender stereotypes and beliefs, unpaid labor burdens, discriminatory hiring practices, and barriers to education all limit women's engagement in decision-making spaces and their promotion into decision-making positions. This impedes their ability to influence policies and strategies toward a zero-waste vision.
- *Women entrepreneurs and women-led businesses face financial barriers to starting and building businesses.* Several of the municipalities and literature at the national level indicate that women face challenges to securing loans and financial capital and accessing economic markets. While there is not an analysis available for municipalities on women entrepreneurs and women-led businesses in relation to sustainable production, these economic barriers limit women's ability to engage in these areas of a zero-waste vision.
- *Women and men are engaged in formal and informal waste management structures, but data and analysis on their engagement is limited*. Municipalities report varying degrees of women's engagement in formal waste management structures but do note that women are engaged in informal waste management activities, such as waste picking and sorting recyclables. Data at the national level supports that women tend to be concentrated in the informal workforce across sectors or in vulnerable employment. However, gender-disaggregated data and analyses on their involvement and roles in waste management is not available.
- *Women play a role in sustainable consumption and waste management at the household level, but analysis on these roles is not available*. All municipalities report that women make decisions in households about consumption and waste management, but there are no formal analyses or consultations with women and men in households to confirm and better understand the factors that influence these decisions.

The findings also indicate several critical gaps in available information:

- *Limited or no information on gendered aspects of sustainable production.* Analysis and studies on women's roles in promoting sustainable production are not available at the municipality level for the target areas. Efforts to address gender barriers to women's access to financial capital, employment, and education can help to strengthen their participation in sustainable production activities for the targeted sectors in each municipality. Additionally, there needs to be targeted analysis of how gender and women's engagement impact sustainable production decisions in public and private sectors.
- *Information on sustainable consumption decisions is not widely available.* Research on gender and sustainable consumption decision making tends to focus on household purchasing, and in many cases, available research is based on experiences of women in high-income countries. Analysis at the municipality level is missing for the focus areas, including on consumption decisions based on cost, accessibility, reuse potential, health concerns, and user priorities, as well as how these decisions differ between women and men in different social groups.
- *Data on gendered division of labor in household, formal, and informal waste management is limited.* While women's and men's roles and concerns in formal and informal waste management are increasingly recognized in initiatives, gender-disaggregated data and

analysis is still relatively limited, particularly at the municipal level for the focus areas. Projects and studies that are available do not always differentiate between issues, priorities, and concerns between women and men, including in relation to formalization efforts for informal waste pickers.

- *Gender considerations are largely missing from zero waste and circular economy related strategies and plans.* Apart from Uruguay, national and municipal level strategies and plans on zero waste do not incorporate gender considerations, or only to a limited or tangential degree. Gender and sustainable production, consumption, and materials management need to be better integrated in local social inclusion plans and in municipal development strategies to reflect the critical role of women in these areas. For international conventions, available reporting for the Stockholm Convention indicates that there is limited integration of gender considerations in implementation plans and details on activities targeting women and children are unavailable.
- *Municipal gender analyses are not available*. None of the target municipalities have gender analyses available. While this initial gender analysis attempts to reveal the gender considerations at the municipal level, it is limited by available information. A targeted gender analysis would allow municipalities to better mainstream gender into strategic plans and projects and would help inform context-specific exposure to waste and chemicals, routes of exposure, employment and entrepreneurs in relevant sectors, gender-differentiated health concerns, etc. for women and men.

These gaps in information limit the gender analysis and potentially impact the effectiveness of gender actions in the SWAP Initiative. For this reason, it is critical that the initiative contribute to filling these gaps by building on this initial gender analysis through targeted data collection and analyses at the municipal level and concrete efforts to promote gender equality in activities. Gender mainstreaming actions that can contribute to this effort are outlined below, and specific actions based on the available gender analysis for municipalities are included in the gender action plan.

Gender mainstreaming strategy

The following strategies and related actions can apply to various global and municipal level activities in the SWAP Initiative to ensure that:

1. The importance of gender mainstreaming is well recognized, supported, and implemented by all stakeholders.
2. Strategies for a zero-waste vision are gender-responsive and connect with closing gender gaps in employment, incomes, decision-making, and education to promote gender equality, women's decision-making influence, and economic empowerment.
3. The effectiveness of the SWAP Initiative is increased, and the outcomes benefit women and men equally.
4. Women and men have equal access to opportunities under the initiative and their voice and potential in promoting a zero-waste vision is strengthened, including through technical knowledge and skills and development of gender-responsive policies and projects.
5. Long-term and sustainable gender-transformative outcomes are supported through the initiative, including by strengthening the legal framework and recognition of gender dynamics, improving women's livelihoods and wellbeing, and shifting perceptions on gender equality among stakeholders at all levels.

Strategic principle	Actions
Ensure gender integration in policies and projects	• Identify research questions for studies, examining the roles, priorities, and concerns of women and men in zero waste sectors, to elaborate on the findings of the initial gender analysis. • Consult with women and men in communities, women's groups and gender focused CSOs, national gender machinery, and gender focal points in international organizations in development and implementation of policies and projects. • Develop gender-responsive budgets to ensure resources are adequately allocated for activities. An example of budget assessment for gender-related activities can be found in Annex 5 of UNDP's Guidance on Gender Mainstreaming in UNDP-GEF Chemicals and Waste Projects. • Disaggregate SWAP Initiative indicators by gender and age and identify indicators on routes of exposure and chemicals' impacts on the health of women and men, involvement of women and men in formal and informal waste management, women's access to green economy opportunities, improved capacity on gender mainstreaming, integration of gender considerations in zero-waste strategies and policies, etc. • In policies, strategies, and action plans, include connections to other sectors, such as poverty and education, and a commitment to efforts towards gender equity, the economic empowerment of women, women's participation in decision-making, and better opportunities for girls and women to receive quality education. • Ensure women and men have equal access to resources, skills training, opportunities, and benefits, and that gender-based discrimination and biases are eliminated through policy actions and strategies.
Increase women's participation and facilitate women's empowerment	• Ensure equitable representation of women in project decision-making bodies and in project stakeholder selection. Report on gender disaggregation in decision-making bodies and stakeholder selection. • Establish appropriate prevention and response measures to prevent and respond effectively to gender-based violence. This includes screening personnel, providing training on prevention and response to gender-based violence, partnering with women's groups and service provides, training on appropriate reporting and response protocols, and prompt investigation of allegations of gender-based violence related to activities. • Provide women with training and capacity-building opportunities to improve their skills and leadership in different sectors covered by the project. • Provide equal pay to men and women for work of equal type, implement non-discrimination and anti-harassment policies, and ensure safe working conditions for both women and men workers in employment opportunities. • Where needed, conduct separate consultations with women to allow open discussion of views and priorities. These obstacles vary and differ for women and men in different groups, including youth, persons with disabilities, refugees, etc. It is important to consult with gender groups and communities to determine their needs and preferences for engaging in the initiative.

Support gender-responsive implementation and capacity	• Recruit local gender experts to provide gender mainstreaming capacity and oversee implementation of gender-responsive efforts. Ensure gender experts are paid and engaged in the same capacity as other technical experts. • Ensure communication is in local languages and uses cultural appropriate methods to increase the reach of initiative actions. • Ensure implementing partners and global support team for the SWAP Initiative have capacity to implement gender activities, including through internal training and workshops on gender mainstreaming. • Incorporate gender considerations into training and consultations with municipal stakeholders and technical teams, e.g., reflect on gender dimensions in respective topics, invite gender experts and women's groups to participate in training, discussions on gender commitments and action plans from relevant international frameworks, etc.

Gender action plan

The following are proposed gender-specific actions for the five municipalities under the SWAP Initiative based on their defined activities under each output for Components 1-4.

Component 1: Integrated planning and programming

<table>
<tr><td colspan="3">Outcome A. Zero waste framework and action plan implemented by municipalities</td></tr>
<tr><td colspan="3">Output A1. Waste management plan, zero waste strategy, and governance structure established</td></tr>
<tr><td>Actions for all municipalities</td><td colspan="2">• Conduct a gender assessment that builds on the initial gender analysis to close gaps in available information on women's roles, concerns, priorities, and opportunities related to zero-waste sectors. This must include focus groups, consultations, and interviews with women's groups, women and men in communities, relevant government bodies, advocacy networks, and other gender-related groups and organizations.
• Consult with groups focused on gender-based violence mitigation and response in development of action plan to safeguard against violence risks and develop a response plan.
• Conduct validation meeting with project team and key stakeholders from women's groups, advocacy organizations, business associations, and relevant government bodies to review and revise gender action plan within the zero-waste framework and action plan. Ensure findings from gender assessment are integrated and inform actions in finalized plan.
• Include women's groups and relevant government bodies in development of strategies and in steering committees and coordination mechanisms.
• Include targets in strategies to improve women's economic empowerment, educational attainment, and engagement in decision-making spaces.
• Conduct gender mainstreaming capacity training and awareness raising for the steering committee and coordination mechanisms.
• Clearly define responsibilities and roles of steering committee and coordination mechanisms in implementing and overseeing gender-responsive activities, such as by hiring a gender expert to oversee implementation.</td></tr>
<tr><td>Example indicators</td><td colspan="2">• Nr. and % of women and men consulted and interviewed
• Nr. and % of women and men on steering committees/coordination mechanisms
• Nr. and % of women and men with increased capacity on gender mainstreaming
• Nr. and % of women and men benefitting from training and employment
• Number of strategies developed/updated to include gender considerations
• Number of gender-responsive or gender specific assessments undertaken
• Nr. and type of associations/networks focused on gender equality and women's empowerment consulted
• Gender expert recruited</td></tr>
<tr><td colspan="3">Recommended actions for municipalities</td></tr>
<tr><td>Municipality</td><td>Activity</td><td>Gender-specific actions</td></tr>
</table>

Tunis, Tunisia	Develop a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis.	• Ensure women's groups, associations, and relevant ministries or government bodies are included in development of the Regional Waste Management Plan and Zero waste Strategy for Greater Tunis.
Output A2. Capacity built in cities/municipalities/institutions related to the life cycle management of chemicals and wastes		
Actions for all municipalities	• Involve women's groups, gender-focused CSOs, and relevant government bodies in capacity building efforts to promote cross-sectoral knowledge sharing and strengthened gender mainstreaming capacity. • Ensure data and information collected on waste management is disaggregated by gender and includes formal and informal structures. • Train municipal authorities on gender-disaggregated data collection and analysis, including aligning data with international targets on zero-waste strategies.	
Example indicators	• Nr. and % of women and men with strengthened capacity on waste and chemicals management • Nr. and % of women and men involved in formal waste management structures • Nr. and % of women and men involved in informal waste management structures • Nr. and % of women and men from municipal authorities with strengthened capacity on gender-disaggregated data collection and analysis • Number of trainings conducted with gender considerations included	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Develop a national capacity building program for government officers' decision-makers at national and local level	• Incorporate women's and men's differentiated priorities and roles in waste management as part of training for government authorities to select and operate technologies based on local context.
	Develop Cost Calculation Tools Programme for municipalities and governorates of Greater Tunis	• Assess the impact of women's unpaid roles in waste management and the informal workforce in cost assessments.
	Train technical teams from the Ministry of Environment and the municipalities involved in the project.	• Identify women-led enterprises and groups or gender-responsive zero-waste efforts that can be highlighted in field trips, e.g., Montevideo Integra, Volver a la Vida Cooperative, the Canelones Es Igualdad Fund, and "Juntas por más" Agricultural Cooperative.
Output A3. Green procurement guideline developed and implemented		
Actions for all municipalities	• Incentivize green procurement measures that support women-led enterprises. • Include gender criteria and targets for green procurement guidelines, aligning with ESG principles. • Develop training for green procurement certification guidelines and processes for businesses owned by women and vulnerable groups.	
Example indicators	• Number and type of gender criteria integrated in green procurement guidelines • Nr. and % of women and men consulted in development of green procurement guidelines • Nr. and % of women and men trained on guidelines and processes • Number of women-led businesses with increased access to certification and financial resources	
Recommended actions for municipalities		

Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Support Sustainable Public Procurement in Greater Tunis.	• Review National Sustainable Public Procurement Guidelines for gender considerations.
Output A4. Policy, legal, and regulatory framework to support waste management and uptake of circular economy principles improved		
Actions for all municipalities	• Improve integration of gender considerations, including exposure and concerns of POPs and roles in decision-making and activities, in national implementation plans and reporting to international conventions, including the Stockholm Convention. Align national and municipal policies with gender commitments from international conventions and treaties. • Incorporate social and gender criteria into waste regulations, including improving health and safety. • Align waste management and circular economy frameworks with national strategies and action plans on gender and social inclusion. • Consult with women's groups and relevant government bodies in development of and review of legal framework. • Include gender research questions in assessments to inform policy development, including gender differentiated exposure risks to hazardous waste, roles in management, risks in workplaces, access to healthcare and safety equipment, etc.	
Example indicators	• Nr. and % of women and men consulted in development of policy, legal, and regulatory framework • Number of women's groups and relevant government bodies included in development of framework • Number of gender targets identified in framework • Inclusion of gender equality and women's empowerment in circular economy principles • Number of gender-responsive or gender specific assessments undertaken	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of certain single-use plastic items by establishing a local decree targeting their respective main single use plastics.	• Consult with women and men in households and communities to understand consumption behaviors related to single use plastics and determine criteria for selecting more sustainable options (cost, convenience, reuse potential, accessibility, etc.).
	Develop the EPR principles regulation for the following waste streams: i) Construction and demolition; ii) Packaging and iii) Electrical and Electronic Equipment.	• Aim for equal participation of women and men in consultations and discussion with stakeholders involved in the sectors. • Identify and examine the roles, concerns, and potential of women and men in the identified sector and create activities to close gaps and address gendered concerns.
	Develop a draft regulation to gradually ban the landfilling of green and organic waste in landfills in Tunisia	• Include awareness raising and information sharing on gender considerations in green and organic waste. Emphasize the role of women and youth in communities and households for managing waste and diverting green waste from landfills. • Explore options to promote women's economic empowerment in action plan, such as women-led and operated compost enterprises for diverting

		green waste, awareness raising activities in schools and businesses led by women, etc. See the Biz Greentex example. • Incentivize private companies to promote women's engagement and empowerment in organic waste treatment investments.

Component 2: Financing instruments

Outcome B. Sustainable investment and financing instruments promoted.		
Output B1. Financial and Fiscal Incentives for the transition to a zero-waste city assessed		
Actions for all municipalities	• Include potential impacts of financial and fiscal incentives on women and men from different social groups, including accessibility, barriers and challenges, and potential benefits and opportunities in assessments. • Assess the benefits to business, environmental outcomes, and economic empowerment of promoting gender equitable financial mechanisms and incentives in supporting sustainable outcomes, including in the waste management sector. • Incorporate financial incentives for promoting women's engagement and equity in the waste management value chain, including tax waivers, training, technical support, and resource and technology allocation. • Develop supportive social infrastructure, including enforcing labor laws that safeguard women's rights at work, enhancing social frameworks to address gender-based violence, improving access to financial capital and business resources for women, and improving access to dependable and accessible childcare. • Develop and implement gender-responsive strategies in public and private sector employment, including anti-harassment and non-discrimination policies, access to childcare services and transportation, leadership training opportunities, accountability to non-discrimination and gender equality laws and policies, management team trained on gender equality and gender mainstreaming, flexible working hours and schedules, separate washrooms for women and men, etc.	
Example indicators	• Nr. and % of women with access to financial resources • Nr. and % of women and men employed at different levels within enterprises and businesses • Number of enterprises and businesses with gender quotas, anti-harassment and non-discrimination policies, and opportunities for women's promotion implemented • Number and type of financial incentives to promote women's empowerment adopted	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Assess and design a subsidy system for compost-based products according to Tunisian standards.	• Assess women's and men's current engagement in compost-based products and barriers to their access and success in the market. • Raise awareness about subsidy system among women-led enterprises.
Output B2. Investment plan and Public-Private Partnerships (PPP) to cover the city waste management developed		
Actions for all municipalities	• Ensure investment plans are developed in a gender-responsive manner and include resources to support gender and social inclusion outcomes. • Include women's contributions (paid and unpaid) in waste management in households, communities, formal and informal structures in analysis of costs and improvement for waste management.	

	• Include targets and strategies that strengthen women's access to economic activities and livelihood improvement in investments.	
Example indicators	• Number of investment plans with gender considerations • Value of women's and men's unpaid labor in waste management in households, communities, formal, and informal structures • Number of targets identified to promote women's empowerment in waste management	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Design and regulate intermunicipal cooperation framework for at least 4 municipalities in Greater Tunis.	• Identify existing practices that are gender-responsive to inform concept developed for Tunis. • Include the roles, priorities, concerns, and potential of women and men in the local context and projects within the cooperation mechanism.
Output B3. Green finance mechanisms established for supporting green production and consumption, and circular business		
Actions for all municipalities	• Assess barriers to finance for women in formal and informal roles, as well as entrepreneurs and business owners, and determine if green financial instruments address these barriers. • Ensure financing models address structural inequalities faced by women in developing circular business models, including access to public services, parental leave, anti-harassment and non-discrimination policies, implementation of leadership training, etc. • Conduct gender mainstreaming and gender awareness training for finance institutions, enterprises, MSMEs, and cooperatives. • Identify gender criteria for selection of enterprises, MSMEs, and cooperatives included in projects, aiming for gender parity among stakeholders. • Identify targets for women's engagement in circular business models to measure progress on women's economic empowerment and resource access. • Coordinate with women's groups and women's business associations to develop financial instruments and help advertise call for proposals for competitive funds. • Include strategies in financing instruments to improve women's access to MSME financing through targeted training, incentives like tax waivers, resource allocation, gender-sensitive loan programs, etc.	
Example indicators	• Number of women-led businesses included in target sectors • Number of gender-responsive strategies identified in financing models • Nr. and % of women and men in finance institutions, enterprises, MSMEs, and cooperatives with increased capacity on gender mainstreaming • Number of gender criteria incorporated into selection of enterprises for projects • Number of women-led enterprises selected, number of women and men in enterprises selected • Women's groups and business associations consulted in development of mechanisms • Number of women-led enterprises, MSMEs, and cooperatives with improved access to green finance	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*

Tunis, Tunisia	Support the development of green finance mechanisms.	• Include incentives for institutions that develop or have gender-responsive strategies to strengthen women's economic empowerment.
	Develop and implement a microfinance programme for social cooperatives	• Assess if social cooperatives led by women face barriers to formalization and implement support mechanisms to improve their access. • Include gender criteria and targets for cooperatives, including number of women in cooperative, in decision-making roles, benefitting from cooperative resources, etc.
Output B4. EPR schemes developed in key sectors with associated capacity building of stakeholders. Market for recyclables created		
Actions for all municipalities	• Include gender criteria and research questions in assessments of domestic and international EPR policies and cases. • Identify gender targets for improving women's access to economic resources and decision-making spaces. • Consult with women and men involved in recycling waste management in formal and informal roles to understand priorities and concerns market creation and ensure their concerns and roles are included in decision making.	
Example indicators	• Nr. and % of women and men in formal recycling structures • Nr. and % of women and men in informal recycling structures • Number of gender targets included in EPR schemes • Number of women's groups, associations, and relevant government bodies consulted • Nr. and % of women and men with strengthened capacity on recycling markets	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Enhance EPR mechanisms by implementing a deposit/return scheme for plastics bottles.	• Involve women's groups and associations in educational activities on plastic bottle return efforts. • Include gender criteria and monitoring questions to ensure gender considerations are included in feedback for improved operation. • Identify gender targets to monitor progress, including number of women and men trained, number of women with improved employment opportunities, etc.
Output B5. Replication and Scale up Strategy, with associated market-oriented financial mechanisms		
Actions for all municipalities	• Include gender-responsive activities, targets, lessons learned, and best practices in replication and scale-up strategy, including involving women's groups, consulting with women and men, conducting gender-disaggregated economic studies and impact analyses, supporting gender-responsive business practices, tracking information on improvements to women's economic resource access, etc. • Ensure that capacity building mechanisms include training on gender mainstreaming and gender awareness, including by involving women's groups and relevant government bodies. • Report on gender-responsive outcomes and lessons learned for pilot projects and include gender-disaggregated information on stakeholders. • Include gender-responsive budgeting approaches in analysis of financing alternatives and note gender mandates from financing instruments.	

	• Include gender targets in performance indicators to measure progress on women's economic empowerment, educational attainment, and participation in decision making.
Example indicators	• Number of gender-responsive activities and targets included in replication and scale up strategies • Nr. and % of women and men participating in project activities, trainings, workshops, consultations, and interviews • Nr. and % of women and men with strengthened capacity on gender mainstreaming • Budget allocated to support gender mainstreaming and gender-responsive approaches • Nr. and % of women and men with improved economic resources, education opportunities, and involved in decision making

Component 3: Sustainable production and consumption through clean production certifications and eco-labelling of sustainable products and services

OUTCOME C. Enhanced sustainable production and consumption through clean production certifications and eco-labelling of sustainable products and services.		
Output C1. "Hotspot" sectors of unsustainable consumption and production assessed and associated circular economy opportunities identified.		
Actions for all municipalities	• Include gender research questions and consultations with women's groups, women in communities, and relevant government bodies in assessments of unsustainable consumption and production. This should include assessing different exposure risks, priorities, roles, and concerns for women and men. • Ensure circular economy opportunities benefit women and men equally and contribute to women's economic empowerment, educational attainment, and participation in decision-making. • Implement education awareness raising on POPs and mercury for women and children in line with international conventions and commitments. • Include gender targets to measure impact on women's economic empowerment, education, and health.	
Example indicators	• Nr. and % of women and men participating in project activities, trainings, workshops, consultations, and interviews • Number of women's groups, associations, and relevant government bodies consulted • Amount of time and labor spent on household waste management activities by women and men • Women's decision-making power in household consumption patterns • Number of gender-specific routes of exposure to hazardous chemicals targeted • Level of access to financial resources for women-led businesses • Nr. and % of women and men trained on POPs and mercury	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Assess and identify hot spots of unsustainable production within the textile and the automotive sector in Greater Tunis.	• Include gender mainstreaming and gender awareness training for coordination body and promote gender-responsive business strategies for members of the coordination body.

	Enhance green and food waste composting.	• Enhance women's roles in economic resource access and decision-making spaces in the composting industry by ensuring equal access to training, employment, and equipment and developing anti-harassment and non-discrimination policies. • Identify gender criteria and targets to monitor and report on gender-responsive activities. • Assess if women have access to transport and drop off green and organic waste and pick up compost, e.g., access to transportation and equipment and sufficient time. • Include gender-disaggregated data in measuring benefits of compost to women and men, including their involvement in municipal gardening operations.
Output C2. Capacity built in industries, designers, and producers based on green chemistry and circularity principles, and demonstration of cleaner production to design/phase out chemicals of concern and waste		
Actions for all municipalities	• Ensure that capacity building mechanisms include training on gender mainstreaming and gender awareness, including by involving women's groups and relevant government bodies. • Incorporate gender commitments and action plans of international conventions on chemicals and waste in training efforts, including education on POPs and mercury for women and children. • Improve women's involvement in enhancing production processes through gender-responsive business practices and ESG standards and empowerment of women-led and -owned businesses. • In assessments include the role of women and men in industry and gender differentiated concerns and exposure risks in current processes.	
Example indicators	• Number of gender-responsive or gender specific assessments conducted • Nr. and % of women and men employed in formal and informal structures in targeted industries • Number of women-led businesses with increased access to financial resources • Nr. and % of women and men with strengthened capacity on gender mainstreaming • Nr. and % of women and men involved and leading demonstration activities	
Recommended actions for municipalities		
Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Implement a demonstration activity to phase out chemicals of concerns in the textile industry.	• Utilize gender criteria for selection and assessment of industries, reflecting the role of women in the textile industry. • Identify any barriers for women and men to adopting green alternatives in existing processes.
Output C3. Feasibility studies and piloting activities carried out to increase recycling and reuse of materials in key value chains. Circular business models developed		

Actions for all municipalities	• Include gender research questions and consultations with women and men in households and communities, women's groups, and other relevant stakeholders (including in formal and informal structures) in assessments to understand gender differentiated roles, concerns, and priorities in value chains. • Assess the priorities and consumption decisions of women in households, including cost, accessibility, reuse potential of products, etc. to determine approaches to promote sustainable consumption. • Ensure that changes to products and recycling management activities are accessible to women, e.g., infrastructure and collection points are close to communities and guidelines are clearly communicated to households. • Tailor financial products and services to the needs of women, including low-interest loans, tax waivers, flexible payment schedules, etc. • Equally engage women and men in training and business opportunities, including through targeted training, improved financial access, etc. • Empower women-led businesses and women entrepreneurs in business models to produce products from recycled materials and incorporate sustainable production practices. • Ensure training on safe handling and management of e-waste and safety equipment is equally available to women and men in the workforce, including formal and informal workforces as well as part time workers. • Include gender targets in demonstration activity to measure impact on women's time and labor burdens, waste management activities, economic empowerment, etc.
Example indicators	• Number of gender-responsive or gender specific assessments and studies conducted • Nr. and % of women and men in households, communities, groups, associations, and businesses consulted and interviewed • Cost savings to women and men from pilot activities • Time spent by women and men in households on recycling and waste management activities related to value chains • Nr. and % of women and men using protective measures to minimize toxic chemicals exposure • Nr. and % of women and men using equipment and resources for recycling activities

Recommended actions for municipalities

Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Enhance electric and electronics equipment circularity.	• Work with women entrepreneurs and women-owned businesses to train on refurbish and repair of products. • Include gender criteria in selection of EEE manufacturers and businesses, aiming for equal number of women and men involved, and promote gender performance targets and actions for selected businesses, such as gender parity in decision-making positions, gender-responsive policies for hiring and retaining employees, leadership training for women, etc.
	Design and implement a demonstration activity on "Recycle and Design".	• Target outreach and training to women in STEM and consumer design fields, including youth in academic settings, to participate in re-design efforts. This can help promote inclusion of eco-design principles in education and highlight the work and knowledge of youth in industries and through sustainable production practices.

Output C4. Demonstration activities on innovative tools to foster sustainable consumption in public and private sectors, and consumers	
Actions for all municipalities	• Include gender criteria in selection of enterprises and businesses for demonstration activities, aiming for women-led enterprises to make up 30% of activities. • Incorporate gender mainstreaming in training for selected enterprises to promote gender-responsive business practices, including adherence to national non-discrimination and anti-harassment laws, flexible working hours, access to services, etc. • Include gender and social inclusion mandates and criteria in development of certification standards, encouraging enterprises to aim for gender parity in employment and decision making, implement non-discrimination and anti-harassment policies, targeted leadership training opportunities, etc. • Support women-owned enterprises in obtaining sustainable certification and eco-labelling, including through targeted training, tax incentives, financial resources, and technical assistance. • Ensure women and men are equally included in demonstration projects, and gender targets and indicators are identified to measure impact on economic empowerment, educational opportunities, decision-making, etc.
Example indicators	• Women-led enterprises and businesses selected for demonstration activities • Nr. and % of women and men with strengthened capacity on gender-responsive businesses practices • Number and type of gender-responsive business practices designed and implemented • Nr. and % of women and men employed in demonstration activities

Recommended actions for municipalities

Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Design and implement a "Zero waste programme in tourism".	• Build on success of Visit Tunisia Project implemented by USAID to promote women-owned businesses in reducing waste generation and empowering women.

Component 4: Training, education, advocacy, and evaluation at city and national level

OUTCOME D. Lessons learned captured and disseminated, awareness raised, and project results monitored.	
Output D1. Communication strategy implemented and awareness raised to encourage behavior change	
Actions for all municipalities	• Consider different communication avenues to accommodate women's and men's preferences and access to avenues, such as radio, television, social media, school meetings, religious meetings, community spaces, etc. • Coordinate with women's and youth groups to promote campaigns and design and implement innovative education campaigns to reach a wider audience, such as social media content, stories, plays, knowledge exchanges, etc. • Include gender-specific activities in celebrations, education activities, and campaigns, such as blogs and videos highlighting women in industries and leaders, markets for women-led businesses, training for women entrepreneurs on green production, demonstration and skills sharing on reuse and repair of products, etc.

	• Develop communications products to raise awareness on gender and zero waste initiatives and share knowledge and best practices on gender-responsive approaches from the SWAP Initiative. Communications should align with UNDP's Principles for Gender Sensitive Communications.
Example indicators	• Number and type of communications products developed that highlight gender-responsive activities • Nr. and % of women and men engaged in planning communication strategies • Number and type of activities included in celebrations, education events, and campaigns highlighting women's roles in circular economy • Women's and youth groups included in campaigns

Recommended actions for municipalities

Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Establish a demonstration communication activity "Citoyen / élève Modèle" initiative with communities and schools.	• Include aspects of demonstration activity to show innovative reuse of products, repair, and refurbishment of products (electronic repair, clothes mending, etc.), and resource sharing among households.

Output D2. Technical Assessment of informal sector integration and formalization	
Actions for all municipalities	• Assess gender differentiated roles, experiences, safety concerns, and access to resources for women and men in the informal economy, as well as concerns and barriers for informal workers joining formal economies. This should include consultation with women and men in informal workforce and associations and rights organizations concerns with informal workers and workers in waste management, e.g., Women in Informal Employment: Globalizing and Organizing (WIEGO) and Women of Waste (WOW) • Ensure that formalization activities equally benefit women and men in informal economies and mitigate harm to wellbeing and livelihoods by promoting gender-responsive approaches, including flexible working hours, allocation of resources and equipment, equal pay, anti-harassment policies, training and education opportunities, access to public services, etc. • Equally engage women and men in capacity building efforts and training, and adapt methods to account for different literacy levels, languages, etc.
Example indicators	• Nr. and % of women and men employed in formal structures and informal structures • Nr. and % of women and men in formal/informal structures interviewed and consulted • Number of women's groups and associations consulted with • Number and type of strategies designed to ensure equal employment and benefits from formalization efforts • Nr. and % of women and men benefitting from formalization efforts • Nr. and % of women and men with strengthened capacity on formal waste management and gender mainstreaming • Nr. and % of women and men with increased access to safety and transportation equipment • Nr. and % of women and men with increased access to employment protections and rights
Output D3. M&E and adaptive management applied to assess activity performance and GEB impact	
Actions for all municipalities	• Identify and monitor gender-sensitive indicators (both qualitative and quantitative). See Table A in UNDP's Guidance on Gender Mainstreaming in UNDP-GEF Chemicals and Waste Projects for suggested gender indicators. • Establish accountability to gender-responsive approaches through monitoring, reviewing, and reporting by defining clear responsibilities in the international and municipal level teams to monitor implementation of gender-responsive approaches and the gender action plan and report on challenges and barriers.

	• Build capacity of implementing and management teams on gender mainstreaming in projects and gender-responsive M&E. • Hire gender experts at the local level to support effective implementation in municipalities and oversee implementation of action plans. Ensure recruited gender experts are paid in line with and included in the project in the same capacity as other technical experts hired. • Integrate gender review questions in periodic reporting and adapt gender action plan and strategies as needed.
Example indicators	• Number of indicators developed or modified to be gender-sensitive • Nr. and % of women and men in project stakeholder groups • Nr. and % of women and men involved in project implementation and design at all levels • Nr. and % of women and men participating in project activities, trainings, workshops, consultations, interviews • Nr. and % of women and men with improved access to financial resources, employment, and education • Nr. and % of women and men with increased access to certifications and training opportunities • Nr. and % of women and men with increased access to safety equipment and knowledge
Output D4. Experiences exchanged at city networks for scale-up of good practices in other cities of the country and region	
Actions for all municipalities	• Highlight gender-responsive activities, lessons learned, and best practices in information exchanges and networks. • Invite women's groups and women leaders in public and private sectors to information exchanges and networks.
Example indicators	• Number of women's groups and women leaders included in information exchanges and networks • Number and type of activities included in information exchanges and networks that highlight gender-responsive activities and women's roles in circular economy

Recommended actions for municipalities

Municipality	*Activity*	*Gender-specific actions*
Tunis, Tunisia	Establish an initiative to transfer good practices, lessons learned and experience exchange between the municipalities of Greater Tunis and a town/two towns in Twinning to be defined.	• Include women-led initiatives in study visits and highlight best practices and lessons learned from gender-responsive approaches.

11. Procurement Plans

12. Cofinancing

This Annex corresponds to the translated documents/values from the original cofinancing letters provided by the co-financing partners in different languages to this FSP.

Table 1 summarizes the co-financing amounts for the years 2025 to 2030 that will be carried out by each stakeholder according with the activities that they expect to implement as per the project scope.

Table 1. Values presented to the GEF as co-financing partners

Name of Co Financer	Total USD
Tianjin Bureau of Ecology and Environment	$ 1,500,000
Great Wall Motor Co, LTD	$ 28,830,000
Rianlon Cooperation	$ 1,170,000
Lenovo (Beijing) Co, LTD	$ 15,000,000
Tianjin Recyclable Resources Institute,CHINA CO,OP	$ 3,500,000
Ministry of Environment, Urbanization and Climate Change (MOEUCC)	$ 35,242,691
Kocaeli Metropolitan Municipality and İzaydaş-waste management company	$ 41,434,564
Kocaeli Chamber of Industry (KCI)	$ 234,520
Agence Nationale de Gestion des Déchets (ANGed)	$ 86,000,000
Les Ciments Jbel Oust Company	$ 3,200,000
Ministry of Environment	$ 2,736,000
Chamber of Industries of Uruguay (EPR Packaging Management Plan)	$ 35,000,000
Municipality of Montevideo	$ 36,791,545
The Freetwon Waste Transformers	$ 1,050,000
Freetown City Council	$ 2,800,000
Total Cofinancing	**$294,489,320**

Table 2. Total Co-financing Amount

Financing Plan		
GEF Trust Fund	USD	28,035,000
UNDP TRAC resources	USD	$ 0
Confirmed cash co-financing to be administered by UNDP	**USD**	$ 0
Total Budget administered by UNDP	**USD**	**28,035,000**
Confirmed cofinancing		
Government	USD	206,504,800
Private Sector	USD	84,484,520
Academy- Research	USD	3,500,000
Total co-financing	**USD**	**294,489,320**
Grand-Total Project Financing	**USD**	**322,524,320**

13. LOAs between UNDP and IP requesting UNDP Support Services

TUNISIA - STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT of TUNISIA FOR THE PROVISION OF SUPPORT SERVICES

Dear [Government of Tunisia]

1. Reference is made to consultations between officials of the Government of *Tunisia* (hereinafter referred to as "the Government") and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its institution designated in the relevant programme support document or project document, as described below.

2. The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.

3. The UNDP country office may provide, at the request of the designated institution, the following support services for the activities of the programme/project:

a. Identification and/or recruitment of project and programme personnel;
b. Identification and facilitation of training activities;
c. Procurement of goods and services;
d. Financial support services

4. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be detailed in an annex to the programme support document or project document, in the form provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project, the annex to the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the designated institution.

5. The relevant provisions of the "Accord de base type avec le Gouvernement Tunisien sur l'assistance du PNUD", signed on 25 April 1987, (the "SBAA"), including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.

6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.

7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the annex to the programme support document or project document.

8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

9. Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.

Yours sincerely,

_____

Signed on behalf of UNDP
Celine Moyroud
Resident Representative

_____

For the Government
[*Name/title*]
[*Date*]

Attachment

DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES

1. Reference is made to consultations between The Ministry of Environment, the institution designated by the Government of Tunisia and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed project *Shifting to Zero Waste Against Pollution (SWAP) Initiative* , *"the Project*".

2. In accordance with the provisions of the letter of agreement signed on [*insert date of agreement*] and the project document, the UNDP country office shall provide support services for the Project as described below.

3. Support services to be provided:

Support services (insert description)	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate) - **as per UPL**	Amount and method of reimbursement of UNDP (where appropriate)
1. Services related to procurement of goods and services (including but not limited to): - Conferences and workshops organization - Consultant and/or consultancy firms' recruitment - Vendor creation - Travel management - Etc.	Throughout project duration and when applicable	US$ 69,610,00 detailed as follows: (171,83 x 10) + (395,34 x 20) + (160,68 x 350) + (73,06 x 40) + (16,49 x 50)	Direct charge to project budget at the time
2. Services related to financial transaction (including but not limited to): - Payments - Issuing cheques	Throughout project duration and when applicable	US$ 31,550,00 detailed as follows: 31,55 x 1000	Direct charge to project budget at the time
3. Project management unit recruitment and personnel management (including but not limited to): - Staff selection and recruitment process - Staff human resources and benefits administration and Management	Throughout project duration and when applicable	US$ 7,547,94 detailed as follows: (436,43 x 3) + (157,7 x 6) + (352,83 x 15)	Direct charge to project budget at the time
Total		108,707,94[109]	

4. Description of functions and responsibilities of the parties involved:

4.1 In alignment with the annual work plan, the implementing partner will send to UNDP a request for support services clarifying the requested service. The request must be supported by the necessary information to launch the procurement, and/or human resource and/or finance process (Terms of references in case of expertise mobilization;

[109] Rounded to US$108,708,00

Logistical note in case of conferences and workshops organization; Technical specifications in case of procurement of goods; etc.)

4.2 Upon receipt of the service request, UNDP will initiate the process, as appropriate, and inform the implementing partner.

14. GEF CEO Endorsement

M. Sc. Carlos Manuel Rodriguez
CEO and Chairperson

January 14, 2025

Ms. Nancy Bennet
GEF Executive Coordinator
United Nations Development Programme (UNDP)
New York City, USA

Dear Ms. Bennet,

This letter supersedes the CEO endorsement letter dated December 20, 2024, for the same project cited below. This letter indicates the minor amendment for the project.

I am pleased to inform you that I have endorsed the minor amendment of the full-sized project detailed below:

Decision Sought:	CEO Endorsement of Full-sized Project
GEFSEC ID:	11211
Agency(ies):	UNDP
Agency ID:	9654 - UNDP
Focal Area:	Chemicals and Waste
Project Type:	Full-sized Project
Country(ies):	Global, Sierra Leone, Tunisia, Türkiye, Uruguay, China
Name of Project:	Shifting to Zero Waste Against Pollution (SWAP) Initiative
GEF Project Financing:	$28,035,000
Agency Fee:	$2,523,150
Funding Source:	GEF Trust Fund

Break-down:			Project Financing Amount (US$)	Agency Fee (US$)				Total Project Cost (US$)
Agency	Trust Fund	Project milestone		20% committed at Council approval (US$)	50% to be committed at first disbursement (US$)	30% to be committed at mid-term review (US$)	Total Agency Fee (US$)	
UNDP	GEFTF	PIF stage	26,700,000	480,600	1,201,500	720,900	2,403,000	29,103,000
UNDP	GEFTF	Minor amendment	1,335,000	-	84,105	36,045	120,150	1,455,150
UNDP	GEFTF	CEO	**28,035,000**	**480,600**	**1,285,605**	**756,945**	**2,523,150**	**30,558,150**

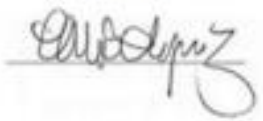
1 / 2

E-mail: gefceo@thegef.org
www.thegef.org

Ms. Nancy Bennet

This endorsement is based on the understanding that the project is in conformity with the GEF focal areas strategies and in line with GEF policies and procedures.

Sincerely,



M. Sc. Carlos Manuel Rodriguez
Chief Executive Officer and Chairperson

Copy to: Country Operational Focal Point(s), Trustee

15 - On-Granting Provisions Applicable to the Implementing Partner

(not required for this project)

16 - Terms of Reference for Project Board

For ToR of project teams, see Annex 7 (separate annex)

UNDP Terms of Reference (ToR) for the Project Board of the Shifting to Zero Waste Against Pollution (SWAP) project (GEF ID 11211).

I. Background

All UNDP projects must be governed by a multi-stakeholder board or committee established to review performance based on established monitoring and evaluation metrics and high-level implementation issues to ensure quality delivery of results. For the purpose of this ToR and to ensure standardization, henceforth, as regards project documentation, such a body shall only be referred to by one of two names: 'Project Board' or 'Project Steering Committee.'[110] The Project Board is the most senior, dedicated oversight body for a UNDP 'Development Project', which is defined in the PPM as an instrument where UNDP "Delivers outputs where UNDP has accountability for design, oversight and quality assurance of the entire project."

II. Duties and Responsibilities

The two prominent (mandatory) roles of the Project Board are as follows:

1) **High-level oversight of the project** (as explained in the "Provide Oversight" section of the PPM). This is the primary function of the Project Board. The Project Board reviews evidence of project performance based on monitoring, evaluation and reporting, including progress reports, monitoring missions' reports, evaluations, risk logs, quality assessments, and the combined delivery report. The Project Board is the main body responsible for taking corrective actions as needed to ensure the project achieves the desired results. And its function includes oversight of annual (and as-needed) assessments of any major risks to the programme or project, and related decisions/agreements on any management actions or remedial measures to address them effectively.

   The Project Board also carries the role of quality assurance of the project taking decisions informed by, among other inputs, the project quality assessment. In this role the Board is supported by the quality assurer, whose function is to assess the quality of the project

[110] Please insert the appropriate entity name in the relevant sections in the document. Where this ToR refers to "Board" it is intended to apply to both these entities and should be changed accordingly to match the entity chosen for the specific project

against the corporate standard criteria. This function is performed by a UNDP programme or monitoring and evaluation officer to maintain independence from the project manager regardless of the project ‘s implementation modality.

The Project Board reviews updates to the project risk log.

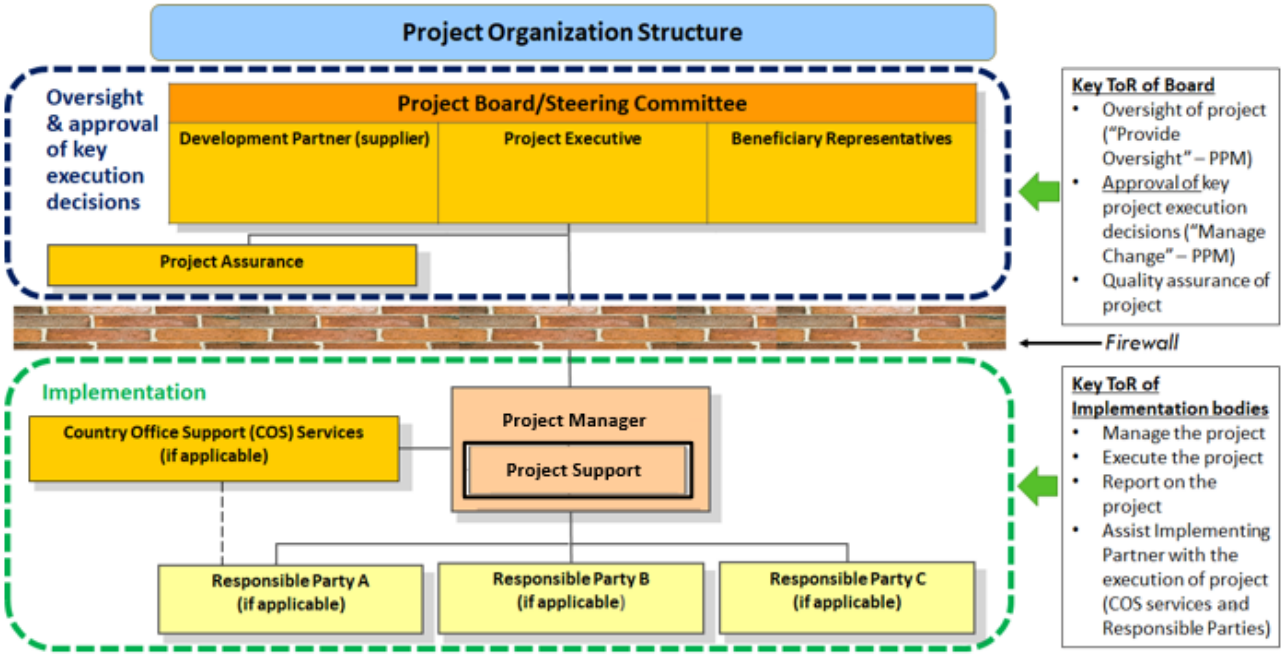
2) **Approval of key project execution decisions** (as explained in the “Manage Change” section of the PPM). The Project Board has an equally important, secondary role in approving certain adjustments above provided tolerance levels, including substantive programmatic revisions (major/minor amendments), budget revisions, requests for suspension or extension and other major changes (subject to additional funding partner/donor requirements).

The Project Board is responsible for making management decisions by consensus when required, including the approval of project plans and revisions, and the project manager’s tolerances. The Project Board approves annual work plans and reviews updates to the project risk log.

Within the overall governance and management arrangements of the project, the role of the Project Board as regards these two key functions *(‘High-level oversight of the project’ and ‘Approval of key project execution decisions’)* is distinct from the roles of entities involved in the implementation of the project, namely the implementing partner (IP), responsibilities parties (if applicable), service providers and project staff.

The diagram below outlines the main entities involved (and their respective responsibilities) in the ‘oversight/approval of key execution decisions’ layer and the ‘implementation’ layer of the project structure.

Diagram 1 – Standard Figure of Project Organization Structure vis-à-vis oversight & approval and implementation roles



In cases where UNDP or a national government entity are concurrently playing roles and represented in both layers of the project organization structure, the entity must seek to separate its project oversight and implementation duties and describe in the relevant project document a: 1) satisfactory internal institutional arrangement for the separation of oversight and implementation functions in different departments of said entity and; 2) clear lines of responsibility, reporting and accountability within the entity between their oversight and implementation functions.

In order to ensure UNDP's ultimate accountability, the Project Board decisions should be made in accordance with the Quality Standards for Programming that shall ensure management for development results, best value money, fairness, integrity, transparency and effective national and international competition. An effective Project Board needs credible data, evidence, quality assurance and reporting to aid decision making (see next section on supporting functions to the Board). The Project Board also needs to be accountable to protect against conflicts of interest and fraud.

Specific responsibilities of the Project Board include the following:

- Provide overall guidance and direction to the project, ensuring it remains within any specified constraints, and promote gender equality and social inclusion (LNOB) in the project implementation;
- Review project performance based on monitoring, evaluation and reporting, including standard quality assurance checks, progress reports, risk logs, spot checks/audit reports and the combined delivery report;
- Address any high-level project issues as raised by the project manager and project assurance;

- Provide guidance on emerging and/or pressing project risks and agree on possible mitigation and management actions to address specific risks (including ensuring compliance with UNDP's Social and Environmental Standards, Fraud/corruption, Sexual Exploitation and Abuse and Sexual Harassment);
- Agree or decide on project manager's tolerances as required, within the parameters set by UNDP (Manage Change in the PPM) and the donor, and provide direction and decisions for exceptional situations when the project manager's tolerances are exceeded;
- Advise on major and minor amendments to the project within the parameters set by UNDP and the donor;
- Agree or decide on a project suspension or cancellation, if required; (note that for GEF- and GCF-financed projects, which is the case for SWAP, it is UNDP that decides to suspend or cancel the project and the Project Board is informed/consulted only).
- Provide high-level direction and recommendations to the project management unit to ensure that the agreed deliverables are produced satisfactorily according to plans.
- Receive and address project level grievance, including overseeing whatever specific compliance and stakeholder response (or grievance) mechanisms have been put in place so that individuals and communities potentially affected by the project have access to effective mechanisms and procedures for raising concerns about the social and environmental performance of the project[111].
- Engage in the low value grant selection process where there is no Grant Selection Committee, as guided by the Low Value Grants – UNDP Operational Guide.

Note: Specific requirements may apply for donor-funded projects, such as GEF- or GCF-financed projects. Please refer to the provisions in the project document.

Additional responsibilities of the Project Board can include, but are not limited to, the following:

- Ensure coordination between the various donors and government-funded projects and programmes; this is particularly relevant for SWAP as there are both a global level component, and 5 national country components, which have their specific national Project boards.
- Report to relevant inter-ministerial bodies or higher-level oversight bodies;
- Ensure coordination with multiple government agencies and their participation in project activities;
- Track and monitor co-financing for this project;
- Appraise the annual project implementation report, including the quality assessment rating report;
- Ensure commitment of human resources to support project implementation, arbitrating any issues within the project;
- Act as an informal consultation mechanism for stakeholders;

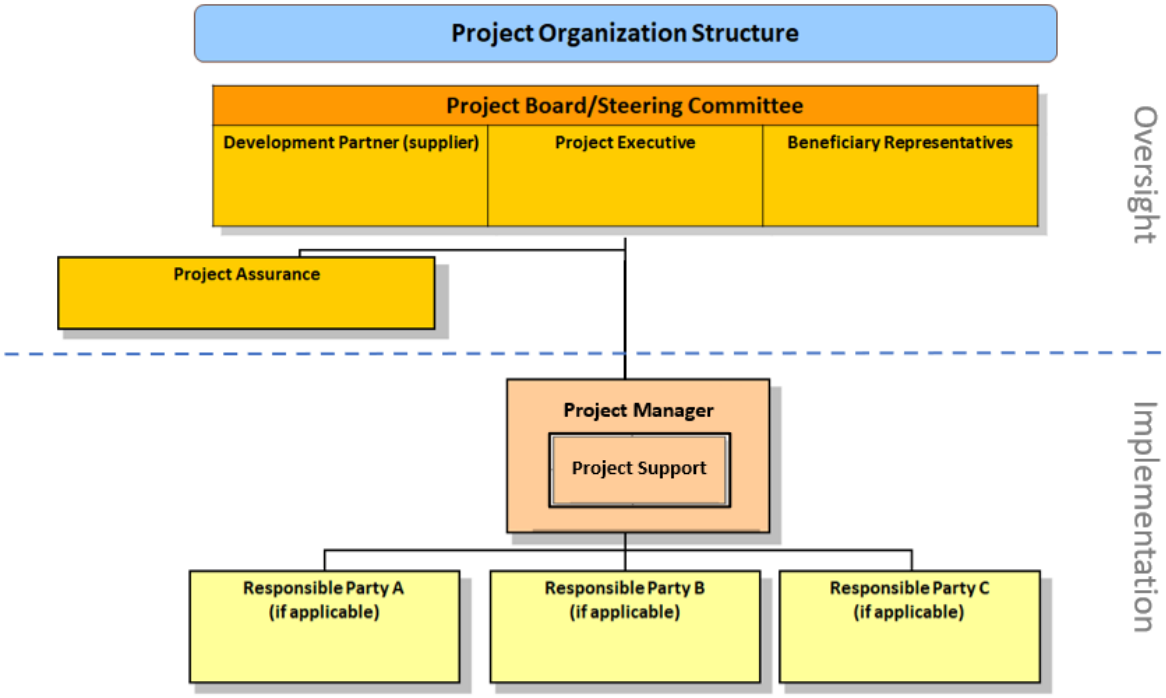
[111] The responsibilities of the board in this regard should follow UNDP's Social and Environmental Standards (SES) as codified in the PPM. It should be noted that while a project board can play a role in addressing or assisting with the compliance and stakeholder response (or grievance) mechanisms put in in place for a given project (as part of their quality assurance and oversight function), this will be in addition to and does not substitute for UNDP's core responsibility to ensure compliance with the SES throughout the project management cycle as part of UNDP's Programming Quality Assurance system.

- Approve the Project Inception Report, Mid-term Review and Terminal Evaluation reports and corresponding management responses;
- Review the final project report package during an end-of-project review meeting to discuss lessons learned and opportunities for scaling up;
- Providing guidance or reporting protocols to technical committees or sub-bodies reporting to the Board (if applicable);

III. Composition of the Project Board

As noted in the diagram below, every Project Board in a UNDP project has three categories of formal members (e.g. voting members). The role of every formal Project Board member must correspond to one of these three roles and be identified accordingly in the project documentation.

Diagram 2 – Standard Figure for a Project Organization Structure



The three categories of Project Board members are the following:

1) **Project Director/Executive(s):** This is an individual(s) who represents ownership of the project and chairs (or co-chairs) the Project Board. The executive usually is the most 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 a representative of another category, it typically does so with a development partner representative. The Project Executive is: UNDP's Deputy Assistant Administrator and Deputy Director, Bureau for Policy and Programme Support

2) **Beneficiary Representative(s):** This is an individual(s) representing the interests of those groups of stakeholders who will ultimately benefit from the project. Their primary function within the Board is to ensure the realization of project results from the perspective of project beneficiaries. Often representatives from civil society, industry associations, community groups or other government entities benefiting from the project can fulfil this role. If the project has a specific geographic focus, often representatives from the government entities in the targeted area/region will play this role. There can be multiple beneficiary representatives in a Project Board. The Beneficiary Representatives are (titles of designated Project Board member will be indicated by each of the 5 Governments):

    a. Foreign Environmental Cooperation Center, Ministry of Ecology and Environment (FECO) – China
    b. Ministry of Environment – Uruguay
    c. Environmental Protection Agency (EPA) – Sierra Leone
    d. Ministry of Environment Urbanization and Climate Change (MoEUCC) – Türkiye
    e. Ministry of Environment – Tunisia

3) **Development Partner(s):** Individuals representing the interests of the parties concerned that provide funding, strategic guidance and/or technical expertise to the project[112]. There can be multiple development partners representatives in a Project Board. The Development Partners representatives are:
    a. GEF Secretariat, Chemicals and Waste focal area coordinator
    b. One representative of the UNDP Regional Bureaus (on an annual rotating basis), title to be indicated.

A **UNDP representative must always be represented in the Project Board** in either the project executive or development partner role.
It is recommended that each organisation on the project board designates an alternate, in case of unavilability of the designated representative.
Where applicable, representatives from responsible parties to the project cannot sit on the Project Board as a formal voting member; they can (if requested) attend board meetings as observers. Since the chief responsibility of the Board is to provide high-level oversight of project implementation, to avoid any conflicts of interest, it is not appropriate for representatives of third party entities engaged by the project to provide services – whether responsible parties or contractors/service providers – to concurrently sit on the Board. Representatives of responsible parties can attend board meetings (as observers) but can have no official role in board decision-making. The same principle applies to the project manager who in attending and presenting at board meetings, does so in a non-voting capacity.
In cases where the inputs and guidance of responsible parties or other entities formally engaged in providing goods or services to the project are needed by the Board on a recurring basis, it is recommended to establish appropriate advisory or technical committees or working groups

[112] With the exception of responsible parties or any firms/entities engaged by the project to provide technical expertise with project funds

composed of those entities that can formally report to the Board, while ensuring the impartiality and integrity of board decisions happening independent of those bodies (see Section V of the ToR).

IV. Standard Project Board Protocols

The Project Board must meet one time annually at a minimum**.** It is recommended that the timing of board meetings be agreed upon in advance and corresponds to key project reporting or work planning milestones. This Project Board will meet one time annually according to this provisional schedule (insert scheduled meeting times if known).

Project Board members cannot receive remuneration from project funds for their participation in the Board. However, it is allowable for board members to be reimbursed from project funds for certain reasonable, qualified expeses related to travel or lodging to attend board meetings. Such protocols are outlined in this ToR and the benefits are applicable to all eligible board members.

All Project Boards must have rules for quorum and documentation/minuting of board decisions. All board decisions and minutes should be kept by the project management unit and UNDP. Guidelines on decisions taken in between board meetings or virtually should be clearly elaborated in the Terms of Reference (ToR) of the Project Board . If applicable insert guidance on this issue here.

A quorum is the minimum number of members needed to be present at a meeting to conduct business and make decisions. For a decision to be made, 50% of representatives of Project Board members with voting rights, or their alternates, should be present.

The default modality for making decisions is the "No objection" process.

Invitations to regular project board meetings should be sent at least 3 weeks in advance of the meeting.

Virtual board meetings can be convened by the Project Director outside regular project board meetings, in case an urgent and citical matter requires expecited action.

Unless otherwise specified, Project Board decisions are made by unanimous consensus. If a consensus cannot be reached within the Board, the final decision shall rest with the UNDP representative on the Project Board or a UNDP staff member with delegated authority as the programme manager.[113]

It is required that as per internationally recognized professional standards and principles of sound governance, conflicts of interest affecting board members in performing their duties must be formally disclosed if not avoidable. Where a board member has a specific personal conflict of interest with a given matter before the board, he/she must recuse oneself from their participation in a decision. No board member can vote or deliberate on a question in which he/she has a direct personal or pecuniary interest not common to other members of the board.

All board members should be presented with a ToR for the Project Board, which will include the responsibilities already outlined and indicate agreed board practices and logistics.

Designated Board members and their alternates must sign or otherwise indicate written acceptance of the final ToR (via formal signature of the ToR, an exchange of letters or e-mail acknowledgment) for the Project Board as a precondition for serving on the Project Board. The formal written acceptance of the ToR by all board members will be documented and kept by UNDP.

[113] UNDP has this special right since the ultimate legal and fiduciary accountability for a UNDP project, irrespective of modality, rests with UNDP and UNDP must (in line with its obligations to donors and to the Executive Board) be able to ensure that no action is taken by any body in a UNDP project that contravenes UNDP rules and regulations.

National project boards will be established as well for each of the 5 national components, with their composition as indicated in the Project Document. The national project boards will develop their ToRs, which should not be in contradiction, overlapping or superseding the present ToRs. The national project boards will play their role on the portion of the project funding indicated specifically for their respective national component. In case of lack of clarity between the role of this Project board and the National project boards, final clarifications and decisions will be made by the Project Executive of this Project Board.

V. Standard Outputs of Project Board Meetings

In its oversight function, the Project Board will (at a minimum) review and assess the following project-related evidence at each meeting:

- Assessment of project progress to date against project output indicators (as documented in the project document results framework)
- Approval/review of annual work plans
- Assessment of the relevant Monitoring & Evaluation mechanisms, including all evaluations[114]
- Review and assessment of the Project Risk Log (with updating/amendments as needed)
- Assessment of project spending, based on a review of the combined delivery report
- Review of required resources versus available funding (if applicabel) and steps taken to reduce funding gap identified at the project design stage

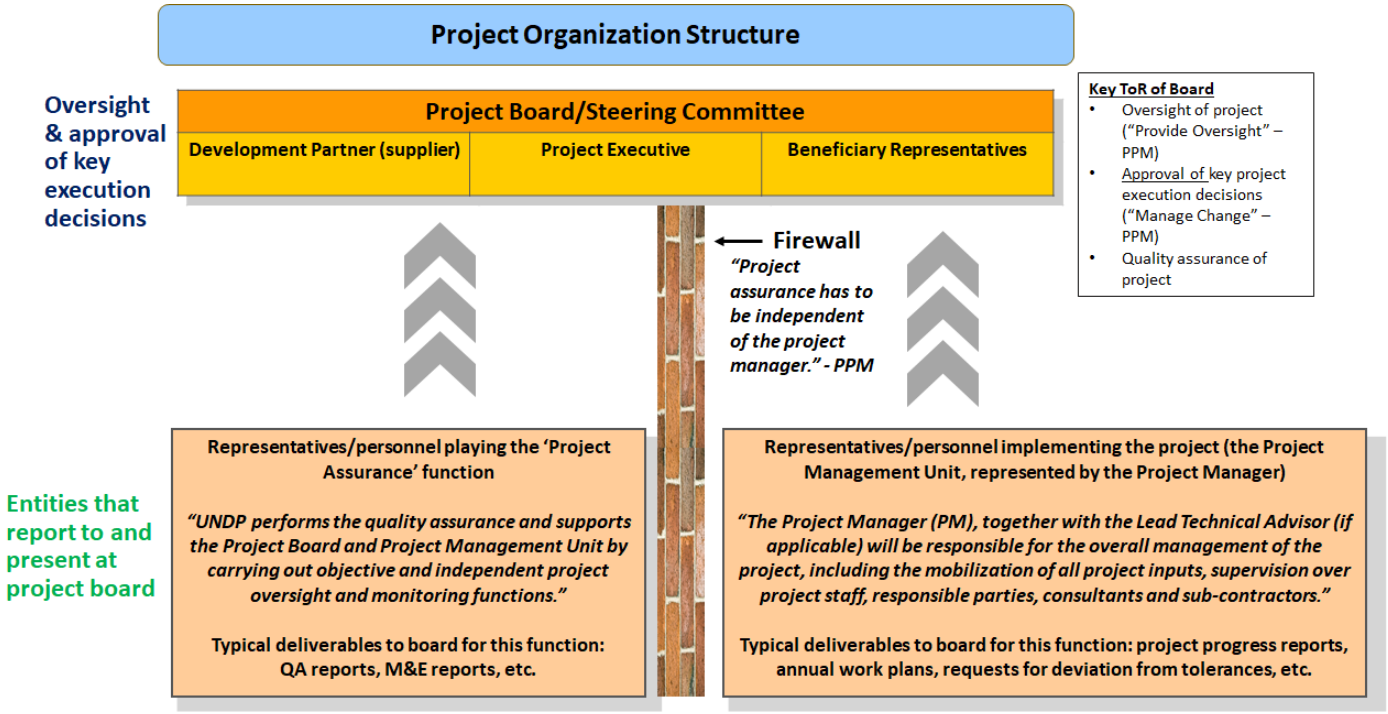
This will be in addition to the review and approval of any required project execution decisions.
The output of every Project Board should be a written record (minutes) that captures the agenda and issues discussed and the agreed upon action items and decisions (if applicable). Each report should clearly document the members attending the meeting (as well as all participants in the meeting) and the modality used to agree on a certain action or decision (whether formal voting or no-objection or other mechanism). Project Board Minutes are shared with members for their approval. All records of board meetings should be documented and kept by UNDP in their quality assurance function (see next section).

VI. Support Functions to the Project Board

There are two main entities/functions outside the Project Board structure whose role is to report to the Project Board and support board members in effectively fulfilling their roles: project assurance and project management.
The diagram below explains the primary role of these two entities in the context of their support to Board operations. A description of these two entities follows.

[114] Including audit reports and spot checks.

Diagram 3 – Standard Figure of Project Organization Structure – Board Support Entities



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 applying UNDP's social and environmental management system to ensure the SES are applied through the project cycle. The Project Board cannot delegate any of its quality assurance responsibilities to the project manager. Project assurance is totally independent of project execution. As UNDP is also supporting project implementation, protocols are in place ensuring proper segregation between UNDP's role in the Board and in the function of project assurance, and any concurrent role in implementation. These protocols can be found in the Project Document.

A designated representative of UNDP playing the project assurance role is expected to attend all Project 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 meetings and provide board members with the required documentation required to perform their duties.

The UNDP representative playing the main project assurance function is: Representative of the Management and Programme Support Unit, Vertical Fund Coordination Unit, Bureau for Policy and Programme Support (title of representative to be confirmed).

Project Support, this function is often covered by the Project Management Unit: The Project Manager (PM) (also called project coordinator) is the senior most representative of the Project Management Unit (PMU) and is responsible for the overall 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 project manager typically presents key deliverables and documents to the Board for review and approval, including progress reports, annual work plans, adjustments to tolerance levels and risk logs.

A designated representative of the PMU is expected to attend all board meetings and present the required progress reports and other documentation needed to support board processes as a non-voting representative.

The primary PMU representative attending board meetings is: the SWAP project coordinator.

Documents referenced in these ToRs:

- "Provide Oversight" section of UNDP's 'Programme and Project Management' (PPM) guidelines
- "Manage Change" section of UNDP's PPM guidelines
- The Quality Standards for Programming of UNDP's PPM
- Low Value Grants in UNDP's Operational Guide (PPM)

Annex A – Acknowledgement of this ToR by each designated official Project Board member
The form/evidence for this acknowledgement must be included as an annex .
The formal acknowledgement of the ToR by board members can be done via the following options:

1) **Having copies of the ToR be signed by each appointed board member at the Appraise and Approve stage (PAC) and then having all signed copies attached as an annex to the Project Document**
2) **Having the final ToR be signed by each appointed board member at the first project board meeting after Project Document signing with the approvals recorded in the minutes of the meeting**

In both cases, the signature or acknowledgement should include the name, title and category of board representation for the person signing

17 - GEF Core indicators

Project Core Indicators		Expected at CEO Endorsement
1	**Terrestrial protected areas** created or under improved management (hectare)	
2	**Marine protected areas** created or under improved management (hectare)	
3	Area of **land and ecosystems under restoration** (hectare)	
4	Area of **landscapes under improved practices** (hectare)	
5	Area of **marine habitat under improved practices** (hectare)	
6	**Greenhouse Gas Emissions Mitigated** (metric ton of CO_2e)	Total: 7,052,000 metric tonnes of direct $CO2_e$ emissions avoided. (Tianjin: 3,500,000 metric tonnes of $CO2_e$; Montevideo: 1,300,000 metric tonnes of $CO2_e$; Kocaeli: 232,000 metric tonnes of $CO2_e$; Freetown: 560,000 metric tonnes of $CO2_e$; Greater Tunis: 1,460,000 metric tonnes of $CO2_e$) Total: 2,954,262 metric tonnes of indirect $CO2_e$ emissions avoided. (Tianjin: 1,929,311 metric tonnes of $CO2_e$; Montevideo: 364,047 metric tonnes of $CO2_e$; Kocaeli: 63,856 metric tonnes of $CO2_e$; Freetown: 189,840 metric tonnes of $CO2_e$; Greater Tunis: 407,208 metric tonnes of $CO2_e$)
7	**Shared water ecosystems** under new or improved cooperative management (count)	
8	Globally over-exploited **marine fisheries** moved to more sustainable levels (metric ton)	
9	Chemicals of global concern and their waste reduced (metric ton of toxic chemicals reduced)	Indicator 9.1: 8,089.918 metric tons of Persistent Organic Pollutants (POPs) removed/disposed. (HBCD: 1,360.1 metric tons; UV-328: 1,502.8 metric tons;

		PBDE: 4,578.198 metric tons; PFOAS: 601.2 metric tons; MCCP: 47.62 metric tons) Tianjin: HBCD 1,359 MT – UV-328 500 MT – PBDE 4,530 MT – MCCP 45.3 MT / Montevideo: HBCD 1.1 MT – UV-328 141.8 MT – PBDE 41.6 MT – PFOAS 270.3 MT – MCCP 2 MT / Kocaeli: UV-328 265 MT – PBDE 2.5 MT – PFOAS 288.9 MT – MCCP 0.1 MT / Freetown: UV-328 180.3 MT – PBDE 0.5 MT – PFOAS 9.1 MT – MCCP 0.02 MT / Tunis: UV-328 415.2 MT – PBDE 3.6 MT – PFOAS 32.9 MT – MCCP 0.2 MT Indicator 9.2: 31.557 metric tons of mercury reduced. Tianjin: 0.06 MT / Montevideo: 30 MT / Freetown: 1.5 MT Indicator 9.6: 1,310,558.988 metric tons of POPs/Mercury containing materials and products directly avoided. Tianjin: 1,005,347.663 MT / Montevideo: 100,674.11 MT / Kocaeli 79,267.483 MT / Freetown 37,702.76 MT / Tunis 87,566.968 MT Indicator 9.8: 1,042,000 metric tons (MT) of avoided residual plastic. Tianjin: 555,000 MT, Montevideo: 120,000 MT, Kocaeli 127,000 MT, Freetown: 90,000 MT, Kocaeli 150,000 MT
10	Persistent organic pollutants to air reduced (gram of toxic equivalent gTEQ)	Total: 457 gTEQ avoided Tianjin: 156 gTEQ, Montevideo: 27 gTEQ, Kocaeli 14 gTEQ, Freetown: 135 gTEQ, Tunis125 gTEQ

11	People benefiting from GEF-financed investments **disaggregated by sex** (count)	Total 4,902,565 people (W 2,476,271; M 2,426,394) Tianjin: 2,878,900 people (1,439,450 W; 1,439,450 M) Montevideo: 486,808 people (256,593 W; 230,215 M) Kocaeli: 519,768 people (257,082 W; 262,868 M); Freetown: 317,089 people (161,871 W; 155,318 M) Tunis: 700,000 people (350,000 W; 350,000 M)

Explain the methodological approach and underlying logic to justify target levels for Core and Sub-Indicators *(max. 250 words, approximately 1/2 page)*

GEBs – Assumptions and calculations

GEBs are calculated over a period of 10 years: 5 years of project implementation + 5 years after project implementation.

Assumptions:

1. The SWAP Initiative through its design and interventions will gradually offset/neutralize the increase in waste generation in each of the 5 cities over a period of 10 years.

It is estimated that the waste generation will conservatively increase 1% per year in a BAU scenario. (Reference: WB - A Global Snapshot of SWM for each of the participating countries).

2. The SWAP Initiative through its design and interventions will gradually increase recyclable rates (fractions: recyclable and organic) up to 6% of the baseline during 5 years of project implementation. The project after 10 years will have increases recyclable rates (fractions: recyclable and organic) up to 15% of the baseline. (These targets are aligned to national policies of the participating countries).

Core Indicator 6: Greenhouse gas (GHG) emission mitigated.

Indicator 6.7 Emissions avoided outside AFOLU sector (direct)

Direct GHG emissions were calculated based on the avoided waste being disposed of due to waste generation reduction, increase of recycling rates (Output A1) based on Assumptions 1 and 2, and demonstration activities (Output B4, Output C1, Output C2, Output C3, Output C4).

For the calculation the following tCO2e/ton of waste considered based on National and Local GHG Inventories.

City	tCO2e/ton of waste	Source
Tianjin	0.86	National Greenhouse Gas Inventory - Waste Sector
Great Montevideo	1.424	National Greenhouse Gas Inventory - Waste Sector
Kocaeli	0.037	Kocaeli Greenhouse Gas Inventory - Waste Sector
Freetown	0.78	National Greenhouse Gas Inventory - Waste Sector
Greater Tunis	1.217	National Greenhouse Gas Inventory - Waste Sector

In addition, based on the plastics avoided due to waste generation reduction, increase of recycling rates (Output A1) based on Assumptions 1 and 2, and demonstration activities (Output B4, Output C1, Output C2 and Output C3),

1.5 tons of CO2eq avoided per ton of plastics (source: GEF Plastics IP) from recycled plastics, reused plastics, or avoidance of newly produced plastics to replace the use of virgin materials from oil and gas industry were calculated.

Indirect GHG emissions were calculated for a period of 10 years after project completion considering a replication factor of 2 on the direct emissions to be evidenced during the 5 years of project implementation. The indirect emissions reductions will be enabled through the replication and scale up strategies (Output B5)

Core Indicator 9: Chemicals of global concern and their waste reduced.

Calculations for CI 9.1, 9.2 and 9.6

POPs/Hg removed or disposed were calculated based on the demonstration activities to be implemented in each of the participating cities (mainly linked to Output B4, Output C1, Output C2, Output C3, Output C4). The design of the demonstration activities considers a gradual improvement of baseline waste streams up to 20% during project implementation (considering results from the 3rd year onwards). Based on the replication and scale up strategies (Output B5) an additional and gradual 5% of improvement after 5 years of project implementation was considered.

The following assumptions were considered for the different POP/Hg containing waste streams:

Sector	POP	City	City	City	City	City	POPs Content	
Automotive industry	HBCD	Tianjin					Content 2%	20% potentially contains HBCD. Tianjin team PPG assessment.
	UV-328	Tianjin					Content 1-3%	China Coatings Industry Association UV-328 is mainly added to the topcoat, with a dosage of approximately 1-3%. Tianjin team PPG assessment.
Electronics	PBDE	Tianjin	Montevideo	Kocaeli	Freetown	Tunis	Content 1%	27.5% of weight are plastics, 10% of plastics contains PBDEs. E-waste Monitor[115]
	PFOAS		Montevideo	Kocaeli	Freetown	Tunis	Content 1%	Out of the total weight of electronics[116]
	MCCP	Tianjin	Montevideo	Kocaeli	Freetown	Tunis	Content 100 mg/kg	Out of the plastic fraction of EEE[117].
Packaging Cardboard	PFOAS		Montevideo	Kocaeli			Content 1%	56% of cardboard packaging contaminated with PFAS. IPEN [118] / UNEP Report[119]
Packaging Plastics	UV-328		Montevideo	Kocaeli	Freetown	Tunis	Content 0.1%	UNEP Report[120]
Textile	PFOAS				Freetown	Tunis	Content 5%	1% of textiles potentially contains PFOS.
Construction	HBCD		Montevideo				Content 0.01%	Based on Uruguay NIP update being developed.
Medical	Hg	Tianjin			Freetown		-	144mg/t. Tianjin team PPG assessment.

Indicator 9.8 Avoided residual plastic waste.

The avoided residual plastic waste was calculated based on the plastics avoided due to waste generation reduction, increase of recycling rates linked to the Assumptions 1 and 2, as well as the demonstration activities to be implemented in each of the participating cities (mainly linked to (Output B4, Output C1, Output C2, Output

[115] https://ewastemonitor.info
[116] https://ewastemonitor.info
[117] Sectoral Guidance for Inventories of POPs and Other Chemicals of Concern. UNEP, 2024.
[118] Forever chemicals in single use food packaging
[119] Chemicals in plastics
[120] Chemicals in plastics

C3, Output C4). The design of the demonstration activities considers a gradual improvement of baseline waste streams up to 10% from the 3rd year of project implementation until 5 years after project implementation.

The following plastic content was considered in each of the waste streams:

	Plastic content[121]
Automotive (cars)	12%
Packaging cardboard	-
Packaging Plastic	100%
Electric and Electronics	27.5%[122]
Textile	43%
Construction	1.5%

Core Indicator 10: Persistent organic pollutants to air reduced.

Persistent organic pollutants to air reduced were calculated based on the waste being disposed due to waste generation reduction, increase of recycling rates linked to the Assumptions 1 and 2, upgrading of existing treatment and disposal facilities (Output C1) and demonstration activities (Output B4, Output C2 and Output C3). In addition, a gradual improvement of existing open burning practices from the 3rd year of project implementation was considered.

The following baseline in relation to open burning practices was considered:

	Open burnt	
Tianjin	-	Tianjin confirmed there are no open burning practices.
Montevideo	2%	Uruguay is currently updating its NIP. Based on latest results it has been identified that 5% of municipal waste within the metropolitan area is being treated within the informal sector, out of the 5% 1/3 is estimated to be openly burnt. Additionally, no open burning practices in landfills have been identified.
Kocaeli	-	Kocaeli confirmed there are no open burning practices.
Freetown	20%	Freetown estimates an average of 20% of waste is being openly burnt
Tunis	7%	Tunis estimates an average of 7% of waste is being openly burnt.

For the emissions calculations the Stockholm Toolkit[123] was used considering existing treatment and disposal practices (and related technologies) informed by cities.

Remark: In comparison to the PIF design, this core indicator was reduced. The reason behind this reduction is that during the PPG phase a deeper assessment on the baseline situation in each of the municipalities were conducted evidencing:

- *Lower percentage of open burning practices available in cities.*
- *Better waste incinerators technology in those cities where incineration is performed.*

Both situations lead to a lower baseline of persistent organic pollutants in air, and as a consequence a reduced possibility of improvement.

Core Indicator 11: People benefiting from GEF-financed investments.

[121] IUCN. 2023. National Guidance for Plastic Pollution Hotspotting and Shaping Action. https://plastichotspotting.lifecycleinitiative.org
[122] https://ewastemonitor.info
[123] http://www.pops.int/Implementation/UnintentionalPOPs/ToolkitforUPOPs/ToolkitMethodology/tabid/196/Default.aspx

People benefiting from GEF investments were estimated based on the people who will be directly involved in different activities such as: training, capacity building, demonstration activities, etc. In addition, people benefiting from the results of the Assumptions 1 and 2 were estimated based on the generation rate/inhabitant in each of the cities.

18 – GEF Taxonomy

Level 1	Level 2	Level 3	Level 4
☒ **Influencing models**			
	☒ **Transform policy and regulatory environments**		
	☒ **Strengthen institutional capacity and decision-making**		
	☐ **Convene multi-stakeholder alliances**		
	☒ **Demonstrate innovative approaches**		
	☒ **Deploy innovative financial instruments**		
☒ **Stakeholders**			
	☒ **Indigenous Peoples**		
	☒ **Private Sector**		
		☐ Capital providers	
		☒ Financial intermediaries and market facilitators	
		☒ Large corporations	
		☒ SMEs	
		☒ Individuals/Entrepreneurs	
		☐ Non-Grant Pilot	
		☐ Project Reflow	
	☒ **Beneficiaries**		
	☒ **Local Communities**		
	☒ **Civil Society**		
		☒ Community Based Organization	
		☒ Non-Governmental Organization	
		☒ Academia	
		☒ Trade Unions and Workers Unions	
	☒ **Type of Engagement**		
		☒ Information Dissemination	
		☒ Partnership	
		☒ Consultation	
		☒ Participation	
	☒ **Communications**		
		☒ Awareness Raising	
		☒ Education	
		☒ Public Campaigns	
		☒ Behavior Change	
☒ **Capacity, Knowledge and Research**			
	☒ **Enabling Activities**		
	☒ **Capacity Development**		
	☒ **Knowledge Generation and Exchange**		
	☒ **Targeted Research**		
	☒ **Learning**		
		☒ Theory of Change	
		☒ Adaptive Management	
		☒ Indicators to Measure Change	
	☒ **Innovation**		
	☒ **Knowledge and Learning**		
		☒ Knowledge Management	
		☒ Innovation	
		☒ Capacity Development	

		☒Learning	
	☒**Stakeholder Engagement Plan**		
☒**Gender Equality**			
	☒**Gender Mainstreaming**		
		☒Beneficiaries	
		☒Women groups	
		☒Sex-disaggregated indicators	
		☒Gender-sensitive indicators	
	☒**Gender results areas**		
		☐Access and control over natural resources	
		☒Participation and leadership	
		☒Access to benefits and services	
		☒Capacity development	
		☒Awareness raising	
		☒Knowledge generation	
☒**Focal Areas/Theme**			
	☐**Integrated Programs**		
		☐Commodity Supply Chains (Good Growth Partnership)	
			☐Sustainable Commodities Production
			☐Deforestation-free Sourcing
			☐Financial Screening Tools
			☐High Conservation Value Forests
			☐High Carbon Stocks Forests
			☐Soybean Supply Chain
			☐Oil Palm Supply Chain
			☐Beef Supply Chain
			☐Smallholder Farmers
			☐Adaptive Management
		☐Food Security in Sub-Sahara Africa	
			☐Resilience (climate and shocks)
			☐Sustainable Production Systems
			☐Agroecosystems
			☐Land and Soil Health
			☐Diversified Farming
			☐Integrated Land and Water Management
			☐Smallholder Farming
			☐Small and Medium Enterprises
			☐Crop Genetic Diversity
			☐Food Value Chains
			☐Gender Dimensions
			☐Multi-stakeholder Platforms
		☐Food Systems, Land Use and Restoration	
			☐Sustainable Food Systems
			☐Landscape Restoration
			☐Sustainable Commodity Production
			☐Comprehensive Land Use Planning
			☐Integrated Landscapes
			☐Food Value Chains
			☐Deforestation-free Sourcing
			☐Smallholder Farmers
		☐Sustainable Cities	
			☐Integrated urban planning
			☐Urban sustainability framework
			☐Transport and Mobility

			☐ Buildings
			☐ Municipal waste management
			☐ Green space
			☐ Urban Biodiversity
			☐ Urban Food Systems
			☐ Energy efficiency
			☐ Municipal Financing
			☐ Global Platform for Sustainable Cities
			☐ Urban Resilience
	☐ **Biodiversity**		
		☐ Protected Areas and Landscapes	
			☐ Terrestrial Protected Areas
			☐ Coastal and Marine Protected Areas
			☐ Productive Landscapes
			☐ Productive Seascapes
			☐ Community Based Natural Resource Management
		☐ Mainstreaming	
			☐ Extractive Industries (oil, gas, mining)
			☐ Forestry (Including HCVF and REDD+)
			☐ Tourism
			☐ Agriculture & agrobiodiversity
			☐ Fisheries
			☐ Infrastructure
			☐ Certification (National Standards)
			☐ Certification (International Standards)
		☐ Species	
			☐ Illegal Wildlife Trade
			☐ Threatened Species
			☐ Wildlife for Sustainable Development
			☐ Crop Wild Relatives
			☐ Plant Genetic Resources
			☐ Animal Genetic Resources
			☐ Livestock Wild Relatives
			☐ Invasive Alien Species (IAS)
		☐ Biomes	
			☐ Mangroves
			☐ Coral Reefs
			☐ Sea Grasses
			☐ Wetlands
			☐ Rivers
			☐ Lakes
			☐ Tropical Rain Forests
			☐ Tropical Dry Forests
			☐ Temperate Forests
			☐ Grasslands
			☐ Paramo
			☐ Desert
		☐ Financial and Accounting	
			☐ Payment for Ecosystem Services
			☐ Natural Capital Assessment and Accounting
			☐ Conservation Trust Funds
			☐ Conservation Finance
		☐ Supplementary Protocol to the CBD	

			☐ Biosafety
			☐ Access to Genetic Resources Benefit Sharing
	☐ **Forests**		
		☐ Forest and Landscape Restoration	
			☐ REDD/REDD+
		☐ Forest	
			☐ Amazon
			☐ Congo
			☐ Drylands
	☐ **Land Degradation**		
		☐ Sustainable Land Management	
			☐ Restoration and Rehabilitation of Degraded Lands
			☐ Ecosystem Approach
			☐ Integrated and Cross-sectoral approach
			☐ Community-Based NRM
			☐ Sustainable Livelihoods
			☐ Income Generating Activities
			☐ Sustainable Agriculture
			☐ Sustainable Pasture Management
			☐ Sustainable Forest/Woodland Management
			☐ Improved Soil and Water Management Techniques
			☐ Sustainable Fire Management
			☐ Drought Mitigation/Early Warning
		☐ Land Degradation Neutrality	
			☐ Land Productivity
			☐ Land Cover and Land cover change
			☐ Carbon stocks above or below ground
		☐ Food Security	
	☐ **International Waters**		
		☐ Ship	
		☐ Coastal	
		☐ Freshwater	
			☐ Aquifer
			☐ River Basin
			☐ Lake Basin
		☐ Learning	
		☐ Fisheries	
		☐ Persistent toxic substances	
		☐ SIDS : Small Island Dev States	
		☐ Targeted Research	
		☐ Pollution	
			☐ Persistent toxic substances
			☐ Plastics
			☐ Nutrient pollution from all sectors except wastewater
			☐ Nutrient pollution from Wastewater
		☐ Transboundary Diagnostic Analysis and Strategic Action Plan preparation	
		☐ Strategic Action Plan Implementation	
		☐ Areas Beyond National Jurisdiction	
		☐ Large Marine Ecosystems	
		☐ Private Sector	

		☐ Aquaculture	
		☐ Marine Protected Area	
		☐ Biomes	
			☐ Mangrove
			☐ Coral Reefs
			☐ Seagrasses
			☐ Polar Ecosystems
			☐ Constructed Wetlands
	☒ **Chemicals and Waste**		
		☒ Mercury	
		☐ Artisanal and Scale Gold Mining	
		☐ Coal Fired Power Plants	
		☐ Coal Fired Industrial Boilers	
		☐ Cement	
		☐ Non-Ferrous Metals Production	
		☐ Ozone	
		☒ Persistent Organic Pollutants	
		☒ Unintentional Persistent Organic Pollutants	
		☒ Sound Management of chemicals and Waste	
		☒ Waste Management	
			☒ Hazardous Waste Management
			☒ Industrial Waste
			☒ e-Waste
		☒ Emissions	
		☒ Disposal	
		☒ New Persistent Organic Pollutants	
		☐ Polychlorinated Biphenyls	
		☒ Plastics	
		☐ Eco-Efficiency	
		☒ Pesticides	
		☐ DDT - Vector Management	
		☐ DDT - Other	
		☒ Industrial Emissions	
		☒ Open Burning	
		☒ Best Available Technology / Best Environmental Practices	
		☒ Green Chemistry	
	☐ **Climate Change**		
		☐ **Climate Change Adaptation**	
			☐ Climate Finance
			☐ Least Developed Countries
			☐ Small Island Developing States
			☐ Disaster Risk Management
			☐ Sea-level rise
			☐ Climate Resilience
			☐ Climate information
			☐ Ecosystem-based Adaptation
			☐ Adaptation Tech Transfer
			☐ National Adaptation Programme of Action
			☐ National Adaptation Plan
			☐ Mainstreaming Adaptation
			☐ Private Sector
			☐ Innovation
			☐ Complementarity
			☐ Community-based Adaptation
			☐ Livelihoods
		☒ **Climate Change Mitigation**	

			☐Agriculture, Forestry, and other Land Use
			☐Energy Efficiency
			☒Sustainable Urban Systems and Transport
			☐Technology Transfer
			☐Renewable Energy
			☐Financing
			☐Enabling Activities
		☐**Technology Transfer**	
			☐Poznan Strategic Programme on Technology Transfer
			☐Climate Technology Centre & Network (CTCN)
			☐Endogenous technology
			☐Technology Needs Assessment
			☐Adaptation Tech Transfer
		☐**United Nations Framework on Climate Change**	☐Nationally Determined Contribution
	☒ **Rio Markers**		
		☐Paris Agreement	
		☒Sustainable Development Goals	
		☐Climate Change Mitigation 0	
		☒Climate Change Mitigation 1	
		☐Climate Change Mitigation 2	
		☐Climate Change Adaptation 0	
		☐Climate Change Adaptation 1	
		☐Climate Change Adaptation 2	

19 - Results of the Partners Capacity Assessment Tool (PCAT) and HACT Micro Assessment

These documents are available separately.

20 - UNDP Project Quality Assurance Report (design stage)

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

OVERALL PROJECT

EXEMPLARY (5) ◉◉◉◉◉	HIGHLY SATISFACTORY (4) ◉◉◉◉○	SATISFACTORY (3) ◉◉◉○○	NEEDS IMPROVEMENT (2) ◉◉○○○	INADEQUATE (1) ◉○○○○
At least four criteria are rated Exemplary, and all criteria are rated High or Exemplary.	All criteria are rated Satisfactory or higher, and at least four criteria are rated High or Exemplary.	At least six criteria are rated Satisfactory or higher, and only one may be rated Needs Improvement. The SES criterion must be rated Satisfactory or above.	At least three criteria are rated Satisfactory or higher, and only four criteria may be rated Needs Improvement.	One or more criteria are rated Inadequate, or five or more criteria are rated Needs Improvement.

DECISION

- **APPROVE** – the project is of sufficient quality to continue as planned**.** Any management actions must be addressed in a timely manner.
- **APPROVE WITH QUALIFICATIONS** – the project has issues that must be addressed before the project document can be approved. Any management actions must be addressed in a timely manner.
- **DISAPPROVE** – the project has significant issues that should prevent the project from being approved as drafted.

RATING CRITERIA

STRATEGIC

1. Does the project's Theory of Change specify how it will contribute to higher level change? (Select the option from 1-3 that best reflects the project): • **3:** The project has a theory of change with explicit assumptions and clear change pathway describing how the project will contribute to outcome level change as specified in the programme/CPD, backed by credible evidence of what works effectively in this context. The project document clearly describes why the project's strategy is the best approach at this point in time. • **2:** The project has a theory of change. It has an explicit change pathway that explains how the project intends to contribute to outcome-level change and why the project strategy is the best approach at this point in time, but is backed by limited evidence. • **1:** The project does not have a theory of change, but the project document may describe in generic terms how the project will contribute to development results, without specifying the key assumptions. It does not make an explicit link to the programme/CPD's theory of change. *Note: Management Action or strong management justification must be given for a score of 1	**3**	2
	1	
	Evidence A ToC was prepared and reviewed by UNDP global and CO teams, technical experts and the GEF secr. and GEF council	

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

2. Is the project aligned with the thematic focus of the UNDP Strategic Plan? (select the option from 1-3 that best reflects the project): • **3:** The project responds to one of the three areas of development work[124] as specified in the Strategic Plan; it addresses at least one of the proposed new and emerging areas[125]; an issues-based analysis has been incorporated into the project design; and the project's RRF includes all the relevant SP output indicators. *(all must be true to select this option)* • **2:** The project responds to one of the three areas of development work[1] as specified in the Strategic Plan. The project's RRF includes at least one SP output indicator, if relevant. *(both must be true to select this option)* • **1:** While the project may respond to one of the three areas of development work[1] as specified in the Strategic Plan, it is based on a sectoral approach without addressing the complexity of the development issue. None of the relevant SP indicators are included in the RRF. This answer is also selected if the project does not respond to any of the three areas of development work in the Strategic Plan.	**3** 2 1 **Evidence** As per ProDoc, especially Section V, Results Framework (detailed, with SP output indicators for each of the 5 national components and the global one)

RELEVANT

3. Does the project have strategies to effectively identify, engage and ensure the meaningful participation of targeted groups/geographic areas with a priority focus on the excluded and marginalized? (select the option from 1-3 that best reflects this project): • **3:** The target groups/geographic areas are appropriately specified, prioritising the excluded and/or marginalised. Beneficiaries will be identified through a rigorous process based on evidence (if applicable.) The project has an explicit strategy to identify, engage and ensure the meaningful participation of specified target groups/geographic areas throughout the project, including through monitoring and decision-making (such as representation on the project board) *(all must be true to select this option)* • **2:** The target groups/geographic areas are appropriately specified, prioritising the excluded and/or marginalised. The project document states how beneficiaries will be identified, engaged and how meaningful participation will be ensured throughout the project. *(both must be true to select this option)* • **1:** The target groups/geographic areas are not specified, or do not prioritize excluded and/or marginalised populations. The project does not have a written strategy to identify or engage or ensure the meaningful participation of the target groups/geographic areas throughout the project. *Note: Management Action must be taken for a score of 1, or select not applicable.	3 **2** 1 *Select (all) targeted groups: (drop-down)* **Evidence** There has been a specific analysis on how the most marginalised can be integrated in project, particularly informal waste workers. While they will be engaged throughout project implementation as per the stakeholders' engagement plan, it is not planned that they will be members of the PB.
4. Have knowledge, good practices, and past lessons learned of UNDP and others informed the project design? (select the option from 1-3 that best reflects this project): • **3:** Knowledge and lessons learned (gained e.g. through peer assist sessions) backed by credible evidence from evaluation, corporate policies/strategies, and monitoring have been explicitly used, with appropriate referencing, to develop the project's theory of change and justify the approach used by the project over alternatives. • **2:** The project design mentions knowledge and lessons learned backed by evidence/sources, which inform the project's theory of change but have not been used/are not sufficient to justify the approach selected over alternatives.	**3** 2 1 **Evidence** The knowledge strategy si a detailed exercise in GEF-financed project development of this type and scope, and KM strategies form GEF-funded global programmes were studied and discussed as advised by

[124] 1. Sustainable development pathways; 2. Inclusive and effective democratic governance; 3. Resilience building
[125] sustainable production technologies, access to modern energy services and energy efficiency, natural resources management, extractive industries, urbanization, citizen security, social protection, and risk management for resilience

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

• **1:** There is only scant or no mention of knowledge and lessons learned informing the project design. Any references that are made are not backed by evidence. *Note: Management Action or strong management justification must be given for a score of 1	the GEF Secretariat, to draw useful lessons for SWAP.
5. Does the project use gender analysis in the project design and does the project respond to this gender analysis with concrete measures to address gender inequities and empower women? (select the option from 1-3 that best reflects this project): • **3:** A participatory gender analysis on the project has been conducted. This analysis reflects on the different needs, roles and access to/control over resources of women and men, and it is fully integrated into the project document. The project establishes concrete priorities to address gender inequalities in its strategy. The results framework includes outputs and activities that specifically respond to this gender analysis, with indicators that measure and monitor results contributing to gender equality. *(all must be true to select this option)* • **2:** A gender analysis on the project has been conducted. This analysis reflects on the different needs, roles and access to/control over resources of women and men. Gender concerns are integrated in the development challenge and strategy sections of the project document. The results framework includes outputs and activities that specifically respond to this gender analysis, with indicators that measure and monitor results contributing to gender equality. *(all must be true to select this option)* • **1:** The project design may or may not mention information and/or data on the differential impact of the project's development situation on gender relations, women and men, but the constraints have not been clearly identified and interventions have not been considered. *Note: Management Action or strong management justification must be given for a score of 1	**3** | 2 | 1 **Evidence** An extensive gender assessment and action plan was developed as part of the preparatory phase, for all national and global components of the project, with concrete recommendations, integrated in the results framework. This can be complemented in the early implementation phase, but the baseline analysis is strong and detailed.
6. Does UNDP have a clear advantage to engage in the role envisioned by the project vis-à-vis national partners, other development partners, and other actors? (select from options 1-3 that best reflects this project): • **3:** An analysis has been conducted on the role of other partners in the area where the project intends to work, and credible evidence supports the proposed engagement of UNDP and partners through the project. It is clear how results achieved by relevant partners will contribute to outcome level change complementing the project's intended results. If relevant, options for south-south and triangular cooperation have been considered, as appropriate. *(all must be true to select this option)* • **2:** Some analysis has been conducted on the role of other partners where the project intends to work, and relatively limited evidence supports the proposed engagement of and division of labour between UNDP and partners through the project. Options for south-south and triangular cooperation may not have not been fully developed during project design, even if relevant opportunities have been identified. • **1:** No clear analysis has been conducted on the role of other partners in the area that the project intends to work, and relatively limited evidence supports the proposed engagement of UNDP and partners through the project. There is risk that the project overlaps and/or does not coordinate with partners' interventions in this area. Options for south-south and triangular cooperation have not been considered, despite its potential relevance. *Note: Management Action or strong management justification must be given for a score of 1	**3** | 2 | 1 **Evidence** This project fits within a broader UN effort towards promoting zero waste and circular economy, and the South-South dimension with5 countries participating and exchanging through the global component) is strong. The Multi-Country Project structure has been selected to reinforce the South-south approach.

SOCIAL & ENVIRONMENTAL STANDARDS

	3 | **2** | 1

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

7. Does the project seek to further the realization of human rights using a human rights based approach? (select from options 1-3 that best reflects this project):

- **3:** Credible evidence that the project aims to further the realization of human rights, upholding the relevant international and national laws and standards in the area of the project. Any potential adverse impacts on enjoyment of human rights were rigorously identified and assessed as relevant, with appropriate mitigation and management measures incorporated into project design and budget. *(all must be true to select this option)*
- **2:** Some evidence that the project aims to further the realization of human rights. Potential adverse impacts on enjoyment of human rights were identified and assessed as relevant, and appropriate mitigation and management measures incorporated into the project design and budget.
- **1:** No evidence that the project aims to further the realization of human rights. Limited or no evidence that potential adverse impacts on enjoyment of human rights were considered.

*Note: Management action or strong management justification must be given for a score of 1

Evidence
The main Human Right SWAP contributes to is a safe clean healthy and sustainable environment. A thorough analysis was conducted as part of the safeguards analysis. It is however not centered on a human-rights based approach.

8. Did the project consider potential environmental opportunities and adverse impacts, applying a precautionary approach? (select from options 1-3 that best reflects this project):

- **3:** Credible evidence that opportunities to enhance environmental sustainability and integrate poverty-environment linkages were fully considered as relevant, and integrated in project strategy and design. Credible evidence that potential adverse environmental impacts have been identified and rigorously assessed with appropriate management and mitigation measures incorporated into project design and budget. *(all must be true to select this option)*.
- **2:** No evidence that opportunities to strengthen environmental sustainability and poverty-environment linkages were considered. Credible evidence that potential adverse environmental impacts have been identified and assessed, if relevant, and appropriate management and mitigation measures incorporated into project design and budget.
- **1:** No evidence that opportunities to strengthen environmental sustainability and poverty-environment linkages were considered. Limited or no evidence that potential adverse environmental impacts were adequately considered.

*Note: Management action or strong management justification must be given for a score of 1

3 | 2 | 1

Evidence
Thorough analysis on environment and the poverty-environment nexus was included as part of the PIF and the Project Document. Details are available in the SESP.

9. Has the Social and Environmental Screening Procedure (SESP) been conducted to identify potential social and environmental impacts and risks? The SESP is not required for projects in which UNDP is Administrative Agent only and/or projects comprised solely of reports, coordination of events, trainings, workshops, meetings, conferences and/or communication materials and information dissemination. [if yes, upload the completed checklist. If SESP is not required, provide the reason for the exemption in the evidence section.]

Yes | No

The full SESP and related analytical reports are annexed to the Project Document.

MANAGEMENT & MONITORING

10. Does the project have a strong results framework? (select from options 1-3 that best reflects this project):

- **3:** The project's selection of outputs and activities are at an appropriate level and relate in a clear way to the project's theory of change. Outputs are accompanied by SMART, results-oriented indicators that measure all of the key expected changes identified in the theory of change, each with credible data sources, and populated baselines and targets, including gender sensitive, sex-disaggregated indicators where appropriate. *(all must be true to select this option)*

3 | 2 | 1

Evidence
Very detailed Project results framework with disaggregated level of data sources, indicators and baselines.

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

• **2:** The project's selection of outputs and activities are at an appropriate level, but may not cover all aspects of the project's theory of change. Outputs are accompanied by SMART, results-oriented indicators, but baselines, targets and data sources may not yet be fully specified. Some use of gender sensitive, sex-disaggregated indicators, as appropriate. *(all must be true to select this option)* • **1:** The results framework does not meet all of the conditions specified in selection "2" above. This includes: the project's selection of outputs and activities are not at an appropriate level and do not relate in a clear way to the project's theory of change; outputs are not accompanied by SMART, results-oriented indicators that measure the expected change, and have not been populated with baselines and targets; data sources are not specified, and/or no gender sensitive, sex-disaggregation of indicators. *Note: Management Action or strong management justification must be given for a score of 1		
11. Is there a comprehensive and costed M&E plan in place with specified data collection sources and methods to support evidence-based management, monitoring and evaluation of the project?	**Yes (3)**	No (1)
12. Is the project's governance mechanism clearly defined in the project document, including planned composition of the project board? (select from options 1-3 that best reflects this project): • **3:** The project's governance mechanism is fully defined in the project composition. Individuals have been specified for each position in the governance mechanism (especially all members of the project board.) Project Board members have agreed on their roles and responsibilities as specified in the terms of reference. The ToR of the project board has been attached to the project document. *(all must be true to select this option)*. • **2:** The project's governance mechanism is defined in the project document; specific institutions are noted as holding key governance roles, but individuals may not have been specified yet. The prodoc lists the most important responsibilities of the project board, project director/manager and quality assurance roles. *(all must be true to select this option)* • **1:** The project's governance mechanism is loosely defined in the project document, only mentioning key roles that will need to be filled at a later date. No information on the responsibilities of key positions in the governance mechanism is provided. *Note: Management Action or strong management justification must be given for a score of 1	**3**	2 1 **Evidence** Definition of roles has been thoroughly discussed and reviewed by all stakeholders at the time of the ProDoc submission to the GEF for endorsement. Draft ToR have been drafted and annexed, awaiting approval by the PAC.
13. Have the project risks been identified with clear plans stated to manage and mitigate each risks? (select from options 1-3 that best reflects this project): • **3:** Project risks related to the achievement of results are fully described in the project risk log, based on comprehensive analysis drawing on the theory of change, Social and Environmental Standards and screening, situation analysis, capacity assessments and other analysis. Clear and complete plan in place to manage and mitigate each risk. *(both must be true to select this option)* • **2:** Project risks related to the achievement of results identified in the initial project risk log with mitigation measures identified for each risk. • **1:** Some risks may be identified in the initial project risk log, but no evidence of analysis and no clear risk mitigation measures identified. This option is also selected if risks are not clearly identified and no initial risk log is included with the project document. *Note: Management Action must be taken for a score of 1	**3**	2 1 **Evidence** Yes, a very comprehensive risk analysis was completed and included in the ProDoc, as per template for GEF-funded projects. This complements the SESP risk analysis and mitigation measures.

EFFICIENT

14. Have specific measures for ensuring cost-efficient use of resources been explicitly mentioned as part of the project design? This can include: i) using the theory of change analysis to explore	**Yes (3)**	No (1)

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

different options of achieving the maximum results with the resources available; ii) using a portfolio management approach to improve cost effectiveness through synergies with other interventions; iii) through joint operations (e.g., monitoring or procurement) with other partners.		
15. Are explicit plans in place to ensure the project links up with other relevant on-going projects and initiatives, whether led by UNDP, national or other partners, to achieve more efficient results (including, for example, through sharing resources or coordinating delivery?)	**Yes (3)**	No (1)
16. Is the budget justified and supported with valid estimates? • **3:** The project's budget is at the activity level with funding sources, and is specified for the duration of the project period in a multi-year budget. Costs are supported with valid estimates using benchmarks from similar projects or activities. Cost implications from inflation and foreign exchange exposure have been estimated and incorporated in the budget. • **2:** The project's budget is at the activity level with funding sources, when possible, and is specified for the duration of the project in a multi-year budget. Costs are supported with valid estimates based on prevailing rates. • **1:** The project's budget is not specified at the activity level, and/or may not be captured in a multi-year budget.	3 / **2** / 1 **Evidence** Detailed budget analysis undertaken	
17. Is the Country Office fully recovering the costs involved with project implementation? • **3:** The budget fully covers all project costs that are attributable to the project, including programme management and development effectiveness services related to strategic country programme planning, quality assurance, pipeline development, policy advocacy services, finance, procurement, human resources, administration, issuance of contracts, security, travel, assets, general services, information and communications based on full costing in accordance with prevailing UNDP policies (i.e., UPL, LPL.) • **2:** The budget covers significant project costs that are attributable to the project based on prevailing UNDP policies (i.e., UPL, LPL) as relevant. • **1:** The budget does not adequately cover project costs that are attributable to the project, and UNDP is cross-subsidizing the project. *Note: Management Action must be given for a score of 1. The budget must be revised to fully reflect the costs of implementation before the project commences.	3 / **2** / 1 **Evidence** Was integrated as part of the budget preparation (DIM global component, 4 COs NIM and one full NIM).	
EFFECTIVE		
18. Is the chosen implementation modality most appropriate? (select from options 1-3 that best reflects this project): • **3:** The required implementing partner assessments (capacity assessment, HACT micro assessment) have been conducted, and there is evidence that options for implementation modalities have been thoroughly considered. There is a strong justification for choosing the selected modality, based on the development context. *(both must be true to select this option)* • **2:** The required implementing partner assessments (capacity assessment, HACT micro assessment) have been conducted and the implementation modality chosen is consistent with the results of the assessments.	**3** / **2** / 1 **Evidence** Detailed analysis was conducted in the 5 countries for the selection of IPs, RPs and of the best modality to use.	

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

• **1:** The required assessments have not been conducted, but there may be evidence that options for implementation modalities have been considered. *Note: Management Action or strong management justification must be given for a score of 1	
19. Have targeted groups, prioritizing marginalized and excluded populations that will be affected by the project, been engaged in the design of the project in a way that addresses any underlying causes of exclusion and discrimination? • 3: Credible evidence that all targeted groups, prioritising marginalized and excluded populations that will be involved in or affected by the project, have been actively engaged in the design of the project. Their views, rights and any constraints have been analysed and incorporated into the root cause analysis of the theory of change which seeks to address any underlying causes of exclusion and discrimination and the selection of project interventions. • 2: Some evidence that key targeted groups, prioritising marginalized and excluded populations that will be involved in the project, have been engaged in the design of the project. Some evidence that their views, rights and any constraints have been analysed and incorporated into the root cause analysis of the theory of change and the selection of project interventions. • 1: No evidence of engagement with marginalized and excluded populations that will be involved in the project during project design. No evidence that the views, rights and constraints of populations have been incorporated into the project.	3 **2** 1 **Evidence** Engagement conducted during the preparatory phase and documented in the Stakeholder engagement plan and throughout the ProDoc.
20. Does the project conduct regular monitoring activities, have explicit plans for evaluation, and include other lesson learning (e.g. through After Action Reviews or Lessons Learned Workshops), timed to inform course corrections if needed during project implementation?	**Yes (3)** No (1)
21. The gender marker for all project outputs are scored at GEN2 or GEN3, indicating that gender has been fully mainstreamed into all project outputs at a minimum. *Note: Management Action or strong management justification must be given for a score of "no"	**Yes (3)** No (1) **Evidence** Integration of gender has been ensured comprehensively.
22. Is there a realistic multi-year work plan and budget to ensure outputs are delivered on time and within allotted resources? (select from options 1-3 that best reflects this project): • **3:** The project has a realistic work plan & budget covering the duration of the project *at the activity* level to ensure outputs are delivered on time and within the allotted resources. • **2:** The project has a work plan & budget covering the duration of the project at the output level. • **1:** The project does not yet have a work plan & budget covering the duration of the project.	**3** 2 1 **Evidence** See budget and Project Results Framework
SUSTAINABILITY & NATIONAL OWNERSHIP	
23. Have national partners led, or proactively engaged in, the design of the project? (select from options 1-3 that best reflects this project): • **3:** National partners have full ownership of the project and led the process of the development of the project jointly with UNDP. • **2:** The project has been developed by UNDP in close consultation with national partners. • **1:** The project has been developed by UNDP with limited or no engagement with national partners.	3 **2** 1 **Evidence** As it is a global project, there has been a central role for UNDP to develop activities, but in very close consultation with national partners and acting upon Government's priorities and decisions.

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

<table>
<tr><td rowspan="4">24. Are key institutions and systems identified, and is there a strategy for strengthening specific/ comprehensive capacities based on capacity assessments conducted? (select from options 0-4 that best reflects this project):
• <u>3:</u> The project has a comprehensive strategy for strengthening specific capacities of national institutions based on a systematic and detailed capacity assessment that has been completed. This strategy includes an approach to regularly monitor national capacities using clear indicators and rigorous methods of data collection, and adjust the strategy to strengthen national capacities accordingly.
• <u>2.5:</u> A capacity assessment has been completed. The project document has identified activities that will be undertaken to strengthen capacity of national institutions, but these activities are not part of a comprehensive strategy to monitor and strengthen national capacities.
• <u>2:</u> A capacity assessment is planned after the start of the project. There are plans to develop a strategy to strengthen specific capacities of national institutions based on the results of the capacity assessment.
• <u>1.5:</u> There is mention in the project document of capacities of national institutions to be strengthened through the project, but no capacity assessments or specific strategy development are planned.
• <u>1:</u> Capacity assessments have not been carried out and are not foreseen. There is no strategy for strengthening specific capacities of national institutions.</td><td>3</td><td>2.5</td></tr>
<tr><td>2</td><td>1.5</td></tr>
<tr><td colspan="2">1</td></tr>
<tr><td colspan="2">Evidence
Please see Project results framework for detailed targets. The project focuses on comprehensively upgrading the capacities of institutions at municipality and national levels to adopt zero waste approaches.</td></tr>
<tr><td>25. Is there is a clear strategy embedded in the project specifying how the project will use national systems (i.e., procurement, monitoring, evaluations, etc.,) to the extent possible?</td><td>Yes (3)</td><td>No (1)</td></tr>
<tr><td>26. Is there a clear transition arrangement/ phase-out plan developed with key stakeholders in order to sustain or scale up results (including resource mobilisation strategy)?</td><td>Yes (3)</td><td>No (1)</td></tr>
</table>

Annex 21 - Baseline Information

Note that a more detailed version of the baseline scenario as developed as part of the preparation phase. This below is a summary of the findings.

Greater Tunis (Tunisia):

Population: 2,800,000 inhabitants - women: 1,416,994- men: 1,383,005

ORGANIZATIONAL STRUCTURE:

The governance structure for waste management in Tunis can be summarized as follows:

Ministry of Environment: Involved in preparing legislation related to waste management. It also acts as a decision-maker for legislation and, depending on the type of waste, may be responsible for permitting operations.
National Waste Management Agency (ANGed): A key player in the waste management framework, responsible for transport collection permits, treatment alongside the National Environment Protection Agency (ANPE), and control and operation of waste stream systems like ECO-LEF, ECO-ZIT, and ECO-PILES. ANGed also contracts private companies for treatment operations.
Ministry of Interior: Participates in preparing and deciding on waste management legislation.
National Environment Protection Agency (ANPE): Responsible for treatment permissions in collaboration with ANGed and the Ministry of Environment for certain waste types, and for controlling pollution.
Municipalities: Responsible for municipal waste management, decision-making on local rules, setting tariffs for transport collection, and direct operation of transport collection. The document mentions an expansion from 165 municipalities before 2018 to 350 municipalities, covering the whole territory.
Governorates: Involved in concertation with municipalities for local rule-making.

PLANNING/LEGAL STRUCTURE OF A RISK ASSESSMENT:

Legally, waste management policies in Tunisia has led to a variety of regulations developed since 1975, including: Law 1996-1941 dated 10/06/1996 on the control of the waste management and disposal; Law 92 – 122 establishing a depollution fund (FODEP); Law 1975-33 dated 14/05/1975 on the organic law of Commons entrusting waste collection in communal areas to municipalities; Law n°97-11 of 3 February 1997, promulgating the code of local taxation; Decree N° 2317-2005 of 22/8/2005: Establishing a national waste management agency (ANGed);Decree 726-1989 dated 10/6/1989 relating to rural councils entrusting waste disposal in rural areas to elected councils.

When analyzing the several legal and planning instruments being developed up to know, the following main challenges (institutional, governance, planning and legal) were identified for their effective implementation:

Overlapping mandates and responsibilities: The presence of multiple entities with unclear or overlapping authority over various aspects of waste management complicates the coordination and implementation of policies and programs.
Centralization of authorities: Despite efforts towards decentralization, the centralization of decision-making at the national level disrupts effective local management and adaptation of waste management strategies.
Lack of Public Participation: The absence of mechanisms for engaging the public and stakeholders in decision-making processes has limited community involvement and support for waste management initiatives.
Poor Implementation of Existing Frameworks: The current organizational framework for SWM is poorly implemented, with disrupted functions due to unclear lines of authority and overlapping mandates.
Underutilization of Circular Economy tools: There is a noted lack of concrete scenarios and standard models for the implementation of a circular economy, indicating a gap in planning for environmentally friendly transformation.
Reliance on Limited Data: The system for collecting municipal solid waste has been established without adequate data, affecting the planning and optimization of waste management operations.
Absence of financial incentives and effective cost recovery mechanisms: The funding system for waste management is characterized by low-cost recovery, which discourages investment and innovation in the sector.
Outdated or inadequate legislation: Some of the legal frameworks and regulations developed since 1975 may not fully address the current challenges of waste management or the need for modern, sustainable practices.

Lack of specific regulations for emerging waste management approaches: While significant laws and decrees have been established, there may be gaps in legislation specifically supporting new waste management technologies, recycling, and circular economy practices.
Difficulties in Law enforcement: The enforcement of existing laws and regulations related to waste management and environmental protection is challenging, contributing to issues like illegal dumping and inadequate waste processing.

FINANCIAL ISSUES:

The waste management in Greater Tunis is financed as follows:

Municipal Level Financing: The municipal financing system relies on general budget resources. Operating costs of waste services represent a significant portion of municipal budgets and revenues, with national average revenue from local taxes like the Tax on built buildings (TIB) covering only a small fraction of these costs. An average recovery rate of 60% would be necessary to cover all municipal costs linked to the waste service, indicating a significant gap in cost recovery.

National Level Financing: The financing of solid waste management at the national level is characterized by two parallel systems: one managed by municipalities and the other through ANGed. The State, through the Eco-tax, finances 80% of the investment and operating cost of transfer centers and sanitary landfills, indicating substantial public investment in waste management infrastructure. Additional budgetary allocations are transferred to municipalities via mechanisms such as the Common Fund for Local Authorities (FCCL) and the Loan and Support Fund for Local Authorities (CPSCL).

Specific Investments and Financial Mechanisms:

ECOTAX: This tax is a critical resource backing investments in waste management, covering a significant portion of the costs for landfilling and treatment facilities.
Extended Producer Responsibility (EPR): Tunisia is working on improving regulation through the design of national systems based on EPR, involving coordination with the Ministry of Finance and the General Directorate of Tax Studies and Legislation (DGELF) to synchronize different financing mechanisms. The design of EPR model is actually under development for some waste streams, such as Vegetable oils, small batteries, WEEE, and several initiatives on packaging. In addition, a number of producers expressed their readiness to adhere to the efforts toward increasing the collection and the recycling of the waste.
Public-Private Partnerships: The operational body for activities like transport collection and treatment often involves municipalities working directly or via private companies, highlighting the role of private sector investment in waste management.

Main challenges in securing adequate financial resources for waste management operations and investments in Greater Tunis are:

- **Low-Cost recovery:** The significant gap between the costs incurred and the revenue generated from waste management services makes it challenging to sustain operations and invest in necessary infrastructure.
- **Reliance on limited budget resources:** Municipal financing systems heavily rely on general budget resources, with the operating cost of waste services consuming a substantial portion of municipal budgets. The revenue from local taxes such as the Tax on Built Buildings (TIB) barely covers a fraction of these operating costs, indicating a heavy financial burden on municipalities.
- **Absence of specific fees for Municipal waste management services:** There are no specific fees designated for municipal waste management services, which complicates the process of generating dedicated funds for this purpose.
- **Inadequate financial incentives and cost recovery mechanisms:** The funding system for waste management is characterized by the absence of financial incentives for reducing waste or enhancing recycling efforts, as well as effective mechanisms for cost recovery. This results in a lack of motivation for stakeholders to invest in or support waste management initiatives.
- **Unclear criteria for fund distribution:** the fees distribution by the central treasury is based on unclear criteria, leading to inefficiencies and potentially unfair allocation of resources.

- **Dependence on Eco-Tax for major funding:** While the Eco-Tax provides significant support for waste management financing, this heavy reliance on a single source of funding may not be sustainable in the long term, especially if there are fluctuations in revenue generated from this tax.
- **Challenges in financing from the private sector:** Lack of investment by the private sector, partly due to the financial barriers mentioned above. Without clear financial incentives or a stable regulatory environment, private entities may be hesitant to commit resources to waste management operations or infrastructure development.

WASTE DATA:

Composition	Treatment & Disposal	Comments
Municipal Solid Waste: 923,235 tonnes/year	Collection Rate: 84% Not collected/Not appropriately disposed of: 16% Landfill: 78% Recycling: 4% Composting: 1% Incineration: 0%	The municipal solid waste breakdown is: Organic waste 45.1%; Paper and Cardboard 18.1%; Glass 5.3%; Plastic 11.9%; WEE 0.2%; Tinplate compounds 2.05%; Aluminium compounds 0.8%; Textiles 2.26%; Batteries 0.1%; Wood 1.3%; Hazardous Materials 0.1% There are 17 landfills and 57 transfer centres in operation. The National Strategy for the Integrated and Sustainable Management of Household and Assimilated Waste 2020-2035 sets a series of specific objectives in terms of waste prevention and management: - Reduce the amount of household and similar waste (HWW) produced per capita by 10% in 2035, compared to the figures for the year 2020. - Increase the material recycling rate of household and similar waste to 20% by 2035. – Gradually increase the amount of waste that is organically or energetically recovered, reaching a rate of 40% by 2035. – Reduce landfilling by 60% of WAS by 2035.
Industrial waste: 2,512 tonnes/year		
Healthcare Waste: 4,359.8 tonnes/year		
Demolition Waste: 1,960,000 tonnes/year		As per "Etude Inventaire de Déchets Dangereux en Tunisie/2018" industrial waste in Tunisian territory is 268,000 t/y (of which 22% in Greater Tunis). 96% of hazardous waste is produced by 8 industries: Textile and clothing (20%); Electric and Electronics (27%); Plastics (8%); Mechanical and metal industry: metals treatment, construction (9%); Mechanical and metal industry: non-ferrous metals (3%); chemicals (3%); agro industry (2.5%).

The Development Challenge

The development challenge is local contexts of the participating municipalities, within the national frameworks, that encompasses a series of regulatory, institutional, financial, technical, behavioral, social, and environmental gaps that impede the local capacities to effectively manage waste through the adoption of waste hierarchy principles with the waste reduction as a first step, increase circularity and reduce chemical pollution within value chains. This results in the leakage of wastes to the local environment (soil, water, and air) and contributes to the pollution problems of global concern (marine litters, POPs, GHGs especially methane, heavy metals, hazardous chemicals, etc.), exposes communities to toxic environment and harms the most vulnerable populations disproportionately.

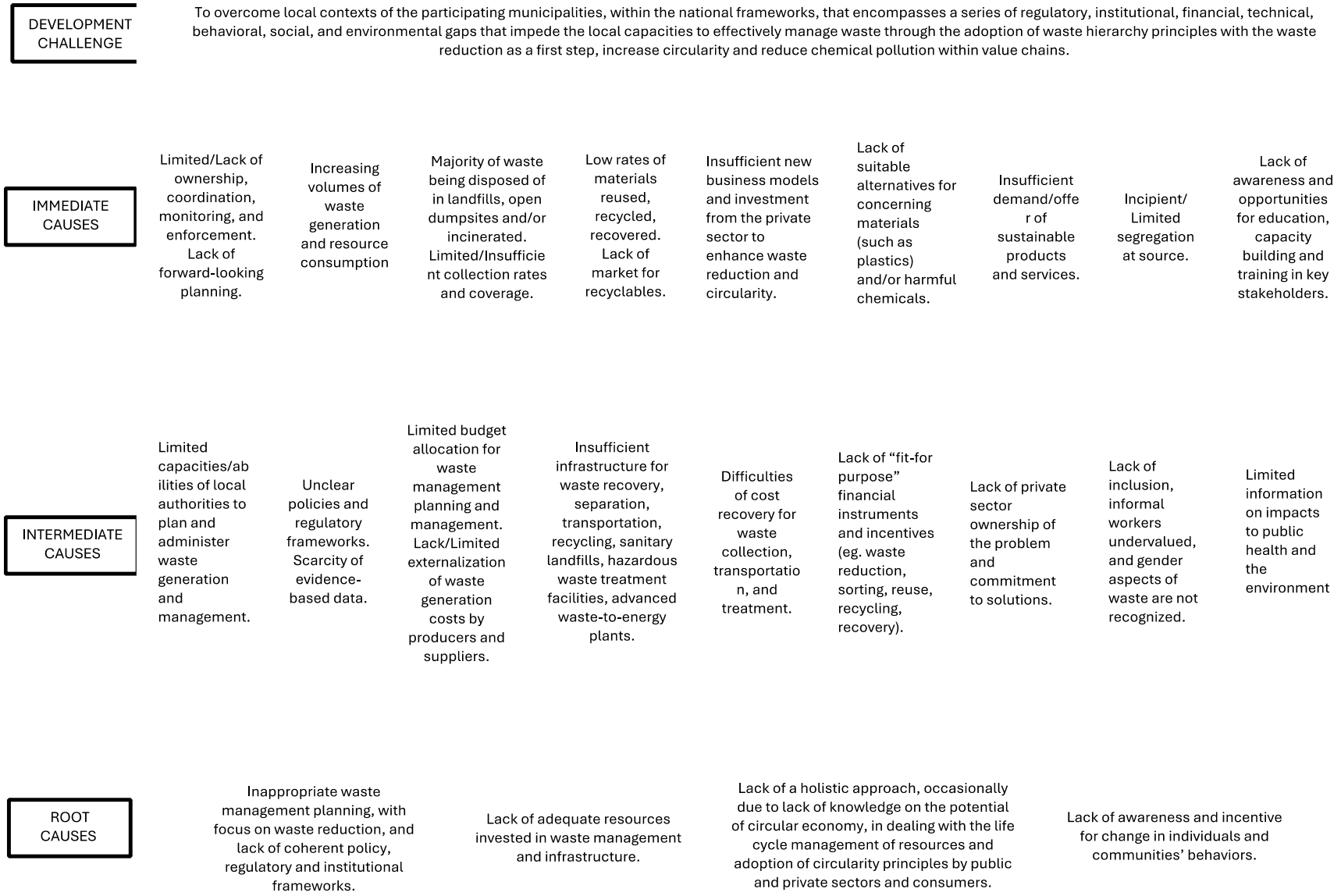


Figure 1. Theory of Change: Problem Tree Analysis Diagram

During the PPG phase a deep assessment of the current situation in each of the participating cities was conducted and specific barriers aligned to the Global Problem Tree Analysis were identified. The following can be highlighted:

Greater Tunis – Tunisia

- Multiple entities with unclear or overlapping authority over various aspects of waste management complicates the coordination and implementation of policies and programs.

- Limited data on waste management systems, affecting the planning and optimization of waste management operations.

- Outdated and Inadequate Legislation. In addition, gaps in legislation specifically supporting new waste management technologies, recycling, and circular economy practices.

- Weak enforcement of existing laws and regulations related to waste management and environmental protection, contributing to issues like illegal dumping and inadequate waste processing.

- Gap between the costs incurred and the revenue generated from waste management services makes challenging to sustain operations and invest in necessary infrastructure.

- The funding system for waste management is characterized by the absence of financial incentives for reducing waste or enhancing recycling efforts, as well as effective mechanisms for cost recovery. This results in a lack of motivation for stakeholders to invest in or support waste management initiatives.

- Lack of concrete scenarios and standard models for the implementation of a circular economy

- Lack of investment by the private sector. Without clear financial incentives or a stable regulatory environment, private entities may be hesitant to commit resources to waste management operations or infrastructure development, as well as for the development of circular business models.

- Absence of mechanisms for engaging the public and stakeholders in decision-making processes has limited community involvement and support for waste management initiatives.

Sustainable Development Goals

Waste management is a powerful driver for global sustainable development and have important linkages to all the Sustainable Development Goals (SDGs). Through the improvement of the city waste management the following Sustainable Development Goals will be supported on their achievement:

- **SDG 1 No poverty**: by addressing the social aspect of waste management, it is known that dumpsites around the world affect the livelihood of more than 60 million people.
- **SDG 2 Zero Hunger**: by reducing food wastage along the entire supply chain and making sure remaining food waste is composted or turned into biogas.
- **SDG 3 Health and well-being**: by avoiding waste being openly burnt. This practice generates particulates that cause respiratory diseases as well as dioxins and furans are released, the latter two amongst the most harmful chemicals known to humankind and the environment.
- **SDG 4 Quality Education:** by increased knowledge, better conditions are put in place to promote a sound chemicals and waste management.
- **SDG 5 Gender equality**: by designing interventions addressing gender differentiated roles and impacts of waste management.
- **SDG 6 Clean water and sanitation**: by improving waste management, the pollution of ground and surface water, rivers and water ways and thus drinking water sources, is minimized. As mentioned previously, inadequate waste management can lead to water borne disease, cause flooding, while harmful components contained in the waste (such as persistent toxic substances) cause significant pollution.
- **SDG 7 Affordable and clean energy:** by taking care of the energy content from the waste.
- **SDG 8 Decent work and economic growth**: by generating greener, safer, fairer jobs, which will be performed by retrained and higher-skilled workers. It also provides opportunities for the creation of new jobs for vulnerable and marginalized groups (e.g. informal waste pickers, garment workers) through the re-use and recycling of waste, textiles and other materials.
- **SDG 9 Industry, innovation, and infrastructure:** by developing better processes for a better waste management.

- **SDG 11 Sustainable cities and communities**: by improving the generation and management of municipal and other kinds of waste which makes cities and human settlements inclusive, safe, resilient, and sustainable and reduce the adverse environmental impact.
- **SDG 12 Responsible consumption and production**: by working towards a circular economy approach where materials being circulated in our society are produced and consumed in a sustainable manner. The focus is to prevent waste generation but also to demand more reusable and recyclable products on the market.
- **SDG 13 Climate Action**: by promoting the reduction of waste generation and ensuring proper management of waste, GHG emissions can be remarkably reduced.
- **SDG 14 Life below water**: by improving waste management systems, pollution from hazardous chemicals and plastics resulting from the mismanagement of waste on land leaking into our waterways and oceans is eliminated, minimizing impacts on marine environments and life.
- **SDG 15 Life on land**: by reducing waste generation and ensuring residual waste is properly managed. As previously identified, inadequate waste management results in pollutants leaking into our soil, ground water, streams, and rivers, while the burning of waste, and the decomposition of waste, emit harmful pollutants and chemicals into the air. Waste that has been inadequately dumped can lead to disease and flooding, while livestock and other animals can die from the indigestion of plastics littering the environment.
- **SDG 16 Peace, justice, and strong institutions**: when public waste management systems are robust and well developed, the risks of corruption, bribery and illegal activities related to waste are reduced.
- **SDG 17 Partnerships for the goals:** where capacity building and the exchange of knowledge and experiences between cities and countries is an important step towards sustainable waste management.

22 - Activity Monitoring Table

Annex 22 – Monitoring Activity Table

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
Track results progress	**Project objective from the results framework**	***Indicator 1*** GEF core indicator 11	Mid Term (MT): Total 108,312 people. (54,218 women; 54,094 men) Tianjin: 63,604 people (31,802 W; 31,802 M) Montevideo: 10,755 people (5,485 W; 5,270 M) Kocaeli: 11,483 people (5,626 W; 5,857 M) Freetown: 7,005 people (3,572 W; 3,433 M) Tunis: 15,465 people (7,732 W; 7,733 M) End of Project (EoP): Total 746,091 people. (373,046 women; 373,045 men)[126]	Number of direct project beneficiaries disaggregated by gender (individual people).	Annually Reported in Development Objective (DO) tab of the GEF PIR	Project Management Unit (PMU)	Official records of Implementing Partners and PMU.

[126] The total amount will arise to 4,902,565 people (W; M) five (5) years after project implementation. (Tianjin: 2,878,900 people (1,439,450 W; 1,439,450 M); Montevideo: 486,808 people (256,593 W; 230,215 M); Kocaeli: 519,768 people (257,082 W; 262,868 M); Freetown: 317,089 people (161,871 W; 155,318 M); Tunis: 700,000 people (350,000 W; 350,000 M))

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Tianjin: 438,122 people (219,061 W; 219,061 M) Montevideo: 74,084 people (37,783 W; 36,301 M) Kocaeli: 79,100 people (38,759 W; 40,341 M) Freetown: 48,256 people (24,610 W; 23,646 M) Tunis: 106,529 people (53,265 W; 53,264 M)				
		Indicator 2 GEF core indicator 6	MT: Total 155,800 metric tonnes of direct CO_2e mitigated. Tianjin: 77,326 metric tonnes CO_2e mitigated. Montevideo: 28,720 metric tonnes CO_2e mitigated. Kocaeli: 5,126 metric tonnes CO_2e mitigated. Freetown: 12,372 metric tonnes CO_2e mitigated. Greater Tunis: 32,256 metric tonnes CO_2e mitigated.	Greenhouse Gas Emissions Mitigated (metric tons of CO_2e).	Annually Reported in Development Objective (DO) tab of the GEF PIR	PMU	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			EoP: Total 1,073,200 metric tonnes of direct CO_2e mitigated.[127] Tianjin: 532,643 metric tonnes CO_2e mitigated. Montevideo: 197,839 metric tonnes CO_2e mitigated. Kocaeli: 35,307 metric tonnes CO_2e mitigated. Freetown: 85,223 metric tonnes CO_2e mitigated. Greater Tunis: 222,188 metric tonnes CO_2e mitigated.				
		Indicator 3 GEF core indicator 9	MT: <u>Indicator 9.1</u> Total 572.195 metric tons (MT) of Persistent Organic Pollutants (POPs) removed/disposed.	Chemicals of global concern and their waste reduced. Indicator 9.1 Persistent Organic Pollutants (POPs)	Annually Reported in Development Objective (DO) tab of the GEF PIR	PMU	Official records of Implementing Partners and PMU.

[127] The total amount will arise to 7,052,000 metric tonnes of direct CO_2e avoided five (5) years after project implementation. (Tianjin: 3,500,000 metric tonnes of CO_2e; Montevideo: 1,300,000 metric tonnes of CO_2e; Kocaeli: 232,000 metric tonnes of CO_2e; Freetown: 560,000 metric tonnes of CO_2e; Greater Tunis: 1,460,000 metric tonnes of CO_2e). After 10 years of project completion 2,954,262 metric tonnes of indirect CO_2e emissions will be avoided (Tianjin: 1,929,311 metric tonnes of CO_2e; Montevideo: 364,047 metric tonnes of CO_2e; Kocaeli: 63,856 tonnes of CO_2e; Freetown: 189,840 tonnes of CO_2e; Tunis: 407,208 tonnes of CO_2e)

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Tianjin: HBCD 108 MT UV-328 20 MT PBDE 360 MT MCCP 36 MT Montevideo: UV-328 4 MT PBDE 1 MT PFOAS 8.1 MT Kocaeli: UV-328 7.5 MT PFOAS 8.5 MT Freetown: UV-328 5.4 MT PBDE 0.015 MT PFOAS 0.27 MT Tunis: UV-328 12.4 MT PBDE 0.1 MT PFOAS 0.9 MT MCCP 0.01 MT <u>Indicator 9.2</u> Total 1.045 metric tons (MT) of mercury reduced. Tianjin: 0.1 MT Montevideo: 0.9 MT Freetown: 0.045 MT	removed or disposed (POPs type) (in metric tons) Indicator 9.2 Quantity of mercury reduced (in metric tons) Indicator 9.6 POPs/Mercury containing materials and products directly avoided (in metric tons) Indicator 9.8 Avoided residual plastic waste (in metric tons).			

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			<u>Indicator 9.6</u> Total 88,187.28 metric tons (MT) of POPs/Hg containing waste reduced. Tianjin: 79,030.94 MT Montevideo: 3,020.22 MT Kocaeli: 2,378.024 MT Freetown: 1,131.08 MT Tunis: 2,627.009 MT <u>Indicator 9.8</u> Total 23,710 MT of plastic waste avoided. Tianjin: 12,629 MT Montevideo: 2,730 MT Kocaeli: 2,890 MT Freetown: 2,048 MT Tunis: 3,413 MT EoP: <u>Indicator 9.1</u> Total 2,470.46 metric tons of Persistent Organic				

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Pollutants (POPs) removed/disposed.[128] Tianjin: HBCD 432 MT UV-328 100 MT PBDE 1,440 MT MCCP 144 MT Montevideo: HBCD 0.2 MT UV-328 30.5 MT PBDE 8.9 MT PFOAS 58.1 MT MCCP 0.4 MT Kocaeli: UV-328 57 MT PBDE 0.5 MT PFOAS 62 MT MCCP 0.02 MT Freetown: UV-328 38.7 MT PBDE 0.1 MT PFOAS 1.95 MT MCCP 0.01 MT Tunis: UV-328 88.25 MT PBDE 0.79 MT PFOAS 7 MT MCCP 0.04 MT				

[128] The total amount will arise to 8,089.918 metric tons of Persistent Organic Pollutants (POPs) removed/disposed five (5) years after project implementation. (Tianjin: HBCD 1,359 MT – UV-328 500 MT – PBDE 4,530 MT – MCCP 45.3 MT / Montevideo: HBCD 1.1 MT – UV-328 141.8 MT – PBDE 41.6 MT – PFOAS 270.3 MT – MCCP 2 MT / Kocaeli: UV-328 265 MT – PBDE 2.5 MT – PFOAS 288.9 MT – MCCP 0.1 MT / Freetown: UV-328 180.3 MT – PBDE 0.5 MT – PFOAS 9.1 MT – MCCP 0.02 MT / Tunis: UV-328 415.2 MT – PBDE 3.6 MT – PFOAS 32.9 MT – MCCP 0.2 MT.)

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Indicator 9.2 Total 7.5 metric tons (MT) of mercury reduced.[129] Tianjin: 0.8 MT Montevideo: 6.4 MT Freetown: 0.3 MT Indicator 9.6 Total 383,346.075 MT of POPs/Hg containing waste reduced.[130] Tianjin: 317,725.64 MT Montevideo: 21,644.93 MT Kocaeli: 17,042.509 MT Freetown: 8,106.09 MT Tunis: 18,826.898 MT Indicator 9.8[131] Total 161,268 MT of plastic waste avoided.				

[129] The total amount will arise to 31.557 metric tons of mercury reduced five (5) years after project implementation. (Tianjin: 0.06 MT / Montevideo: 30 MT / Freetown: 1.5 MT)
[130] The total amount will arise to 1,310,558.988 metric tons of POPs/Mercury containing materials and products directly avoided five (5) years after project implementation. (Tianjin: 1,005,347.663 MT / Montevideo: 100,674.11 MT / Kocaeli 79,267.483 MT / Freetown 37,702.76 MT / Tunis 87,566.968 MT)
[131] The total amount will arise to 1,042,000 MT of plastic waste avoided five (5) years after project implementation. (Tianjin: 555,000 MT / Montevideo: 120,000 MT / Kocaeli 127,000 MT / Freetown: 90,000 MT / Kocaeli 150,000 MT)

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Tianjin: 85,896 MT Montevideo: 18,572 MT Kocaeli: 19,656 MT Freetown: 13,929 MT Tunis: 23,215 MT				
		Indicator 4 GEF core indicator 10	MT: Total 17 gTEQ avoided. Tianjin: 6 gTEQ. Montevideo: 1 gTEQ. Kocaeli: 0.5 gTEQ Freetown: 5 gTEQ Tunis: 4.5 gTEQ EoP: Total 89 gTEQ avoided. [132] Tianjin: 30.4 gTEQ. Montevideo: 5.2 gTEQ. Kocaeli: 2.6 gTEQ Freetown: 26.4 gTEQ Tunis: 24.4 gTEQ	Persistent organic pollutants to air reduced (gram of toxic equivalent gTEQ).	Annually Reported in Development Objective (DO) tab of the GEF PIR	PMU	Official records of Implementing Partners and PMU.
	Project Outcome A	***Indicator 5***	MT: a. Five (5) Zero Waste Management Plans developed/updated	Waste Management Plans developed/updated including gender	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

[132] The total amount will arise to 457 gTEQ avoided five (5) years after project implementation. (Tianjin: 156 gTEQ / Montevideo: 27 gTEQ / Kocaeli 14 gTEQ / Freetown: 135 gTEQ / Tunis 125 gTEQ)

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			including gender considerations: Montevideo: 3 (1 Montevideo; 1 Canelones, 1 San José) Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1 c. Five (5) Zero Waste Institutional Coordination Mechanisms established, ensuring women participation: Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1 EoP: b. Five (5) Zero Waste Strategies developed including gender considerations: Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1	considerations. (Output A.1) b. Zero Waste Strategies developed including gender considerations. (Output A.1) c. Zero Waste Institutional Coordination Mechanisms established, ensuring women participation. (Output A.1)			

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
		Indicator 6	MT: f. Five (5) Sustainable/Green Procurement Guidelines developed. Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1 f. Twelve (12) Public Institutions with implemented guidelines: Montevideo: 5 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 4 g. Eighteen (18) policies, legal and regulatory instruments enhanced: Montevideo: 3 Tianjin: 2 Kocaeli: 5 Freetown: 3 Greater Tunis: 5	Capacity built in Municipalities measured by: d. Data collection and monitoring tools for the waste management value chain enhanced. (Output A.2) e. Government officers trained in life cycle management of chemicals and wastes related topics, and data and monitoring tools. (Output A.2) f. Green Procurement Guidelines developed and # of public institutions with implemented guidelines. (Output A.3) g. Number of policies, legal and regulatory instruments enhanced. (Output A.4)	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			EoP: d. Six (6) Data collection and monitoring tools for the waste management value chain enhanced. Montevideo: 2 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1 e. 1,205 Government officers (595 women, 610 men) trained: Montevideo: 60 (30 women, 30 men) Tianjin: 1,000 (500 women, 500 men) Kocaeli: 25 (10 women, 15 men) Freetown: 50 (20 women, 30 men) Greater Tunis: 70 (35 women, 35 men)				
	Project Outcome B	***Indicator 7***	MT: h. Five (5) financial strategies developed: Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1	h. Number of financial strategies and financial instruments developed. (Output B.1)	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Greater Tunis: 1 EoP: h. Five (5) financial instruments developed and implemented: Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1 i. Five (5) Investment Plans developed, including gender considerations: Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1	i. Number of investment Plans to cover city waste management and support Zero Waste Strategies developed, including gender considerations (Output B.2)			
		Indicator 8	MT: j. Nine (9) of green finance mechanisms implemented supporting green production and consumption, and circular business: Montevideo: 3 Tianjin: 1	j. Number of green finance mechanisms implemented supporting green production and consumption, and circular business. Number of MSME, social cooperatives engaged and supported to access	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Kocaeli: 1 Freetown: 2 Greater Tunis: 2 EoP: j. Number of MSME, social cooperatives engaged and supported to access financing: Montevideo: 12 Tianjin: 10 Kocaeli: 5 Freetown: 42 Greater Tunis: 6 k. Nine (9) demonstration activities for EPR schemes implemented. Montevideo: 2 Tianjin: 1 Kocaeli: 3 Freetown: 2 Greater Tunis: 1 l. Five (5) Replication and Scale Up Strategies developed including gender targets: Montevideo: 1	financing. (Output B.3) k. Number of demonstration activities for EPR schemes implemented (Output B.4) l. Number of Replication and Scale Up Strategies developed including gender targets. (Output B.5)			

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1				
	Project Outcome C	***Indicator 9***	MT: n. Six (6) of assessments conducted on unsustainable production sectors. Montevideo: 1 Tianjin: - Kocaeli: 3 Freetown: 1 Greater Tunis: 1 EoP: m. Eleven (11) of existing processes of treatment and disposal upgraded: Montevideo: 3 Tianjin: 1 Kocaeli: 3 Freetown: 2 Greater Tunis: 2 o. Eighteen (18) demonstration activities for cleaner production, circular business models, and	m. Number of existing processes of waste treatment and disposal upgraded. (Output C.1) n. Number of assessments conducted on unsustainable production sectors. (Output C.1) o. Number of demonstration activities for cleaner production, circular business models, and phase out chemicals of concern (Output C.2)	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			phase out chemicals of concern: Montevideo: 8 Tianjin: 1 Kocaeli: 5 Freetown: 2 Greater Tunis: 2				
		Indicator 10	MT: - EoP: p. Twelve (12) demonstration activities to increase reuse and recycling of materials and circular business models developed and implemented: Montevideo: 4 Tianjin: 1 Kocaeli: 2 Freetown: 3 Greater Tunis: 2 q. Five (5) demonstration activities to foster sustainable consumption: Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1	p. Number of demonstration activities to increase reuse and recycling of materials and circular business models developed and implemented (Output C.3) q. Number of demonstration activities to foster sustainable consumption (Output C.4)	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Greater Tunis: 1				
	Project Outcome D	***Indicator 11***	MT: r. 18,560 people (9,292 women, 9,268 men) awareness raised to encourage behavioral change: Montevideo: 800 (400 women, 400 men) Tianjin: 16,000 (8,000 women, 8,000 men) Kocaeli: 680 (392 women, 288 men) Freetown: 480 (200 women, 280 men) Greater Tunis: 600 (300 women, 300 men) EoP: r. 45,200 people (23,230 women, 21,970 men) awareness raised to encourage behavioral change: Montevideo: 2,000 (1,000 women, 1,000 men)	r. Number of people awareness raised to encourage behavioral change. (Output D.1) s. Number of cities engaged in SWAP knowledge and experiences exchanged. (Output D.3)	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			Tianjin: 40,000 (20,000 women, 20,000 men) Kocaeli: 1,700 (980 women, 720 men) Freetown: 1,200 (500 women, 700 men) Greater Tunis: 1,500 (750 women, 750 men) s. 50 cities engaged in SWAP knowledge and experiences exchanged: Montevideo: 10 Tianjin: 10 Kocaeli: 10 Freetown: 10 Greater Tunis: 10				
		Indicator 12	MT: t. Five (5) Capacity building programme for the informal sector developed: Montevideo: 1 Tianjin: 1 Kocaeli: 1 Freetown: 1 Greater Tunis: 1 EoP: 1,733 informal workers (762	t. Capacity building programme for the informal sector developed and implemented. Number of informal workers trained. (Output D.2)	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			women, 971 men) trained: Montevideo: 583 (262 women, 321 men) Tianjin: 500 (250 women, 250 men) Kocaeli: 100 (25 women, 75 men) Freetown: 400 (150 women, 250 men) Greater Tunis: 150 (75 women, 75 men)				
	Project Outcome E	***Indicator 13***	MT: u. At least four (4) webinars conducted. v. At least one (1) Study Tour carried out. w. At least two (2) International and Regional Workshops carried out. x. SWAP Knowledge Management Platform developed. EoP: u. At least ten (10) webinars conducted. v. At least three (3) Study Tour carried out.	Zero Waste best practices, learnings and knowledge exchanged measured by: u. Number of webinars conducted in key SWAP related topics. (Output E1) v. Number of Study Tours organized and carried out. (Output E1) w. Number of International and Regional Workshops carried out. (Output E2) x. SWAP Knowledge	PIR, MTR and TE	PMU Implementing Partners	Official records of Implementing Partners and PMU.

Monitoring Activity							
	Results Monitoring	**Indicators**	**Targets**	**Description of indicators and targets**	**Frequency**	**Responsible for data collection**	**Means of verification**
			w. At least five (5) International and Regional Workshops carried out.	Management Platform developed. (Output E2)			
	Project Outcome F	***Indicator 14***	MT: - Inception Workshop - Two (2) GEF Project Implementation Reviews (PIR) completed. - Two (2) updates of GEF core indicators, gender plan, and ESMF completed. - MTR completed. EoP: - Five (5) GEF Project Implementation Reviews (PIR) completed. - Final updates of GEF core indicators, gender plan, and ESM. - TE completed.	Project level monitoring and evaluation completed, measured by: - Inception Workshop - Annual GEF Project Implementation Reviews (PIR), - M&E of GEF core Indicators, Gender Plan, Safeguards Frameworks and Action Plans. - Mid-term Review (MTR) - Terminal Evaluation (TE).	PIR, MTR and TE	PMU Implementing Partners	Official records of UNDP, Implementing Partners and PMU.
		Indicator 15	MT: 40% EoP: *100%*	Percentage of project expenditure spent on the FSP planned activities.	PIR, MTR and TE	PMU UNDP Implementing Partners	External financial audit retained by UNDP

23. Approved Minutes of the global Project Appraisal Committee (PAC) Meeting (July 2025)

24. Budgets in the format of the CEO Endorsement, prior to Quantum template conversions

Annex 7: Overview of Technical Consultancies/Subcontracts

Annex 7: Overview of Technical Consultancies/Subcontracts

7.4 Tunisia component

Outcome 1 / Outcome 2 / Outcome 3 / Outcome 4		
Company Services Contracting		
Description of Approach: *The UNDP CO privileges the use of company services contracting for the provision of bundled technical assistance.* *The services required are described in bundles that match the budget allocation and budget notes of the Project Document.* *It will be up to the bidding company to seek the profiles required either nationally or internationally depending on market response.*		
Services Company A	*380 days @USD900 per day (inclusive of all costs)*	*The company will provide the following expertise:* *- Strategic planning and waste management plans expert (106 days) - Outputs 1.1.1, Outputs 1.1.2., Outputs 2.1.2. Outputs 4.1.2.* *- Waste management financing (95 days) - Outputs 1.1.1, Outputs 2.1.2.* *- Communication and knowledge management expert (90 days) - Outputs 1.1.1, Outputs 2.1.2. Outputs 4.1.2.* *- Gender/social and enverironmental safeguards expert (25 days) - Outputs 1.1.1, Outputs 4.1.2.* *- 1 expert in waste treatement and recovery technologies (16 days) - Outputs 1.1.2* *- 1 expert in Chimicals and waste international conventions. (16 days) - Outputs 1.1.2* *- Economist/waste mangenement expert in cost calculation tools (16 days) - Outputs 1.1.2* *Details of delivery are described below for each expertise:* *<u>Strategic planning and waste management plans expert</u>*

		The expert will carry out all the activities related to Outputs 1.1.1, Outputs 1.1.2., Outputs 2.1.2. Outputs 4.1.2: - *develop the methodology and timeframe to elaborate the regional strategy for waste management and the waste management plan* - *support data collection process and staleholders concertations in the 4 governorates of Greater Tunis and to develop the situation analysis/diagnostic report. The data collection includes the informal sector analyses.* - *develop the regional strategy including the waste management plan in concertation with the different actors.* - *Ensure the coordination between the different experts (communication, financial, etc).* - *Support the design and develop the institutional coordination mechanism based on the stakeholder consultation* - *support the identification of potential needs in terms of investments in Greater Tunis (treatment, valorisation, disposal)* - *support the assessment of the experiences in Tunisia in terms of the integration of the informal sector.* - *Support the elaboration of a capacity building program.* *<u>Waste management financing .</u> The expert will carry out all the activities related to Outputs 1.1.1, Outputs 2.1.2.* - *Ensure the data collection related to all financial aspects and data necessary for the activity* - *Analyse the collected data and ensure continious communication with the concerned actors* - *Develop the financial analyses report and ensure the validation with the stakeholders.* - *Develop the financial action plan.* *<u>Communication and knowledge management expert</u>: The expert will carry out all the activities related to Outputs 1.1.1, Outputs 2.1.2. Outputs 4.1.2.* - *Support the development of the communication strategy of the regional waste management strategy in Greater Tunis* - *Support the activity related to the informal sector and ensure the communication with the different stakeholders.* - *Prepare all communication documentation related to the activites*

		<u>Gender/social and enverironmental safeguards expert</u>: The expert will carry out all the activities related to Outputs 1.1.1, Outputs 4.1.2. - *Conduct assessments to identify potential social impacts of the activities.* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.* *<u>1 Expert in waste treatement and recovery technologies</u> - The expert will carry out all the activities related to Outputs 1.1.2* - *Prepare all necessary documentation and training documents* - *Ensure the coordination of the event with the responsible authority.* - *Ensure the training on waste treatement and recovery technologies.* *<u>1 Expert in Chimicals and waste international conventions:</u> The expert will carry out all the activities related to Outputs 1.1.2* - *Prepare all necessary documentation and training documents* - *Ensure the coordination of the event with the responsible authority.* - *Ensure the training on Chimicals and waste international conventions* *<u>Economist/waste mangenement expert in cost calculation tools</u>: The expert will ensure the training of the activities related to Outputs 1.1.2* - *Prepare all necessary documentation and training documents* - *Ensure the coordination of the event with the responsible authority.* - *Ensure the training on economist/waste mangenement expert in cost calculation tools*
Services Company - B	*180 days @USD900 per day*	*The company will provide the following expertise:* - *Expert on public sustainable procurement (65 days) - Outputs 1.1.3* - *Legal expert (55 days) - Outputs 1.1.3* - *Monitoring & Evaluation Expert (60 days) - Outputs 1.1.3*

	(inclusive of all costs)	*Details of delivery are described below for each expertise:* *<u>Expert on public sustainable procurement:</u> The expert will ensure the training of the activities related to Outputs 1.1.3* - *analyse the existing guidelines for green public procurements and identification of opportunities of implementation* - *identify the main challanges related to the implementation of the sustainable public procurement, including a legal analyses for the implementation of the demonstration project* - *support the implementation of the demonstration activity on National Sustainable Procurement in at least four (4) public institutions in Greater Tunis, set up and monitor performance indicators.* *<u>Legal expert:</u> The expert will ensure the training of the activities related to Outputs - Outputs 1.1.3* - *develop a legal analyses for the implementation of the demonstration project* - *ensure the coordination between the different actors concerned* - *Reporting of the result of the analyses.* *<u>Monitoring & Evaluation Expert</u> :The expert will ensure the training of the activities related to* Outputs 1.1.3 - *Create comprehensive M&E plans that outline methodologies, tools, and processes for monitoring and evaluating project activities.* - *Identify key performance indicators (KPIs) that are Specific, Measurable, Achievable, Relevant, and Time-bound (SMART) to track project progress and outcomes.* - *Collect and establish baseline data against which future project performance will be measured.* - *Conduct regular monitoring of project activities to ensure they are on track and identify any deviations from the plan.* - *Prepare and disseminate regular progress reports that highlight key findings, challenges, and recommendations for improvement*
Services Company - C	*450 days @USD900*	*The company will provide the following expertise:*

	per day (inclusive of all costs)	*Experts profiles:* - *1 legal expert (105 days) – Outputs 2.1.1., outputs 1.1.4* - *1 EPR expert (100 days) - outputs 1.1.4* - *1 Financial expert/economist (100 days) Outputs 2.1.1. outputs 1.1.4* - *1 Waste management and circular economy expert (125 days) Outputs 2.1.1.* - *Gender/social and enverironmental safeguards expert (20 days)- Outputs Outputs 1.1.4* *Details of delivery are described below for each expertise:* *<u>- 1 legal expert</u> :The expert will ensure the training of the activities related to Outputs 2.1.1., outputs 1.1.4* - *Analyse the results of the diagnostic phase* - *Drafting of the local decree / template for banning of single-use plastics in concertation with the different actors* - *Develop an action plan for the ban of single use plastic at local levels* *<u>- 1 EPR expert:</u> The expert will ensure the training of the activities related to outputs 1.1.4* - *diagnose the current situation of the target waste streams systems in Tunisia based on the available data.* - *design of the concept of EPR for the target waste streams in concertation with stakeholders.* - *develop the action plan for the implementation of the EPR concept, including the business plan* - *create a register and its implementation for the Tunisian government.* *<u>- 1 Financial expert/economist</u> : The expert will ensure the training of the activities related to Outputs 2.1.1. outputs 1.1.4* - *Participate in the diagnosis of the current waste stream systems from a financial point of view.* - *Develop a report of the diagnostis and support the design of the EPR model for Tunisia.* - *Develop the business plan of the new EPR system for the target waste streams based on the concertation process.*

		<u>- 1 Waste management and circular economy expert</u> : The expert will ensure the training of the activities related to Outputs 2.1.1. - *identify the main problematic single use plastic items and diagnostic of the current situation.* - *support the legal expert in drafting of the local decree / template for banning of single-use plastics* - *Support the development of the action plan for the ban of single use plastic* - *Support the EPR expert during the data collection and the diagnostis phase of the current situation* - *participate in the design of the EPR concept for the target waste streams.* *<u>- Gender/social and enverironmental safeguards expert</u> The expert will ensure the training of the activities related to Outputs 1.1.4* - *Conduct an assessments to identify potential social impacts of the activities of output 1.1.4* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.*
Services Company – D	*118 days @USD900 per day (inclusive of all costs)*	*The company will provide the following expertise:* *Experts profiles:* *- Waste management expert (18 days) – Outputs 2.1.2.* *-Legal expert (50 days) – Outputs 2.1.2.* *-Financial/ economist expert (50 days) – Outputs 2.1.2.* *Details of delivery are described below for each expertise:* *<u>Waste management expert</u> :The expert will ensure the training of the activities related to Outputs 2.1.2.* - *support the elaboration of a technical and legal and economical analyses of existing experiences in terms of intermunicipal cooperation in the field of waste management and circular economy.*

		- *conduct an international benchmark analyses of intermunicipal cooperation in the field of waste management and circular economy.* - *design of the intermunicipal cooperation model for the municipalities of Greater Tunis* - *support the legal expert to develop the legal framework for the intermunicipal cooperation between the selected municipalities* - *contribute to develop the business plan of the intermunicipal management body* - *Support the organisation of the national event on intermunicipal cooperation* - *Reporting of the last version of the concept* *<u>Legal expert:</u> The expert will ensure the training of the activities related to Outputs 2.1.2.* - *elaboration of a legal analyses of existing experiences in terms of intermunicipal cooperation in the field of waste management and circular economy.* - *Contribute to the elaboration of an international benchmark analyses of intermunicipal cooperation from the legal point of view* - *Support the design of the legal framework of the intermunicipal cooperation model for the municipalities of Greater Tunis* - *Support and animate the concertation process with the takeholders* - *develop the legal framework for the intermunicipal cooperation between the selected municipalities* - *review the business plan of the intermunicipal management body from a legal point of view* - *Support the organisation of the national event on intermunicipal cooperation and presentation of the results.* - *Reporting of the last version of the document* *<u>Financial/ economist expert:</u> The expert will ensure the training of the activities related to Outputs 2.1.2.* - *elaboration of a financial analyses of existing experiences in terms of intermunicipal cooperation in the field of waste management and circular economy.* - *Contribute to the elaboration of an international benchmark analyses of intermunicipal cooperation from the legal point of view* - *Support the design of the financial framework of the intermunicipal cooperation model for the municipalities of Greater Tunis*

		- *Support and animate the concertation process with the takeholders* - *develop the financial model for the intermunicipal cooperation between the selected municipalities* - *develop and review the business plan of the intermunicipal management body from a legal point of view* - *Contribute to the organisation of the national event on intermunicipal cooperation and presentation of the results.* - *Reporting of the last version of the document*
Service company - E	*290 days @USD900 per day (inclusive of all costs)*	*The company will provide the following expertise:* *Experts profiles:* *- Green finance expert (65 days) – Outputs 2.1.3.* *- Micro-finance expert (90 days) Outputs 2.1.3.* *- waste management and ciruclar economy expert (50 days)- Outputs 2.1.3.* *- Legal expert (73 days) - Outputs 2.1.3.* *- Gender/social and enverironmental safeguards expert (12 days) - Outputs 2.1.3.* *Details of delivery are described below for each expertise:* *<u>Green finance expert</u> The expert will ensure the training of the activities related to Outputs 2.1.3.* - *diagnose the current situation in terms of circular business financing models in Tunisia.* - *support the identification and establishment of partnerships with financial institutions in Greater Tunis.* - *strengthen the capacities and understanding to develop financial products that would be tailored to encourage the development of circular business models aligned to the Zero Waste Strategy.* - *build capacities (mainly micro, small and medium size organizations) and developing bankable projects and loan/investment applications and subsequently apply for access to credit* - *train and share awareness with selected entreprises (automotive and textile industries)* - *provide technical assistance via the development of business plan, marketing, and linkage with suitable green funds and support the moderation of the forum*

		<u>Micro-finance expert:</u> The expert will ensure the training of the activities related to Outputs 2.1.3. - *elaborate a capacity building program for social cooperatives active on packaging and WEEE to strengthen their operations considering BAT/BEP.* - *ensure monitoring and follow up activities to the benefiting cooperatives.* - *Support identify lesson leaned and reporting* *<u>waste management and ciruclar economy expert:</u> - The expert will ensure the training of the activities related to Outputs 2.1.3.* - *support the diagnosis of the current situation in terms of circular business financing models in Tunisia.* - *Help the identification phase and support the discussions to establish of partnerships with financial institutions in Greater Tunis.* - *Support the training and share awareness with selected entreprises (automotive and textile industries)* - *conduct an international benchmark of existing initiatives led by cooperatives in the WEEE and packaging sectors.* - *support the selection of the social cooperatives benefecieries of the project.* - *Help to design a programme to provide financial support to existing social cooperatives to reducing waste landfilling (such as repairs, product leasing services, second-hand sales, material recovery, sorting, and recycling.)* - *elaborate a capacity building program for social cooperatives active on packaging and WEEE to strengthen their operations considering BAT/BEP.* - *Support the identification of lesson leaned and reporting* *<u>Legal expert</u> - The expert will ensure the training of the activities related to Outputs 2.1.3.* - *support the diagnosis of the current situation in terms of circular business financing models in Tunisia from a legal point of view.*

		- *help the identification and support the discussions to establish of legal partnerships with financial institutions in Greater Tunis.* - *support the training and share awareness with selected entreprises (automotive and textile industries) in terms of legal aspects.* - *provide legal assistance via the development of business plan, marketing, and linkage with suitable green funds and support the moderation of the forum* - *analyse the legal framework related to cooperatives and its fonctionning .* - *conduct an international benchmark of existing initiatives led by cooperatives in the WEEE and packaging sectors from a legal point of view* - *support to designing a programme to provide financial support to existing social cooperatives to reducing waste landfilling* - *elaborate a capacity building program for social cooperatives active on packaging and WEEE to strengthen their legal capacities.* - *Identify lesson leaned in terms of legal framework* *<u>Gender/social and enverironmental safeguards expert</u> - The expert will ensure the training of the activities related to Outputs 2.1.3.* - *Conduct an assessments to identify potential social impacts of the activities of output 2.1.3.* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.*
Service company -F	*152 days @USD900 per day (inclusive of all costs)*	*The company will provide the following expertise:* *Experts profiles:* *- Expert in Doposit Refund Systems / return bonus system (67 days) – Output 2.1.4* *- waste management expert (53 days) – Output 2.1.4* *- monitoring & evaluation expert (25 days) – Output 2.1.4* *- Gender/social and enverironmental safeguards expert (7 days) – Output 2.1.4*

		Details of delivery are described below for each expertise: *<u>Expert in Doposit Refund Systems / return bonus system</u> The expert will ensure the training of the activities related to Output 2.1.4* - *assess and design an accurate proposal for the deposit/return scheme model, including the collection scheme, analyse and define the most appropriate geographic and demographic selection for the implementation of the demonstration activity (Urban area).* - *implement the system / machines and the collection system, in concertation with ECOLEF system* - *support the engagement of supermarket chain/other collection point in conjunction with 2/3 brands of beverages.* - *monitor and measure the operation results, both in an economic (especially cost of reimbursement) and in a technical way* - *support the company "Z" for the creation of the Mobile App on the location of the machines* *<u>waste management expert (53 days)</u> The expert will ensure the training of the activities related to Output 2.1.4* - *Diagnosis of the waste stream situation in Greater Tunis (quantities produced, quantities collected and recycled, etc.) including all necessary data.* - *Support the assessment and design of an accurate proposal for the deposit/return scheme model, including the collection scheme, analyse and define the most appropriate geographic and demographic selection for the implementation of the demonstration activity (Urban area).* - *Support the implementation of the system / machines and the collection system, in concertation with ECOLEF system* - *Help engaging a supermarket chain/other collection point in conjunction with 2/3 brands of beverages.* - *monitoring & evaluation expert The expert will ensure the training of the activities related to Output 2.1.4*

		<u>Gender/social and enverironmental safeguards expert:</u> The expert will ensure the training of the activities related to Output 2.1.4 - *Conduct an assessment to identify potential social impacts of the activities of Output 2.1.4* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.*
Service company - G	*445 days @USD900 per day (inclusive of all costs)*	*The company will provide the following expertise:* *Experts profiles:* *- 1 Circular economy and industrial symbiosis expert –(105 days) Output 3.1.1.* *- 1 automative sector expert–(30 days) Output 3.1.1.* *- 1 textiles expert–(115 days) Output 3.1.1.* *- 1 expert: RDF technologies and ciment industries–(90 days) Output 3.1.1.* *- 1 expert : waste management –(50 days) Output 3.1.1.* *- 1 Gender/social and enverironmental safeguards expert –(10 days) Output 3.1.1.* *- 1 Chimist expert (45 days) Output 3.1.1.* *Details of delivery are described below for each expertise:* *Circular economy and industrial symbiosis expert – The expert will ensure the training of the activities related to Output 3.1.1.* - *Support the diagnose the existing production processes within the automotive and textile sector in Greater Tunis*

		- *Ensure the selection of the industrial zone in Greater Tunis and identify potential industrial symbiosis in the targeted sectors to reinforce sustainable production within the textiles and automative sector* - *develop a strategy to enhance industrial symbiosis between the textiles and automative sectors and other sectors in Greater Tunis.* - *design the coodination mechanism between industrial associations available Greater Tunis to enable and foster communication, information exchange, collaboration, and partnerships among them to encourage the implementation of identified opportunities.* <u>Automative sector expert</u> *The expert will ensure the training of the activities related to Output 3.1.1.* - *diagnose the existing production processes within the automotive sector in Greater Tunis to quantify available harmful chemicals (with focus on POPs and Mercury)/ Reporting* - *provide recommendations on policies and action plans destined to reduce waste generation, increase reuse and recyclability, as well as reducing/replacing hazardous chemicals towards sustainable production processes within the targeted sectors / reporting.* - *support the selection of the industrial zone in Greater Tunis and identify potential industrial symbiosis in the targeted sectors to reinforce sustainable production within automative sector* - *support the development of a strategy to enhance industrial symbiosis between the textiles and automative sectors and other sectors in Greater Tunis.* - *Support the design the coodination mechanism between industrial associations available Greater Tunis to enable and foster communication, information exchange, collaboration, and partnerships among them to encourage the implementation of identified opportunities.* <u>Textiles expert</u> *The expert will ensure the training of the activities related to Output 3.1.1.* - *diagnose the existing production processes within the automotive and textile sector in Greater Tunis to quantify available harmful chemicals (with focus on POPs and Mercury)/ Reporting* - *provide recommendations on policies and action plans destined to reduce waste generation, increase reuse and recyclability, as well as reducing/replacing hazardous chemicals towards sustainable production processes within the targeted sectors / reporting.*

		- *support the selection of the industrial zone in Greater Tunis and identify potential industrial symbiosis in the targeted sectors to reinforce sustainable production within the textiles sector* - *develop a strategy to enhance industrial symbiosis between the textiles and automative sectors and other sectors in Greater Tunis.* - *Help to design the coodination mechanism between industrial associations available Greater Tunis to enable and foster communication, information exchange, collaboration, and partnerships among them to encourage the implementation of identified opportunities.* *<u>Expert: RDF technologies and ciment industries :</u> The expert will ensure the training of the activities related to Output 3.1.1.* - *analyse the current context of the use of RDF in ciment industries in Tunisia* - *Assessment of the ongoing RDF processes in Tunisia. The assessment includes the analyses of the laborarory results / reporting of the results* - *ensure the proper alignment with Best Available Techniques (BAT) and Best Environmental Practices (BEP) to ensure the avoidance or minimization of POPs emissions and/or Mercury releases.* - *develop recommendation for upgrading on going processes as well as giving technical inputs to improve the related decrees will be delivered / reporting of the recommendations* *<u>Expert : waste management</u> : The expert will ensure the training of the activities related to Output 3.1.1.* - *Support the diagnose the existing production processes within the automotive and textile sector in Greater Tunis to quantify available harmful chemicals (with focus on POPs and Mercury)/ Reporting* - *Support the development of recommendations on policies and action plans destined to reduce waste generation, increase reuse and recyclability, as well as reducing/replacing hazardous chemicals towards sustainable production processes within the targeted sectors / reporting.* - *support the selection of the industrial zone in Greater Tunis* - *Support the development of a strategy to enhance industrial symbiosis between the textiles and automative sectors and other sectors in Greater Tunis.*

		- *design the coodination mechanism between industrial associations available Greater Tunis to enable and foster communication, information exchange, collaboration, and partnerships among them to encourage the implementation of identified opportunities.* - *analyse the current context of the use of RDF in ciment industries in Tunisia* - *support the assessment of the ongoing RDF processes in Tunisia. The assessment includes the analyses of the laborarory results / reporting of the results* - *ensure the proper alignment with Best Available Techniques (BAT) and Best Environmental Practices (BEP) to ensure the avoidance or minimization of POPs emissions and/or Mercury releases.* - *Support the development of recommendation for upgrading on going processes as well as giving technical inputs to improve the related decrees will be delivered / reporting of the recommendations* *<u>Gender/social and environmental safeguards expert</u> :The expert will ensure the training of the activities related to Output 3.1.1.* - *Conduct an assessment to identify potential social impacts of the activities of Output 3.1.1.* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.* *<u>Chimist expert</u> The expert will ensure the training of the activities related to Output 3.1.1.* - *Assessment of the ongoing RDF processes in Tunisia. The assessment includes the analyses of the laborarory results / reporting of the results* - *Support the development of recommendation for upgrading on going processes as well as giving technical inputs to improve the related decrees will be delivered / reporting of the recommendations*
Service company -H	*265 days @USD900 per day*	*The company will provide the following expertise:* *Experts profiles*

	(inclusive of all costs)	*- 1 Civil engineering expert, with experience in composting units design (95 days) – outputs 3.1.1.* *- 1 waste management expert (90 days), Output 4.1.1. outputs 3.1.1.* *- 1 Gender/social and environmental safeguards expert (10 days), Output 4.1.1. outputs 3.1.1.* *- 1 Communication expert (70 days) – Output 4.1.1.* *Details of delivery are described below for each expertise:* *<u>- 1 Civil engineering expert</u>, with experience in composting units design– outputs 3.1.1.* - *design of the composting facility and will be operating within one of the partner municipalities.* - *implement the composting plan and support the establishment of the operation (including laboratory analyses, optimisation of the compost composition, etc).* - *Support the conceptualisation of the marketing plan of the compost or its use as an incentive.* *- <u>1 waste management expert</u> the expert will ensure the training of the activities related to Output 4.1.1. outputs 3.1.1.* - *Support the development of the communication campaign to raise awareness on organic waste management for farmers and citizens.* - *analyse the economic, social, environmental benefits of composting* - *disgnose the composting experiences in Tunisia* - *analyse the inter-municipal cooperation developed in Greater Tunis within Output B.2. and assess potential development of the composting plant within the cooperation.* - *Help the design of the composting facility and will be operating within one of the partner municipalities.* - *implement the composting plan and support the establishment of the operation (including laboratory analyses, optimisation of the compost composition, etc).* - *Support the conceptualisation of the marketing plan of the compost or its use as an incentive.*

		<u>- 1 Gender/social and environmental safeguards expert</u>, The expert will ensure the training of the activities related Output 4.1.1. outputs 3.1.1. - *Conduct an assessment to identify potential social impacts of the activities of Output 4.1.1. outputs 3.1.1.* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.* *<u>- 1 Communication expert</u> The expert will ensure the training of the activities related to Output 4.1.1.* - *design a communication campaign to raise awareness on organic waste management for farmers and citizens.* - *elaborate field demonstration activities for key stakeholders, which includes municipalities, farmers, citizens universities, etc.* - *analyse the economic, social, environmental benefits of composting* - *engage the media, journalists, social media and content creators in the communication and awareness sharing activities.*
Service company - I	*415 days @USD900 per day (inclusive of all costs)*	*The company will provide the following expertise:* *Experts profiles* - *Expert in packaging recyclability evaluation (140 days) – Outputs 3.1.2.* - *1 expert in packaging and recyclate use for new products (130 days) Outputs 3.1.3* - *1 Gender/social and environmental safeguards expert (15 days) – Outputs 3.1.2. Outputs 3.1.4* - *1 Expert in packaging recyclability evaluation (140 days) – Outputs 3.1.2.* - *1 expert in packaging and recyclate use for new products (130 days) Outputs 3.1.3* - *1 Gender/social and environmental safeguards expert (15 days) – Outputs 3.1.2. Outputs 3.1.4* - *1 expert in packaging and standards (50 days) Outputs 3.1.4* - *1 Legal expert (80 days) - Outputs 3.1.4*

		Details of delivery are described below for each expertise: *<u>Expert in packaging recyclability evaluation</u> : The expert will ensure the training of the activities related to Outputs 3.1.2.* - *Analyse the demonstration activities within Output C2 "Increase Packaging Recyclability"* - *Analyse the demonstration activities within Output C3 "Recycle and Design",* - *assess and define the green packaging standards applicable to the packaging industry in Tunisia.* - *analyse the local regulations in terms of Packaging* - *draft the Green packaging standards* *<u>1 expert in packaging and recyclate use for new products</u>, The expert will ensure the training of the activities related to Outputs 3.1.3* - *diagnose the packaging sector and eco-design practices in Greater Tunis / Tunisia including data collection, field visits, etc.* - *develop an accurate proposal for the process redesign through the introduction of eco-design principles and recycled plastics.* - *define targets and required properties for the demonstration activity.* - *implement the proposed process via testing the design and feedback in order to adjust it for better operation and monitor and measure the operation/process results* - *review of the process design based on the results.* - *develop a feasibility study and a business model.* *<u>1 Gender/social and environmental safeguards expert</u> : The expert will ensure the training of the activities related to Output 3.1.2. Outputs 3.1.4* - *Conduct an assessment to identify potential social impacts of the activities of Outputs 3.1.2. Outputs 3.1.4* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.*

		- *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.* *<u>Expert in packaging and standards:</u> The expert will ensure the training of the activities related to Output 3.1.4* - *assess and define the green packaging standards applicable to the packaging industry in Tunisia.* - *analyse the local regulations in terms of Packaging* - *support the reporting and drafting the Green packaging standards* *<u>Legal expert</u> : The expert will ensure the training of the activities related to Output 3.1.4* - *Analyse the local regulations in terms of Packaging* - *Drafting the Green packaging standards*
Service company - J	***160** days @USD900 per day (inclusive of all costs)*	*The company will provide the following expertise:* *Experts profiles* *- 1 expert in WEEE repair and managment* (100 days) Outputs 3.1.3 *- 1 monitoring expert managment* (43 days) Outputs 3.1.3 *- 1 Gender/social and enveironmental safeguards expert managment* (17 days) Outputs 3.1.3 *Details of delivery are described below for each expertise:* *Expert in WEEE repair and managment The expert will ensure the training of the activities related to Output* 3.1.3 - *diagnose the WEEE sector (regulations, organisation, quantities, etc.) in greater Tunis.* - *identify the potential recovery, repair, reuse, refurbish opportunities of their EEE products at their end of life in Greater Tunis*

		- *identify 3 EEE manufacturers and 20 small businesses in Greater Tunis;* - *design a project aiming the recovery of old target EEE to be repaired or refurbished;* - *involve the manufacturers in the process of repair and refurbish in Tunis and engage them to give technical support to identified small businesses on repair and refurbishing of their related EEE.* - *set indicators to follow up the performance of the activity and assess possible improvement measures.* <u>Monitoring expert managment</u> *The expert will ensure the training of the activities related to Output* 3.1.3 - *Set indicators to follow up the performance of the activity and assess possible improvement measures.* <u>1 Gender/social and enveriron</u><u>mental safeguards expert</u> *managment The expert will ensure the training of the activities related to Outputs 3.1.2. Outputs 3.1.4* - *Conduct an assessment to identify potential social impacts of the activities of Outputs 3.1.2. Outputs 3.1.4* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.*
Service company - K	***180** days @USD500 per day (inclusive of all costs)*	*The company will provide the following expertise:* *Experts profiles* *- 1 waste management expert (140 days) – Outputs 3.1.4, Output 1.1.4* *- 1 communication expert (105 days) Outputs 3.1.4, Output 1.1.4* *- 1 Gender/social and enveriron</u><u>mental safeguards expert – (30 days) Outputs 3.1.4, Output 1.1.4*

	***165** days @USD900 per day (inclusive of all costs)*	*- 1 monitoring expert (40 days) Outputs 3.1.4, Output 1.1.4* *- 3 Junior experts (60 days) - Output 1.1.4* *Details of delivery are described below for each expertise:* *- 1 waste management expert The expert will ensure the training of the activities related to Outputs 3.1.4, Output 1.1.4* - *analyse the situation of tourism sector in Gammarth : Waste management, consumption, plastics, etc.* - *design of a zero-waste programme to be implemented in the touristic sector in Gammarth.* - *define guidelines to encourage minimizing waste generation, sorting at source, replacement of single use plastics, reuse and recycling practices as well as other guidelines to support sustainable business models* - *support the selection of 20 hotels in Gammarth to be involved in the activity.* - *assess the hotel's practices will be developed, and an action plan will be designed and implemented towards the zero-waste goal.* - *support 20 hotels in Gammarth in implementing the guidelines.* - *provide technical inputs for the development of local regulations (aligned to the national framework) destined to ban problematic and single use plastics.* *- 1 communication expert : The expert will ensure the training of the activities related to Outputs 3.1.4, Output 1.1.4* - *participate in the design of a zero-waste programme to be implemented in the touristic sector in Gammarth.* - *Help to define guidelines to encourage minimizing waste generation, sorting at source, replacement of single use plastics, reuse and recycling practices as well as other guidelines to support sustainable business models*

		- *assess the hotel's practices will be developed, and an action plan will be designed and implemented towards the zero-waste goal.* - *support 20 hotels in Gammarth in implementing the guidelines.* *- <u>1 Gender/social and enverironmental safeguards expert:</u> The expert will ensure the training of the activities related to Outputs 3.1.4, Output 1.1.4* - *Conduct an assessment to identify potential social impacts of the activities of Outputs 3.1.4, Output 1.1.4* - *Evaluate how projects might affect different genders, aiming to address gender-specific needs and promote gender equality.* - *Engage with community members, including women to incorporate their perspectives and ensure inclusive planning.* *- <u>1 monitoring expert:</u> The expert will ensure the training of the activities related to Outputs 3.1.4, Output 1.1.4* - *Help the design of a zero-waste programme to be implemented in the touristic sector in Gammarth.* - *Identify performance indicators for the project in concertation with the different actors.* - *assess the hotel's practices will be developed, and an action plan will be designed and implemented towards the zero-waste goal.* - *Ensure the monitoring of the activity and measure the performance.* *- <u>3 Junior experts:</u> The expert will ensure the training of the activities related to - Output 1.1.4* - *Ensure the follow up of the activities in the hotels* - *Support the monitoring and the quantification of the results.* - *Reporting of the activities.*
Local / National contracting		

Individual Expert	*90 days* *Rate:* *$900/day*	*Under close supervision of UNDP, the ministry of environment and other related actors) to support the elaboration of the replication and scale up strategy under Outputs 2.1.5* ***Duplication*** *<u>Assessment and Documentation:</u>* • Evaluate Successful Models: Identify which processes, projects, or models have been successful and are worth replicating. • Standardize Procedures: Document all steps, resources, and methodologies used in the successful model to ensure consistency in duplication. *<u>Training and Capacity Building:</u>* • Develop Training Materials: Create comprehensive training programs and materials based on the documented processes. • Conduct Workshops and Training Sessions: Train personnel in new locations or teams to implement the duplicated processes effectively. *<u>Quality Control:</u>* • Establish Benchmarks and Metrics: Define quality standards and key performance indicators (KPIs) for the duplicated processes. • Monitor and Evaluate: Regularly assess the performance of the duplicated processes to ensure they meet the established benchmarks. ***Scaling Up*** *<u>Strategic Planning:</u>* *Identify Opportunities for Growth: Analyze market trends, organizational strengths, and opportunities to scale up operations.*

		Develop a Scaling Strategy: Create a detailed plan that outlines the steps, resources, and timelines needed to scale up. *<u>Resource Allocation:</u>* *Ensure Adequate Resources: Determine the financial, human, and technological resources required for scaling up.* *Optimize Resource Use: Implement efficient allocation and utilization of resources to support scaling activities.* *<u>Risk Management:</u>* *Identify Potential Risks: Conduct a thorough risk assessment to identify challenges that could impede scaling efforts.* *Develop Mitigation Strategies: Create plans to mitigate identified risks and ensure smooth scaling operations.* *<u>Implementation and Monitoring:</u>* *Oversee Implementation: Guide the implementation of the scaling plan, ensuring adherence to timelines and quality standards.* *Monitor Progress: Continuously track the progress of scaling activities and make necessary adjustments to stay on course.*
Local Consultants *(A4, C4, B5)*	*30 days /* *Rate: 250 USD per day*	*The local consultants will provide support to the elaboration of the different components, including, but not limited to,* - *Development of the draft of the terms of reference according to the project needs.* - *Review of the reports and the deliverables and evaluation of the work.* - *Coordination with UNDP CO of the target activities* - *Identifying local resources and partners.* - *Ensuring compliance with local laws and regulations.* - *Facilitating stakeholder engagement and consultations.*

Project manager	*27496 USD / Year*	*The Project Manager (PM) will be responsible for the overall management of the project, including the mobilization of all project inputs, supervision over project staff, consultants and sub-contractors.* *<u>Duties and Responsibilities</u>* • *Manage the overall conduct of the project.* • *Plan the activities of the project and monitor progress against the approved workplan.* • *Execute activities by managing personnel, goods and services, training and low-value grants, including drafting terms of reference and work specifications, and overseeing all contractors' work.* • *Monitor events as determined in the project monitoring plan, and update the plan as required.* • *Provide support for completion of assessments required by UNDP, spot checks and audits.* • *Manage requests for the provision of UNDP financial resources* • *Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports.* • *Monitor progress, watch for plan deviations and make course corrections when needed within project board-agreed tolerances to achieve results.* • *Ensure that changes are controlled and problems addressed.* • *Perform regular progress reporting to the project board as agreed with the board, including measures to address challenges and opportunities.* • *Prepare and submit financial reports to UNDP on a quarterly basis.* • *Manage and monitor the project risks – including social and environmental risks - initially identified and submit new risks to the Project Board for consideration and decision on possible actions if required; update the status of these risks by maintaining the project risks log;* • *Capture lessons learned during project implementation.* • *Prepare revisions to the multi-year workplan, as needed, as well as annual and quarterly plans if required.* • *Prepare the inception report no later than one month after the inception workshop.* • *Ensure that the indicators included in the project results framework are monitored* • *Monitor implementation plans including the gender action plan, stakeholder engagement plan, and any environmental and social management plans;* • *Monitor and track progress against the GEF Core indicators.* • *Support the Mid-term review and Terminal Evaluation process.* • *Add technical tasks as necessary*
Project Monitoring and Evaluation Officer	*@23301 USD per year*	*<u>Duties and Responsibilities</u>* • *Monitor project progress and participate in the production of progress reports ensuring that they meet the necessary reporting requirements and standards;* • *Ensure project's M&E meets the requirements of the Government, the UNDP Country Office, and UNDP-GEF; develop project-specific M&E tools as necessary;*

		• *Oversee and ensure the implementation of the project's M&E plan, including periodic appraisal of the Project's Theory of Change and Results Framework with reference to actual and potential project progress and results;* • *Oversee/develop/coordinate the implementation of the stakeholder engagement plan;* • *Oversee and guide the design of surveys/ assessments commissioned for monitoring and evaluating project results;* • *Facilitate mid-term and terminal evaluations of the project; including management responses;* • *Facilitate annual reviews of the project and produce analytical reports from these annual reviews, including learning and other knowledge management products;* • *Support project site M&E and learning missions;* • *Visit project sites as and when required to appraise project progress on the ground and validate written progress reports.*
Project associate	*@14,735USD/ year*	*<u>Duties and Responsibilities</u>* *Under the guidance and supervision of the Project Manager, the Project Assistant will carry out the following tasks:* • *Assist the Project Manager in day-to-day management and oversight of project activities;* • *Assist the M&E officer in matters related to M&E and knowledge resources management;* • *Assist in the preparation of progress reports;* • *Ensure all project documentation (progress reports, consulting and other technical reports, minutes of meetings, etc.) are properly maintained in hard and electronic copies in an efficient and readily accessible filing system, for when required by PB, TAC, UNDP, project consultants and other PMU staff;* • *Provide necessary administrative and logistical assistance.*

Anne 8 – Stakeholders Engagement Plan

8.1 - Global component

Table of contents

1. Introduction....1
2. Regulations and Requirements....1
3. Summary of any previous stakeholder engagement activities....1
4. Project Stakeholders....4
5. Stakeholder Engagement Program....10
6. Timetable, Resources and Responsibilities....13
7. Grievance mechanism....14
8. Monitoring and reporting....14
9. Annex A....15

1. Introduction

The proposed Shifting to Zero Waste Against Pollution (SWAP) Initiative aims to reduce chemical pollution in the value chain, and wasting of resources, by supporting pilot cities in emerging economies and Least Developed Countries towards a zero-waste vision in line with green chemistry, circular economy, and waste hierarchy principles for sustainable production and consumption. The comprehensive approach of the Initiative will be implemented in five cities: Freetown (Sierra Leone), Kocaeli (Türkiye), Montevideo (Uruguay), Tunis (Tunisia) and one additional city to be determined at the PPG stage. The Initiative foresees interventions to:

- Enable conditions and coherent policies to promote integrated planning and programming at city level towards a long-term vision of zero waste and zero pollution.
- Explore special and diverse legal, fiscal and financial steering instruments to promote sustainable investment and cost recovery to address the financial challenges for the transition to a zero-waste city.
- Enhance sustainable production and consumption by encouraging the private sectors adopting BAT/BEP to eliminate harmful chemicals in products, promoting eco-design, sustainable consumption and services, building ecosystem from upstream to downstream for circularity of materials.
- Make information and knowledge accessible for raising awareness to every key stakeholder in the key value chains including producers, retailers, consumers, citizens, waste workers through a whole-of-society approach.
- Build global networks and partnerships on zero waste, provide policy and technical advice through its clearing house, facilitate knowledge sharing, and raise awareness across countries and regions.

Through its key interventions the Initiative will positively contribute to decouple economic activities from waste generation, increase resource efficiency, prevent pollutions of the solid wastes and harmful chemicals to land, water, and air, and generate significant and sustainable global environment benefits for the reduction of hazardous chemicals, greenhouse gas emissions, and protection of human health and ecosystem.

2. Regulations and Requirements

In the case of the global component, it was estimated that a SESP requirement could receive a specific waiver (a note to file was prepared accordingly), such regulations and requirements for engagement are quite limited, but will be monitored. In the case of potential responsible party agreements, the regulations for consultations will be followed as required.

3. Summary of any previous stakeholder engagement activities

During the PPG the following consultations were held within the framework of the Global SWAP Initiative. It is worth to highlight that these consultations are additional to the consultations that were carried out in each of the SWAP participating cities (Tianjin - China, Montevideo - Uruguay, Kocaeli – Türkiye, Greater Tunis – Tunisia, Freetown – Sierra Leone). Each of

the cities have developed a Stakeholders Engagement Plan to ensure the effective engagement of key stakeholders at local level during project implementation.
The following table summarizes consultations activities with global stakeholders during the PPG phase.

Table 1. Summary of stakeholder engagement activities

Previous stakeholder involvement Activities	**Local Inception Workshops**	**Global Coordination Calls and Technical sessions**	**Bilateral Meetings**	**Consultation and Validation Workshop**
Location and dates	Hybrid - November 14th, Tianjin – China - December 4th, Montevideo – Uruguay - January 5th Greater Tunis – Tunisia - January 17th Freetown – Sierra Leone - January 19th Kocaeli – Türkiye	Virtual Global Coordination Calls: October 31st December 12th January 15th February 20th April 30th Technical sessions (Avfall): January 11th - Tianjin February 5th - Montevideo February 21st – Freetown February 23rd – Kocaeli February 27th - Tunis	Virtual From December 2023 to May 2024	UN House in Brussels Hybrid (virtual and in person) 11-13 April 2024
Number of participants disaggregated	Tianjin: 38 people (18 women, 20 men) Uruguay: 31 people (16 women, 15 men) Greater Tunis: Freetown: Kocaeli:	Total: 32 people (16 women, 16 men)	Total: 11 people (7 men, 4 women)	Total[1]: 24 people Women: 11 Men: 13
Individuals, groups and/or organizations that have been consulted	UNDP C&W Hub UNDP COs National Governments Municipal Governments Private Sector CSO	UNDP C&W Hub UNDP COs National and local governments National Consultants Avfall Sverige	Avfall Sverige ICLEI UN-Habitat UNDP Sustainable Finance Hub UNDP Copenhagen Procurement Centre UNEP	Participants: Representatives from each country/city involved in the SWAP initiative. Representative from GEF Secretariat. Representative from Avfall Sverige. Representatives from UNEP, UN-Habitat, Cities Alliance (UNOPS), and the BRS Secretariat. Representative from the European Commission. Civil society. Representative from the organizer of the WCEF (SITRA). Representatives from Financial Institutions Representatives from relevant UNDP teams (Brussels office, Chemicals and waste Hub, Climate Hub, Sustainable Finance Hub, Copenhagen procurement centre, Country Offices). Representatives of IFIs (EBRD, EIB, AFD)

[1] Not including remote participants

Previous stakeholder involvement Activities	Local Inception Workshops	Global Coordination Calls and Technical sessions	Bilateral Meetings	Consultation and Validation Workshop
Key issues discussed and key concerns raised	✓ Presentation of the Project: Project Scope, Objective, Components and Outputs. (National and Global) ✓ PPG phase Workplan ✓ Identification of stakeholders ✓ Co-financing. ✓ Expectations, concerns and particular interests of the participants on the development of the PPG and the project. ✓ Further details in each of the cities' Stakeholder Engagement Plan.	✓ Project Presentation: Scope, Objective, Components and Outputs. (National and Global) ✓ PPG Workplan ✓ Follow up on SWAP PPG. ✓ Technical exchange on project activities design. ✓ Co-financing.	✓ Project Presentation: Scope, Objective, Components and Outputs. (National and Global) ✓ Identification of stakeholders and potential synergies. ✓ Participants' particular expectations, concerns and interests on the project. ✓ Next steps.	The workshop was designed to achieve the following objectives: - Share experiences in building zero waste cities. - Validate the global and city components of SWAP, identify the areas that could be improved further, and establish a SWAP Initiative Steering Committee. - Build a global partnership group on the Zero Waste initiative, including financial experts and institutions, city organizations, partner governments and multilateral entities, technical service providers and UN partners. - Discuss the SWAP implementation plan including a proposed outline for the knowledge product "The Pillars of a Zero Waste City", which UNDP will coordinate in 2024 with the purpose of gathering Zero Waste approaches and supporting their dissemination. - Participate in site visits to Brussels-based (service) companies/entities demonstrating best practices in waste management and circularity. - Participate in the World Circular Economy Forum (WCEF2024) to support information exchange and the establishment of global partnerships. The detailed agenda can be found in Annex A.
Responses to the issues raised, including any commitments or follow-up action.	✓ Details in each of the citie´s Stakeholder Engagement Plan.	✓ Project and workplan presentation. ✓ Baseline and Activities templates. ✓ Co-financing guidelines and follow up.	✓ Project and workplan presentation.	✓ Presentations held during the Validation/Consultation Workshop.
Process carried out to document these activities and inform stakeholders.		✓ Meeting notes and workplan follow up. ✓ Invitation to Consultation and Validation Workshops.	✓ Meeting notes follow up. ✓ Partnerships agreement. ✓ Invitation to Consultation and Validation Workshops.	✓ Meeting notes. ✓ Activity sheet.

4. Project Stakeholders

A diverse and numerous group of stakeholders will be involved to successfully address project´s activities, considering their nature. The following table summarizes relevant key stakeholders at global level as well as at cities' level based on the assessment conducted by each of the cities (further detail can be found in each of the cities' Stakeholder Engagement Plan):

Table 2. Stakeholders' identification

Group	Stakeholder	Country	Role
International Organizations	United Nations Development Programme (UNDP)	Global	UNDP works in 170 countries and territories to eradicate poverty and reduce inequality, aiming to build the world envisioned by the 2030 Agenda. UNDP's country teams have in-depth understanding of the local system, economic development model and culture, which are essential in facilitating, designing, advocating, and implementing zero-waste initiatives. UNDP launched a Zero Waste Offer in 2021 to promote the Zero Waste vision in developing countries, enhance sustainable waste management governance in cities, and promote best practices. UNDP is accountable to the GEF for the implementation of this project. This includes oversight of project execution to ensure that the project is carried out in accordance with agreed standards and provisions. UNDP is responsible for delivering GEF project cycle management services. UNDP Chemicals and Waste Hub is the Implementing Partner of the SWAP Initiative and through its China CO, Uruguay CO, Türkiye CO, Sierra Leone CO and Tunisia CO will support the implementation at city level. In addition, it will benefit of the expertise of UNDP Climate Hub and UNDP Sustainable Finance Hub to realize a sustainable finance architecture and to help mobilize game-changing public and private sector resources towards zero waste vision.
	Avfall Sverige	Global	Avfall Sverige, the Swedish Waste Management Agency, is a stakeholder and trade association in the field of waste management and recycling. Avfall Sverige's members (400 members from both the public and the private waste management sectors) makes sure that waste is collected and recycled in all municipalities nationally. In accordance with the "Zero Waste" vision, the Swedish municipalities and public companies are the facilitators for the transition towards waste prevention, reuse, a circular economy and a more sustainable society. Avfall Sverige has several experience and knowledge of waste management throughout the whole value change. These comprises dealing with policymaking and knowledge transfer through working groups and network; planning and implementing waste recovery systems; implementing economical steering instruments and inter municipal cooperation and contracting features. UNDP initiated the implementation of the Zero Waste offer, in partnership with the Swedish municipal waste association, Avfall Sverige, through a MoU signed in 2022. As one of the first activities, an on-line course for senior elected officials of municipalities was developed. Avfall Sverige is one of the Responsible Parties of the SWAP Initiative and will also be part of the Project Technical Advisory Committee.
	UN-Habitat	Global	UN-Habitat is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities. UN-Habitat is the focal point for all urbanization and human settlement matters within the UN system. UN-Habitat works with partners to build inclusive, safe, resilient, and sustainable cities and communities. UN-Habitat promotes urbanization as a positive transformative force for people and communities, reducing inequality, discrimination and poverty. UN Habitat has a MoU with UNDP and as part of this cooperation, initiatives such as the UNDP/UN-Habitat's 'Integrated Urban Resilience in SIDS and Coastal Cities' with focus on advancing collaborative action for building urban resilience with contextualized data have been developed, where waste management have been an area of synergy. UN-Habitat provides, with UNEP, the secretariat of the UN SG Advisory Board on Zero waste.UN-Habitat will be part of the Project Technical Advisory Committee of the SWAP Initiative.

"Shifting to Zero Waste Against Pollution (SWAP)".
Annex 8: Stakeholder Engagement Plan

Group	Stakeholder	Country	Role
	United Nations Environmental Programme (UNEP)	Global	UNEP is the leading global authority on the environment. Its work is focused on helping countries transition to low-carbon and resource-efficient economies, strengthening environmental governance and law, safeguarding ecosystems, and providing evidence-based data to inform policy decisions. UNEP provides, with UN-Habitat, the secretariat of the UN SG Advisory Board on Zero waste. UNEP will be part of the Project Technical Advisory Committee of the SWAP Initiative.
	International Solid Waste Association (ISWA)	Global	The International Solid Waste Association is an international network of waste professionals and experts from around the world whose mission is **"To Promote and Develop Sustainable and Professional Waste Management Worldwide and the transition to a circular economy."** ISWA will be part of the Project Technical Advisory Committee of the SWAP Initiative.
	SITRA	Global	SITRA is an accountable and independent future-oriented fund that is influential nationally and internationally and acts as a think tank, promoter of experiments and operating models and a catalyst for co-operation. It promotes and organizes the World Circular Economy Forum (WCEF), which is a landmark event of the year that brings together business leaders, policymakers and experts to present the world's best circular economy solutions. SITRA will be part of the Project Technical Advisory Committee of the SWAP Initiative.
	ICLEI Europe	Global	ICLEI – Local Governments for Sustainability is a global network working with more than 2500 local and regional governments committed to sustainable urban development. In particular through Procura+ Network, ICLEI fosters the connection, exchange and action on sustainable and innovation procurement among European public authorities. ICLEI will be part of the Project Technical Advisory Committee.
	Cities Alliance	Global	Cities Alliance is a global partnership fighting urban poverty and supporting cities to deliver sustainable development. To manage its activities, the Cities Alliance operates a multi-donor fund with UNOPS as host and Trustee. The Cities Alliance seeks to improve the lives of 60 million urban poor across 200 cities in 20 countries by 2030. To be a leading agent for urban change by supporting and implementing comprehensive programmes in countries and cities where it matters most. Cities Alliance will be part of the Project Technical Advisory Committee of the SWAP Initiative.
	Zero Waste International Alliance	Global	The Zero Waste International Alliance was formed in 2003 to promote positive alternatives to landfill and incineration and to raise community awareness of the social and economic benefits to be gained when wasted materials are regarded as resources which can create both employment and business opportunities. The Zero Waste International Alliance: i) initiates and facilitates research and information sharing for the promotion of Zero Waste; ii) builds capacity to effectively implement Zero Waste and iii) sets standards for evaluating the achievement of Zero Waste. Zero Waste International Alliance will be part of the Project Technical Advisory Committee of the SWAP Initiative.
National Government	Ministry of Environment (MA) of Uruguay	Uruguay	The Ministry of Environment is responsible for the implementation of the national environmental policy, environmental management, sustainable development and conservation and use of natural resources set by the Executive Power. The Ministry, through its National Directorate of Environmental Quality and Assessment (DINACEA), is responsible for the implementation of this project, including the monitoring and evaluation of project interventions, the achievement of project outputs and outcomes, and the effective use of GEF and UNDP resources.
	Other Ministries	Uruguay	For the implementation of the SWAP Initiative at Uruguay, the following Ministries will be engaged:

Group	Stakeholder	Country	Role
			Ministry of Labour and Social Security (MTSS); Ministry of Social Development (MIDES); National Women's Institute (InMujeres - MIDES); Ministry of Industry, Energy and Mining (MIEM); Ministry of Economy and Finance (MEF) / Directorate General of Taxation (DGI); Ministry of Livestock, Agriculture and Fisheries (MGAP); Office of Planning and Budget (OPP); Uruguayan Agency for International Cooperation (AUCI); State Procurement Regulatory Agency (ARCE); National Institute for Employment and Vocational Training (INEFOP); National Development Agency (ANDE); Technological Laboratory of Uruguay (LATU); National Institute of Cooperativism (INACOOP) - Incubator of Cooperatives (INCUBACOOP)
	Foreign Environmental Cooperation Center (FECO)/ Ministry of Ecology and Environment (MEE)	China	FECO is a public institution directly under the MEE and is focal point for Stockholm, Minamata and Basel Conventions and leads their implementation. FECO is the implementing partner of the SWAP project and is responsible for the design of the project in PPG stage, the implementation and monitoring of the project, and will be responsible for the implementation of policies making, capacity building and demonstration coordination at national level in full-size stage.
	Other Ministries	China	For the implementation of the SWAP Initiative at China the Ministry of Finance (MOF) will be engaged. MOF is the focal point of GEF to monitor the project implementation at national level.
	Ministry of Environment, Urbanization and Climate Change (MoEUCC)	Türkiye	MoEUCC Is the national authority for environmental policies and regulations. MoEUCC is focal point for Stockholm, Minamata, Basel and Rotterdam Conventions and leads their implementation. MoEUCC Is responsible for the control of the proper sound management and disposal of industrial and municipal waste. The MoEUCC is the implementing partner for the SWAP Initiative in Kocaeli.
	Other Ministries	Türkiye	For the implementation of the SWAP Initiative at Türkiye, the following Ministries will be engaged: Ministry of Agriculture and Forestry; Ministry of Environment, Urbanization and Climate Change (MoEUCC) - Kocaeli provincial directorate of environment, urbanization and climate change
	Environmental Protection Agency (EPA)	Sierra Leone	This is the operational authority for all environmental policies and regulations. The EPA-SL hosts the operational GEF Focal Point for the country and supervises all GEF and GEF-related projects. It is in charge of the control of the proper environmental sound management and proper disposal of chemicals, Pollution through mercury, and waste stream control. The EPA-S is a member of the National Committee for Chemicals and Waste, which reviews the files to approve the registration of pesticides for agricultural use (PQUA) in the eco-toxicological field (physical and chemical properties, uses, safety measures, environmental prevention, etc.) The Environmental Protection Agency-Sierra Leone is an implementing partner of the project, through its Undersecretary of Environmental Quality, it is part of the design, coordination, and implementation of the project and as such is part of the Steering Committee of the project.
	Other Ministries	Sierra Leone	For the implementation of the SWAP Initiative at Sierra Leone, the following Ministries will be engaged: Ministry of Environment and Climate Change, Ministry of Heath; Ministry of Trade and Industries
	Ministry of Environment (ME)	Tunisia	The ministry of Environment is the national authority that is responsible for developing environmental policies and regulations. The ministry is responsible for developing policies and strategies related to solid waste management and circular economy, promote, training, awareness and education actions in the fields of the environment, sustainable development and in fighting against pollution. The ministry is also responsible of the coordination of the development and implementation of national programs. The ME is the implementing partner of the project, through its Directorate General of the Environment and Quality of Life and (DGQVE), and is responsible for the coordination, the preparation of the events and activities and the review and

Group	Stakeholder	Country	Role
			validation of the reports, in concertation with UNDP and other agencies and partners. The ministry is responsible of the coordination of the Steering Committee of the project. The ministry of environment will participate in all the activities SWAP designed for Tunisia.
	Other Ministries	Tunisia	For the implementation of the SWAP Initiative at Tunisia, the following Ministries will be engaged: National waste management agency (ANGed); The national agency of environmental protection (ANPE); International centre of environmental technologies of Tunis; *Ministry of interior;* Ministry of finance; Ministry of industry, energy and mines.; Ministry of tourism; Ministry of Agriculture, Water Resources and Fisheries; Ministry of social affairs; Ministry of professional training and employment.
Local Government	Municipality of Canelones, Municipality of Montevideo, Municipality of San José	Uruguay	The Municipality of Canelones, the Municipality of Montevideo and the Municipality of San José in close coordination with the Ministry of Environment, will promote the fulfilment of the commitments established in the Project and as such is part of the Project Board as beneficiaries' representatives.
	Other relevant local government authorities.	Uruguay	For the implementation of the SWAP Initiative at Uruguay, the following local government authorities will be engaged: Plenary of Municipalities and Congress of Mayors (CI). They will contribute to and support the development of activities related to the involvement of the third level of government, promoting decentralisation and a territorial approach.
	Tianjin Municipal Bureau of Ecology and Environment (EEB)	China	Tianjin EEB is responsible for the management and disposal of general waste, hazardous waste and medical waste in Tianjin. EEB also supervises new chemicals and is responsible for implementation of international conventions at Tianjin level. Tianjin EEB will support FECO to design the SWAP project. EEB, together with the other bureaus (referring to the Project Steering Committee), is also responsible for: • development of policy, regulations, standards, plans on waste management; zero waste framework and action plan under Component 1, Output A.1- A.3; • promotion of sustainable investment and green financing instruments under Component 2, Output B.1, B.2 and B.3; • enhancement of sustainable production and consumption under Component 3, Output C.1, C.2 and C.3; and Dissemination of information and organization of knowledge sharing, awareness education and advocacy program under Component 4, Output D.1, D.2 and D.4 The EEB is part of the Project Board as Beneficiary Representative.
	Other relevant local government authorities.	China	For the implementation of the SWAP Initiative at China, the following local government authorities will be engaged: Tianjin Municipal Commission of Urban Management (CUM); Tianjin Industrial and Information Technology Bureau (IITB); Tianjin Agriculture and Rural Commission (ARC); Tianjin Municipal Health Commission
	Kocaeli Metropolitan Municipality (KMM)	Türkiye	KMM is the local authority for implementation of the national environmental policies and regulations. KMM is responsible for the environmentally compatible management of municipal waste collected by the district municipalities and preparing and implementing the solid waste management plan of Kocaeli province. It is also a member of the team that prepared the Kocaeli zero waste management system plan. It is one of the most important stakeholders of the project locally due to ıts duties and responsibilities. The KMM is part of the project board as Beneficiary Representative.
	Other relevant local government authorities.	Türkiye	For the implementation of the SWAP Initiative at Türkiye, the following local government authorities will be engaged: Kocaeli district municipalities. The district municipalities (12) are responsible for the separate collection of municipal waste at the source within their municipal

Group	Stakeholder	Country	Role
			borders, the collection of mixed municipal waste and transportation to the disposal and/or transfer station. They are members of the team that prepared the Kocaeli zero waste management system plan.
	Freetown City Council	Sierra Leone	It's the City's authority on all environmental-related policies and it sets out local regulations that address challenges faced by the city and its residents. The Freetown City Council with other relevant stakeholders has developed and implemented policies that promote environmental sustainability and align with GEF objectives. This involves drafting regulations related to environmental protection, land use planning, or pollution control It is in charge of the control of the proper sound management and disposal of agrochemicals, mercury, and waste within the municipality. The Freetown City Council is a member of the National Committee for Chemicals and Waste, which reviews the files to approve the registration of pesticides for agricultural use (PQUA) in the eco-toxicological field (physical and chemical properties, uses, safety measures, environmental prevention, etc.). The Freetown City Council is an implementing partner of the project, through its environmental department, it is part of the design, coordination, and implementation of the project and as such is part of the Project Board as Beneficiary Representative.
	Governorates of Greater Tunis: Tunis, Mannouba, Ben Arous and Ariana	Tunisia	The governorates of Tunis, Mannouba, Ben Arous and Ariana represent the local authorities that are responsible for the administrative management of the cities. The governorates are responsible in particular for the management of the project locally, in coordination with the national authorities and the UNDP. Municipalities represents the local authorities. Today, they are responsible of the collection and the transfer of the waste to the transfer stations. They are also responsible for cleaning operations. Actually, decision making in municipalities is led by the general secretary. The governorates of Greater Tunis will participate in all activities of the project and are part of the Project Board as Beneficiaries Representative.
Private Sector	Industrial Associations/ Business Chambers	Uruguay	For the implementation of the SWAP Initiative at Uruguay, the following stakeholders within the private sector will be engaged: Chamber of Industries (CIU); Association of Plastic Industries of Uruguay (AUIP); National Chamber of Commerce and Services (CNCS); Uruguayan Chamber of Office and Computer Machinery Importers (CUIMOI); Chamber of Waste Management Companies of Uruguay (Cegru); Plan Vale (Packaging Management Plan); Plastics Technology Centre (Ctplas).
	Industrial Associations/ Private companies	China	For the implementation of the SWAP Initiative at China, the following stakeholders within the private sector will be engaged: China Automotive Technology and Research Center Co.Ltd. (CATA); Tianjin Recyclable Resources Industry Association (RRIA); Pilot Companies.
	Industrial Associations	Türkiye	For the implementation of the SWAP Initiative at Türkiye, the following stakeholder within the private sector will be engaged: Kocaeli Chamber of Industry (KSI).
	Private Companies	Sierra Leone	For the implementation of the SWAP Initiative at Sierra Leone, the following stakeholders within the private sector will be engaged: Milla Group of Companies; Klin Tin-Sierra Leone.
	Industrial Associations/ Private Companies	Tunisia	For the implementation of the SWAP Initiative at Tunisia, the following stakeholder within the private sector will be engaged: Tunisian Union of Industry, Commerce and Crafts (UTICA); Confederation of Citizen Enterprises of Tunisia (CONET); AFREC; Valoria; ECOTI ; COLLECTUN; Group of companies from UTICA or CONECT for waste management; Ciment industry Djbal West; SFBT; Tetrapak
Finance	Financial Institutions	Uruguay	The Uruguayan financial system is currently made up of: 2 public banks, 9 private banks, 4 non-banking companies. There are also other entities that provide financial services, such as credit management companies, financial services companies and bureaux de change (Source: "Uruguay XXI" report).

Group	Stakeholder	Country	Role
			These institutions may contribute to and support the development of activities related to the design of financial instruments. As well as the implementation of demonstration projects related to the above.
	Financial Entities	China	People's Bank of China (Tianjin Subsidiary), Tianjin Banking and Insurance Regulatory Commission (members of the Project Steering Committee). These institutions will be mainly involved for the implementation of activities within Component 2.
Academia	Universities	Uruguay	University of the Republic of Uruguay and other universities.
	Universities	Tunisia	University of Tunis; University of Sfax; Biotechnology centre of Sfax; National Institute of Science and marine technologies INSTM.
Other relevant groups	Informal workers	China, Uruguay, Türkiye, Sierra Leone, Tunisia	This sector is of great relevance within the scope of the project. Consequently, the activities to be implemented will have a positive impact on their standard of living, their health, and the environment. Informal workers will be a key stakeholder throughout the lifecycle of the project. They will participate in raising awareness, knowledge dissemination, capacity building and training, and communications activities within the scope of the project.

5. Stakeholder Engagement Program

The following table identifies the activities to be carried out under the Global Component to ensure the engagement of global stakeholders to enhance results of the SWAP Initiative, strengthening in addition the linkage with the participating cities. The plan seeks to develop a strong, constructive, and responsive relationship throughout the implementation of the project.

Table 3. Stakeholders Engagement Program

STAKEHOLDER TYPE	STAKEHOLDER GROUP	ENGAGEMENT		
		INFORMATION	METHODS	ACTIVITIES
Global Partnerships	International Organizations	✓ Project Implementation status ✓ Lessons-learned, best practices and project experiences. ✓ Monitoring of the risk, safeguards and the gender action plan and strategy. ✓ Environmental and Social impacts and their Management Plan. ✓ Results of Midterm Evaluation. ✓ Results of Final Evaluation.	➢ Annual International Global/Regional Workshops ➢ Meetings ➢ Webinars ➢ Technical Advisory Committee meetings. ➢ Study Tours ➢ SWAP Knowledge Management Platform	→ Encourage knowledge and experience exchange, and foster synergies. → Comprehensive communication strategy to inform benefits, timetable, status and expected results of project. → Comprehensive knowledge management strategy to ensure, dissemination and benefit from knowledge exchange. → Workshops for gender perspective mainstreaming. → Collect and follow up opinions and concerns raised during meetings, workshops, and other contacts.
Entities of the government sector – Implementing Partners	Foreign Environmental Cooperation Center (FECO) - China. Environmental Protection Agency (EPA)- Sierra Leone. Ministry of Environment - Tunisia. Ministry of Environment Urbanization and Climate Change (MoUECC) - Türkiye.	✓ Project Implementation status ✓ Lessons-learned, best practices and project experiences. ✓ Best Available Techniques (BAT) and Best Environmental Practices (BEP) to support zero waste strategies. ✓ Monitoring of the risk, safeguards and the gender action plan and strategy. ✓ Environmental and Social impacts and their Management Plan. ✓ Results of Midterm Evaluation. ✓ Results of Final Evaluation.	➢ Project Board meetings ➢ Annual International Global/Regional Workshops ➢ Meetings ➢ Webinars ➢ Study Tours ➢ SWAP Knowledge Management Platform	→ Encourage knowledge and experience exchange, and foster synergies. → Comprehensive communication strategy to inform benefits, timetable, status and expected results of project. → Comprehensive knowledge management strategy to ensure, dissemination and benefit from knowledge exchange. → Workshops for gender perspective mainstreaming. → Collect and follow up opinions and concerns raised during meetings, workshops, and other contacts.

"Shifting to Zero Waste Against Pollution (SWAP)".
Annex 8: Stakeholder Engagement Plan

STAKEHOLDER TYPE	STAKEHOLDER GROUP	ENGAGEMENT		
		INFORMATION	**METHODS**	**ACTIVITIES**
	Ministry of Environment - Uruguay.			
Civil Society Organizations (CSOs)	Industrial Associations	✓ Project Implementation status ✓ Lessons-learned, best practices and project experiences. ✓ Best Available Techniques (BAT) and Best Environmental Practices (BEP) to support zero waste strategies. ✓ Environmental and Social impacts and their Management Plan	➢ Annual International Global/Regional Workshops ➢ Digital Media ➢ Publications ➢ SWAP Knowledge Management Platform ➢ Webinars ➢ Project Reports ➢ Roundtables	→ Training program and workshops for gender mainstreaming. → Comprehensive communication strategy to inform benefits, timetable, status and expected results of project. → Comprehensive knowledge management strategy to ensure, dissemination and benefit from knowledge exchange. → Awareness raised on zero waste strategies in line circular economy, and waste hierarchy principles for sustainable production and consumption. → Collect and follow up opinions and concerns raised during meetings, workshops and other contacts.
Other Beneficiaries	Civil Society	✓ Project Implementation status. ✓ Lessons-learned, best practices and project experiences. ✓ Environmental and Social impacts and their Management Plan. ✓ Gender mainstreaming and action plan.	➢ Annual International Global/Regional Workshops ➢ Project Reports ➢ Roundtables ➢ Communication products (through different communication channels) ➢ SWAP Knowledge Management Platform	→ Comprehensive communication strategy to inform benefits, timetable, status and expected results of project. → Comprehensive knowledge management strategy to ensure, dissemination and benefit from knowledge exchange. → Training program and workshops for gender mainstreaming. → Register, analyses and address grievances or comments submitted. → Awareness raised on zero waste strategies in line circular economy, and waste hierarchy principles for sustainable production and consumption. → Collect and follow up opinions and concerns raised during meetings, workshops and other contacts.
Relevant Groups	Women	✓ Project Implementation status. ✓ Lessons-learned, best practices and project experiences ✓ Environmental and Social impacts and their Management Plan	➢ Annual International Global/Regional Workshops ➢ Project Reports ➢ Roundtables	→ Encourage stakeholder representatives and key informants and Focus Group. → Comprehensive communication strategy to inform benefits, timetable, status and expected results of project.

"Shifting to Zero Waste Against Pollution (SWAP)".
Annex 8: Stakeholder Engagement Plan

STAKEHOLDER TYPE	STAKEHOLDER GROUP	ENGAGEMENT		
		INFORMATION	**METHODS**	**ACTIVITIES**
	Informal workers/waste pickers	✓ Gender mainstreaming and action plan.	➢ Communication products (through different communication channels) ➢ SWAP Knowledge Management Platform	→ Comprehensive knowledge management strategy to ensure, dissemination and benefit from knowledge exchange. → Training program and workshops for gender mainstreaming. → Register, analyses and address grievances or comments submitted. → Awareness raised on zero waste strategies in line circular economy, and waste hierarchy principles for sustainable production and consumption.
	Indigenous Peoples and Local Communities			

6. Timetable, Resources and Responsibilities.

The following table shows the schedule of the different activities identified in previous section to be held for stakeholder engagement. In addition, it is indicated who will be responsible for and the resources and budget required in order to effectively implement them.

Table 4. Schedule and periodicity of stakeholder engagement activities.

ACTIVITIES	RESPONSIBLE	BUDGET AND RESOURCES	Year 1				Year 2				Year 3				Year 4				Year 5			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Develop and implement the SWAP communication and branding strategy targeting different groups of stakeholders.				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Develop and implement the SWAP knowledge management strategy targeting different groups of stakeholders.				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Workshops and activities for gender mainstreaming and action plan implementation.			x		x		x		x		x		x		x		x		x		x	
Carry out Annual International Global/Regional Workshops.			x				x				x				x				x			
Coordinate and Carry out Study Tours									x				x				x					
Design and implement 2 webinars per year to support communication, capacity building and training targeting key actors				x		x		x		x		x		x		x		x		x		x
Develop knowledge management platform to support exchange of good practices and lessons learned.					x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Collect and follow up opinions and concerns during meetings, workshops and other contacts.			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Register, analyses and address grievances or comments submitted.			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

7. Grievance mechanism

The project will establish a project-level Grievance Redress Mechanism (GRM) at the start of implementation, as detailed within the Annex 9 Environmental and Social Management Framework (ESMF). The full details of these GRMs will be agreed upon during the Inception Phase, a process that will be overseen by the Project Manager with the UNDP Chemicals and Waste Hub.

Interested stakeholders may raise a grievance at any time to the PMU, the Implementing Partner, UNDP or the GEF.

Additionally, during the consultation and disclosure activities, participants will be informed of the availability of UNDP's Accountability Mechanism (Stakeholder Response Mechanism (SRM) and Social and Environmental Compliance Unit (SECU)) as additional avenues of grievance redress[2].

8. Monitoring and reporting

The following proposal aims to report results and monitor the effectiveness of the stakeholder engagement plan activities.

Table 5. Indicators to monitoring the stakeholder engagement plan.

INDICATOR	PROJECT RESULTS FRAMEWORK	TYPE OF MEASUREMENT	DATA SOURCE	REPORTING PERIOD
Percentage of budget executed to developed engagement activities	Related to Indicator 15	Quantitative	Project budgetary execution reports	Annual
Number of project beneficiaries disaggregated by gender (individual people).	Related to Indicator 1	Quantitative	Project report	Annual
Number of webinars conducted in key SWAP related topics. / Number of Study Tours organized and carried out. / Number of International and Regional Workshops carried out. / SWAP Knowledge Management Platform developed.	Related to Indicator 13	Quantitative	Midterm Review and Final Evaluation	Midterm and End of Project
Percentage of claims and complaints solved through grievance system	NA	Quantitative	Grievance System reports	Annual

[2] https://www.undp.org/content/undp/en/home/accountability/audit/secu-srm/social-and-environmental-compliance-unit.html

9. Annex A

CONCEPT NOTE

Consultation and Validation Workshop on the development and implementation of the SWAP global project

How to Shift to Zero Waste Against Pollution

Funded by the Global Environment Facility

Organizer: UNDP Chemicals and Waste Hub

UN House in Brussels: 11-13 April 2024

Background

UNDP launched a Zero Waste Offer in 2021 to promote the Zero Waste vision in developing countries, enhance sustainable waste management governance in cities, and promote best practices. UNDP initiated the implementation of the Zero Waste offer, in partnership with the Swedish municipal waste association, Avfall Sverige, through a MoU signed in 2022. As one of the first activities, an on-line course for senior elected officials of municipalities was developed. In June 2022, UNDP, Avfall Sverige, and ISWA also co-organized a sustainable waste management side event during the Stockholm+50 Conference.

The Zero waste concept has been recognized at the global level by the United Nations system. The Secretary-General's Advisory Board on Zero Waste was established in March 2022, with one of its objectives to collect best practices. On 14 December 2022, the United Nations General Assembly adopted a resolution at its seventy-seventh session to proclaim 30 March as the International Day of Zero Waste, to be observed annually, with support from UNEP and UN-Habitat.

In June 2023, the Global Environment Facility (GEF) approved at its 67th Council Meeting a global project proposal "Shifting to Zero Waste Against Pollution" (SWAP) developed by UNDP. The SWAP initiative aims to reduce chemical pollution in the value chains of products and reduce the wasting of resources, by supporting pilot cities to adopt sustainable production and consumption practices towards a zero-waste vision in line with green chemistry, circular economy, and waste hierarchy principles. This comprehensive approach will be implemented in five cities: Freetown (Sierra Leone), Kocaeli (Türkiye), Montevideo (Uruguay), Tunis (Tunisia) and Tianjin (China).

The Initiative in SWAP foresees interventions to:

- Enable conditions and coherent policies to promote integrated planning and programming at city level towards a long-term vision of zero waste and zero pollution.

- Explore innovative and diverse legal, fiscal and financial steering instruments to promote sustainable investment and cost recovery to address the financial challenges for the transition to a zero-waste city.
- Enhance sustainable production and consumption by encouraging the private sector to adopt BAT/BEP to eliminate harmful chemicals in products, promoting eco-design, sustainable consumption and services, and building ecosystems (upstream to downstream) to support materials circularity.
- Make information and knowledge accessible for raising awareness to stakeholders in the key value chains, including producers, retailers, consumers, citizens and waste workers, through a whole-of-society approach.
- Build global networks and partnerships on zero waste, provide policy and technical advice through its clearinghouse, facilitate knowledge sharing, and raise awareness across countries and regions.

It is expected that this initiative will provide insights into innovative and practical solutions to inspire, replicate and scale-up best practices in different urban contexts, leveraging transformative change towards the attainment of the SDGs for a healthy planet and healthy people and help address the Triple Planetary Crisis.

Workshop Objectives

The workshop is designed to achieve the following objectives:

- Share experiences in building zero waste cities.
- Validate the global and city components of SWAP, identify the areas that could be improved further, and establish a SWAP Initiative Steering Committee.
- Build a global partnership group on the Zero Waste initiative, including financial experts and institutions, city organizations, partner governments and multilateral entities, technical service providers and UN partners.
- Discuss the SWAP implementation plan including a proposed outline for the knowledge product "The Pillars of a Zero Waste City", which UNDP will coordinate in 2024 with the purpose of gathering Zero Waste approaches and supporting their dissemination.
- Participate in site visits to Brussels-based (service) companies/entities demonstrating best practices in waste management and circularity.
- Participate in the World Circular Economy Forum (WCEF2024) to support information exchange and the establishment of global partnerships.

Participants

The following participants will be invited:

- Representatives from each country/city involved in the SWAP initiative
- Representative from GEF Secretariat
- Representative from Avfall Sverige
- Representatives from UNEP, UN-Habitat, Cities Alliance (UNOPS), and the BRS Secretariat
- Representative from the European Commission
- Civil society

- Representative from the organizer of the WCEF (SITRA)
- Representatives from Financial Institutions
- Representatives from relevant UNDP teams (Brussels office, Chemicals and waste Hub, Climate Hub, Sustainable Finance Hub, Copenhagen procurement centre, Country Offices)

Date, Venue and Logistics

In relation with the World Circular Economy Forum being organized by SITRA on 15-18 April 2024 in Brussels, the workshop will be organized from Thursday 11 to Saturday 13 April 2024 at the UNDP Brussels Office (UN House).
There will be a possibility to connect remotely.

The workshop is expected to have around 35 participants. Invitations and a logistical note will be provided separately.

Draft Agenda

Wednesday 10 April

Arrival of participants in Brussels.

Thursday 11 April

Meeting location: 7th Floor UNDP meeting room – UN House – Brussels
Boulevard du Régent 37/40, 1000 Brussels

Site visits and meetings with technical specialists and representatives of municipalities will be organized throughout the day.

Timing	Session	Speakers
Moderator for the Day: *Weine Wiqvist* (Avfall Sverige) Notetaker (NT) morning: *Charlotte de Bruyne* (C&W Hub) NT afternoon: *Kasper Koefoed Hansen* (C&W Hub)		
8.30 – 8.45	Arrival of participants at the UN House 7th Floor Meeting Room	**Note**: Meet SWAP welcome person in the downstairs lobby
8.45 – 9.00	Introduction of participants to the workshop	N/A
9.00 - 10.00	Household waste management in Flanders	*Mr. Piet Coopman, VVSG*
10.00 - 11.00	Departure for site visits	N/A
11.00 - 13.00	Visit to inter-municipal cooperation of EcoWerf and its composting and anaerobic digestion plant, Leuven	*Mr. Jonathan De Witte, EcoWerf*
13.00 - 14:00	Lunch Break: Lunch offered by hosts at EcoWerf plant,	N/A
14:00 – 15:00	Transfer to a site visit	N/A
15:00 - 17:00	Visit to Indaver Willebroek and its sorting facility for household packaging waste – *Please note specific conditions in logistics note*	*Ms. Silvia Colazzo, Indaver Willebroek*
17:00 – 17:45	Return to the UN House	N/A

***NB**: The participants of the site visits are kindly requested to wear rough clothes and shoes according to weather and the industrial site visit conditions.*

***Evening (from 18h00)**: bilateral session Tunisia delegation / UNDP (TBC)*

Friday 12 April

Meeting Location: 7th Floor meeting room – UN House - Brussels

Timing	Session	Speakers
Facilitators for the Day: *Mr. Kasper Koefoed (am) / Charlotte de Bruyne (pm)*		
8.00 – 8.30	Arrival of participants	N/A
8.30 – 9.00	Welcome by UN/UNDP Brussels Office Opening of the workshop Setting the scene for the meeting	UN/UNDP Brussels Office – Mr. Georges Van Monfort UNDP Chemicals and Waste hub – *Ms. Xiaofang Zhou* GEF Secretariat – *Mr. Anil Sookdeo* UNDP Sierra Leone Country Office – *Mr. Fredrick Ampiah, Resident Representative* *NT: Charlotte*
9.00 – 9.30	Feedback on the field visits of Day 1 and Introduction of participants to the workshop, including remote participants	Moderator: *Mr. Weine Wiqvist* *NT: Hilda*
9.30 – 10.30 **(with remote presenters)**	Presentation of the 2023 "Global Waste Outlook" (UNEP) and the UN Secretary-General's Advisory Board on Zero Waste; UN Habitat activities on Zero waste Q&A	Moderator: *Ms. Annika Lenz* UNEP IETC : *Mr. Takehiro Nakamura* (*Remote*) UN-Habitat : *Ms. Francesca Calisesi (Remote)* *NT: Hilda*
10.30-10.45	An NGO perspective on Zero Waste	Zero Waste Europe (NGO) – *Mr. Joan Marc Simon* *NT: Barbara*

10.45 – 11:15	Coffee Break	NA
11.15 – 11:45	Overall progress of SWAP initiative development, key issues to be discussed and addressed in the workshop.	UNDP Chemicals and Waste Hub – *Mr. Etienne Gonin* *NT: Barbara*
11:45 – 12:45	Experiences of the EU on circular economy, waste reduction measures and waste management	Moderator: *Hilda van der Veen* Avfall Sverige – *Mr. Weine Wiqvist* European Commission – *Ms Caterina Savelli* *Ms Carla Vidussi* *NT: Kasper*
12.45 – 13:45	Lunch break	
13.45 – 15.15	Presentations from cities *(each city will have 20-25 minutes to present their experiences and project design)* Q&A	Montevideo (Uruguay) - *Ms. Maria Crovetto, Min. Of Env., Uruguay* Freetown (Sierra Leone) – *Mr. Amara Salami Kanu, National PPG Consultant* Tianjin (China) - *Liyuan LIU, National PPG consultant, China* *Moderator: Ms. Barbara Ochoa Di Masi* *NT: Etienne*
15.15 – 15.25	Quick introduction of other partners (Cities Alliance)	*Open for interventions*
15.25 – 15.55	Coffee Break	
15.55 – 17.30	Presentation on UNDP Flagship Finance Initiatives with a focus on cities Discussion on financial instrumenst and Experiences in funding city waste infrastructure and circularity business approaches	Moderator: *Mr. Christopher Lilyblad*, *UNDP Sustainable Finance Hub* *NT: Hilda*
17:30 - 18:00	Presentation of the outline of “Pillars of Zero Waste City” and discussion	C&W Hub – *Ms. Monica Gaba Kapadia* (remote) Moderator: *Mr. Etienne Gonin*

		NT: Hilda

Evening (from 18h): bilateral session Uruguay delegation / UNDP (TBC)

From 19h - SWAP workshop dinner (self-funded)

- **'t Kelderke**, Grand Place 15, 1000 Bruxelles (starting at 19:00)

Saturday 13 April

Location: 7th Floor meeting room – UN House - Brussels

Timing		**Speakers**
Moderator for the day: Hilda van der Veen / Etienne Gonin		
9.00 – 9.15	Recap of Day 2 discussions	Moderator: *Kasper* *NT: Charlotte*
9.15 - 10.10	Presentations from Kocaeli, Türkiye, and Tunis, Tunisia, and discussion	Moderator: *Barbara Ochoa Di Masi* Recorded presentation - *Serife Ercel, PPG national consultant, Türkiye* Tunis (Tunisia) – *Si Hedi Chebili, DG, Min. of Environment, Tunisia* *NT: Charlotte*
10.10 - 11.00 **(with remote presenter)**	- Green procurement practices (25 min) - Building Circularity into Nationally Determined Contributions (NDCs) – A Practical Toolbox (25 min)	UNDP Copenhagen procurement team – Mr. *Alfonso Buxens* (remote) UNDP Climate Hub – Ms. *Alana Craigen* *NT: Kasper*
11.00 - 11.30	Coffee Break	
11:30 - 12:30	Discussion of key elements of SWAP: 1. Governance 2. Financial instruments and co-financing opportunities	SWAP PPG Coordinator *Ms. Barbara Ochoa Di Masi* & Moderator – *Ms. Xiaofang Zhou* *NT: Charlotte*
12:30 -13:30	Lunch	
13.30 - 14.30	Continued discussion on the key	SWAP PPG Coordinator

	elements of SWAP: 3. Engagement with the private sector 4. Challenges and solutions related to hazardous waste management, e-waste, plastics, organic waste, healthcare waste, vehicles, and batteries 5. Gender, Safeguards, Communication	*Ms. Barbara Ochoa Di Masi* & Moderator – *Mr. Kasper Koefoed* *NT: Charlotte*
14:30 – 15:00 **(with remote presenter)**	Presentation on how zero waste approaches can contribute to the implementation of BRS Conventions	BRS Secretariat – Ms. *Susan Wingfield* (*Remote)* *NT: Etienne*
15:00 – 15:30	Coffee break	N/A
15:15 - 16:30	Proposal of activities for the global component of the SWAP initiative and implementation plan, including composition of the "SWAP Initiative Steering Committee".	SWAP PPG Coordinator *Ms. Barbara Ochoa Di Masi* & *Kasper Koefoed* – *NT: Etienne*
16:30 - 16:50	Reflection of participants on the workshop and next steps	Moderator: *Etienne Gonin* *NT: Livia*
16:50 - 17h00	Closure of the SWAP workshop	*Xiaofang Zhou*
17:00 - 18:00	Introduction of WCEF	SITRA - *Mr. Sinervo Riku and Mr. Mika Sulkinoja* *NT: Livia*

Evening (from 18h): bilateral session China delegation / UNDP

--

Sunday 14 April:

Note: *You can pick up your badge for the WCEF and register at the venue already on Sunday 14 April from 16:00 to 20:00*

17h - Briefing by the UNDP Brussels Office for UNDP colleagues registered for the WCEF at the UN House (7tth floor)

Monday 15 April:

WCEF and bilateral engagement with representatives from countries
https://wcef2024.com/main-programme/

Morning (8.30-10h): 7th Floor meeting room – UN House – Brussels.
(All SWAP delegations still present in Brussels) - Engagement session with 5 cities in SWAP – introduction of the Turkish delegation (which arrives on Sunday 14 April), discussion of results of the SWAP workshop.

WCEF participation - SQUARE convention centre, Brussels. https://square-brussels.com/

Afternoon (16h-17h30) Venue TBC – Bilateral session with the Turkish delegation / UNDP

Tuesday 16 April:

WCEF and bilateral engagement with representatives from countries (as needed)

WCEF participation - SQUARE convention centre, Brussels

Anne 8 – Stakeholders Engagement Plan

8.4 Tunisia Component

Table of contents

1. Introduction ..... **Erreur ! Signet non défini.**
2. Regulations and Requirements ..... **Erreur ! Signet non défini.**
3. Summary of stakeholder involvement activities during formulation PPG ..... **Erreur ! Signet non défini.**
4. Project Stakeholders ..... **Erreur ! Signet non défini.**
5. Stakeholder Engagement Plan ..... **Erreur ! Signet non défini.**
6. Timetable, Resources and Responsibilities. ..... **Erreur ! Signet non défini.**
7. Complaint mechanisms ..... **Erreur ! Signet non défini.**
8. Monitoring and reporting ..... **Erreur ! Signet non défini.**

10. Introduction

The **Shifting to Zero Waste Against Pollution** (SWAP) proposal aims to reduce chemical pollution in the value chain and waste of resources by supporting pilot cities in emerging economies and least developed countries towards a zero waste vision in line with green chemistry, circular economy and waste hierarchy principles for sustainable production and consumption.

This initiative will be implemented in: Freetown (Sierra Leone), Kocaeli (Turkey), Greater Montevideo (Uruguay), Tunis (Tunisia) and Tianjin (China).

The Initiative foresees interventions to:

- Enable coherent conditions and policies to promote integrated planning and programming at city level towards a long-term vision of zero waste and zero pollution.

- Explore special and diverse legal, fiscal and financial steering instruments to promote sustainable investment and cost recovery to address the financial challenges for the transition to a waste-free city.

- Improve sustainable production and consumption by encouraging private sectors to adopt BAT/BEP to eliminate harmful chemicals in products, promoting eco-design, sustainable consumption and services, building ecosystems from the top down for material circularity.

- Make information and knowledge accessible to raise awareness among all key actors in key value chains, including the production, retail and consumer sectors, citizens and waste workers, through a society-wide approach.

- Build global zero waste networks and partnerships, provide technical and policy advice through its clearinghouse, facilitate knowledge sharing and raise awareness across countries and regions.

- Include a gender perspective throughout the project cycle.

Through its key interventions, this Initiative will positively contribute to decoupling economic activities from waste generation, increase resource efficiency, prevent pollution from solid waste and harmful chemicals to land, water and air, and generate significant and sustainable global environmental benefits for the reduction of hazardous chemicals, greenhouse gas emissions and protection of human health and the ecosystem.

The SWAP Initiative is very closely linked and seeking synergy with the following GEF-8 Integrated Programmes: Sustainable Cities, Supply Chain and Circular Solutions to Plastic Pollution.

Considering these challenges, the project strategy is based on the following five components:

- Component 1: Integrated planning and programming
- Component 2: Financial instruments
- Component 3: Sustainable production and consumption and materials management
- Component 4: Training, education, advocacy and evaluation at municipal and national level
- Component 5 (global): Coordination, communication, technical assistance at global level

To fulfil the purpose, the project will carry out the design of an awareness raising campaign and information strategy together with the dissemination of ongoing activities to ensure the successful implementation of the project, incorporating the gender perspective. Finally, it will influence from a global perspective, providing useful information on practical and effective solutions to inspire, replicate and scale up in different urban contexts, leveraging transformative change in existing structures towards the achievement of the Sustainable Development Goals for a healthy planet and healthy people. This in turn will positively impact on combating the Triple Planetary Crisis: climate change, pollution and biodiversity loss.

This Plan is designed to ensure effective participation among stakeholders throughout the project life cycle.

11. Regulations and Requirements

The ministry of environment is the implementing partner in this project.
The responsibilities of the Ministry responsible for the environment were initially set by Decree No. 93-303 of February 1, 1993, until its repeal and replacement by Decree No. 2005-2933 of November 1, 2005 in force to date.

According to article 1 of this text, the Ministry of the Environment is responsible for proposing, in collaboration with the ministries and organizations concerned, the general policy of the State in the areas of environmental protection, conservation of nature, the promotion of quality of life and to realize the imperatives of sustainable development in general and sectoral policies and to ensure their implementation.

It is also responsible for promoting the legal system in matters of environmental protection and nature conservation and for working towards the integration of the concept of sustainability of development into national strategies and plans through measures of a general nature or particularly in the different areas related to the environment and development and by prescribing standards of balance in the natural environment

The Ministry of the Environment is also responsible for improving the state of the environment in general and the living environment, preventing, reducing or eliminating risks that threaten Man, the environment and natural resources, the protection and promotion of spaces reserved for the development of wild species and natural landscapes and the protection and development of open spaces essential to the development of future generations.

The Ministry of the Environment works to establish ecologically sound management rules in all sectors and concerning natural resources and takes the necessary measures, in coordination with all parties concerned, aimed at preventing and taking precautions against risks and deal with possible or foreseeable environmental problems without waiting for their occurrence.

More specifically, Article 2 of Decree No. 2005-2933 of November 1, 2005 provides that the Ministry of the Environment is notably responsible for the following:

- work towards the consecration and generalization of the concept of sustainable development and its introduction into general and sectoral economic and social policies and into methods of planning and management of natural resources,
- work with the parties concerned to integrate the environmental dimension into all development strategies, plans, programs, activities and projects and to guide actions for prevention, control, monitoring and coordination of the achievement of objectives sustainable development,
- develop a national sustainable development strategy setting out measures enabling the adaptation of planning and management methods for State structures and establishments to the imperatives of sustainable development,
- develop prospective studies on the environment in relation to economic and social development to help guide general and sectoral policies,
- observe and monitor the general environmental state based on environmental and sustainable development indicators…
- lead and coordinate State actions in the field of environmental protection and nature conservation, including actions to control, prevent, reduce or eliminate pollution and nuisances and all risks affecting the environment, caused either by individuals or by large complexes and collective facilities or agricultural, commercial or industrial and other activities,
- propose standards for the discharge of waste and emissions from industrial, urban, agricultural, tourist, health and energy, transport and other areas of activity and participate in their development and ensure their Implementation,
- work to disseminate the culture of sustainable environment among all social categories, with the aim of mobilizing all parties to participate in the protection of the environment and ensure the sustainability of environmental achievements,
- promote, in collaboration with national organizations, relevant establishments and governmental and non-governmental organizations, training, awareness and education actions in the areas of the environment and sustainable development and particularly in the fight against pollution, nature conservation, rational management of natural resources and prevention and precaution against possible risks.

12. Summary of stakeholder involvement activities during formulation PPG

The following is a description of the consultation activities carried out during the preparation of the PPG.

Table 1. Summary of PPG stakeholder engagement activities

Table 1. Stakeholder Engagement activities carried out during the PPG phase.

ACTIVITY / DATES / OTHER DETAILS	PARTICIPANTS	DISCUSSED TOPICS	UNDERTAKEN ACTIONS
Inception Workshop Organized by The Ministry of Environment January 05, 2024 # Total participants: 29 # Female: 16 # Male: 13	**Government:** • Ministry of environment • Ministry of interior • Ministry of Economy • Ministère des finances **Public Agencies:** • National solid waste management agency (ANGed) • National agency of environmental protection (ANPE) • International center of environmental technologies of Tuns (CITET) • National Sanitation Office (ONAS) • Coastal Protection and Development Agency (APAL) **Local governments:** • Governorates of Manouba • Representative of local governorates (Ministry of interior)	▪ Present the project's objectives and scope, implementation time. ▪ Present the SWAP initiative to all the main project stakeholders in Tunisia. ▪ UNDP and GEF requirements on Gender and Environmental and Social Safeguards. ▪ Co-financing requirements ▪ Launch an initial framework for exchange and reflection on the components of the project adapted to the Tunisian context	Data collection (initiatives, current project, ideas) Exchange with the actors Minutes shared with the ministry of environment and validated by the minister and the general direction of the quality of life and the environment.
Coordination meeting with the ministry of environment # 1 January 29, 2024 # Total participants: 7 # Female: 3 # Male: 4 **Location:** Ministry of	**Ministry of environment** Department of quality of life and environment Department of hazardous waste **UNDP**	▪ Presentation of a first set of idea for pre-validation by the ministry of environment before organizing a second concertation meeting with the actors ▪ imitations, barriers, recommended actions and activities ▪ Risks and expectations related with sound management of POPs and Hg. ▪ Co-financing requirements	Gathering the ministry ideas and priorities Preparation of the workshop

ACTIVITY / DATES / OTHER DETAILS	PARTICIPANTS	DISCUSSED TOPICS	UNDERTAKEN ACTIONS
environment			
Concertation event with the project stakeholders February 12, 2024 # Total participants: 30 # Female: 16 # Male: 14 Location: Ministry of environment	**Government:** • Ministry of environment • Ministry of interior • Ministry of Economy • Ministère des finances • Governorates **Public Agencies:** • National solid waste management agency (ANGed) • National agency of environmental protection (ANPE) • International center of environmental technologies of Tuns (CITET) • National Sanitation Office (ONAS) • Coastal Protection and Development Agency (APAL) **Local governments:** • Representative of local governorates / municipalities (Ministry of interior) **Private organisations** • UTICA **Private companies** Valoria	▪ Presentation of the project components and timeline. ▪ Situation of solid waste management in Tunisia ▪ Presentation of the draft project's ideas ▪ Data collection ▪ Potential projects and synchronization ▪ Timeline: Co-financing requirements	Collection of the main ideas and comments on the current version of identified projects Clarification of the SWAP concept Presentation of the next steps

Gender participation in the preparation events:

During the concertation meeting, we registered a relatively balanced participation of women and men.

Location and dates	**Session 1** Face-to-face, January 5, 2024	**Session 2** Face-to-face – January 29, 2024	**Session 3** Face-to-face – February 12,2024
# **Participants** # Woman # Men	**# 29** # 16 # 13	**# 07** # 3 # 4	**# 30** # 16 # 14

Participants are in particular representatives of public institutions at both national and local levels, private sector, civil society, researchers, etc. The minister of environment participated in person during 2 hours in the first discussion session.

13. Project Stakeholder Identification and roles

Given the various sectors and groups involved in the project outcomes, the number and diversity of stakeholders are high. Sectors such as governmental institutions, local governments, energy, health, construction, industry, academic and research institutions, Non- Governmental Organizations (NGOs)s and Community Based Organizations (CBOs) have been approached to inquire about their interest in the project and collaboration. Table 2 below shows stakeholders, organized by the correspondent sector or group, their interests and their contribution/participation in the Project.

Table 2. Project's Stakeholders and their roles

TYPE	GROUP	STAKEHOLDER	ROLE
Public entities	National Government	Ministry of environment (ME),	The ministry of Environment is the national authority that is responsible for developing environmental policies and regulations. The ministry is responsible for developing policies and strategies related to solid waste management and circular economy, promote, training, awareness and education actions in the fields of the environment, sustainable development and in fighting against pollution. The ministry is also responsible of the coordination of the development and implementation of national programs. The ME is the implementing partner of the project, through its Directorate General of the Environment and Quality of Life and (DGQVE), and is responsible for the coordination, the preparation of the events and activities and the review and validation of the reports, in concertation with UNDP and other agencies and partners. The ministry is responsible of the coordination of the Steering Committee of the project. The ministry of environment will participate in all the activities SWAP designed for Tunisia.
		National waste management agency (ANGed)	The national waste management agency (ANGed) is a national agency that is responsible of the transfer and treatment of solid waste, in addition to the operation, regulation and control of the different waste streams systems management. In addition, ANGed contributes via its skilled experts in capacity building and technical support to municipalities, private companies and organisations. ANGed dispose of necessary data on waste management in Greater Tunis (quantities landfilled, practices, initiatives, etc.) and can provide all necessary technical support and information to the project in relation with the waste management sector. ANGed will contribute to all components of the project, in particular but not limited to A1, A2, A4, B2, B3, B4, C1, C2, C4

TYPE	GROUP	STAKEHOLDER	ROLE
		The national agency of environmental protection (ANPE)	ANPE ensures the function of controlling offenses and pollution and the enforcement of regulations, and it has the power to fine and penalize offenders. The agency is called upon to issue technical approval for projects (in the form of an opinion on the environmental impact study) and provide technical support to polluting companies. ANPE also supports green and circular projects through international cooperation programs and labels, such as SUNREF (a green finance label from the French Development Agency). ANPE could support the project execution at different levels, in particular but not limited to, assist the regulations development, the control measures technical support, the financing mechanism design, etc. ANPE will provide necessary technical support to the execution of the activities related to Outputs, in particular, but not limited to, A1, A4, B2, B3 C1, C2, C3. ANPE will participate in the training sessions related to Output A2
		International centre of environnemental technologies of Tunis (CITET)	CITET offers technical assistance to companies, supporting them in the implementation of environmental management systems, and provides training services on various topics relevant to the circular economy. It plays a significant role in national endeavors aimed at developing a clean production model to enhance the eco-design of packaging products. CITET extends its expertise to other sectors such as textiles and tourism. In the project's execution, CITET could make a substantial contribution by providing technical assistance, supporting training initiatives, and assisting in capacity building activities. It will support the development and participation in training activities related to Outputs A2, and will contribute to activities A3, A4, B1, B4, C1, C2, C3, C4
		Ministry of interior	The ministry of interior is represented by the General Body for Prospecting and Support of Decentralized Processes is part of the ministry of interior, and is responsible of monitoring the execution of programs relating to cleanliness and environmental protection and developing perceptions and strategies at the local level. It represents the coordinating body with municipalities. The ministry of interior will contribute in Output A1; A4, B1, B2, B3, C4, D1, and will participate in activities related to Output A2.

TYPE	GROUP	STAKEHOLDER	ROLE
		Ministry of finance	The ministry of finance carries out the tasks and responsibilities of the government in the fields of economic policy, financial policy, budgeting, and tax policies. Additionally, it carries out all activities related to the coordination of public spending and its oversight, planning of public investments, monitoring and oversight of public financial management, public debt management, and of State stockholdings. The Ministry of Finance ensures the collection of ecotaxes and plays a role in the development and implementation of financing aspects for the costs associated with solid waste management. This includes financing a portion of the operational expenses of regulated waste management sectors such as ECOLEF, Eco-zit, Eco-pneus, Eco-pile, and Eco-battery. Additionally, it contributes to the financing of waste treatment operations in landfills, covering up to 80% of the associated costs. The Ministry of Finance plays a crucial role in the project, notably by actively participating in discussions and exchanges aimed at enhancing the financial model of waste management and the circular economy. Additionally, it supports the implementation of appropriate instruments and tools. With the backing of related institutions such as DGELF, the Ministry of Finance could significantly contribute to the SWAP by offering essential technical support for the design and execution of future Extended Producer Responsibility (EPR) models. Furthermore, it could assist in establishing financing mechanisms tailored to Small and Medium Enterprises (SMEs). The ministry of Finance will participate in Outputs A2, A3, A4, B1, B2, B3, and D1
		Ministry of industry, energy and mines.	The ministry of industry, energy and mines is responsible for the development of sectoral strategies, programs and national guidelines to support the sector, the elaboration and development of appropriate policies and legislation (or participate in the development of legislation) allowing: (i) the optimal exploitation of resources, (ii) encouraging innovation and encouraging scientific research and its valorization in order to strengthen the circular economy, (iii) exchanges and consultation with all organizations and governmental and parliamentary bodies and the private sector (industrialists) in all matters relating to energy and mining resources. The ministry's mission within SWAP is relevant, at different levels: support eco-design activities via its related institutions, industrial symbiosis operation, production, etc. The ministry will participate in activities of A2, and will contribute to Outputs A4, B2, B3, B4, C1, C2, C3, C4.
	Other public institutions	Training Center to Support Decentralization (CFAD)	Created since 1994, CFAD aims to train agents and executives of governorates and municipalities. CFAD can contribute to the execution of the trainings and capacity building activities of SWAP. The CFAD will in particular participate in activities related to outputs A1, A2.

TYPE	GROUP	STAKEHOLDER	ROLE
		Maintenance and management group (GMG)	According to article 6 of Law No. 94-16 of January 31, 1994, the maintenance and management group constitutes an association of collective interest, bringing together all occupants, operators and owners of buildings in the area concerned. Within SWAP, the GMG can contribute to different activities related industrial zones, in particular the industrial symbiosis, optimizing the production process of identified sectors and industries, etc. The GMG will contribute to Output C1 engaging in supporting the creation of industrial symbiosis.
		Technical centers	Technical centers in Tunisia are Tunisian public institutions placed under the supervision of the Ministry of Industry, mines and Energy. Among their missions are the development of strategic diagnostics and technical assistance for upgrades, quality diagnostics, and the implementation of quality assurance systems. They also provide specific technical assistance and other expertise, develop necessary laboratory tests, offer continuing training, and undertake actions to promote the sector. The main relevant technical centers for the case of SWAP are the Technical Center of Chemistry, the Technical Center of Textiles, and the Technical Center of Packaging. Technical centers can contribute in activities related to eco-design, improve production processes, contribute to the concertation meetings, providing expertise in terms of product design, etc. The Technical centers will, each from its field of expertise, provide information and support. Technical centers will mainly participate to activities related to Outputs A3, A4, C1, C2, C3
		Ministry of tourism	The Ministry of Tourism has a general mission to implement government policy in the areas of tourism and tourist leisure. It supports various initiatives related to the sector, including sustainable development projects aimed at enhancing the quality of tourism. The Ministry of Tourism could provide support to SWAP through its affiliated institutions and organizations such as ONTT and FTH for activities related to improving regulations regarding single-use plastic (SUP) consumption in tourism and strengthening integrated waste management operations within the tourism sector This ministry of tourism will support the activities under Output A1, C1.
		Ministry of Agriculture, Water Resources and Fisheries	This Ministry of Agriculture, Water Resources and Fisheries is responsible of developing strategies and plans for the agriculture sector in Tunisia. The ministry, with its related agencies and authorities will contribute to the activities related to promote the use of compost, awareness sharing on the importance of the use of compost and its production. This ministry will support the implementation of activities related to Output B1, C1, D1

TYPE	GROUP	STAKEHOLDER	ROLE
		Ministry of social affairs	The ministry of social affairs is responsible for promoting health and safety at work by supervising working conditions and ensuring the provision of means to prevent work accidents and occupational illnesses. The ministry could support different activities related to SWAP, in particular the integration of the informal sector. Ministry of social affairs will support the activities of Output D2
		Ministry of professional training and employment	The Ministry of Professional Training and Employment, through its missions, is responsible for developing the National Policy in the field of Professional Training and employment. The ministry can contribute to the project, particularly in activities related to formalizing and integrating the informal sector into the official sector The Ministry of professional training and employment will contribute to activities aiming the formalization of informal activities, the professional training and job creation.
Local Authorities	Local Governments	Governorates of Tunis, Mannouba, Ben Arous and Ariana	The governorates of Tunis, Mannouba, Ben Arous and Ariana represent the local authorities that are responsible for the administrative management of the cities. The governorates are responsible in particular for the management of the project locally, in coordination with the national authorities and the UNDP. Municipalities represents the local authorities. Today, they are responsible of the collection and the transfer of the waste to the transfer stations. They are also responsible for cleaning operations. Actually, decision making in municipalities is led by the general secretary. The governorates of Greater Tunis will participate to all activities of the project.
International organizations	Cooperation Agencies and multilateral banks	UNDP CO Tunisia	UNDP is accountable to the GEF for the implementation of this project. This includes oversight of project execution to ensure that the project is carried out in accordance with agreed standards and provisions. UNDP is responsible for delivering GEF project cycle management services, and for the Project Assurance role of the Project Board/Steering Committee. UNDP and its Tunisia's Country office have extensive experience working with the private sector, governmental institutions and civil society.
Private Sector	Private organisations	UTICA	Created in 1947, the Tunisian Union of Industry, Commerce and Crafts is the national employers' federation; it brings together the professional structures of the different non-agricultural economic sectors (Industry, Commerce, Services, Crafts and Small Trades). UTICA could play a role via its concerned chambers, such us chamber of collectors, recyclers, waste collection, producers, etc.

TYPE	GROUP	STAKEHOLDER	ROLE
	Private organizations	CONECT	Founded in 2011, the Confederation of Citizen Enterprises of Tunisia, "CONECT" is an employer, union and citizen organization which brings together Tunisian and foreign SMEs operating in several sectors and in all regions. CONECT could play a role via its concerned chambers, such us chamber of collectors, recyclers, waste collection, producers, etc.
	Private companies	Group of companies dedicated to collecting, exporting or treatment of wastes: - AFREC. - Valoria - ECOTI - COLLECTUN - Group of companies from UTICA or CONECT for waste management - Ciment industry	The mentioned companies list is not exhaustive. They are licensed to operate waste. Specifically, they will engage in one or more of the following activities: - Support the waste sorting at source demonstration activities in target areas in the governorates of Greater Tunis. - Contribute to the concertation meetings and exchanges during the project execution phases. - Support the treatment of target waste streams, including WEEE, packaging, etc. - Assist in the value chain for plastics in selected municipalities and dump sites.
		Producers or importers of goods: - SFBT - Tetrapak - Others	The mentioned companies list is not exhaustive. Producers and importers will be highly involved in: - the design and the implementation of extended producer responsibility (EPR) - Support of the recycling infrastructure, e.g. Tetrapack for multilayer packaging - Financial support the implementation of the activities
	Non-governmental organizations Community-based organizations	- Tunisie Recyclage - Association « Santé et Environnement » - Other organisations	NGOs will participate in awareness and education programs. Particularly, one is going to be selected in the implementation of Output B2.

TYPE	GROUP	STAKEHOLDER	ROLE
	Academia	- University of Tunis - University of Sfax - Biotechnology centre of Sfax - National Institute of Science and marine technologies (INSTM)	Universities and research centres will: i) Participate in awareness education programs regarding POPs and Hg. ii) Share research and technological advances. iii) Disseminate information iv) Support the research activities According to the project coverage, especially regarding the selected locations to develop the demonstration projects. Other relevant academic institutions will be further engaged in the project development.

In the PPG stage, under a participatory and inclusive approach, the main stakeholders were consulted through the Inception workshop, Technical Launch Workshop and in meetings with local stakeholders. As a result, the following table describes the interests and concerns of the main stakeholders identified.

Table 3. Relevant stakeholder interest identified during the PPG

TYPE	GROUP	STAKEHOLDERS	EXPECTATIONS	CONCERNS
Public sector	National Government	Ministry of Environment (ME)	The project will strengthen the implementation of the Regional Waste Management Plan (in Greater Tunis). The implementation of the project will support the design and the appropriation of a common vision based on Zéro Waste approach. Based on the vision, the project will support the development of new regulations to support the implementation of existing strategies and action plans, in particular the national strategy for ecological transition, the national strategy "Littoral Sans Plastique", etc. The project and its planned activities will help to design and develop economic instruments in relevant areas, carry out demonstration projects, generate knowledge and ensure the participation of the different actors. The SWAP project's activities will facilitate the appropriate involvement of the stakeholder	Engagement of the different stakeholders during the implementation of the project. Ensure the collaboration between the different stakeholders during the project Find an agreement between the different actors during the design and the regulations development.

			groups identified during the life cycle of the project in order to reinforce circularity.	
		ANGed CITET ANPE	Develop adequate regulations and standart to improve the waste management sector and reinforce circularity. A clear share of responsibilities between the different actors of the project. Reinforce the capacity of the responsibles of the agencies related to the ministry of environment and ensure the replicability of the knowlage. Ensure the durability of the process. Reinforce the know-how in order to make the adequate choice of the technology and the process.	Failure to bring about the necessary changes and to find agreement between the different actors on the design of the future waste stream systems. Failure to clarify the responsibilities between the agencies.
		Ministry of finance	Reinforce the capacity of the staff of the ministry on the financial aspects relate to solid waste management and zero waste. Optimise the costs of solid waste management and optimise the financial instruments used to finance the different waste streams sectors	Lack of engagement from the ministry and resistance to the change toward establishing a sustainable financing of solid waste management and circular economy.
		Ministry of interior	Develop new sustainable models for solid waste management in municipalities and improve the waste management services at local level. Improve the satisfaction of the citizen in terms of solid waste management services.	Unclarity of the responsibilities and lack of financial and human resources.
	Local government	Governorate of Tunis	Activities are planned in the 4 governorates of Greater Tunis to be excecuted in coordination with the different authorities and actors.	Ensure the coordination between the different governorates of Greater Tunis in order to reach the targets (coordination with the actors,

		Governorate of Ariana Governorate of Ben Arous Governorate of Manuba	Improve the awareness level of the community of greater Tunis to improve the consumption and waste management behaviour. Plan activities in a way to guarantee he same level of information and capacity building is transferred to the actors. Develop recovery alternatives on a local scale and improve the infrastructure for collection and recycling and reinforce the role of the private sector (collection, sorting, recycling, recovery, etc) and ensure a better integration of the informal sector in the formal activity. Develop a joint Regional Waste Management Strategy for all governorates and related municipalities.	participation in the capacity building activities, etc.). How should the results of Regional waste management plan reflect the national strategies developed by the different ministries.

Private sector	Other organisations	- UTICA - CONECT - Group of companies dedicated to collecting, exporting or treatment of wastes:	Reinforce the role of the private sector in the waste management. Ensure the involvement of the different private sector in the whole value chain of the product. Reinforce the capacities of the private sector in relation with zero waste approach topics	Lack or absence of coordication and communication between the different private actors, and between the public sector. Lack of engagment of the companies.

Civil Society Organisations	Other organisations	NGOs and non for profit organisations	Ensure the formalisation of the informal sector in the waste management sector. Capacity building of the NGOs responsible	Lack of communication between the NGOs Challenge of the selection of the NGOs to be part of the activities.

14. Stakeholder Engagement Plan

The following table identifies the activities to be carried out under the project and the stakeholders involved in each activity. The plan seeks to develop a strong, constructive and responsive relationship throughout the implementation of the project.

Table 4. Stakeholder Engagement Plan

TYPE	STAKEHOLDERS	COMMITMENTS		
		Information	**Methods**	**Activities**
Public sector	Ministry of environment (ME)	Status and Progress of Project Implementation **Evaluation and Monitoring:** Results of mid-term and final evaluations. **Risk Strategy Monitoring:** Tracking of risk strategy, safeguards, and gender strategy. **Environmental and Social Impact Monitoring:** Monitoring environmental and social impacts and their management plans. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects.	Meetings of the Project committee. (regular in presence and online meetings, workshops, etc.). Exchange of documentation and know-how with other actors	• Consider national strategies during the implementation of the activities. • The implementing partner of SWAP. • Responsible for the implementation of the project in coordination with UNDP. • Organise and participate in the work plan defined with the other stakeholders. • Sending progress, mid-term and final evaluation reports to relevant stakeholders. • Collect and follow up on opinions and concerns raised during meetings, workshops and other contacts.
	National waste management	Status and Progress of Project Implementation	Meetings of the Project Board. Working instances (meetings,	Partners in the implementation of the project.

	agency (ANGed)	**Evaluation and Monitoring:** Results of mid-term and final evaluations. **Risk Strategy Monitoring:** Tracking of risk strategy, safeguards, and gender strategy. **Environmental and Social Impact Monitoring:** Monitoring environmental and social impacts and their management plans. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	workshops, etc.). Exchange of documentation and know-how with other actors	Participate in the work committees defined with the other stakeholders.
	International centre of environnemental technologies of Tunis (CITET)	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	In the project's execution, the international center of environmental technologies of Tunis could make a substantial contribution by providing technical assistance, supporting training initiatives, and assisting in capacity building activities. CITET, via its experience and laboratory could highly support the execution of the different activities of the project. It will support the development and participation in training activities.

	The national agency of environmental protection (ANPE)	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	ANPE could support the project execution at different levels, in particular but not limited to, assist the regulations development, the control measures technical support, the financing mechanism design, etc. ANPE will provide necessary technical support to the execution of the activities related to Outputs, in particular, but not limited to, A1, A4, B2, B3 C1, C2, C3. ANPE will participate in the training session related to Output A2
	Ministry of interior	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors.	As an institution responsible of monitoring the execution of programs relating to cleanliness and environmental protection and developing perceptions and strategies at the local level, the ministry of interior represents the coordinating body with municipalities. The ministry of interior will contribute in Output A1; A4, B1, B2, B3, C4, D1, and will participate in activities related to Output A2. • Develop a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis • Support the creation of an institutional coordination mechanism • Participate in the capacity building program • Co-organise and participate in the cost Calculation Tools Programme for municipalities and governorates of Greater Tunis • Support and strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of certain single-use plastic items • Participate in the program aiming to support the 4 governorates of Greater Tunis in the development of an investment plan and financing measures • Design and regulate intermunicipal cooperation framework for at least 4 municipalities in Greater Tunis

	Ministry of finance	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	The Ministry of Finance plays a crucial role in the project, notably by actively participating in discussions and exchanges aimed at enhancing the financial model of waste management and the circular economy. Additionally, it supports the implementation of appropriate instruments and tools. With the backing of related institutions such as DGELF, the Ministry of Finance could significantly contribute to the SWAP by offering essential technical support for the design and execution of future Extended Producer Responsibility (EPR) models. Furthermore, it could assist in establishing financing mechanisms tailored to Small and Medium Enterprises (SMEs). The ministry of Finance will participate in Outputs A2, A3, A4, B1, B2, B3, and D1 The contribution includes, but not limited to: • Participate in the cost Calculation Tools Programme for municipalities and governorates of Greater Tunis • Participate in the activity aiming to assess and design a subsidy system for compost-based products according to Tunisian standards • Participate in the activity aiming to support the 4 governorates of Greater Tunis in the development of an investment plan and financing measures aimed at ensuring larger-scale investments in waste management • Contribute to support the development of green finance mechanisms • Develop and implement a microfinance programme for social cooperatives • Support the process toward developing EPR for some waste streams sectors.

	Ministry of industry, energy and mines.	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	The ministry's mission within SWAP is relevant, at different levels: support eco-design activities via its related institutions, industrial symbiosis operation, production, etc. The ministry will support the communication between the project management team and the industries and the technical centers. The ministry will participate in activities of A2, and will contribute to Outputs A4, B2, B3, B4, C1, C2, C3, C4. The contribution includes, but not limited to: • Develop a national capacity building program for government officers' decision-makers, at national and local level • Assess and identify hot spots of unsustainable production within the textile and the automotive sector • Implement a demonstration activity to phase out chemicals of concerns in the textile industry • Enhance electric and electronics equipment circularity • The project aims to testing an international "packaging recyclability" certification on specific packaging products produced
	CFAD	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	Created since 1994, CEFAD aims to train agents and executives of governorates and municipalities. CFAD can contribute to the execution of the trainings and capacity building activities of SWAP. The CFAD will in particular participate in activities related to outputs A1, A2. The contribution includes, but not limited to: • Develop a national capacity building program for government officers' decision-makers, at national and local level • Cost Calculation Tools Programme for municipalities and governorates of Greater Tunis

	Maintenance and management group (GMG)	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	Within SWAP, the GMG can contribute to different activities related industrial zones, in particular the industrial symbiosis, optimizing the production process of identified sectors and industries, etc. The GMG will contribute to Output C1 engaging in supporting the creation of industrial symbiosis. The contribution includes, but not limited to: • Assess and identify hot spots of unsustainable production within the textile and the automotive sector • Strengthen RDF from non-recyclable waste process within the cement industry in Greater Tunis • Implement a demonstration activity to phase out chemicals of concerns in the textile industry
	Technical centers	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	Technical centers can contribute in activities related to eco-design, improve production processes, contribute to the concertation meetings, providing expertise in terms of product design, etc. The Technical centers will, each from its field of expertise, provide information and support. Technical centers will mainly participate to activities related to Outputs A3, A4, C1, C2, C3 The contribution includes, but not limited to: • Assess and identify hot spots of unsustainable production within the textile and the automotive sector • Strengthen RDF from non-recyclable waste process within the cement industry in Greater Tunis • Implement a demonstration activity to phase out chemicals of concerns in the textile industry • Design and implement a demonstration activity on "Recycle and Design". • Testing an international "packaging recyclability" certification on specific packaging products produced in Greater Tunis

	Ministry of tourism	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	The Ministry of Tourism could provide support to SWAP through its affiliated institutions and organizations such as ONTT and FTH for activities related to improving regulations regarding single-use plastic (SUP) consumption in tourism and strengthening integrated waste management operations within the tourism sector This ministry of tourism will support the activities under Output A1, C1 The contribution includes, but not limited to: • Design and implement a "Zero waste programme in tourism" • Strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of certain single-use plastic items by establishing a local decree targeting their respective main single use plastics identified
	Ministry of Agriculture, Water Resources and Fisheries	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Meetings, workshops, etc. Exchange of documentation and know-how with other actors	The ministry, with its related agencies and authorities will contribute to the activities related to promote the use of compost, awareness sharing on the importance of the use of compost and its production. This ministry will support the implementation of activities related to Output B1, C1, D1
	Ministry of social affairs	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Status of execution and progress of project implementation.	The ministry of social affairs is responsible for promoting health and safety at work by supervising working conditions and ensuring the provision of means to prevent work accidents and occupational illnesses. The ministry could support different activities related to SWAP, in particular the integration of the informal sector. Ministry of social affairs will support the activities of Output D2 aiming to design and implement a capacity building programme to improve the working conditions of informal workers within the waste management chain

	Ministry of professional training and employment	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Status of execution and progress of project implementation.	The Ministry of Professional Training and Employment, through its missions, is responsible for developing the National Policy in the field of Professional Training and employment. The ministry can contribute to the project, particularly in activities related to formalizing and integrating the informal sector into the official sector The Ministry of professional training and employment will contribute to activities aiming the formalization of informal activities, the professional training and job creation, including but not limited to this activity: "Design and implement a capacity building programme to improve the working conditions of informal workers within the waste management chain"
	Governorates	Status of execution and progress of project implementation.	Status of execution and progress of project implementation.	The governorates are responsible in particular for the management of the project locally, in coordination with the national authorities and the UNDP. Municipalities represents the local authorities. Today, they are responsible of the collection and the transfer of the waste to the transfer stations. They are also responsible for cleaning operations. Actually, decision making in municipalities is led by the general secretary. The governorates of Greater Tunis will participate to all activities of the project.

Private sector	- UTICA - CONECT	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Status of execution and progress of project implementation.	UTICA and CONECT are the main actors that represent the private companies, from the manufacturers or the operators (collectors and recyclers. UTICA and CONECT will participate in different activities related to the "Zéro waste approach" and consultations such as : • Develop a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis • Develop a national capacity building program for government officers' decision-makers, at national and local level • Strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of certain single-use plastic items by establishing a local decree targeting their respective main single use plastics identified • Develop a draft regulation to gradually ban the landfilling of green and organic waste in landfills in Tunisia • Assess and identify hot spots of unsustainable production within the textile and the automotive sector in Greater Tunis • Strengthen RDF from non-recyclable waste process within the cement industry in Greater Tunis • Implement a demonstration activity to phase out chemicals of concerns in the textile industry • Develop the EPR principles regulation for the following waste streams: i) Construction and demolition; ii) Packaging and iii) Electrical and Electronic Equipment

	- Operators : waste collection, recycling, treatement companies	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Status of execution and progress of project implementation.	Waste operators represents an important actor to conduct the different activities of the project, for example, but not limited to: • Participate in the Develop a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis. • Develop a national capacity building program for government officers' decision-makers, at national and local level • Paticipate in the conceptualization of EPR principles regulation for the following waste streams: i) Construction and demolition; ii) Packaging and iii) Electrical and Electronic Equipment. • Participate in the assessmet and design a subsidy system for compost-based products according to Tunisian standards • Participate in the design and regulate intermunicipal cooperation framework for at least 4 municipalities in Greater Tunis. The objective is to prepare the conditions for joint project toward Zero waste goal in Greater Tunis • Enhance EPR mechanisms by implementing a deposit/return scheme for plastics bottles • Enhance green and food waste composting • Enhance electric and electronics equipment circularity • Establish a demonstration communication activity "Citoyen / élève Modèle" initiative with communities and schools

	Producers	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Status of execution and progress of project implementation.	Waste operators represents an important actor to conduct the different activities of the project, for example, but not limited to: • Strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of certain single-use plastic items by establishing a local decree targeting their respective main single use plastics identified • Develop the EPR principles regulation for the following waste streams: i) Construction and demolition; ii) Packaging and iii) Electrical and Electronic Equipment. • Support the development of green finance mechanisms • Enhance EPR mechanisms by implementing a deposit/return scheme for plastics bottles • Assess and identify hot spots of unsustainable production within the textile and the automotive sector in Greater Tunis • Implement a demonstration activity to phase out chemicals of concerns in the textile industry • Implement a demonstration activity to increase packaging recyclability • Enhance electric and electronics equipment circularity • Design and implement a demonstration activity on "Recycle and Design". • Green Packaging development • Design and implement a capacity building programme to improve the working conditions of informal workers within the waste management chain.

Civil Society Organisations	-Tunisie Recyclage -Association «Santé et Environnement» -Other organisations	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Status of execution and progress of project implementation.	Many ONGs are active in the waste management and circular economy sector, and are contributing to many activities in line with the zero-waste approach. NGOs can contribute to many activities of the SWAP projects at many levels, including but not limited to : awareness sharing, information, participate to design the concepts, participate in capacity building activities, etc.

International organisations	PNUD Tunisia	Status of execution and progress of project implementation. Evaluation and monitoring. Results of the mid-term and final evaluation. Lessons learned, best practices and experiences from demonstration projects.	Meetings of the Project Board. Working instances (meetings, workshops, etc.).	Follow-up on the implementation of the project.
	Avfall Sverige	Status of execution and progress of project implementation. Evaluation and monitoring. Results of the mid-term and final evaluation. Lessons learned, best practices and experiences from demonstration projects.	Meetings of the Project Board. Working instances (meetings, workshops, etc.).	Follow-up on the implementation of the project.

Academy	- University of Tunis - University of Sfax - Biotechnology centre of Sfax National Institute of Science and marine technologies (INSTM)	Status of execution and progress of project implementation. **Lessons Learned:** Documenting best practices, experiences, and lessons from demonstration projects	Status of execution and progress of project implementation.	Consultation and active participation in the activities related to the development of the "Zéro waste strategy". The research is a crucial aspect that is connected to all the activities of the project, in particular the development of the waste streams sectors, the circular economy principals, data collection, etc.

15. Timetable, Resources and Responsibilities.

The following table shows the schedule of the different activities identified in the previous section to be carried out for stakeholder engagement. It also indicates who will be responsible and the resources and budget required for their effective implementation.

Table 5. Stakeholder engagement timetable.

OUTPUT	ACTIVITY	RESPONSIBLE - IMPLEMENTER	OTHER STAKEHOLDERS TO BE ENGAGED	RESOURCES	WORKPLAN																			
					Year 1				Year 2				Year 3				Year 4				Year 5			
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output A1.	**a. Develop a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis.**	Ministry of interior	Ministry of environment, Ministry of interior, 4 governorates of Greater Tunis, ANGed, municipalities,	International consulting	X	X	X	X																
Output A1.	**b. Support the creation of an institutional coordination mechanism**	Ministry of interior	4 governorates of Greater Tunis, ANGed, municipalities, ministry of environment, etc.	International consulting				X																

Output A2:	**a. Develop a national capacity building program for government officers' decision-makers, at national and local level,**	CITET	CEFAD, Ministry of the Environment, Municipalities, Ministry of the Interior, ANGed, ANPE, Ministry of Industry, des mines et de l'énergie, Packtec, other actors.	International consulting	X	X	X	X	X	X	X	X												
Output A2	**b. Cost Calculation Tools Programme for municipalities and governorates of Greater Tunis.**	Ministry of interior	municipalities, Ministry of environment, ANGed, CEFAD, CITET etc.	International consulting			X	X	X															
Output A3.	**a. Support Sustainable Public Procurement in Greater Tunis.**	Ministry of the Environment	CITET, ANGed, Ministry of the Interior, Ministry of Tourism, FTH, ONTT, etc.	International consulting		X	X	X	X	X	X													
Output A4.	**a. Strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of certain single-use plastic items by establishing a local decree targeting their respective main single use**	Ministry of the Environment	ANGed, Ministry of the Interior, Ministry of Tourism, FTH, ONTT, etc.	International consulting	X	X	X	X																

	plastics identified.																						
Output A4.	**b. Develop the EPR principles regulation for the following waste streams: i) Construction and demolition; ii) Packaging and iii) Electrical and Electronic Equipment.**	Ministry of the environment	ANGed, Ministry of the Interior, ANPE, Ministry of Industry, Ministry of Commerce, Ministry of Finance, municipalities, other related actors.	International consulting	**X**	**X**	**X**	**X**	**X**	**X**	**X**													
Output A4.	**c. Develop a draft regulation to gradually ban the landfilling of green and organic waste in landfills in Tunisia.**	Ministry of Environment	ANGed, Ministry of Interior, ANPE, CITET, other stakeholders	International consulting	**X**	**X**	**X**	**X**																
Output B1.	**a. Assess and design a subsidy system for compost-based products according to Tunisian standards (Tunisian standard on the specificities and quality of compost NT 10.44 (2013)**	Ministry of the Environment	Ministry of Finance, , governorates and municipalities of Greater Tunis, other actors.	Local consulting firm			**X**	**X**	**X**															
Output B2.	**a. Support the 4 governorates of Greater Tunis in the development of an investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure**	Ministère de l'environnement	Ministère de l'intérieur, ANGed, ministère des finances, présidence du gouverneme	International consulting							**X**	**X**	**X**	**X**	**X**									

	planned aligned to the Regional Waste Management Plan and Zero Waste Strategy in Greater Tunis.		nt, etc.																				
Output B2.	**b. Design and regulate intermunicipal cooperation framework for at least 4 municipalities in Greater Tunis. The objective is to prepare the conditions for joint project toward Zero waste goal in Greater Tunis.**	Ministry of the Interior	governorates, Municipalities (to b selected), ANGed, Ministry of the Environment, municipalities, etc.	International consulting					**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**							
Output B3	**a. Support the development of green finance mechanisms.**	Ministry of the environment	ministry of industry, ANGed, ministry of finance, CITET, other actors.	International consulting					**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**							
Output B3	**b. Develop and implement a microfinance programme for social cooperatives.**	Ministry of the environment	ANGed, ministry of social affairs, ministry of finance, ministry of professional training and employment, others.	International consulting										**X**	**X**	**X**	**X**	**X**	**X**	**X**	**X**			

Output B 4	**a. Enhance EPR mechanisms by implementing a deposit/return scheme for plastics bottles.**	ANGed	Ministry of environment ,municipalities, governorates, UTICA, CONECT, etc.	International consulting							X	X	X	X	X	X	X	X	X	X	X	X		
Output B 5	**a. Replication and Scale up Strategy developed: this activity will develop a replication and scale up strategy at Greater Tunis and national level based on the results of each of the pilot projects to be implemented within the scope of the project.**	UNDP Global team	Target cities, Tunisian governorates and municipalities, ministry of the environment , ministry of the interior, ANGed,	International consulting																	X	X	X	X
Output C1	**a. Assess and identify hot spots of unsustainable production within the textile and the automotive sector in Greater Tunis.**	Ministry of the environment	GMG, Ministry of industry, mines and energy, ANGed, CITET, ANPE,	International consulting									X	X	X	X	X	X	X	X	X	X		
Output C1	**b. Strengthen RDF from non-recyclable waste process within the cement industry in Greater Tunis.**	Ministry of industry, energy and mines, Ministry of environment	Chamber of ciment industries, municipalites, ANPE, ANGed	International consulting			X	X	X	X	X	X	X	X										
Output C1	**C. Enhance green and food waste composting.**	ANGed	Ministry of environment , Ministry of Agriculture, Hydraulic Resources	International consulting							X	X	X	X	X	X	X	X	X	X	X	X	X	

			and Fisheries, ministry of interior, municipalities, other institutions (like research institutions).																				
Output C2	a. Implement a demonstration activity to phase out chemicals of concerns in the textile industry.	Ministry of the environment	GMG, Ministry of industry mines and energy, ANGed, CITET, ANPE, technical centers, etc.	International consulting					X	X	X	X	X	X	X	X							
Output C2	b. Implement a demonstration activity to increase packaging recyclability.	Ministry of the environment	Ministry of industry, mines and energy, ANGed, CITET, ANPE, packtec, CITET, etc.	International consulting							X	X	X	X	X	X	X	X					
Output C3	a. Enhance electric and electronics equipment circularity.	Ministry of the environment	, GMG, Ministry of industry, ANGed, CITET, ANPE, ministry of professional training and employment ,	International consulting									X	X	X	X	X	X	X	X			

Output C3	b. Design and implement a demonstration activity on "Recycle and Design".	Ministry of industry, mines and energy,	Technical centre of packaging, ministry of environment, CITET	International consulting													X	X	X	X	X	X	X	
Output C4	a. Design and implement a "Zero waste programme in tourism".	Ministry of the environment	Ministry of tourism, FTH, ONTT, municipalities and governorates, ANGed, CITET, ANPE, etc.	International consulting			X	X	X	X	X	X	X	X										
Output C4	b. Green Packaging standarts development.	Ministry of industry, mines and energy,	Technical centre of packaging, ministry of environment, CITET	International consulting									X	X	X	X	X	X						
Output D1	a. Establish a demonstration communication activity “Citoyen / élève Modèle” initiative.	Ministry of the environment	Ministry of industry, ANGed, CITET, ANPE, Media, journalists, etc.	Local consulting							X	X	X	X	X	X	X	X	X	X	X	X	X	X
Output D1	b. Communicate and raise awareness targeting citizens and farmers on composting.	Ministry of the environment	Ministry of industry, ANGed, CITET, ANPE, Media, journalists, etc.	Local consulting									X	X	X	X	X	X	X	X	X	X	X	X

Output D2	a. Design and implement a capacity building programme to improve the working conditions of informal workers within the waste management chain.	Ministry of Environment	ANGed, Ministry of Interior, Ministry of Social Affairs, Ministry of professional training and Employment, etc.	International consulting					X	X	X	X												
Output D4	a. Establish an initiative to transfer good practices, lessons learned and experience exchange between the municipalities of Greater Tunis and a town/two towns in Twinning to be defined (Cologne for example).	Ministry of the environment	, Ministry of the Interior, ANGed, ANPE, CITET, Ministry of industry, mines and energy, Packtec,	International consulting			X											X						
Overall Project Activities	Follow up and documentation of co-financing with stakeholders	Project Coordinator Ministry of Environment			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Overall Project Activities	Register, analyze and address grievances or comments submitted (Overall)	Project Coordinator Ministry of Environment			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Overall Project Activities	Collect, follow up and analyze opinions and concerns during meetings, field visits, workshops and other contacts (Overall)	Project Coordinator National Consultants Ministry of Environment			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

16. Complaint mechanisms

Complaints will be addressed directly to the Ministry of the Environment, through the institutional mechanisms through which those interested or potentially affected by the project can express their complaints in accordance with the Law on the Right of Access to Public Information related to the organic Law No. 2016-22 of March 24, 2016, relating to the right of access to information.

Ministry of environment :
Immeuble CAPRA - Centre Urbain Nord - Avenue Mohamed Béji Caïd Essebsi
Tunis
Tél : (+216) 71 136 300
Fax : (+216) 71 136 303
Web Page : https://www.environnement.gov.tn/

Additionally, during the consultation and disclosure activities, participants will be informed of the availability of UNDP's Accountability Mechanism (Stakeholder Response Mechanism (SRM) and Social and Environmental Compliance Unit (SECU)) as additional avenues of grievance redress[3].

17. Monitoring and reporting

The following proposal aims to report the results and monitor the effectiveness of the activities of the stakeholder engagement plan:

Table 6. Indicators for monitoring the Stakeholder Engagement Plan

INDICATOR	TYPE OF MEASUREMENT	SOURCE OF DATA	REPORTING PERIOD
Number of project beneficiaries disaggregated by gender (individual people).	Quantitative	Project report	Annual
Number of people, disaggregated by gender, who participated in project activities.	Quantitative	Project report	Annual
Percentage of claims and complaints resolved through the complaints system.	Quantitative	Complaints system reports	Annual

[3] https://www.undp.org/content/undp/en/home/accountability/audit/secu-srm/social-and-environmental-compliance-unit.html

Empowered lives.
Resilient nations.

Environmental and Social Management Framework (ESMF)

For UNDP-supported, GEF-financed project in Tunisia:

Project Title:	Shifting to Zero Waste Against Pollution (SWAP) Initiative in Tunis, Tunisia		
UNDP-GEF PIMS ID number:	9654	**GEF ID number:**	
Country:	Tunisia		
Implementing Partner:	Ministry of Environment		
Management Arrangements:			
GEF-7 Focal Area/Non-Focal Area:	Chemicals and Waste		
Co-financing:	XXX	**Total Project Cost:**	XXXX
CEO Endorsement/Approval	XXXX	**Expected Project Start**	XXX

Public Consultation/Disclosure Notice

Date: **XXXX**

The United Nations Development Programme (UNDP) is requesting feedback on the attached draft Environmental and Social Management Framework and associated Social and Environmental Screening Procedures for this project.

Comments and questions can be sent to the following address:

United Nations Development Programme

Physical Address:

Tel:

Fax:

Email:

Website:

The last date for receiving of comments is XXXX (30 days from publishing of the notice).

Table of Contents

Executive Summary iv

Abbreviations and Acronyms vi

1 Introduction 7

1.1 Project Description 7

1.2 Purpose and Scope of this ESMF 9

1.3 Potential Social and Environmental Impacts 10

1.3.1 Social and Environmental Benefits 10

1.3.2 Social and Environmental Risks 10

2 Legislation and Institutional Framework for Environmental and Social Matters 12

2.1 National Legislation, Policies and Regulations 12

2.1.1 Environmental Protection and Management 12

2.1.2 Biodiversity and Natural Resources 13

2.1.3 Pollution and Resource Management 13

2.1.4 Labor and Working Conditions 13

2.1.5 Energy 13

2.2 International Agreements and Treaties 13

2.3 UNDP's Social and Environmental Standards 14

2.4 Gaps in Policy Framework 16

3 Procedures for Screening, Assessing and Managing Social and Environmental Impacts 17

3.1 Further Screening 17

3.2 Applying Strategic Environmental and Social Assessment Principles for Strategy and Plans under Outputs A.1-a and B.2-a 17

3.3 Targeted Assessmentme for Demonstration Activities 17

3.4 Additional Screening for Activities Funded under Outputs B.3 18

3.5 Due Diligence for Enterprises participating in Outputs B.4 18

3.6 Other Relevant Assessments and Plans 18

3.7 Summary of Assessment and Management Measures 19

4 Institutional Arrangements and Capacity Building 21

4.1 Roles and Responsibilities for Implementing this ESMF 21

4.2 Capacity Building 22

5 Stakeholder Engagement and Information Disclosure 22

6 Accountability and Grievance Redress Mechanisms 23

6.1 UNDP's Accountability Mechanisms 23

6.2 Project-level Grievance Redress Mechanism 23

7 Budget for ESMF Implementation 24

8 Monitoring and Evaluation Arrangements 25

9 Annexes 27

9.1 SESP (Annex 5 in ProDoc) 27
9.2 Indicative outline of Environmental and Social Management Plan (ESMP) 28
9.3 Sample Terms of Reference: Project-level Grievance Redress Mechanism 30

List of Tables:

Table 2-1: Summary of safeguards triggered by the project and SES requirements 15
Table 3-1: Summary of Environmental and Social Assessment and Management Requirements per Output ... 19
Table 7-1: Breakdown of Costs for ESMF Implementation 24
Table 8-1: ESMF M&E plan and estimated budget 26

Executive Summary

This Environmental and Social Management Framework (ESMF) was developed for the UNDP-supported, GEF-financed project "Shifting to Zero Waste Against Pollution (SWAP) Initiative" in Tunis, Tunisia.

This ESMF has been prepared for the submission of the UNDP project proposal to the GEF for the purposes of assisting in the assessment of the project's potential environmental and social impacts. Preliminary analysis and screening conducted during the project development phase via UNDP's Social and Environmental Screening Procedure (SESP) identified potential social and environmental risks associated with project activities, in particular, the various demonstration activities. This screening resulted in the identification of eleven risks including ten rated as "Moderate" and one as "Low" significance, resulting in an overall social and environmental risk categorization of "Substantial" for the Project:

- Risk 1: Discriminatory and economic impact on marginalized groups during development of waste management plans (Moderate).
- Risk 2: Companies, in particular micro, small, and medium-sized enterprises (MSME), in target sectors not involved in the decision-making on development of legislation and standards that may affect them (Moderate).
- Risk 3: Potential negative impact on existing informal networks and individuals involved in the waste sector including collection, transportation and disposal of plastic waste (Moderate).
- Risk 4: Gender discrimination reproduced through limiting women's ability to contribute to decision-making and to benefit from project activities (Moderate).
- Risk 5: Pollution and other health hazards associated with siting of new facilities and other activities that may be proposed by the Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis (Moderate).
- Risk 6: Pollution and health hazards to local community from implementation of a subsidy system for compost-based products (Moderate).
- Risk 7: Environmental risks associated with construction and operation of a food waste composting facility. (Moderate).
- Risk 8: Contamination of soils and rivers due to emissions and accidental spills leading to health hazards from the implementation of demonstration activities and activities funded by the green finance mechanisms (Moderate).
- Risk 9: Natural disasters could eventually affect the locations and operations where the planned pilot project interventions are carried out. (Moderate).
- Risk 10: Increase in consumption of energy resources and greenhouse gas emissions due to pilot projects. (Low).
- Risk 11: Working conditions within project demonstration activities and activities funded by the green finance mechanism may be in contravention to national legislation and principles and standards of ILO fundamental conventions. (Moderate).

This ESMF has been developed based on this project risk categorization to specify the processes that will be undertaken by the Project Management Unit for the additional assessment of potential impacts and identification and development of appropriate risk management measures, in line with UNDP's Social and Environmental Standards.

This ESMF identifies the steps that will be followed during the inception phase of the project:

i) A Strategic Environmental and Social Assessment for the development of development of the Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis (Output A.1-a), Financing Strategy (Output B.1-a) and Investment Plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a)

ii) The activity for enhancing green and food waste composting (Output C.1-b) and demonstration activities for phase out chemicals of concerns in the textile industry (Output C.2-a), increasing the repair, reuse, refurbish and remanufacture rate of electric and electronic equipment (Output C.3-a) and the design (and manufacture) of products from recycled plastics (Output C.3-b) will undergo a targeted assessment of pollution and emission risks, climate risks and occupational health and

safety risks. Due diligence of all selected enterprises will be undertaken to assess working conditions. The resulting site-specific ESMPs will include proper mitigation measures including an Occupational Health and Safety Plan and Pollution Prevention and Management Plan.

iii) An environmental and social screening for activities funded under the green finance mechanisms (Output B.3) will be undertaken to determine the level of assessment/management needed, if any. Based on the results of the screening, a targeted assessment will be undertaken and the resulting site-specific ESMPs will include proper mitigation measures including an Occupational Health and Safety Plan and Pollution Prevention and Management Plan.

iv) Due diligence of working conditions at companies involved in the demonstration activities for the deposit/return scheme (Output B.4) will be undertaken to ensure they align with national legislation and ILO standards.

In addition, a Stakeholder Engagement Plan (SEP) has been prepared to ensure that all affected people will be engaged throughout the project. A Gender Action Plan (GAP) has also been prepared to mitigate the identified risks and propose measures that ensure that women and men are equally represented in decision-making on project activities and are included in capacity building activities.

This ESMF also details the roles and responsibilities for its implementation and includes a detailed budget and monitoring and evaluation plan.

Abbreviations and Acronyms

ESMF	Environmental and Social Management Framework
ESMP	Environmental and Social Management Plan
FSP	Full Sized Project (GEF)
GAP	Gender Action Plan
GEF	Global Environment Facility
GRM	Grievance Redress Mechanisms
MSME	Micro, small and medium sized
PIR	GEF Project Implementation Report
PMU	Project Management Unit
PPG	Project Preparation Grant (GEF)
SECU	Social and Environmental Compliance Review Unit (UNDP)
SEP	Stakeholder Engagement Plan
SES	Social and Environmental Standards (UNDP)
SESP	Social and Environmental Screening Procedure (UNDP)
SRM	Stakeholder Response Mechanism (UNDP)
UNDP	United Nations Development Programme
UNDP-GEF	UNDP Global Environmental Finance Unit
WEEE	Waste Electrical and Electronic Equipment

1 Introduction

This Environmental and Social Management Framework (ESMF) was developed for the UNDP-implemented, GEF-financed project "*Shifting to Zero Waste Against Pollution (SWAP) Initiative in Tunis, Tunisia".* The objective of this project is to reduce chemical pollution in the value chain and wasting of resources, by supporting pilot cities in emerging economies and least developed countries towards a zero-waste vision in line with green chemistry, circular economy, and waste hierarchy principles for sustainable production and consumption.

1.1 Project Description

Project Implementing Partner: Ministry of Environment

COMPONENT 1: INTEGRATED PLANNING AND PROGRAMMING

Output A.1. Waste Management Plan, Zero Waste Strategy and Governance Structure established.

Through this Output the project will support each of the cities in developing and implementing Waste Management Plans based on local context assessment. Waste Management Plans (WMP) are key to identifying waste flows and their composition, setting, and defining targets for waste reduction and recycling, and identifying and clarifying the various responsibilities for each of the involved stakeholders (public and private).

Output A.2. Capacity built in cities/municipalities/institutions related to the life cycle management of chemicals and wastes.

Through this Output the project will contribute to build capacity of key stakeholders to ensure their technical capacity and expertise to support necessary interventions for shifting to the zero-waste and zero-pollution society. Training and capacity building need to be provided on a regular basis to ensure that those personnel responsible for policy making, project review, processes monitoring, technology innovations, products design, law enforcement, and waste management have updated knowledge, data and tools for improvement of the management. This will result in strong institutions that will be able to address challenges and root causes in the waste management.

Output A.3. Green procurement guideline developed and implemented.

Through this Output the project will develop regulations and standards at national and city level to introduce green procurement practices with sustainable products and services.

Output A.4. Policy, legal and regulatory framework to support waste management and uptake of circular economy principles improved.

Through this Output the project will support the development of the required policy and regulatory frameworks, which play an essential role in reducing waste generation rates, increasing recycling rates, promoting circular economy business models, and improving the sound management of residual waste. Both national and local governments play a role in defining the regulatory framework within which solid waste management services and circular economy approaches can be developed and promoted in a complementary and coherent manner.

COMPONENT 2: FINANCING INSTRUMENTS

Output B.1. Financial and Fiscal Incentives for the transition to a zero-waste city assessed.

Through this Output the project will support cities in assessing different financial and fiscal incentives for promoting investment favoring the transition to the zero-waste city. In the same way, currently in place incentives will be evaluated and those ones unfavorable will be discouraged or eliminated. These financial and fiscal incentives would lead to the prevention of waste generation, increase in the collection and recycling rate of recyclables, increase the use of recycled materials, encourage circularity models, promote green production and sustainable consumption. This Output will also ensure the design of a Financing Strategy in each of the participating cities to support the effective implementation of Waste Management Plans and Zero Waste Strategies to be developed within Output A.1.

Output B.2. Investment plan and Public-Private Partnerships (PPP) to cover the city waste management developed.

Through this Output the project will support each of the cities for the development of an investment plan and funding measures to secure larger scale investments for waste management and disposal infrastructure (transfer stations, sanitary landfills, waste- to-energy plants, hazardous waste interim storage facilities, industrial recycling

plants, etc.). This plan will be complemented by an analysis of optimal financing instruments to cover the cost of MSW management, focusing on ways to create sustainable business models, covering investments in the key infrastructure and daily operational costs.

Output B.3. Green finance mechanisms established for supporting green production and consumption, and circular business.

This Output will support cities in assessing current barriers that inhibit investment and financial flows from the public, private and not-for-profit sectors to green production and consumption towards a zero waste and zero pollution city; and explore innovative green finance instruments to overcome them. Barriers will be assessed from the perspective of end users, industries, midstream stakeholders (e.g., retailers), recyclers, and public authorities. These mechanisms will aim to foster the development of circular business models, promote innovation for the design of safer and more sustainable products (products reusability, reparability, or recyclability), and optimization of production processes (resource efficiency), as well as greener consumption patterns (segregation at source, eco labeling, etc.).

Output B.4. EPR schemes developed in key sectors with associated capacity building of stakeholder. Market for recyclables created.

Through this Output the project will conduct technical economic feasibility analysis for the development of EPR schemes for prioritized waste streams. EPR schemes can create a financially sustainable system for the collection, transportation, and recycling of materials, and improve their circularity of materials through modifications in both the upstream and downstream ends of the value chain.

Output B.5. Replication and Scale up Strategy, with associated market-oriented financial mechanisms.

A replication and scale-up strategy will be defined in each of the cities to support the spread of technical and capacity-building project benefits based on the different demonstration activities; to harness compliant treatment facilities and leverage their resources to make a better business case for their operation; to support any potential long-term cooperatives of informal waste collectors and initial processors, along with a mechanism to continue spreading of capacity to perform their activities according to standards; foster circular business models and public-private partnerships; propagate sustainable/green production principles and sustainable consumption; attract initial seed investment, and longer-term private sector investment and public revenue- generating models to sustain a profitable and effective waste management systems in the long term.

COMPONENT 3: SUSTAINABLE PRODUCTION AND CONSUMPTION AND MATERIAL MANAGEMENT

Output C.1. "Hotspot" sectors of unsustainable consumption and production assessed and associated circular economy opportunities identified.

Through this Output the project will conduct an assessment in each of the cities to identify current critical sectors where unsustainable consumption and production patterns have been identified. The assessment will identify industries and characterize their processes as well as assess products available in the local market to quantify available harmful chemicals (with focus on POPs and Mercury). The main purpose is to prioritize interventions and identify suitable circular economy opportunities (business models, industrial symbiosis, etc.) aligned to a zero-waste vision. Furthermore, the findings will support enhancement of political actions to reduce waste generation and hazardous substances and more effectively achieve local/national development planning goals by promoting sustainable production and consumption.

Output C.2. Capacity built in industries, designers, and producers based on green chemistry and circularity principles, and demonstration of cleaner production to design/phase out chemicals of concern and waste.

Through this Output the project will support demonstration activities to evidence effective practices to phase out chemicals of concern (with focus on POPs/Mercury) in prioritized value chains identified in the cities. The activity will conduct facility/entity assessments and subsequently train industries and private sector entities on the assessment/selection and introduction of safer/cleaner alternatives into existing processes, the optimization of production processes (cleaner production) and familiarize them with the benefits of safer alternatives and cleaner production processes. This activity will contribute to minimizing harmful substances contained in products and consequently in waste streams, facilitating the recovery and recycling of materials, thus diverting waste from landfills as well as minimizing impact to health and the environment.

Output C.3. Feasibility studies and demonstration activities carried out to increase recycling and reuse of materials in key value chains. Circular business models developed.

The adoption of circular economy models is a necessary condition for the cities to achieve their zero-waste vision. Through this Output the project will support feasibility studies to introduce circular economy principles in prioritized value chains: i) eliminate waste and pollution, ii) circulate products and materials (at their highest value), and iii) regenerate nature. The analysis consists in exploring technical, quality, material efficiency, economic and financial dimensions of circularity applied to specific value chains to ensure sustainability and needs met for every stakeholder.

Output C.4 Demonstration activities on innovative tools to foster sustainable consumption in public and private sectors, and consumers.

Promoting sustainable consumption, in public and private sectors and consumers, is equally important to limit negative environmental and social externalities as well as to provide markets for sustainable products. Through this Output the project will support cities in implementing specific tools enabling consumers' engagement in sustainable purchasing practices. In partnership with key stakeholders, the following tools will be considered:

COMPONENT 4: TRAINING, EDUCATION, ADVOCACY, AND EVALUATION AT CITY AND NATIONAL LEVEL

Output D.1. Communication strategy implemented and awareness raised to encourage behavior change.

Through this Output the project aims to raise awareness (through education and awareness raising campaigns) among consumers, manufacturers, waste generators, and any other key stakeholder group to:

Output D.2. Technical Assessment of informal sector integration and formalization.

Through this Output the project will support the development and formalization of informal recyclers/recycling companies. Efforts will be directed to deliver training and education, to promote access to the benefits of circular economy models, to build/increase technical capacity and improve environmental practices (including the introduction of best available technologies) in the collection, transport, recycling, and valorization of recyclables materials. The project will support the improvement of informal recyclers working conditions and encourage their integration into the value chain. Lastly, the strengthening of the links between recyclers and those who consume their recycled materials will be sought.

Output D.3. M&E and adaptive management applied to assess activity performance and GEB impact.

Project-level monitoring and evaluation will be undertaken in compliance with standard UNDP requirements as outlined in the UNDP POPP and UNDP Evaluation Policy; furthermore, additional and mandatory GEF-specific M&E requirements will be undertaken in accordance with the GEF M&E policy and GEF guidance materials.

Output D.4. Experiences exchanged at city networks for scale-up of good practices in other cities of the country and region.

Encouraging experiences exchanged at city networks is a critical step in scaling up good practices to other cities within the country or the region. The project will assist each of the cities in developing new or strengthening ongoing city networks towards the objective of the Zero Waste and Zero Pollution Vision within its municipalities.

Project Duration: 60 months

1.2 Purpose and Scope of this ESMF

This ESMF is a management tool to assist in managing potential adverse social and environmental impacts associated with activities of this GEF-financed project, in line with the requirements of UNDP's SES. The implementing partner of the project (Ministry of Environment) and the relevant members of the Project Management Unit (PMU) will follow this ESMF during project implementation and ensure the environmental and social risks and impacts are fully assessed and management measures are put in place prior to the implementation of the relevant project activities.

This ESMF identifies the steps for detailed screening and assessment of the project's potential social and environmental risks, and for preparing and approving the required management plans for avoiding, and where avoidance is not possible, reducing, mitigating, and managing these adverse impacts of the activities carried out in all components.

1.3 Potential Social and Environmental Impacts

During the PPG phase, the UNDP SESP was used to identify potential social and environmental risks and positive impacts associated with this Project. The project was scrutinized as to its type, location, scale, sensitivity and the magnitude of its potential social and environmental impacts. All project activities were screened, including planning support, policy advice, and capacity-building, and site-specific, physical interventions. The screening highlighted the project intentions as they related to mainstreaming human rights, gender equality and women's empowerment, accountability and environment sustainability.

1.3.1 Social and Environmental Benefits

The proposed project aims to reduce chemical pollution in the waste value chain, and wasting of resources, by supporting pilot cities in emerging economies and Least Developed Countries towards a zero-waste vision in line with green chemistry, circular economy, and waste hierarchy principles for sustainable production and consumption. The initiative through its different interventions in close coordination with key stakeholders will contribute to evidence at municipal level practices, knowledge, strategies and planning for improving existing waste streams management (including hazardous waste) in line with waste hierarchy principles, as well as, the adoption of sustainable policies (such as green procurement) and fiscal/financial incentives encouraging waste prevention and circularity of materials in line with a circular economy. The SWAP Initiative will contribute to the prevention of future build-up of hazardous chemicals and waste mainly through the interventions planned within Component 3 which aims to provide upstream solutions to promote circular economy and sustainable materials management. The project will promote Life-cycle assessments (LCA) of waste value chains with focus on eliminating the use of hazardous chemicals (including mercury, GHGs, POPs and UPOPs) in products and processes, as well as the introduction of best available techniques and best environmental practices to minimize and eliminate emissions of unintentionally produced POPs and mercury in different waste streams management.

1.3.2 Social and Environmental Risks

This screening resulted in the identification of eleven risks including ten rated as "Moderate" and one as "Low" significance; resulting in an overall social and environmental risk categorization of "Moderate" for the child project.

Moderate Risk: Defined by UNDP's SESP as *"*Projects that include activities with potential adverse social and environmental risks and impacts that are few in number, limited in scale, largely reversible and can be identified with a reasonable degree of certainty and readily addressed through application of recognized good international practice, mitigation measures and stakeholder engagement during project implementation. Moderate Risk projects range from those with very few, well-understood social and environmental risks and impacts to those where the full extent of the limited impacts is unclear and further assessment and management planning is required.*"*

The following are the project risks and their significance as identified in the completed SESP found in Section 9.1 of this document:

- **Risk 1: Discriminatory and economic impact on marginalized groups during development of waste management plans (Moderate).** This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a), Financing Strategy (Output B.1-a) and investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a). Marginalized groups may be affected by decisions made during development of these plans and strategies but are not involved or consulted during this process. The groups may include the local population[1].
- **Risk 2: Companies and micro, small or medium-sized enterprises (MSMEs) involved in the various sectors may not be involved in decision-making during the development of policy and regulatory frameworks that may affect them (Moderate).** This risk is associated with strengthening local regulations on the ban of use of certain single-use plastic items (Output A.4-a), develop the EPR principles regulation (Output A.4-b), the implementation of the National Sustainable Procurement Guidelines (Output A.3-a) and design a subsidy system for compost-based products (Output B.1-a). Some companies, in particular MSMEs with limited resources, may not be able to abide by regulations for EPR principles and other regulations proposed by the project or benefit from the economic instruments, which could affect their sustainability.

[1] Local population meet the criteria of SES Standard 6 but are not referred to as 'Indigenous populations' in the Tunisian context.

- **Risk 3: Potential negative impact on existing informal networks and individuals involved in the waste sector including collection, transportation and disposal of plastic waste (Moderate).** This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a) and support the development of an investment plan, development of the EPR principles regulation (Output A.4-a) financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a) and Replication and Scale up Strategy (B.5). These activities may affect access to resources for workers in the informal recycling sector, limiting their income. The workers will be from poor or marginalized communities and/or local population
- **Risk 4: Gender discrimination reproduced through limiting women's ability to contribute to decision-making and to benefit from project activities (Moderate).** This risk is associated with overall project activities. In Tunisia, the labor force participation rate among females is 26.9% and among males is 69% for 2023. Vulnerable employment among women is 12% and among men is 23.8% in Tunisia for 2022[2]. This shows that a gender disparity exists within the workforce, but vulnerable employment is similar for both genders. In addition, in the large informal sector of waste management, women are mainly found at the lower level, working as waste pickers and separating at landfills. At the same time, men dominate the higher-earning and decision-making roles. Women are often excluded when waste management activities are formalized, missing out on protections and benefits such as social security or higher wages[3].
- **Risk 5: Pollution and other health hazards associated with siting of new facilities and other activities that may be proposed by the Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis (Moderate).** This risk is associated with development of a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis (Output A.1-a) and support the development of an investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a). Waste disposal sites can lead to various environmental pollution problems, namely, (a) underground water pollution due to leachate, (b) air pollution due to suspension of particles, (c) odor pollution and (d) even marine pollution from any potential run-offs[4]. Tunisia is vulnerable to climate variability and change including potential increased frequency of extreme events, such as floods and droughts. Tunisia's susceptibility to climate variability and change is also tied to its reliance on agriculture and tourism.[5]. Facilities may therefore be vulnerable to weather events and flash floods, which need to be taken into consideration when determining areas where they will be sited.
- **Risk 6: Pollution and health hazards to local community from implementation of a subsidy system for compost-based products (Moderate).** This risk is associated with design a subsidy system for compost-based products (Output B.1-a). Compost application can help reduce pathogen attacks and in addition, also improve the soil health and its nutrient levels[6]. However, it may be associated with various nuisance including soil contamination and odor emissions if compost is not properly treated. Adopting a subsidy for compost-based products will lead to the proliferation of such products, along with their associated risks.
- **Risk 7: Environmental risks associated with construction and operation of a food waste composting facility (Moderate).** This risk is associated with enhancing green and food waste composting (Output C.1-b). Siting and construction of the planned composting facility may be associated with various environmental risks including pollution and nuisance to nearby areas. Composting of waste can also lead

[2] World Bank Group (2024). Gender Data Portal. Retrieved from https://genderdata.worldbank.org/countries/tunisia/ (Accessed 22 March 2024)

[3] UNEP. (2015). Global Waste Management Outlook. Retrieved from https://www.unep.org/resources/report/global-waste-management-outlook (Accessed 22 March 2024)

[4] Siddiqua, A., Hahladakis, J. N., & Al-Attiya, W. A. K. A. (2022). An overview of the environmental pollution and health effects associated with waste landfilling and open dumping. Environmental science and pollution research international, 29(39), 58514–58536. https://doi.org/10.1007/s11356-022-21578-z

[5]Climatelinks. (2018). Climate Risk Profile: Tunisia. Retrieved from https://www.climatelinks.org/resources/climate-risk-profile-tunisia (Accessed 3 April 2024)

[6] Mehta, C. M., Palni, U., Franke-Whittle, I. H., & Sharma, A. K. (2014). Compost: its role, mechanism and impact on reducing soil-borne plant diseases. *Waste management (New York, N.Y.)*, *34*(3), 607–622. https://doi.org/10.1016/j.wasman.2013.11.012

to generation of air emissions and leachate[7,8]. It is anticipated that this facility will have a small footprint, limited construction works and sited away from the resident population. Therefore, its impact is expected to be localized.

- **Risk 8: Contamination of soils and rivers due to emissions and accidental spills leading to health hazards from the implementation of demonstration activities and activities funded by the green finance mechanisms (Moderate).** This risk is associated with the activities funded by the green finance mechanisms under Output B.3, as well as the demonstration activities for phase out chemicals of concerns in the textile industry (Output C.2-a) and the design (and manufacture) of products from recycled plastics (Output C.3-b).Activities funded under the project including demonstration pilots will require the handling of chemicals that might carry some health and environmental risks if not managed adequately and the release of pollutants into the environment.
- **Risk 9: Natural disasters could eventually affect the locations and operations where the planned pilot project interventions are carried out (Moderate).** This risk is associated with the activities funded under Output B.3, demonstration activities under Outputs C.2-a and C.3-b and the composting facility planned under Output C.1-b. Climate change induced weather events, for example extreme rainfall, may lead to flooding, flash floods or landslides impacting the facilities where demonstration activities are planned.
- **Risk 10: Increase in consumption of energy resources and greenhouse gas emissions due to pilot projects (Low).** This risk is associated with the activities funded under Output B.3 and demonstration activities under Outputs C.2-a and C.3-b. Project activities are designed to promote GHG reduction as well as resource efficiency. GHG avoidance will be achieved through different interventions resulting in an improvement of current waste management and disposal practices, reduction of waste going to landfills as well as increase recycling rates.
- **Risk 11: Working conditions within project demonstration activities and activities funded by the green finance mechanism may be in contravention to national legislation and principles and standards of ILO fundamental conventions (Moderate).** This risk is associated with the demonstration activities under Outputs B.4, C.2-a, C.3, a and C.3-b, the composting facility planned under Output C.1-b and activities funded under the green finance mechanisms (Output B.3). Workers involved in handling, storage, transport, and treatment/disposal of waste streams such as organic and electronic waste face various health risks[9]. It is therefore possible that some of the entities participating in the pilot demonstration and the microfinance programme may be engaging workers under conditions that are in contravention to national legislation and/or ILO standards.

2 Legislation and Institutional Framework for Environmental and Social Matters

In Tunisia, the National Environmental Protection Agency oversees the application of regulatory texts relating to environmental protection, the examination of environmental impact assessments (EIAs) and specifications and ensures compliance with the related recommendations, environmental control and monitoring.

2.1 National Legislation, Policies and Regulations

The following legislation is relevant to the implementation of the project and its pilot intervention activities.

2.1.1 Environmental Protection and Management

- Law No. 88-91 (1988) introduced the obligation to carry out an EIA and to obtain the approval of the ANPE before the establishment of any industrial, agricultural or commercial unit whose activity presents risks of

[7] Pearson, C., Littlewood, E., Douglas, P., Robertson, S., Gant, T. W., & Hansell, A. L. (2015). Exposures and health outcomes in relation to bioaerosol emissions from composting facilities: a systematic review of occupational and community studies. Journal of toxicology and environmental health. Part B, Critical reviews, 18(1), 43–69. https://doi.org/10.1080/10937404.2015.1009961

[8] Krogmann, U. & Woyczechowski, H. (2000). Selected characteristics of leachate, condensate and runoff released during composting of biogenic waste. Waste Manag Res 18(3):235–248

[9] Pearson, C., Littlewood, E., Douglas, P., Robertson, S., Gant, T. W., & Hansell, A. L. (2015). Exposures and health outcomes in relation to bioaerosol emissions from composting facilities: a systematic review of occupational and community studies. Journal of toxicology and environmental health. Part B, Critical reviews, 18(1), 43–69. https://doi.org/10.1080/10937404.2015.1009961

pollution or environmental degradation.

- Decree No. 2005 - 1991 (2005) specifies the content of the EIA and classifies the projects in three categories and lists them in two annexes. Amending Decree No. 91-362 of March 13, 1991, on EIA. This decree specifies the content of the EIA and classifies the projects in three categories and lists them in two annexes; Annex 1 which concerns the projects submitted to the EIA, of category A (medium size projects) or category B (large projects) and Annex 2 which concerns the projects not submitted to the EIA, for small projects or those whose impact is deemed low, and which are subject to specifications.

2.1.2 Biodiversity and Natural Resources

- The Forestry Code constitutes the basic legal framework for the conservation of the natural environment (forests, estuaries, rangelands, forestland, national parks and nature reserves, wildlife, and wild flora) and the management of national parks.
- The Heritage Code (Law No. 94-35) 1994 on the protection of historic monuments and natural and urban sites) defines the regulatory provisions for safeguarding and protecting the archaeological, historic or traditional and cultural heritage integrated into the public domain of the State.

2.1.3 Pollution and Resource Management

- Water Code (1975) contains various provisions governing, safeguarding, and enhancing the public hydraulic domain
- Decree No. 2010-2519 (2010) establishes the maximum values of air pollutants from stationary sources.
- Decree No. 2018-447 (2018) establishes the limit values and alert thresholds for ambient air quality.
- Decree No. 2000-2339 (2000) establishes the list and classification of hazardous waste
- Law No. 96-41 (1996) defined the specific framework for waste management and disposal methods
- Law No. 95-70 (1995) relates to the conservation of water and soil.

2.1.4 Labor and Working Conditions

- Labour Code of 1966 (amended as of 2017) governs the terms and conditions of employment such as working hours, holidays and rest periods, wages, overtime, and employment relationships. The minimum age for employment is 16 years, but the Labour Code allows children who are less than 16 to work in family institutions under the authority of the father, mother, or guardian.
- Law No. 94-28 (1994) defines compensation for damages resulting from work accidents and occupational diseases and establishes a list of work-related diseases and the work and substances that may cause them.

2.1.5 Energy

- Law No. 2015-12 (2015) defines the legal regime relating to the realization of projects of production and transport of electricity from renewable energy sources, either for self-consumption or to meet the needs of local consumption or for export

2.2 International Agreements and Treaties

Tunisia is a signatory to several multilateral agreements and conventions that are relevant to the project. These include but are not limited to the following:

- Paris Agreement, 2017
- Stockholm Convention on Persistent Organic Pollutants, 2004
- Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal, 1995 (Accession)
- United Nations Framework Convention on Climate Change Convention, 1993
- Convention on Biological Diversity, 1992
- Kyoto Protocol, 2003
- Convention on the Elimination of All Forms of Discrimination against Women, 1985

- C029 - Forced Labour Convention, 1962
- C087 - Freedom of Association and Protection of the Right to Organise Convention, 1957
- C098 - Right to Organise and Collective Bargaining Convention, 1957
- C100 - Equal Remuneration Convention, 1968
- C105 - Abolition of Forced Labour Convention, 1959
- C111 - Discrimination (Employment and Occupation) Convention, 1959
- C138 - Minimum Age Convention (Minimum age specified: 16 years), 1995
- C182 - Worst Forms of Child Labour Convention, 2000
- C187 - Promotional Framework for Occupational Safety and Health Convention, 2021

2.3 UNDP's Social and Environmental Standards

This ESMF has been prepared in line with UNDP's Social and Environmental Standards (SES), which came into effect 1 January 2021. These standards underpin UNDP's commitment to mainstream social and environmental sustainability in its programmes and projects to support sustainable development and are an integral component of UNDP's quality assurance and risk management approach to programming. Through the SES, UNDP meets the requirements of the GEF's Environmental and Social Safeguards Policy.

The objectives of the SES are to:

- Strengthen the social and environmental outcomes of Programmes and Projects
- Avoid adverse impacts to people and the environment
- Minimize, mitigate, and manage adverse impacts where avoidance is not possible
- Strengthen UNDP and partner capacities for managing social and environmental risks
- Ensure full and effective stakeholder engagement, including through a mechanism to respond to complaints from project-affected people

In accordance with the UNDP SES policy, the Social and Environmental Screening Procedure (SESP) has been applied to the project during the project development phase. In accordance with the UNDP SES policy, a SES principle or standard is 'triggered' when a potential risk is identified and assessed as having either a 'moderate, 'substantial' or 'high' risk rating based on its probability of occurrence and extent of impact. Risks that are assessed as 'low' do not trigger the related principle or standard.

The screenings conducted during project development indicate that ten social and environmental principles and standards have been triggered for the project due to 'moderate' risks:

- **Human Rights** and **Accountability:** Some companies and MSME enterprises, especially those with limited resources, may not be able to abide by regulations for commercial waste and WEEE management and other regulations proposed by the project or benefit from the economic instruments, which could affect their sustainability. This is mainly addressed through the Stakeholder Engagement Plan (SEP) and Grievance Redress Mechanism (GRM) that will be established for the Project.
- **Gender Equality and Women's Empowerment**: The project may reproduce gender discrimination through limiting women's ability to contribute to decision-making and to benefit from the project. This is mainly addressed through the Gender Action Plan (GAP) developed by the project.
- **Standard 1 - Biodiversity Conservation and Sustainable Natural Resource Management:** Pollution of natural resources and exposure to local community from implementation of demonstration activities and implementation of financial mechanisms. This risk will be addressed through a targeted assessment of risks associated with demonstration activities (Output B3, Outputs C.1-b, Output C.2-a, Output C.3-b). In addition, an environmental and social screening will be conducted for activities selected under the project financing instruments (Output B.3-b, Output C.2-a) to determine if a targeted assessment is needed. The resulting site-specific ESMPs will include proper mitigation measures including a Pollution Prevention and Management Plan. Additionally, some impacts on natural resources may result from implementation of the Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis (Output A.1-a) and

Investment Plan (Output B.2-a) that will be developed by the project. This is especially relevant to any planned waste facilities. While these impacts will not result directly from project activities, they will still need to managed be through applying Strategic Environmental and Social Assessment (SESA) principles while developing these strategies and plans.

- **Standard 2 – Climate Change and Disaster Risks:** All facilities that will participate in the project are vulnerable to weather events inducted by climate change and natural disasters. This includes extreme rainfall and floods. Therefore, targeted assessments for demonstration activities and activities funded under the project financing instruments will consider this risk and propose measures to address them in the site-specific ESMPs that will be prepared. SESA principles that will be applied during the development of the strategy and plans under Output A.1-a and Output B.2-a will take into consideration vulnerability to climate change, especially when designating areas for waste facilities.
- **Standard 3 - Community Health, Safety and Security:** Demonstration activities will require the handling of chemicals that might carry some health and environmental risks if not managed adequately and the release of pollutants into the environment. The financial mechanisms may inadvertently fund activities that lead to pollution negatively affecting natural ecosystems or productive land if located nearby. This risk will be addressed through a targeted assessment of risks associated with demonstration activities (Output B3, Outputs C.1-b, Output C.2-a, Output C.3-b). In addition, an environmental and social screening will be conducted for activities selected under the project financing instruments (Output B.3-b, Output B.2-a) to determine if a targeted assessment is needed. The resulting site-specific ESMPs will include proper mitigation measures including a Pollution Prevention and Management Plan. Some community health and safety impacts may result from implementation of the strategy and plans that will be developed by the project (Output A.1-a and Output B.2-a) that will be developed by the project. This is especially relevant to any planned waste facilities. While these impacts will not result directly from project activities, they will still need to be managed through application of SESA principles during development of these strategies and plans.
- **Standard 7 - Labour and Working Conditions:** Workers employed to undertake activities for the project, such as demonstration activities and activities funded under the financial instruments could be exposed to accident or other health risks. Working conditions under facilities participating in the project may also not be in line with national and international standards. This risk will be addressed through a targeted assessment of risks associated with demonstration (Output B3, Outputs C.1-b, Output C.2-a, Output C.3-b). In addition, an environmental and social screening will be conducted for activities selected under the project financing instruments (Output B.3-b, Output B.2-a) to determine if a targeted assessment is needed. The resulting site-specific ESMPs will include proper mitigation measures including a Pollution Prevention and Management Plan. Iin addition, a due diligence of working conditions at companies involved in establishing a supplier development program (Output B.1-a) will be undertaken.
- **Standard 8 - Pollution Prevention and Resource Efficiency:** Demonstration activities and the implementation of financial mechanisms will require the handling of chemicals that might lead to pollution of sites of biodiversity or natural resources. The financial mechanisms may inadvertently fund activities that lead to pollution negatively affecting natural ecosystems or productive land if located nearby. This risk will be addressed through a targeted assessment of risks associated with demonstration activities (Output B3, Outputs C.1-b, Output C.2-a, Output C.3-b). In addition, an environmental and social screening will be conducted for activities selected under the project financing instruments (Output B.3-b, Output B.2-a) to determine if a targeted assessment is needed. The resulting site-specific ESMPs will include proper mitigation measures including a Pollution Prevention and Management Plan. Development of the strategy and plans under Output A.1-a and Output B.2-a will take into consideration the risk of pollution and use of hazardous material through application of SESA principles.

A summary of the risk significance under each SES principle and standard, project-level safeguard standards triggered by each project (indicated with ticks) are shown in **Erreur ! Source du renvoi introuvable.**.

Table 2-1: Summary of safeguards triggered by the project and SES requirements

Principle / Standard	Risk Rating	Assessment and Management
Overarching Principle: Leave No One Behind		

Principle / Standard	Risk Rating	Assessment and Management
Human Rights	√ Moderate	SEP
Gender Equality and Women's Empowerment	√ Moderate	GAP
Sustainability and Resilience		
Accountability	√ Moderate	SEP
Project-level Standards		
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management	√ Moderate	Screening, targeted assessment, site-specific ESMP
Standard 2: Climate Change and Disaster Risks	√ Moderate	Screening, targeted assessment, site-specific ESMP
Standard 3: Community Health, Safety and Security	√ Moderate	Screening, targeted assessment, site-specific ESMP
Standard 4: Cultural Heritage	-	-
Standard 5: Displacement and Resettlement	-	-
Standard 6: Indigenous Peoples	√ Moderate-	SEP
Standard 7: Labour and Working Conditions	√ Moderate	Screening, targeted assessment, site-specific ESMP
Standard 8: Pollution Prevention and Resource Efficiency	√ Moderate	Screening, targeted assessment, site-specific ESMP
Number of risks in each risk rating category		
High	**0**	
Substantial	**0**	
Moderate	**10**	
Low	**1**	
Total number of project risks	**11**	
Overall Project Risk Categorization	**Moderate**	
Number of safeguard standards triggered	**9**	

More detailed information on project-specific risks is contained in the completed SESP completed found in Section **Erreur ! Source du renvoi introuvable.**.

2.4 Gaps in Policy Framework

Further analysis of the legal and policy frameworks that apply to Tunisia will be completed during implementation of this ESMF. At this stage, no gaps have been identified.

3 Procedures for Screening, Assessing and Managing Social and Environmental Impacts

This ESMF has been developed as part of UNDP's due diligence process in the project cycle, following the screening of the UNDP-supported project ***"Shifting to Zero Waste Against Pollution (SWAP) Initiative in Tunis, Tunisia"*** with the SESP template.

Based on the project risk categorization assigned to the project and its specific risks, the following procedures for screening, assessing and managing those risks must be undertaken during the project implementation. This work will commence prior to the start of any associated project activity such that the activity will not start before the associated assessment has been undertaken and management plans are in place. These are described in the sections below along with the relevant activity.

3.1 Further Screening

During project implementation, certain circumstances require the revision of the completed design-stage screening (SESP). These include but are not limited to: (a) where new information becomes available such as through a social and environmental assessment, (b) where there are substantive changes to the project (e.g. changes in design, additional components), (c) when additional activities are being defined including small grants, or (d) where changes in the project context might alter the project's risk profile. If the revised screening results in a different risk category then the revised SESP needs to be reviewed by the Project Board.

3.2 Applying Strategic Environmental and Social Assessment Principles for Strategy and Plans under Outputs A.1-a and B.2-a

Strategic Environmental and Social Assessment (SESA) principles will be applied during development of the following:

- Regional Waste Management Plan and Zero Waste Strategy for Greater Tunis (Output A.1-a)
- Financing Strategy (Output B.1-a)
- Investment Plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure (Output B.2-a)

This will be undertaken by and environmental and social expert in accordance with UNDP's SES policy referring to the UNDP SES Guidance Note on Assessment and Management as follows:

1. Identify social and environmental priorities to be included in planning and policy processes
2. Identify potential adverse social and environmental issues that should be considered
3. Analyze individual and cumulative impacts of interventions proposed within the strategy or plan
4. Participate in multicriteria decision making process (technical/economic/environmental/social) for analysis of alternative activities.
5. Recommend mitigation and enhancement measures - both for the proposed activities as well as wider/flanking measures that should be integrated into the proposed activities to maximize their environmental and social benefits and reduce its adverse impacts.
6. Consult relevant stakeholders in key phases of this process.

In particular, applying SESA principles will ensure that economic impacts on marginalized groups and informal waste networks are taken into consideration while developing the strategy and plans. In addition, if there are any planned waste facilities or upgrades of existing ones within these plans, their locations should take into consideration vulnerability of these facilities to climate change and their potential impacts on natural resources and communities. Through this approach, public consultations will be undertaken to ensure that all stakeholders, including local communities, have a chance to voice their concerns and provide feedback into the strategies and plans.

3.3 Targeted Assessment for Demonstration Activities

Prior to the commencement of any of the selected pilots, a targeted assessment will be conducted for each activity in accordance with UNDP's SES policy and the UNDP SES Guidance Note on Assessment and Management. This applies to the demonstration activities under the following outputs:

- Planned food and composting facility (Output C.1-b)
- Phase out chemicals of concerns in the textile industry (Output C.2-a)
- Design (and manufacture) of products from recycled plastics (Output C.3-b)
- Increasing the repair, reuse, refurbish and remanufacture rate of electric and electronic equipment (Output C.3-a)

The targeted assessment for the demonstration activities will assess the risk of pollution and the potential contamination of nearby rivers and lands,, occupational health and safety risks and the vulnerability of the facilities to natural disasters. The targeted assessment will therefore include a brief description of existing conditions relevant to those risks and assess the impact and likelihood of each risk. It will also include all applicable national legislation and relevant international standards that the activity shall abide by. The targeted assessment will also include a due diligence of all the enterprises participating in the demonstration activities to ensure that working conditions there align with national legislation and ILO standards. This assessment will be undertaken by an environmental and social consulting entity that will be assigned by the project and quality ensured by the Environmental and Social Safeguards Officer. The result of the assessment will be a site-specific ESMP that includes all recommendations, mitigation and management measures required for the activity and will be put in place prior to implementation.

The measures in the site-specific ESMPs may include adjustments to the design of the activities, to avoid risks where necessary and appropriate (in line with the SES). Risks that cannot be avoided will be minimized or reduced, and if not possible, compensated in line with the mitigation hierarchy adopted by UNDP SES. The site-specific ESMP will include oversight, monitoring and reporting related to the identified risks and implementation of agreed management measures. An indicative outline of the site-specific ESMP can be found in Section **Erreur ! Source du r envoi introuvable.** of this ESMF.

3.4 Additional Screening for Activities Funded under Outputs B.3

Selection criteria for activities to be funded under the green finance mechanisms (Output B.3) will include environmental and social criteria to ensure that no significant risks are associated with their implementation. Once selected, activities will undergo an environmental and social screening to determine potential environmental and social risks and level of assessment and management required.

As part of the assessment, potential social and environmental risks of the activities will be identified and adequate risk mitigation measures introduced. This will include a list of exclusion criteria to eliminate substantial and high risk sites and activities, noting that no construction activities are anticipated under these outputs. The measures might include adjustments to the design of the activities, to avoid risks where necessary and appropriate (in line with the SES). Risks that cannot be avoided will be minimized or reduced, and if not possible, compensated in line with the mitigation hierarch adopted by UNDP SES. The project will also ensure oversight, monitoring and reporting related to environmental and social risks and implementation of agreed management measures. If Moderate risks are identified, then a targeted assessment and a site-specific ESMP will be undertaken for that activity. The targeted assessment will also include a due diligence of all the enterprises participating in the demonstration activities to ensure that working conditions there align with national legislation and ILO standards. The ESMP will include an Occupational Health and Safety Plan and Pollution Prevention and Management Plan. An indicative outline of the site-specific ESMP can be found in Section **Erreur ! Source du renvoi introuvable.** of this ESMF.

3.5 Due Diligence for Enterprises participating in Outputs B.4

A due diligence will be undertaken of companies involved in the demonstration activities for the deposit/return scheme (Output B.4). The objective of the due diligence is to ensure that working conditions at these enterprises align with national legislation and ILO standards in terms of both worker rights and their occupational health and safety. No activity can be funded by the project if the enterprise does not abide by these requirements.

3.6 Other Relevant Assessments and Plans

The SEP will ensure all affected people, including potentially affected local population, will be engaged throughout the project. In addition, a GAP has been prepared to mitigate the identified risks and propose measures that ensure that women are represented in decision-making on project activities and are included in capacity building activities.

3.7 Summary of Assessment and Management Measures

The SESP identified various environmental and social risks that require mitigation and management measures to be eliminated or reduced. Some of these measures have been incorporated into the project design or can be undertaken simply through adopting best practice. However, other risks associated with various outputs within the projects require additional assessments and management measures to be undertaken once they have been more clearly defined during project implementation. **Erreur ! Source du renvoi introuvable.** below presents a summary o f these assessments and management procedures that are required by output.

Table 3-1: Summary of Environmental and Social Assessment and Management Requirements per Output

Output	Activity	SEP	Screen	TA / ESMP	SESA Principles
Component 1: Integrated Planning and Programming					
Output A.1. Waste Management Plan, Zero Waste Strategy and Governance Structure established.	a. Develop a Regional Waste Management Plan and a Zero Waste Strategy for Greater Tunis	✓			✓
	b. Support the creation of an institutional coordination mechanism	✓			
Output A.2. Capacity built in cities / municipalities / institutions related to the life cycle management of chemicals and wastes.	a. Develop a national capacity building program for government officers' decision-makers, at national and local level, on the following topics	✓			
	b. Cost Calculation Tools Programme for municipalities and governorates of Greater Tunis				
Output A.3. Green procurement guideline developed and implemented	a. Support Sustainable Public Procurement in Greater Tunis	✓			
Output A.4. Policy, legal and regulatory framework to support waste management and uptake of circular economy principles improved.	a. Strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of certain single-use plastic items by establishing a local decree targeting their respective main single use plastics identified	✓			
	b. Develop the EPR principles regulation for the following waste streams: i) Construction and demolition; ii) Packaging and iii) Electrical and Electronic Equipment.	✓			
	c. Develop a draft regulation to gradually ban the landfilling of green and organic waste in landfills in Tunisia.	✓			
Component 2: Financing Instruments					
Output B.1. Financial and Fiscal Incentives for the transition to a zero-waste city assessed.	a. Financial Strategy designed and at least 1 (one) Financial instrument implemented	✓			✓
	b. Assess and design a subsidy system for compost-based products according to Tunisian standards (Tunisian standard on the specificities and quality of compost NT 10.44 (2013)	✓			✓
Output B.2. Investment plan and PPP to cover the city waste management developed.	a. Support the 4 governorates of Greater Tunis in the development of an investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure planned aligned to the Regional Waste Management Plan and Zero Waste Strategy in Greater Tunis.	✓			✓
	b. Design and regulate intermunicipal cooperation framework for at least 4 municipalities in Greater Tunis. The objective is to prepare the conditions for joint project toward Zero waste goal in Greater Tunis.	✓			
Output B.3. Green finance mechanisms established for supporting green production and consumption, and circular business.	a. Support the development of green finance mechanisms.	✓	✓		
	b. Develop and implement a microfinance programme for social cooperatives.	✓	✓		
Output B.4. EPR schemes developed in key sectors with associated capacity building of stakeholder. Market for recyclables created.	a. Enhance EPR mechanisms by implementing a deposit/return scheme for plastics bottles. (One demonstration activity)	✓		✓	
Output B.5. Replication and Scale up Strategy, with associated market-oriented financial mechanisms	a. Replication and Scale up Strategy developed: this activity will develop a replication and scale up strategy at Greater Tunis and national level based on the results of each of the pilot projects to be implemented within the scope of the project. This strategy will	✓			

Output	Activity	SEP	Screen	TA / ESMP	SESA Principles
	identify suitable mechanisms for proper dissemination and building capacity for key stakeholders to ensure outreach of them. In particular, results from pilot projects implemented within Outputs B3, B4, C1, C2, C3 and C4 will be considered in the strategy.				
Component 3: Sustainable Production and Consumption and Material Management					
Output C.1. "Hotspot" sectors of unsustainable consumption and production assessed and associated circular economy opportunities identified.	a. Assess and identify hot spots of unsustainable production within the textile and the automotive sector in Greater Tunis.				
	b. Strengthen RDF from non-recyclable waste process within the cement industry in Greater Tunis				
	c. Enhance green and food waste composting.	✓		✓	
Output C.2. Capacity built in industries, designers, and producers based on green chemistry and circularity principles, and demonstration of cleaner production to design/phase out chemicals of concern and waste.	a. Implement a demonstration activity to phase out chemicals of concerns in the textile industry.	✓		✓	
	b. Implement a demonstration activity to increase packaging recyclability.	✓			
Output C.3. Feasibility studies and piloting activities carried out to increase recycling and reuse of materials in key value chains. Circular business models developed.	a. Enhance electric and electronics equipment circularity (one demonstration activity).	✓		✓	
	b. Design and implement a demonstration activity on "Recycle and Design".	✓		✓	
Output C.4 Demonstration activities on innovative tools to foster sustainable consumption in public and private sectors, and consumers.	a. Design and implement a "Zero waste programme in tourism".	✓			
	b. Green Packaging development.	✓			
Component 4: Training, Education, Advocacy, and Evaluation at City and National Level					
Output D.1. Communication strategy implemented and awareness raised to encourage behavior change.	a. Establish a demonstration communication activity "Citoyen / élève Modèle" initiative with communities and schools to reinforce and improve sorting at source, as well as reducing waste generation, and to strengthen citizen and students' commitment to the selective sorting of waste at source (including WEEE, small batteries, used oil, etc.).	✓			
	b. Communicate and raise awareness targeting citizens and farmers on composting.	✓			
Output D.2. Technical Assessment of informal sector integration and formalization	a. Design and implement a capacity building programme to improve the working conditions of informal workers within the waste management chain.	✓			
Output D.3. M&E and adaptive management applied to assess activity performance and GEB impact.		✓			
Output D.4. Experiences exchanged at city networks for scale-up of good practices in other cities of the country and region.	a. Establish an initiative to transfer good practices, lessons learned and experience exchange between the municipalities of Greater Tunis and a town/two towns in Twinning to be defined (Cologne for example).	✓			

Note: TA = Targeted Assessment

4 Institutional Arrangements and Capacity Building

4.1 Roles and Responsibilities for Implementing this ESMF

The roles and responsibilities of project staff and associated agencies in implementation of this ESMF are elaborated upon below.

Note: This ESMF does not cover the roles and responsibilities associated with implementation of the subsequent site-specific ESMP (and sub-plans if any); those will be defined in the ESMP, as required per this ESMF.

Implementing Partner:

- Ensure that the required screening, targeted assessments and site-specific ESMPs (and sub-plans if any) are developed, disclosed for public consultation and approved, and management measures are adopted and integrated during project implementation;
- Report, fairly and accurately, on project progress against agreed work plans in accordance with the reporting schedule and required formats;
- Maintain documentation and evidence that describes the proper and prudent use of project resources in conformity to the signed Project Document and in accordance with applicable regulations and procedures (e.g. SES);
- Ensure all requirements of UNDP's SES and national regulatory/policy frameworks and relevant international standards have been addressed.

Project Board:

- Monitor implementation of this ESMF and compliance with national and international regulations, and UNDP SES;
- Decision making for the adoption of necessary measures including full integration of management measures within project Outputs and annual work plans;
- Establish and support Grievance Redress Mechanisms (GRM) to address any grievances;
- Clear site-specific ESMPs prior to implementation of demonstration activitie;
- Provide strategic guidance to implementation of the Project including oversight for safeguards and the implementation of this ESMF.

UNDP:

- Provide oversight on all matters related to safeguards;
- Inform all the stakeholders and right-holders involved in, or potentially impacted, positively or negatively, by the GEF-financed projects, about the UNDP's corporate Accountability Mechanism (described below);
- Ensure that the Compliance Review and the Stakeholder Response Mechanisms are operational during the lifetime of the projects;
- Ensure adhere to the SES for project activities implemented using funds channeled through UNDP's accounts, and undertake appropriate measures to address any shortcomings;
- Verify and document that all UNDP SES requirements have been addressed;
- Provide technical guidance on implementation of this ESMF and administrative assistance in recruiting and contracting expert safeguards services (as required), and monitor adherence of each project to the ESMF and UNDP policies and procedures.

Project Management Unit:

- Supervise and manage implementation of measures defined in this ESMF including preparation and implementation of screening, targeted assessments and site-specific ESMPs;
- Ensure that SESA principles are applied when developing strategies and plans;
- Assign specific responsibilities for implementation of this ESMF, including monitoring, and community consultations on the draft site-specific ESMP (and sub-plans if any) to a staff member(s) of the PMU;
- Maintain relevant records associated with management of environmental and social risks, including

updated SESP, assessments, a log of grievances together with documentation of management measures implemented;

- Report to the Implementing Partner, the Project Board, and UNDP CO on the implementation of the ESMF, including escalation of emerging risks, incidents, or potential issues of non-conformance with the ESMF;
- Ensure that all service providers are informed of their responsibilities for the day-to-day compliance with the ESMF.

As noted above, the project's subsequent site-specific ESMPs (and sub-plans if any) will describe the roles and responsibilities in the implementation of those plans. Those new roles and responsibilities will be assessed and integrated, as appropriate, as part of the participatory decision making and implementation proceedings of the project.

4.2 Capacity Building

During the inception phase, training on the ESMF and relevant SES requirements will be conducted targeting all national stakeholders, with focus on the public sector and local UNDP staff. In addition, the site-specific ESMPs will also identify capacity building activities to ensure sufficient capacities for implementation. This may include Occupational Health and Safety Training for workers, training for site supervisors on safeguard issues and training of operators on pollution control measures.

During project implementation, the Global Component will provide advice to project team members as needed to support the implementation of this ESMF, preparing the site-specific ESMPs and pursuant measures. In line with their oversight role, UNDP will also review all safeguards instruments prepared for the project to ensure they are consistent with the SES.

As part of Output A.2-a, training of trainers on the development of a municipal/regional waste management plan will be conducted: The training aims to train decision makers at municipal level on how to develop accurate municipal plans for waste management and on tools for monitoring the implementation of planned measures. The training will also tackle environmental and social risks associated with waste management and best practice on addressing them.

The Project Board will have the final responsibility for integration of the site-specific ESMPs in the execution of the project. The integration of those plans will need to consider particular institutional needs within the implementation framework for application of the ESMPs, including a review of the required budget allocations for each measure, as well as the authority and capability of institutions at different administrative levels (e.g. local and national), and their capacity to manage and monitor ESMP implementation. Where necessary, capacity building and technical assistance activities will be included to enable proper implementation of the ESMPs.

5 Stakeholder Engagement and Information Disclosure

Discussions with project stakeholders, commenced during the project development phase. A list of the stakeholders engaged in these consultations has been annexed to the Project Document in Annex 8.

The project also has prepared a Stakeholder Engagement Plan and Gender Analysis and Action Plan, which are annexed to the Project Document, Annexes 8 and 10, respectively. These Plans will be followed to ensure that stakeholders have been engaged in project preparation and implementation, and particularly, in the further assessment of social and environmental impacts and the development of appropriate management measures. The project's Stakeholder Engagement Plan will be updated during project implementation based on the assessments and management plans conducted in line with this ESMF, as needed.

Potentially affected stakeholders will be engaged during the implementation of this ESMF.

As part of the stakeholder engagement process, UNDP's SES require that project stakeholders have access to relevant information. Specifically, the SES (SES, Part C, para. 28)) stipulates that, among other disclosures specified by UNDP's policies and procedures, UNDP will ensure that the following information be made available:

- SEP and summary report of stakeholder consultations;
- Social and environmental screening report with project documentation;
- Draft environmental and social assessment documents including the site-specific ESMPs;

- Final environmental and social assessment documents including site-specific ESMPs;
- Any required social and environmental monitoring reports.

As outlined in the SES and UNDP's SESP, the type and timing of assessments and management plans vary depending on the level of social and environmental risk associated with a project as well as timing of the social and environmental assessment.

This ESMF (and project SESP) will be translated and disclosed via the UNDP Tunisia website in accordance with UNDP SES policy. The subsequent site-specific ESMPs will also be publicly disclosed via the UNDP Tunisia website once drafted, and finalized and adopted only after the required period for disclosure has elapsed (30 days for moderate risk projects).

These requirements for stakeholder engagement and disclosure will be adhered to during implementation of this ESMF, and the subsequent implementation of the resulting site-specific ESMPs.

6 Accountability and Grievance Redress Mechanisms

Interested stakeholders may raise a grievance at any time to the Project Management Unit, the Executing Agency (UNDP), Implementing Agency (Ministry of Environment), or the GEF.

6.1 UNDP's Accountability Mechanisms

UNDP's SES recognize that even with strong planning and stakeholder engagement, unanticipated issues can still arise. Therefore, the SES are underpinned by an Accountability Mechanism with two key components:

1. A Social and Environmental Compliance Review Unit (SECU) to respond to claims that UNDP is not in compliance with applicable environmental and social policies; and
2. A Stakeholder Response Mechanism (SRM) that ensures individuals, peoples, and communities affected by projects have access to appropriate grievance resolution procedures for hearing and addressing project-related complaints and disputes.

UNDP's Accountability Mechanism is available to all of UNDP's project stakeholders.

The Social and Environmental Compliance Unit (SECU) investigates concerns about non-compliance with UNDP's Social and Environmental Standards and Screening Procedure raised by project-affected stakeholders and recommends measures to address findings of non-compliance.

The Stakeholder Response Mechanism helps project-affected stakeholders, UNDP's partners (governments, states, CSOs, NGOs, businesses) and others jointly address grievances or disputes related to the social and/or environmental impacts of UNDP-supported projects.

Further information, including how to submit a request to SECU or SRM, is found on the UNDP website at: http://www.undp.org/content/undp/en/home/operations/accountability/secu-srm/

6.2 Project-level Grievance Redress Mechanism

The project will establish a project-level GRM at the start of implementation, as described in Section IV (refer to the Risks and Stakeholder Engagement sub-sections). The full details of these GRMs will be agreed upon during the Inception Phase, a process that will be overseen by the Project Manager with the Environmental and Social Safeguards Expert and based on the details provided below.

Interested stakeholders may raise a grievance at any time to the PMU, the Implementing Partner, UNDP or the GEF.

The mandate of the GRM will be to:

(i) receive and address any concerns, complaints, notices of emerging conflicts, or grievances (collectively "*Grievance*") alleging actual or potential harm to affected person(s) (the "*Claimant(s)*") arising from Project.

(ii) assist in resolution of Grievances between and among Project Stakeholders; as well as the various government ministries, agencies, and commissions, CSOs and NGOs, and others (collectively, the "*Stakeholders*") in the context of the Project.

(iii) Conduct itself at all times in a flexible, collaborative, and transparent manner aimed at problem solving and consensus building.

The functions of the GRM will be to:

(i) Receive, Log and Track all Grievances received.

(ii) Provide regular status updates on Grievances to Claimants, Project Board (PB) members and other relevant Stakeholders, as applicable.

(iii) Engage the PB members, Government institutions and other relevant Stakeholders in Grievance resolution.

(iv) Process and propose solutions and ways forward related to specific Grievances *within a period not to exceed sixty (60) days* from receipt of the Grievance.

(v) Identify growing trends in Grievances and recommend possible measures to avoid the same.

(vi) Receive and service requests for, and suggest the use of, mediation or facilitation.

(vii) Elaborate bi-annual reports, make said reports available to the public, and more generally work to maximize the disclosure of its work (including its reports, findings, and outcomes).

(viii) Ensure increased awareness, accessibility, predictability, transparency, legitimacy, and credibility of the GRM process.

(ix) Collaborate with Partner Institutions and other NGOs, CSOs and other entities to conduct outreach initiatives to increase awareness among Stakeholders as to the existence of the GRM and how its services can be accessed.

(x) Ensure continuing education of PB members and their respective institutions about the relevant laws and policies that they will need to be aware of to participate in the development of effective resolutions to Grievances likely to come before the GRM.

(xi) Monitor follow up to Grievance resolutions, as appropriate.

During project implementation, the project will support the national GRM and capacities so that grievance procedures continue beyond the life of the project. Following is a brief summary of key steps that national and international partners can take to assess and strengthen GRMs:

- Review and analyze the historical and current context for potential project- related grievances, and characterize current grievance patterns and trends
- Assessing strengths and gaps including:
    - Transparency, accessibility and predictability
    - Legitimacy, equity, and rights compatibility
    - Stakeholder engagement and dialogue
    - Continuous learning
- Jointly develop a plan for building on strengths and closing gaps

A Sample Terms of Reference for Project-Level GRM are included in Section **Erreur ! Source du renvoi i ntrouvable.**.

Further information on GRM can be found in the UNDP Guidance Note on Social and Environmental Standards - Stakeholder Engagement – Supplemental Guidance: Grievance Redress Mechanisms.

7 Budget for ESMF Implementation

Funding for implementation of the ESMF is included in the individual project budget. The estimated costs are indicated in Table 4 below. Costs associated with the time of PMU Staff coordinating the implementation of this ESMF are not shown. Further detail is found in the budgets of the respective Project Document.

Table 7-1: Breakdown of Costs for ESMF Implementation

Item	Budget Cost (USD)	Budget Note
Project Gender and Social and Environmental Safeguards Specialist	-	Mainstreamed as a required profile within the terms of reference in each of the Contractual services – companies.
Contracted services for targeted assessments and site-specific ESMPs (at least 6)	40,000	26, 31 and 33
Transportation	5,000	26, 31 and 33
SES Capacity building/training expenses	5,000	26, 31 and 33
Community engagement	5,000	26, 31 and 33
Total:	55,000	

8 Monitoring and Evaluation Arrangements

Reporting on progress and issues in the implementation of this ESMF will be documented in the project's quarterly reports and annual Project Implementation Reports (PIRs).

Implementation of the ESMF will be the responsibility for the Project Team and other partners as agreed upon and described in each site-specific ESMPs. The ESMF monitoring and evaluation plan is outlined below in **Erreur ! Source du renvoi introuvable.**.

Table 8-1: ESMF M&E plan and estimated budget

Monitoring Activity & Relevant Projects	Description	Frequency / Timeframe	Expected Action	Roles and Responsibilities	Cost (if any)
Track progress of ESMF implementation	Implementation of this ESMF and with results reported to Project Board	Annually	Required ESMF steps are completed in a timely manner.	Project Manager, with support from Environmental and Social Safeguards Officer	None
Undertaking of targeted assessments and development of site-specific ESMPs in line with project activities	Carried out after selection and prior to commencement of each relevant activity requiring a targeted assessment	Quarters 1 and 2 of project implementation	Risks and potential impacts are validated with support of external consultants and participation of project team and stakeholders; management actions identified and incorporated into project implementation strategies	Monitoring and Evaluation Officer. With guidance from Global Component and Project Manager	23,301/y
Implementation of mitigation measures and monitoring of potential impacts as per the subsequent site-specific ESMPs	Permanent and participatory implementation and monitoring of impacts and mitigation measures, in accordance with ESMP	Continuous, once site-specific ESMP is in place	Implementation of site-specific ESMP Monitoring of environmental and social risks, and corresponding management plans as relevant	Project Manager, Global Component, Environmental and Social Safeguards Officer, Pilot Coordinators	None
Learning	Knowledge, good practices and lessons learned regarding social and environmental risk management 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.	Project Manager, KM/Communications Officer	None
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 Board (considering stakeholders' opinions)	None
Project report	As part of progress report to be presented to the Project Board and key stakeholders, analysis, updating and recommendations for risk management will be included	Annually, and at the end of the project (final report)	Updates on progress of ESMF/ESMPs will be reported in the project's annual GEF PIRs.	Project Manager	None
Project review	Project Board to hold regular project reviews during which an updated analysis of risks and recommended risk mitigation measures will be discussed	At least annually	Any risks and/ or impacts that are not adequately addressed by national mechanisms or Project Team will be discussed by Project Board. Recommendations will be made, discussed and agreed upon.	Project Board Project Manager	None

9 Annexes

9.1 SESP (Annex 5 in ProDoc)

9.2 Indicative outline of Environmental and Social Management Plan (ESMP)

UNDP Social and Environmental Standards:
ESMP – Indicative Outline

Please refer to the UNDP SES Guidance Note on Assessment and Management for additional information.

An ESMP may be prepared as part of the Environmental and Social Impact Assessment or as a stand-alone document.[10] The content of the ESMP should address the following sections:

(1) Mitigation: Identifies measures and actions in accordance with the mitigation hierarchy that avoid, or if avoidance not possible, reduce potentially significant adverse social and environmental impacts to acceptable levels. Specifically, the ESMP: (a) identifies and summarizes all anticipated significant adverse social and environmental impacts; (b) describes – with technical details – each mitigation measure, including the type of impact to which it relates and the conditions under which it is required (e.g., continuously or in the event of contingencies), together with designs, equipment descriptions, and operating procedures, as appropriate; (c) estimates any potential social and environmental impacts of these measures and any residual impacts following mitigation; and (d) takes into account, and is consistent with, other required mitigation plans (e.g. for displacement, indigenous peoples).

(2) Monitoring: Identifies monitoring objectives and specifies the type of monitoring, with linkages to the impacts assessed in the environmental and social assessment and the mitigation measures described in the ESMP. Specifically, the monitoring section of the ESMP provides (a) a specific description, and technical details, of monitoring measures, including the parameters to be measured, methods to be used, sampling locations, frequency of measurements, detection limits (where appropriate), and definition of thresholds that will signal the need for corrective actions; and (b) monitoring and reporting procedures to (i) ensure early detection of conditions that necessitate particular mitigation measures, and (ii) furnish information on the progress and results of mitigation.

(3) Capacity development and training: To support timely and effective implementation of social and environmental project components and mitigation measures, the ESMP draws on the environmental and social assessment of the existence, role, and capability of responsible parties on site or at the agency and ministry level. Specifically, the ESMP provides a description of institutional arrangements, identifying which party is responsible for carrying out the mitigation and monitoring measures (e.g. for operation, supervision, enforcement, monitoring of implementation, remedial action, financing, reporting, and staff training). Where support for strengthening social and environmental management capability is identified, ESMP recommends the establishment or expansion of the parties responsible, the training of staff and any additional measures that may be necessary to support implementation of mitigation measures and any other recommendations of the environmental and social assessment.

(4) Stakeholder Engagement: Summarizes and links to project Stakeholder Engagement Plan or outlines plan to engage in meaningful, effective and informed consultations with affected stakeholders. Includes information on (a) means used to inform and involve affected people in the assessment process; and (b) summary of stakeholder engagement plan for meaningful, effective consultations during project implementation, including identification of milestones for consultations, information disclosure, and periodic reporting on progress on project implementation. Require documentation of consultations (summaries including presentations, key points raised and responses provided, participation lists). Include information on project grievance mechanism (below) and on UNDP Accountability Mechanisms (SRM, SECU).

(5) Grievance redress mechanism: Describes effective processes for receiving and addressing stakeholder concerns and grievances regarding the project's social and environmental performance.

Describe mechanisms to provide stakeholders and potential affected communities avenues to provide feedback or grievances, and receive responses, with regard to the implementation of specific activities, policies, or regulations.

[10] This may be particularly relevant where contractors are being engaged to carry out the project, or parts thereof, and the ESMP sets out the requirements to be followed by contractors. In this case, the ESMP should be incorporated as part of the contract with the contractor, together with appropriate monitoring and enforcement provisions.

(6) Implementation action plan (schedule and cost estimates): For all four above aspects (mitigation, monitoring, capacity development, and stakeholder engagement), ESMP provides (a) an implementation schedule for measures that must be carried out as part of the project, showing phasing and coordination with overall project implementation plans; and (b) the capital and recurrent cost estimates and sources of funds for implementing the ESMP. These figures are also integrated into the total project cost tables. Each of the measures and actions to be implemented will be clearly specified and the costs of so doing will be integrated into the project's overall planning, design, budget, and implementation.

9.3 Sample Terms of Reference: Project-level Grievance Redress Mechanism

V2, revised 19 October 2022

Notes: Please complete relevant sections and annex this TOR to the Project Document and include as necessary in the relevant Social and Environmental Assessments and Management Frameworks/Plans

This document aims to support UNDP projects to meet the Social and Environmental Standard (SES) requirement that, all projects categorized as complex Moderate Risk, Substantial Risk, or High Risk, as determined by the Social and Environmental Screening Procedure (SESP), have made available an effective project-level grievance redress mechanism. The scope of the project GRM is therefore to address grievances related to the social and environmental impacts of a UNDP project (see Section III below regarding eligibility). Grievances related to other topics should be referred to the appropriate mechanisms, in accordance with their mandates[11].

I. Introduction and Overview

These ToR provide guidance on the mandate and functions of the grievance redress mechanism (GRM) for this UNDP-supported Project. The GRM provides one avenue for stakeholder engagement and the management of social and environmental risks and impacts. However, it is not a substitute for proactive outreach to stakeholders to inform them about the Project, seek their input, and respond to their suggestions and concerns regarding social and environmental benefits, risks and impacts. Proactive stakeholder engagement should begin early in project design and continue throughout the project cycle.

The Project GRM provides an additional, formal channel for project stakeholders to register complaints about project social and environmental risks and impacts. UNDP requires the establishment of project GRMs when its Social and Environmental Screening Procedure (SESP) identifies the potential for significant, adverse social and/or environmental impacts.

Project GRMs also facilitate timely identification and treatment of potential emerging Project risks, strengthening effective risk management at the Project-level, in line with UNDP's Enterprise Risk Management Policy.[12] Grievances are an ERM sub-risk category.

In the case that an existing national mechanism for grievance resolution may be appropriate for the Project, the UNDP Country Office, jointly with the Project Board, will assess the mechanism's effectiveness against a set of criteria specified in UNDP's Supplemental Guidance Note on Project GRMs and will determine who will be responsible for undertaking the GRM function as outlined in this TOR.

The UNDP corporate Accountability Mechanism (www.undp.org/secu-srm) provides an additional recourse for Complainants who are not satisfied with the response they have received from the Project GRM or who are concerned about an adverse response if they raise concerns with the Project GRM.

II. Mandate

The mandate of the Project GRM will be to receive and seek to resolve complaints about actual or potential environmental or social harm to affected person(s) arising from Project. In its accessibility to complainants and in its responses to complaints, the GRM will be gender-responsive, culturally sensitive, non-discriminatory, and inclusive. Complaints related to sexual abuse and exploitation (SEA) will be treated in a survivor-centered manger and ensure referrals for safe and confidential survivor assistance.

The Project GRM will provide:

(i) an accessible, predictable and transparent procedure for receiving and responding to complaints

[11] For example, grievances related to fraud, abuse or misconduct should be referred to the Office of Audit and Investigations (OAI).

[12] UNDP Enterprise Risk Management (ERM) Policy and Procedures.

(ii) direct engagement and dialogue with Complainants to clarify issues and interests and develop mutually acceptable responses

(iii) equitable and rights-compatible resolution of complaints, including contribution to remedy for environmental or social harm demonstrably caused or contributed to by the project[13]

(iv) opportunity for learning from complaints and their resolution, in ways that contribute to improved management of environmental and social risks and ensure alignment with UNDP's Social and Environmental Standards as well as applicable laws, regulations and policies.

III. Eligible Complaints

To be eligible for a Project GRM response, the complaint must pertain to this UNDP Project and its activities after signature of the Project Document and prior to Project closure. In addition, the complaint must:

(a) Indicate how Project activity(ies) have caused or contributed, or may cause or contribute to social or environmental harm
(b) Be made by a person or people (directly or through an authorized representative) who could plausibly be affected by the harm(s) referenced in the complaint.

If further information is needed to determine eligibility, the GRM should seek such information from the complainant before making an eligibility determination.

Complainants may request and receive confidentiality, but the GRM cannot respond to anonymous grievances. Record keeping and information sharing about SEA survivor assistance will adhere to the 'do no harm' and confidentiality principles and the survivor's personally identifiable information will remain confidential unless the victim expressly consents to it being shared.

With the complainant's agreement, the GRM will refer requests alleging non-compliance with UNDP Social and Environmental Standards, fraud, or corruption to the appropriate offices within UNDP and to the relevant national authority(ies).

IV. Functions of the GRM

The GRM will function on two levels: at the Project Management level, under the direction of the Project Manager (supported by the project management unit), and as part of UNDP's Project Assurance role in consultation with and in support of the Project Board. UNDP is responsible for the Project Assurance function, under the direction of the UNDP Resident Representative.

A. GRM at Project Management level:

The Project Manager will establish a systemfor receiving and responding to complaints through direct engagement with Complainants. The GRM at Project Management level will:

(i) Establish communications channels to receive complaints and identify staff responsible for documenting and responding to complaints.

(ii) Establish procedures to engage with the complainant, seek resolution, and document all complaints and responses.

(iii) Establish procedures to ensure that complaints related to sexual exploitation and abuse are treated in a survivor-centered manner and ensure referrals for safe and confidential survivor assistance14

[13] Remedy (or contribution to remedy when the risk/impact is not solely the responsibility of the Project) may be provided through prevention, mitigation, and/or compensation, as appropriate.

[14] Procedures will be aligned with the UN Protocol on Provision of Assistance to Victims of Sexual Exploitation and Abuse: https://psea.interagencystandingcommittee.org/victim-survivor-centred-assistance.

(iv) When responding to complaints, engage directly with the complainant to clarify issues, identify options for resolution, and provide or support remedy for any environmental or social risks or impacts that are demonstrably associated with the project.

(v) Inform potentially affected community members and other stakeholders (e.g. workers employed in project activities) how to make a complaint about the project (including the option to bring complaints to the Project Management level of the GRM, the Project Assurance function, or the UNDP Accountability Mechanism). Where there are CSOs or NGOs that have well-established communication with affected stakeholders, seek their assistance (voluntary or contracted) to promote awareness and understanding of the GRM.

(vi) Log and track all complaints received.

(vii) Within 5 business days of receipt of a complaint, review the complaint and

a. If further information is needed to determine eligibility, seek further information from the complainant and/or project staff to make the determination;

OR

b. If it is very clear that the complaint does not meet one or more of the eligibility criteria, refer the complainant to appropriate national or local institution(s) that may be able to respond to the complaint;

OR

c. If the complaint is determined eligible, respond to the complainant through direct, good faith engagement to clarify issues, develop and seek agreement on options for resolution, and address and remedy risks and harms that the project is causing or contributing to (with the option to provide technical assistance to the complainant to support the complainant's effective engagement).

(viii) If the complaint is resolved within 60 days, document the complainant's acceptance of resolution, and continue to monitor until all project actions that were agreed to as part of the resolution have been taken.

(ix) If the complaint is unresolved 60 days after initial receipt (or if requested by the complainant at any time), offer the complainant the option of referral to the Project Board through the UNDP Project Assurance function, to the UNDP Accountability Mechanism, or to national institution(s) with a mandate to address the issues raised.

(x) Provide quarterly reports on complaints, responses, and outcomes to the Project Board through the Project Assurance function, and collaborate with Project Assurance to identify successes, challenges, trends and lessons learned in responding to complaints.

B. GRM at Project Assurance Level (in consultation with Project Board)

Complainants who are not satisfied with the Project Management GRM response, or who are concerned about an adverse response, may bring their complaint to the Project Assurance function of the Project Board which is exercised by UNDP. In addition, UNDP Project Assurance will receive unresolved complaints referred from the Project Manager.

Complaints submitted to the UNDP Project Assurance function will be addressed per the procedures outlined below. UNDP will seek resolution of complaints together with national and other relevant partners (e.g. Implementing Partner, other members of the Project Board), with due consideration of confidentiality if requested by Complainants. The process for addressing complaints submitted to the UNDP Project Assurance function would typically involve the Project Manager and any necessary staff, external mediators, etc., under the direction of the UNDP Resident Representative and/or Deputy Resident Representative.

For complaints referred from the Project Manager (or project management unit), the Project Assurance function will:

(i) Log and track the complaint.

(ii) Review documentation received from the Project Manager and consult with the Project Manager on the case.

(iii) Within 5 days of receipt, engage with the complainant to review and clarify the issues raised in the case and explore options for resolution (with the option to provide technical assistance to the complainant to support the complainant's effective engagement).

(iv) As appropriate, engage with senior representatives of the Implementing Partner and other Project Board members to clarify issues and explore options for resolution.

(v) As appropriate, play a mediating role between the parties to seek resolution of the complaint (with the option to contract with an external mediator).

(vi) When risks are identified that may affect overall project governance (e.g. potential need to put project components on hold or change the design of the project), ensure that the Project Board has full information about the risks and guides project decision making on the appropriate response;

(vii) Support the Project Board to address and remedy risks and harms that the project is demonstrably causing or to which it is demonstrably contributing.

(viii) If the complaint is resolved within 60 days of receipt, document the complainant's acceptance of resolution, and continue to monitor until all project actions that were agreed to as part of the resolution have been taken.

(ix) If the complaint is unresolved 60 days after referral to the project assurance function (or if requested by the complainant at any time), offer the complainant the option of referral to the UNDP Accountability Mechanism and/or to any national institutions that have a mandate to address the issues raised.

For complaints received directly from Complainants, the Project Assurance function will first make an eligibility determination (identical to step (iv) of the operational Project Management level of the GRM outlined above) and then continue from step (ii) of the Project Board process as outlined above, except that step (ii) for complaints that are received directly by the Project Assurance function will be "Consult with the Project Manager on the case, protecting Complainant confidentiality if requested."

Additionally, the Project Assurance function will perform these tasks in support of the Project Board:

(i) Review complaints received by the GRM and their outcomes, work with the Project Manager to identify successes, lessons learned, challenges and trends, and report its assessments to the Project Board. Should an outcome to a grievance be compensation, the UNDP Project Assurance function is responsible for confirming this outcome and for working with the Project Board to determine how compensation will be achieved as necessary.

(ii) Receive quarterly reports on complaints from the Project Management level of the GRM, and collaborate with its staff to identify successes, challenges, trends and lessons learned in responding to complaints.

(iii) Provide summary reports to the PB of all complaints received (both those received by the operational level GRM and directly by the Project Assurance function) with any recommended actions.

(iv) Disclose the GRM's work (including case registry, summary reports on individual cases, reports on trends or patterns, and actions taken in response to trends and patterns) to the PB and to project stakeholders, through periodic reporting (at least semi-annual) in media/forums accessible to project stakeholders and protecting confidentiality of complainant identities where necessary;

(v) Monitor the Project Manager's efforts to inform project stakeholders about the GRM, and ensure the accessibility, predictability, transparency, legitimacy, and credibility of the GRM process;

(vi) Provide continuing education of PB members and their respective institutions regarding policies, procedures, and capacities needed to prevent risks and impacts which could lead to complaints, and to promote the constructive resolution of complaints.

V. Submitting a complaint

(i) Who can Submit a complaint?

A complaint can be submitted by any individual or group of individuals that believes it has been or will be harmed by the Project.

If a complaint is to be lodged by a different individual or organization on behalf of those said to be affected, the Complainant must identify the person/people on behalf of who the complaint is submitted and provide written confirmation by the person/people represented that they are giving the Complainant the authority to present the complaint on their behalf. The GRM will take reasonable steps to verify this authority.

(ii) How is the complaint submitted?

The GRM will maintain a flexible approach with respect to receiving complaints in light of known local constraints with respect to communications and access to resources for some stakeholders. A complaint can be transmitted to the GRM by any means available (i.e. by email, letter, phone call, meeting, SMS, etc.). The contact information is the following:

[Project Web site: complaint portal

Project Manager email, address, phone number, fax, etc.]

UNDP Project Assurance function:

- Email: registry.tn@undp.org
- , Address: Rue du Lac Windermere, Immeuble le Prestige Business Center, Tour A, Les Berges du Lac 1053, Tunis, Tunisie
- Phone number: +216 36 011 680
- Fax: +216 71 900 668

UNDP Accountability Mechanism Web complaint portal (www.undp.org/secu-srm), stakeholder.response@undp.org; project.concerns@undp.org; secuhotline@undp.org

(iii) What information should be included in a complaint?

The Grievance should include the following information:

(a) the name(s) of the person/people submitting the complaint ("the Complainant");

(b) a means for contacting the Complainant (email, phone, address, other);

(c) if the submission is on behalf of those alleging a potential or actual harm, the identity of those on whose behalf the complaint is made, and written confirmation by those represented of the Complainant's authority to lodge the complaint on their behalf;

(d) a description of the potential or actual harm;

(e) names of the individual(s) or institutions responsible for the risk/harm (if known), and the location(s) and date(s) of harmful activity (if Complainant states that harm has already occurred);

(f) what has been done by Complainant thus far to resolve the matter;

(g) whether the Complainant wishes for their identity to be kept confidential; and

(h) the specific response requested from the GRM.

However, Complainants are not required to provide all of the information listed above. Initially, the Complainant need only provide enough information to determine eligibility. If insufficient information is provided, the GRM has an obligation to make a substantial, good faith effort to contact the Complainant to request whatever additional information is needed to determine eligibility, and if eligible, to develop a proposed response.

Complainants may request and receive confidentiality, but the GRM cannot respond to anonymous grievances. With the Complainant's agreement, the GRM will refer requests alleging fraud or corruption to the appropriate offices within UNDP and to the relevant partner(s). For complaints regarding sexual exploitation, abuse or harassment (SEAH) the GRM will ensure complete confidentiality, and may refer the complainant to [**Office of Audit and Investigations**].

VI. Logging, Acknowledgment, and Tracking of Complaints

The Project Manager (with the support of the project management unit) will receive grievances, assign each a tracking number, acknowledge each to the Complainant, record the main points electronically in a database that is shared with the Project Assurance function, and provide periodic updates to the Complainant as well as the GRM file. The Project Assurance function will use the same system as the Project Manager for tracking of complaints. When a complaint comes directly to the Project Assurance function, it will log the case with a new case record.

Within five (5) business days from the receipt of a grievance, the GRM will send a *written* acknowledgement to Complainant of the grievance received with the assigned tracking number.[15]

Each Grievance file will contain, at a minimum:

i. the date of the request as received;

ii. the date the written acknowledgment was sent (and oral acknowledgment if also done);

iii. the dates and nature of all other communications or meetings with the Complainant and other relevant Stakeholders;

iv. specific concerns raised by the complaint, and additional information regarding those concerns provided by the PB and any other relevant parties (if relevant);

v. the eligibility determination and rationale;

vi. any requests, offers of, or engagements of a Mediator or Facilitator;

vii. the dates of discussions between the Complainant, Project Manager and/or Project Assurance staff, and any other relevant parties related to the proposed resolution/way forward, and the main substantive points from each discussion;

viii. the Complainant's acceptance or objections to proposed resolutions, and the responses of other relevant parties to proposed resolutions;

ix. the proposed next steps if objections arose;

x. the alternative resolution if renewed dialogues were pursued;

xi. notes regarding implementation of any agreed resolution; and

xii. any conclusions and recommendations arising from monitoring and follow up.

VII. Maintaining Communication and Status Updates

Summary documentation of each complaint will be available for review by the Complainant and other stakeholders involved in the complaint, or their designated representative(s). Appropriate steps will be taken to maintain the confidentiality of the Complainant if previously requested.

[15] Oral acknowledgments can be used for expediency (and also recorded), but must be followed by a written acknowledgment.

The GRM will provide periodic updates to the Complainant regarding the status and current actions to resolve the complaint. Not including the acknowledgment of receipt of the complaint, such updates will occur within reasonable intervals (no less frequent than every thirty (30) days).

VIII. Protection from Reprisal and Retaliation

UNDP seeks to identify, reduce and address the risk of retaliation and reprisals against people who may seek information on and participation in project activities, express concerns and/or access project-level grievance redress processes/mechanisms or UNDPs Stakeholder Response Mechanism or Social and Environmental Compliance Unit. To minimize the risk of reprisal or retaliation, the GRM will maintain confidentiality of Complainants' identities when requested, will respond to complainant concerns about reprisal or retaliation and in consultation with the Complainant bring the complaint to the Project Board and/or the UNDP Accountability Mechanism for review and action. For complaints regarding SEAH, the GRM will take additional steps as necessary to protect the confidentiality of the complainant and minimize reprisal and retaliation risks.

IX. Without Prejudice

The existence and use of this GRM is without prejudice to any existing rights under any other complaint mechanisms that an individual or group of individuals may otherwise have access to under national or international law or the rules and regulations of other institutions, agencies or commissions.

Docusign Envelope ID: 0190BA13-5961-45F0-87C4-919F4368A9E5

Annex 23

Global Project
Shifting to Zero Waste Against Pollution (SWAP) Initiative
Project Appraisal Committee Minutes
30 June - 17 July 2025

Chair:

Andrea Cuzyova, Team Leader, Programme Management and Results Team, Joint Directorate, Global Policy Network, BPPS, UNDP

PAC members/Participants (all UNDP):

1. Christophe Bahuet, Deputy Regional Director, RBAP
2. Maria del Carmen Sacasa, Regional Deputy Director, RBLAC
3. Marina Walter, Deputy Regional Director, RBAS
4. Nick Rene Hartmann, Deputy Bureau Director, RBEC
5. Aissata De, Deputy Regional Director, RBA
6. George Kyriacou, CFO and Director of OFRM, BMS
7. Francine Pickup, Deputy Director, BPPS
8. Turhan Saleh, Deputy Director, CB
9. Walid Badawi, Deputy Director, BERA
10. Andrea Cuzyova, Team Leader Programme Management and Results, BPPS

Project Overview

The Shifting to Zero Waste Against Pollution (SWAP) Initiative is a global project aiming to reduce chemical pollution in the value chain and improve resource efficiency through supporting pilot cities in emerging economies and Least Developed Countries towards a zero-waste vision in line with green chemistry, circular economy, and waste hierarchy principles for sustainable production and consumption. The Project will be implemented by the Chemical and Waste Hub, within UNDP/BPPS over 5 years (2025-2030). The comprehensive approach of the Initiative will be implemented in five cities: Freetown (Sierra Leone), Kocaeli (Türkiye), Montevideo (Uruguay), Tunis (Tunisia), and Tianjin (China). The total GEF-provided activity budget for the project is **USD 28,035,000**.

The Project foresees interventions to:

- Enable conditions and coherent policies **to promote integrated planning and programming at the city level** towards a long-term vision of zero waste and zero pollution.
- Explore special and diverse legal, fiscal, and financial steering instruments **to promote sustainable investment and cost recovery** to address the financial challenges for the transition to a zero-waste city.
- Enhance sustainable production and consumption by encouraging the private sectors to adopt BAT/BEP to eliminate harmful chemicals in products, promoting eco-design, sustainable consumption, and services, building an ecosystem from upstream to downstream for the circularity of materials.

Docusign Envelope ID: 0190BA13-5961-45F0-87C4-919F4368A9E5

- Make **information and knowledge accessible for raising awareness** to every key stakeholder in the key value chains, including producers, retailers, consumers, citizens, and waste workers, through a whole-of-society approach.
- Build **global networks and partnerships** on zero waste, provide policy and technical advice through its clearing house, facilitate knowledge sharing, and raise awareness across countries and regions.

The Project will **directly benefit 4,902,665 people (2,476,271 women; 2,426,394 men)** and will evidence results in the following Global Environmental Benefits: **7,052,000 metric tonnes of direct CO_2e emissions avoided** and **2,954,262 of indirect CO_2e emissions avoided**, **8,089.918 metric tons of Persistent Organic Pollutants (POPs) removed/disposed**, **31.557 metric tons of mercury reduced**, **1,310,558.988 metric tons of POPs/Mercury containing materials and products directly avoided and 1,042,000 metric tons of plastic waste avoided**; **457 gTEQ avoided for 10 years**. Ultimately, it will shape global perspectives by providing insights into practical and effective solutions that inspire, replicate, and scale up in various urban contexts, thereby leveraging transformative change in existing structures to achieve the SDGs for a healthy planet and healthy people. This, in turn, will have a positive impact on the Triple Planetary Crisis.

This Multi-country Project will be implemented through the following entities - Global: United Nations Development Programme (UNDP); China: Foreign Environmental Cooperation Center – FECO; Sierra Leone: Environmental Protection Agency (EPA); Tunisia: Ministry of Environment; Türkiye: Ministry of Environment Urbanization and Climate Change (MoUECC); Uruguay: Ministry of Environment. It will be a mix of DIM, NIM, and Country Office Support to NIM.

Comments and Discussion

On 30 June 2025, BPPS requested that Central Bureaus and Regional Bureaus participate in a virtual PAC, with a comment deadline of 15 July 2025 COB. The responses to the comments received from RBLAC and RBAS are in table below. See the matrix of comments and responses below for details.

Process

The draft PAC Minutes and revised project document have been circulated to PAC members for final endorsement. As no objection was received by the indicated deadline of 29 July 2025, the PAC Minutes and final project document have been considered endorsed.[1].

Decision

The PAC has, in principle, endorsed the project for approval, with the understanding that the project document will be revised based on the comments received and the discussions that have taken place.

Signed by:
Andrea Cuzyova
30A862C5300B4B4...

Andrea Cuzyova, UNDP

10-Aug-2025

Date

[1] *The signed PAC Minutes and the signed project document will be uploaded in the Global Projects Document Repository.*

Docusign Envelope ID: 0190BA13-5961-45F0-87C4-919F4368A9E5

MATRIX OF COMMENTS AND RESPONSES			
Criteria	**Bureau/Agency**	**Comments**	**Response**
Strategic	**RBAS**	The document would benefit from more substantial alignment with national climate frameworks. In Tunisia, for instance, the updated 2021 NDC identifies waste as a key sector for climate mitigation, yet this linkage is not sufficiently emphasized in the document. Building explicit connections with existing plans such as the NDC and NAP would not only reinforce the project's relevance but also ensure greater policy coherence and national ownership.	Thank you for this comment. The NDCs are indeed critical strategic documents, and the 5 COs will be engaged / familiar with them in their respective country contexts. As highlighted in the project document, the analysis of the inclusion of waste in NDCs will be taken into account in the project implementation as a relevant output in policy coordination and coherence. While the Pollution pillar of the Triple Planetary crisis will be prioritized under SWAP, we encourage partners to incorporate circular economy and waste management into their NDCs.
Relevant	**RBAS**	On behalf of RBAS, we thank you for the opportunity to comment on the GEF-funded Project Document "Shifting to Zero Waste Against Pollution (SWAP) Initiative". Overall, congratulations on a strong project document, and it is very encouraging to see countries such as Tunisia benefiting from this initiative in the Arab States. The lessons learned from this project can serve as a replicable model for other countries in the region, particularly as we have valuable lessons and best practices from initiatives like the SDG Climate Facility Project. Moreover, the project document effectively	Thank you, and this is well noted on the sharing of the lessons, especially in the Arab States region.

Docusign Envelope ID: 0190BA13-5961-45F0-87C4-919F4368A9E5

		triangulates implementation on the ground with policy and knowledge components.	
Principled (SES, LNOB)	**RBAS**	On the global component, we suggest it goes beyond coordination and knowledge sharing to integrate social inclusion considerations into its knowledge products. Capturing and disseminating equity and gender measures at a global level will be essential to ensure that the project serves as a model for inclusive zero-waste initiatives.	Thank you for suggesting this beneficial inclusion. This project will adhere to the UNDP's social and environmental safeguards policy, which emphasizes social inclusion and stakeholder engagement. Furthermore, these additional points of attention to youth and persons with disabilities have been included now in the Project Results Framework, as the global component's risks and assumptions needed to complete this Output.
Management & Monitoring	**RBLAC**	Regarding the PAC review for the GEF-funded Project Document "Shifting to Zero Waste Against Pollution (SWAP) Initiative," to be implemented by the Chemical and Waste Hub within UNDP/BPPS, we commend and endorse the project. In addition, and as requested below, we want to share the following comments for your consideration: 1. We kindly request the following name corrections within the signing authorities for the LOA Annex: • UNDP Resident Representative a.i.: Paloma Morazo • Minister of Environment: Edgardo Ortuño 2. Please note that the enclosed LOA Annex includes some text in red, which should be in black as the rest of the text.	This is well noted, and we thank RBLAC for these specific updates. Annex 13 of the ProDoc has been updated accordingly.

Docusign Envelope ID: 0190BA13-5961-45F0-87C4-919F4368A9E5

	RBAS	We look forward to working closely with the Chemical and Waste Management Hub on the implementation, considering that we currently don't have a dedicated CWM RTA in the Arab States to ensure oversight of the project activities.	While there is no single RTA position dedicated solely to the Arab States region at present, there is a 'global RTA' for SWAP, which plays a specific oversight role for the global project, including Tunisia. The global component could provide technical support through the project manager, international consultant(s), and other partners. The CW Hub will continue to strengthen its involvement in the region as the portfolio develops and diversifies. We look forward to working closely with RBAS to enhance the capacity and expand the portfolio in the area. When the budget allows, we will add a dedicated RTA in the regional hub.
Efficient	**RBAS**	The document could be strengthened by better capturing lessons learned from previous waste management projects in Tunisia, particularly those implemented in municipalities such as Kairouan. Strengthening synergies with past initiatives and emphasizing linkages between waste management and nature-based solutions would enhance the integrated approach the project seeks to promote. The behavioural change strategy could also be made more robust by ensuring that communication and awareness-raising efforts are localized and inclusive. This means using community champions and local languages to reach informal settlements, developing gender-specific campaigns that recognize women's role in household waste management and economic empowerment, and bridging the digital divide by providing offline	Thank you, the activities have been developed in full consultation which the Tunisian Government (which has endorsed all activities) and key stakeholders, and this preparatory work has been effectively coordinated by the Tunisia Country office. Examples in the waste management projects of Tunisia were fully taken into consideration by the project preparation team and are one of the key elements of the baseline situation, which made Tunisia a prominent candidate for joining this innovative global initiative on zero waste. The Kairouan projects (GEF and Sweden-funded) are interesting but were not specified in the list of projects because of the length of the document. However, they have been added now as a reference as suggested. Other projects are obviously of relevance such as the organic waste / circularity projects in the island of Djerba.

Docusign Envelope ID: 0190BA13-5961-45F0-87C4-919F4368A9E5

		engagement tools such as workshops, radio programs, and visual materials.	
Effective	**RBAS**	While the document mentions engaging MSMEs/SMSEs and women-led enterprises, it does not outline clearly how this will be operationalized. Would suggest colleagues to have a more detailed approach to ensure that gender and social inclusion are effectively integrated. This could include introducing gender-responsive budgeting within green finance mechanisms, developing green microfinance schemes for informal collectors and women-led businesses, and establishing measurable inclusions targets, by for instance, allocating a percentage of jobs to informal workers and ensuring a minimum level of support to women-led enterprises. This is equally important for youth, and other vulnerable people in vulnerable communities in the targeted municipalities.	Thank you for this comment. The details of these approaches are developed in the annexes, and particularly in Annexes 8 (Stakeholder Management Plan) and 10 (Gender analysis and Gender Action Plan). This is also part of the contribution which the Sustainable Finance Hub will [provide as part of the Global component, and particularly of Outcome E2, i.e. "Global Zero Waste City Finance Platform and Zero Waste Partnerships strengthened". The identification and development of financial instrumenst will take into account gender, youth, persons with disabilities and vulnerable communities. This is indeed a very important dimension and is at the core of UNDP development interventions and seen as one of the expected added value of UNDP's interventions and support to the promotion of zero waste approaches.
Sustainability & National Ownership		*No comment identified in this category.*	

Annex 24 – Budgets in the format of the CEO Endorsement, prior to Quantum template conversions

1. **Tunisia – Greater Tunis**

Quantum Outcome (GEF Component)	Quantum Output (GEF Outcome)	Quantum Activity (GEF Output)	Quantum Responsible Party (UNDP, IP, or Responsible Party)	Quantum Fund ID	Quantum Donor ID	Quantum Budgetary Account Code	Quantum Budget Account Description	2025 (USD)	2026 (USD)	2027 (USD)	2028 (USD)	2029 (USD)	Total (USD)	See Budget Note:
Component 1	*Outcome A*	*Output A.1*	UNDP	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$81,000	$-	$-	$-	$-	$81,000	1
				62000		*74200*	*Audio Visual & Print Costs*	$-	$4,000	$-	$-	$-	$4,000	2
				62000		*75700*	*Training, workshop, and conferences*	$10,500	$-	$-	$-	$-	$10,500	3
		Total Output A.1						$91,500	$4,000	$-	$-	$-	$95,500	
		Output A.2	*UNDP*	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$36,000	$50,400	$-	$-	$-	$86,400	4
				62000		*74200*	*Audio Visual & Print Costs*	$250	$250	$-	$-	$-	$500	5
				62000		*75700*	*Training, workshop, and conferences*	$18,000	$18,000	$-	$-	$-	$36,000	6
		Total Output A.2						$54,250	$68,650	$-	$-	$-	$122,900	
		Output A.3	*UNDP*	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$64,800	$97,200	$-	$-	$-	$162,000	7
				62000		*75700*	*Training, workshop, and conferences*	$4,000	$3,500	$-	$-	$-	$7,500	8
		Total Output A.3						$68,800	$100,700	$-	$-	$-	$169,500	
		Output A.4	*UNDP*	*62000*	*010003*	*71300*	*Local Consultants*	$7,500	$-	$-	$-	$-	$7,500	9
				62000		*72100*	*Contractual Services - Companies*	$97,200	$129,600	$97,200	$-	$-	$324,000	10
				62000		*75700*	*Training, workshop, and conferences*	$7,500	$5,000	$7,000	$-	$-	$19,500	11
		Total Output A.4						$112,200	$134,600	$104,200	$-	$-	$351,000	

	Total Outcome A							$326,750	$307,950	$104,200	$-	$-	$738,900	
Total Component 1								$326,750	$307,950	$104,200	$-	$-	$738,900	
Component 2	*Outcome B*	*Output B.1*	*UNDP*	*62000*	*010003*	*71400*	*Contractual Services - Individuals*	$9,624	$9,624	$9,624	$9,624	$9,624	$48,118	12
				62000		*72100*	*Contractual Services - Companies*	$18,000	$27,000	$-	$-	$-	$45,000	13
				62000		*75700*	*Training, workshop, and conferences*	$3,500	$4,000	$-	$-	$-	$7,500	14
		Total Output B.1						$32,124	$40,624	$9,624	$9,624	$9,624	$100,618	
		Output B.2	*UNDP*	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$-	$85,680	$128,520	$-	$-	$214,200	15
				62000		*75700*	*Training, workshop, and conferences*	$-	$6,500	$5,500	$52,500	$-	$64,500	16
		Total Output B.2						$-	$92,180	$134,020	$52,500	$-	$278,700	
		Output B.3	*UNDP*	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$-	$59,400	$90,000	$90,000	$22,500	$261,900	17
				62000		*75700*	*Training, workshop, and conferences*	$-	$5,000	$8,500	$11,000	$24,000	$48,500	18
		Total Output B.3						$-	$64,400	$98,500	$101,000	$46,500	$310,400	
		Output B.4	*UNDP*	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$-	$27,360	$41,040	$42,360	$41,040	$151,800	19
				62000		*72200*	*Equipment and Furniture*	$-	$150,000	$-	$-	$-	$150,000	20
				62000		*75700*	*Training, workshop, and conferences*	$-	$3,500	$2,000	$2,000	$5,000	$12,500	21
		Total Output B.4						$-	$180,860	$43,040	$44,360	$46,040	$314,300	
		Output B.5	*UNDP*	*62000*	*010003*	*71300*	*Local Consultants*	$7,500	$-	$-	$-	$-	$7,500	22
				62000		*71400*	*Contractual Services - Individuals*	$-	$-	$-	$-	$81,000	$81,000	23

				62000		*75700*	*Training, workshop, and conferences*	$-	$-	$-	$-	$30,000	$30,000	24
		Total Output B.5						$7,500	$-	$-	$-	$111,000	$118,500	
	Total Outcome B							$38,624	$378,064	$258,184	$207,484	$213,164	$1,122,518	
Total Component 2								$38,624	$378,064	$258,184	$207,484	$213,164	$1,122,518	
Component 3	*Outcome C*	*Output C.1*	*UNDP*	*62000*	*010003*	*71400*	*Contractual Services - Individuals*	$9,624	$9,624	$9,624	$9,624	$9,624	$48,118	25
				62000		*72100*	*Contractual Services - Companies*	$27,000	$90,000	$72,000	$85,500	$130,500	$405,000	26
				62000		*72200*	*Equipment and Furniture*	$215,000	$-	$-	$-	$-	$215,000	27
				62000		*72300*	*Materials and Goods*	$-	$-	$30,000	$30,000	$-	$60,000	28
				62000		*75700*	*Training, workshop, and conferences*	$-	$-	$-	$18,200	$-	$18,200	29
		Total Output C.1						$251,624	$99,624	$111,624	$143,324	$140,124	$746,318	
		Output C.2	*UNDP*	*62000*	*010003*	*71600*	*Travel*	$-	$30,000	$-	$30,000	$-	$60,000	30
				62000		*72100*	*Contractual Services - Companies*	$-	$72,000	$135,000	$67,500	$-	$274,500	31
				62000		*75700*	*Training, workshop, and conferences*	$-	$4,000	$5,500	$7,500	$-	$17,000	32
		Total Output C.2						$-	$106,000	$140,500	$105,000	$-	$351,500	
		Output C.3	*UNDP*	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$-	$-	$81,000	$135,000	$81,000	$297,000	33
				62000		*72200*	*Equipment and Furniture*	$-	$-	$220,000	$30,000	$-	$250,000	34
				62000		*75700*	*Training, workshop, and conferences*	$-	$-	$6,500	$6,500	$6,000	$19,000	35

		Total Output C.3						$-	$-	$307,500	$171,500	$87,000	$566,000	
		Output C.4	*UNDP*	*62000*	*010003*	*71300*	*Local Consultants*	$7,500	$-	$-	$-	$-	$7,500	36
				62000		*72100*	*Contractual Services - Companies*	$72,000	$81,000	$67,500	$27,000	$-	$247,500	37
				62000		*72200*	*Equipment and Furniture*	$40,000	$60,000	$-	$-	$-	$100,000	38
				62000		*75700*	*Training, workshop, and conferences*	$4,500	$7,000	$4,500	$3,000	$-	$19,000	39
		Total Output C.4						$124,000	$148,000	$72,000	$30,000	$-	$374,000	
	Total Outcome C							375,624	$353,624	$631,624	$449,824	$227,124	$2,037,818	
Total Component 3								375,624	$353,624	$631,624	$449,824	$227,124	$2,037,818	
Component 4	*Outcome D*	*Output D.1*	*UNDP*	*62000*	*010003*	*71400*	*Contractual Services - Individuals*	$2,750	$2,750	$2,750	$2,750	$2,750	$13,748	40
				62000		*72100*	*Contractual Services - Companies*	$-	$15,000	$40,000	$45,000	$50,000	$150,000	41
				62000		*72200*	*Equipment and Furniture*	$-	$235,008	$-	$-	$-	$235,008	42
				62000		*75700*	*Training, workshop, and conferences*	$-	$9,000	$2,000	$2,500	$21,000	$34,500	43
		Total Output D.1						$2,750	$261,758	$44,750	$50,250	$73,750	$433,256	
		Output D.2	*UNDP*	*62000*	*010003*	*72100*	*Contractual Services - Companies*	$-	$66,600	$-	$-	$-	$66,600	44
				62000		*74200*	*Audio Visual & Print Costs*	$-	$5,000	$-	$-	$-	$5,000	45
				62000		*75700*	*Training, workshop, and conferences*	$-	$23,000	$-	$-	$-	$23,000	46
		Total Output D.2						$-	$94,600	$-	$-	$-	$94,600	
		Output D.3	*UNDP*	*62000*	*010003*	*71200*	*International Consultant*	$4,500	$-	$-	$-	$-	$4,500	47
				62000		*71600*	*Travel*	$30,000	$10,000	$40,000	$10,000	$10,000	$100,000	48

		Total Output D.3						$34,500	$10,000	$40,000	$10,000	$10,000	$104,500	
	Total Outcome D							$37,250	$366,358	$84,750	$60,250	$83,750	$632,356	
Total Component 4								$37,250	$366,358	$84,750	$60,250	$83,750	$632,356	
Monitoring and Evaluation (M&E)	*M&E (as per Table B of the CEO Endorsement Request)*	*M&E (as per Table B of the CEO Endorsement Request)*	*UNDP*	*62000*	*010003*	*71400*	*Contractual Services - Individuals*	$23,301	$23,301	$23,301	$23,301	$23,301	$116,505	49
				62000		*71600*	*Travel*	$-	$5,000	$5,000	$5,000	$-	$15,000	50
				62000		*75700*	*Training, workshop, and conferences*	$7,000	$2,000	$2,000	$17,000	$14,000	$42,000	51
Total M&E								$30,301	$30,301	$30,301	$40,301	$42,301	$173,505	
PMC	*PMC*	*PMC*	*UNDP*	*62000*	*010003*	*71400*	*Contractual Services - Individuals*	$20,234	$20,234	$20,234	$20,234	$20,234	$101,171	52
				62000		*72200*	*Equipment and Furniture*	$3,000	$3,000	$3,000	$3,000	$3,000	$15,000	53
				62000		*72400*	*Communic & Audio Visual Equip*	$1,500	$1,500	$1,500	$1,500	$1,500	$7,500	54
				62000		*72800*	*Information Technology Equipment*	$12,524	$-	$-	$-	$-	$12,524	55
				62000		*74100*	*Professional Services (Audit)*	$2,000	$2,000	$2,000	$2,000	$2,000	$10,000	56
				62000		*60000*	*Regular Staff Costs*	$21,742	$21,742	$21,742	$21,742	$21,742	$108,708	57
Total Project Management Cost								$61,000	$48,476	$48,476	$48,476	$48,476	$254,903	
Total Project Grant								$869,548	$1,484,772	$1,184,534	$806,334	$614,814	$4,960,000	

No	Budget Notes Description
1	A Company (thereafter Company A) to provide technical assistance services for Outputs A.1 Waste Management Plan, Zero Waste Strategy and Governance Structure established The technical assistance service for output A.1 will require 90 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 81,000 total. The technical assistance service is detailed as follows: - 5 days of work @USD 900 per day to develop the methodology and timeframe to elaborate the regional strategy for waste management, including the waste management plan - 50 days of work @USD 900 per day to support data collection process and stakeholders concertation's in the 4 governorates of Greater Tunis and to develop the situation analysis/diagnostic report. - 20 days of work @USD 900 per day to develop the regional strategy including the waste management plan - 15 days of work @USD 900 per day to design and develop the institutional coordination mechanism based on the stakeholder consultation **Experts profiles:** - Strategic planning and waste management plans expert - Waste management financing and costs calculations expert - Communication and knowledge management expert - Gender/social and environmental safeguards expert
2	A lumpsum of @USD 4,000 is allocated to produce a knowledge management material to disseminate the strategy and the waste management plan
3	- 1 Kick-off workshop @USD 2,500 - 8 consultation workshops and 2 validation workshops @500$/each - 1 Final workshop to present and disseminate the strategy @3,000$
4	A Company (thereafter Company A) to design and implement a capacity building program on the regional waste management plan, chemicals and waste international conventions, waste treatment and recovery technologies, and waste management costs calculation for national and local actors in Greater Tunis. The service will require 96 days of work @900$ per day, detailed as follows: -3 sessions (4 days each): 16 days of work @USD 900 for training of trainers on the development of a municipal/regional waste management plan, and how to include the circular economy and zero waste principles. The training will be based on the same methodology/guideline considered in the Output A.1 -3 sessions (4 days each) - 16 days of work @USD 900 for a training on chemicals and Waste International Convention, including the specificities to the Tunisian context. -3 sessions (4 days each) - 16 days of work @USD 900 for a training on waste treatment and recovery technologies, with specific example of the Tunisian case. - 3 sessions (4 days each), 16 days of work @USD 900 to explain the main principles and present practical examples of cost calculation. The company will develop a guideline / tool to support municipalities calculating the costs of the solid waste management operations and scenarios. (32 days, USD 900 day) **Experts profiles:** - Waste management expert - 1 expert in waste treatment and recovery technologies - 1 expert in Chemicals and waste international conventions. - Economist/waste management expert in cost calculation tools
5	A lumpsum of @USD 500 is allocated to produce and disseminate training materials.
6	12 training sessions (4 days each), @USD 3,000 each (6 training sessions during year 1, 6 training sessions during year 2)

7	A Company (thereafter Company B) to support the green procurement guideline under Output A.3 The activity will require 180 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 162,000 total, detailed as follows : - 30 days of work @USD 900 per day to analyze the existing guidelines for green public procurements and identification of opportunities of implementation - 30 days of work @USD 900 to identify the main challenges related to the implementation of the sustainable public procurement, including a legal analyses for the implementation of the demonstration project - 120 days of work @USD 900 to support the implementation of the demonstration activity on National Sustainable Procurement in at least four (4) public institutions in Greater Tunis, set up and monitor performance indicators. **Experts profiles:** - Expert on public sustainable procurement - Legal expert, - Gender expert - Monitoring & Evaluation Expert
8	1 Kick off workshop @USD 2,500 4 concertation workshops @500$/each 1 restitution workshop @3,000$
9	Support of the component 1, including but not limited to the elaboration of the terms of references, review, and others. (@250 USD per day / 30 days)

10	A Company (thereafter Company C) to support the elaboration of the Policy, legal and regulatory framework to support waste management and uptake of circular economy principles under Output A.4. The service will require 360 days of work @900$ per day detailed as follows: <u>Strengthen local regulations in the 4 governments of Greater Tunis on the ban of use of single-use plastic items (50 days of work @900$ per day)</u> - 20 days of work @USD 900 to identify the main problematic single use plastic items - 20 days of work @USD 900 to drafting of the local decree / template for banning of single-use plastics - 10 days of work @USD 900 Develop the procedures and the plan of the ban of single use plastic <u>Develop the EPR principles regulation for the following waste streams: i) Construction and demolition; ii) Packaging and iii) Electrical and Electronic Equipment. (260 days of work @900$ per day)</u> - 50 days of work @USD 900 to diagnose the current situation of the target waste streams - 70 days of work @USD 900 to design of the concept of EPR for the target waste streams in concertation with stakeholders. - 50 days of work @USD 900 to develop the action plan for the implementation of the EPR concept, including the business plan The company C will take in charge the **creation of a register and its implementation for the Tunisian government**. The register will be useful for all waste streams, for producers, collectors, recyclers (90 days of work @USD 900) <u>Develop a draft regulation to gradually ban the landfilling of green and organic waste in landfills in Tunisia. (50 days of work @900$ per day)</u> - 20 days of work @USD 900 to diagnose the current green and organic waste situation in Tunisia (case of Greater Tunis) - 10 days of work @USD 900 Evaluation of the benefits of the ban of landfilling of green and organic waste - 10 days of work @USD 900 Assessment of needed investments (investment plan) during 10 years - 10 days of work @USD 900 to draft of the ban of green and organic waste **Experts profiles:** - 1 legal expert - 1 EPR expert - 1 Financial expert/economist - Gender Expert - 1 Waste management and circular economy expert - 1 Organic waste management expert
11	1 Kick off workshop @USD 2,500 10 concertation workshops @500$/each on ban the use of single-use plastic items 6 concertation workshops @500$/each to Develop the EPR principles regulation 4 concertation workshops @500$/each on ban the landfilling of green and organic waste in landfills 1 restitution workshop @7,000$
12	Partial salary of the Project Manager (35% of USD 27,496/year = USD 9,624) is covered under Outcome 2 for technical work all over project duration The Project Manager will carry out technical duties as specified in the ToR given in Annex ....

13	A Company (thereafter Company C) to support the development of subsidy system for compost-based products under output B.1 detailed as follows: The technical assistance under output 2.1.1 will require 90 days of work @USD 500 per day (all-inclusive cost) – i.e. USD 45,000 total, detailed as follows: - 30 days of work @USD 500 to diagnose the situation of the compost market in Tunisia compared to other products / fertilizers - 20 days of work @USD 500 to identify the potential subsidy models to reinforce the production and the consumption of compost as fertilizer - 40 days of work @USD 500 to design of the subsidy system for compost in Tunisia for both private and public (municipalities, others). **Experts' profiles:** - Organic waste management expert - Financial expert / economist -Gender/social and environmental safeguards expert
14	1 Kick off workshop @USD 2,500 4 concertation workshops @500$/each 1 restitution workshop @3,000$
15	1/ A Company (thereafter Company A) to support the development of the investment plan and the financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure planned aligned to the Regional Waste Management Plan and Zero Waste Strategy in Greater Tunis. The technical assistance under output B.2 will require 120 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 108,000 total, detailed as follows: - 30 days of work @USD 900 to diagnostic of the existing investment plans and financing options - 15 days of work @USD 900 to develop an international benchmark of existing mechanisms - 35 days of work @USD 900 to identify of potential needs in terms of investments in Greater Tunis (treatment, valorization, disposal) - 25 days of work @USD 900 to develop of an investment plan and financing measures aimed at ensuring larger-scale investments in waste management, treatment and disposal infrastructure - 15 days of work @USD 900 to analyze the optimal financing instruments to cover the cost of managing household and similar waste, focusing on means of creating sustainable business plans **Experts profiles:** - waste management expert - Gender expert - Financial expert / economist 2/ A Company (thereafter Company D) will be contracted to design and regulate intermunicipal cooperation framework for at least 4 municipalities in Greater Tunis. **The technical assistance will require 118 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 106,200 total, detailed as follows:** - 40 days of work @USD 900 to conduct technical and legal and economic analyses of existing experiences in terms of intermunicipal cooperation in the field of waste management and circular economy. - 20 days of work @USD 900 to conduct an international benchmark analysis of intermunicipal cooperation in the field of waste management and circular economy. - 35 days of work @USD 900 to design of the intermunicipal cooperation model for the municipalities of Greater Tunis - 10 days of work @USD 900 to develop the legal framework for the intermunicipal cooperation between the selected municipalities - 10 days of work @USD 900 to develop the business plan of the intermunicipal management body - 3 days of work @USD 900 to support the organization of the national event on intermunicipal cooperation **Experts profiles:** -Legal expert

	- Gender expert -Financial/ economist expert, with experience in developing intermunicipal cooperation projects
16	1 Kick off workshop @USD 2,500 and 8 consultation workshops on investment plan development @500$/each 1 Kick off workshop @USD 2,500 and 6 consultation workshops on intercommunality @500$/each 1 national forum on intercommunity. Budget will cover forum's logistics and the participation of 350 municipalities @150$/per participant (all inclusive)
17	**A Company (thereafter Company E) to support the elaboration of the green finance mechanism and support the cooperatives working in the packaging and WEEE sectors under Output B.3. The service will require 360 days of work @900$ per day detailed as follows:** <u>Support the elaboration of the green finance mechanism.</u> The technical assistance under output B.3 will require 125 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 112500 total, detailed as follows: - 20 days of work @USD 900 to diagnose the current situation in terms of circular business financing models in Tunisia. - 10 days of work @USD 900 to Identify and establish partnerships with financial institutions in Greater Tunis. - 20 days of work @USD 900 to strengthen the capacities and understanding to develop financial products that would be tailored to encourage the development of circular business models aligned to the Zero Waste Strategy. - 35 days of work @USD 900 to build capacities (mainly micro, small and medium size organizations) and developing bankable projects and loan/investment applications and subsequently apply for access to credit - 20 days of work @USD 900 to train and share awareness selected enterprises (automotive and textile industries) to increase awareness of due diligence, compliance with regulations. - 20 days of work @USD 900 to provide technical assistance via the development of business plan, marketing, and linkage with suitable green funds and support the moderation of the forum <u>Support the selected cooperatives working in the packaging and WEEE sectors</u> The technical assistance under output B.3 will require 165 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 148500 total, detailed as follows: - 30 days of work @USD 900 to analyze the legal framework related to cooperatives and its functioning . - 20 days of work @USD 900 to conduct an international benchmark of existing initiatives led by cooperatives in the WEEE and packaging sectors. - 10 days of work @USD 900 to support the selection of the social cooperatives' beneficiaries of the project. - 30 days of work @USD 900 to design a programme to provide financial support to existing social cooperatives to reducing waste landfilling (such as repairs, product leasing services, second-hand sales, material recovery, sorting, and recycling.) - 45 days of work @USD 900 to elaborate a capacity building program for social cooperatives active on packaging and WEEE to strengthen their operations considering BAT/BEP. - 20 days of work @USD 900 to ensure monitoring and follow up activities to the benefiting cooperatives. - 10 days of work @USD 900 to identify lesson leaned and reporting **Experts profiles:** - Green finance expert - Micro-finance expert - waste management and circular economy expert - Legal expert - Gender/social and environmental safeguards expert

18	- 1 Kick off workshop @USD 2,500 on green financing mechanism and 14 consultation workshops @ USD 500/each - 2 training sessions for micro, small and medium size organizations and financing mechanisms on business plan, marketing, and linkage with suitable green funds. @USD 3,000 each - 3 Training sessions for selected cooperatives on technical aspects to strengthen their operations considering BAT/BEP. @USD 3,000 each - 1 restitution workshop @USD 3,000 - 1 national forum on Green Finance in Tunisia (2 days) . Budget will cover forum's logistics and the participation of 100 participants from Greater Tunis @30$/per participant per day and 50 participants @150$/per participant (all inclusive)
19	1/ A Company (thereafter Company F) to support the elaboration of the deposit/return scheme for plastics bottles. The technical assistance under output B.4 will require 147 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 132,000 total, detailed as follows: - 30 days of work @USD 900 to diagnose the waste stream situation in Greater Tunis (quantities produced, quantities collected and recycled, etc.) including all necessary data. - 40 days of work @USD 900 to assess and design an accurate proposal for the deposit/return scheme model, including the collection scheme, analyse and define the most appropriate geographic and demographic selection for the implementation of the demonstration activity (Urban area). - 30 days of work @USD 900 to implement the system / machines and the collection system, in concertation with ECOLEF system - 17 days of work @USD 900 to engage a supermarket chain/other collection point in conjunction with 2/3 brands of beverages. - 20 days of work @USD 900 to monitor and measure the operation results, both in an economic (especially cost of reimbursement) and in a technical way - 5 days of work)@USD 900 to support the company "Z" for the creation of the Mobile App - 10 days of work @USD 900 to develop the exit strategy **Experts profiles:** - Expert in Deposit Refund Systems / return bonus system - waste management expert - monitoring & evaluation expert - Gender/social and environmental safeguards expert 2/ A Company (thereafter Company "Z") to develop a communication Mobile App to localise the machine and support the consumer. The service will require 30 days of work @USD 500 i.e. USD 15,000 total
20	10 Deposit and refund machines @USD 15000/each
21	- 1 Kick off workshop @USD 2,500 - 10 concertation workshops @USD 500 each - 1 restitution workshop @USD 5,000
22	Support of the component 2 including but not limited to the elaboration of the terms of references, review and others (@250 USD per day / 30 days)

23	An Individual expert to support the elaboration of the replication and scale up strategy The technical assistance under output B.5 will require 90 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 81,000 total, detailed as follows: - 20 days of work @USD 900 to identify the main measures and aspects to be covered by the replication and scale up strategy, in concertation with the SWAP project actors and in line with the political orientations - 20 days of work @USD 900 to identify suitable mechanisms for proper dissemination and building capacity for key stakeholders to ensure outreach of them - 50 days of work @USD 900 to identify feasible financing alternatives to support the replication and scale-up of the best practices and activities of SWAP in other cities. **Experts profiles:** - Individual expert in strategic planning ; Gender expert
24	1 Kick off workshop @USD 2,500 15 concertation meetings @USD 500 each 4 events in other cities to share the strategy and its main aspects @USD 5,000 each
25	Partial salary of the Project Manager (35% of USD 27,496/year = USD 9,624) is covered under Outcome C for technical work all over project duration The Project Manager will carry out technical duties as specified in the ToR in Annex
26	1/ A Company (thereafter Company G) will be contracted to assess and identify hot spots of unsustainable production within the textile and the automotive sector in Greater Tunis and to Strengthen RDF from non-recyclable waste process within the cement industry in Greater Tunis <u>Assess and identify hot spots of unsustainable production within the textile and the automotive sector in Greater Tunis</u> The technical assistance under output C.1 will require 175 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 157,500 total, detailed as follows: - 30 days of work @USD 900 to diagnose the existing production processes within the automotive and textile sector in Greater Tunis to quantify available harmful chemicals (with focus on POPs and Mercury)/ Reporting - 30 days of work @USD 900 to provide recommendations on policies and action plans destined to reduce waste generation, increase reuse and recyclability, as well as reducing/replacing hazardous chemicals towards sustainable production processes within the targeted sectors / reporting. - 35 days of work @USD 900 to support the selection of the industrial zone in Greater Tunis and identify potential industrial symbiosis in the targeted sectors to reinforce sustainable production within the textiles and automotive sector - 50 days of work @USD 900 to develop a strategy to enhance industrial symbiosis between the textiles and automotive sectors and other sectors in Greater Tunis. - 30 days of work @USD 900 to design the coordination mechanism between industrial associations available Greater Tunis to enable and foster communication, information exchange, collaboration, and partnerships among them to encourage the implementation of identified opportunities. <u>Strengthen RDF from non-recyclable waste process within the cement industry in Greater Tunis.</u> This activity will require 130 days of work @USD 900 per day (all-inclusive cost) i.e. USD 117,000 total, detailed as follows: - 20 days of work @USD 900 to analyze the current context of the use of RDF in cement industries in Tunisia - 40 days of work @USD 900 Assessment of the ongoing RDF processes in Tunisia. The assessment includes the analyses of the laboratory results / reporting of the results - 40 days of work @USD 900 to ensure the proper alignment with Best Available Techniques (BAT) and Best Environmental Practices (BEP) to ensure the avoidance or minimization of POPs emissions and/or Mercury releases. - 30 days of work @USD 900 to develop recommendation for upgrading on going processes as well as giving technical inputs to improve the related decrees will be delivered / reporting of the recommendations **Profiles:** - 1 Circular economy and industrial symbiosis expert

	- 1 automotive sector expert - 1 textiles expert - 1 expert: RDF technologies and cement industries - 1 expert : waste management - 1 Gender/social and environmental safeguards expert **3/ A Company (thereafter Company H)** to design and implement the composting plan. The technical assistance under output C.1 will require 145 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 130,500 total, detailed as follows - 20 days of work @USD 900 to diagnose the composting experiences in Tunisia - 20 days of work @USD 900 to analyze the inter-municipal cooperation developed in Greater Tunis within Output B.2. and assess potential development of the composting plant within the cooperation. - 35 days of work @USD 900 to design of the composting facility and will be operating within one of the partner municipalities. - 60 days of work @USD 900 to implement the composting plan and support the establishment of the operation (including laboratory analyses, optimization of the compost composition, etc). - 10 days of work @USD 900 to conceptualize the marketing plan of the compost or its use as an incentive. **Profiles:** - 1 Civil engineering expert, with experience in composting units design - 1 waste management expert - 1 Gender/social and environmental safeguards expert
27	Lumpsum of 215,000 USD to purchase composting equipment, estimated as follows: - Shredder @60000 USD - Trommel Screen @80000 USD, - Indrow turner @70000 USD - Watering Systems @5000 USD
28	Laboratory cost to analyze the RDF composition different scenarios and control of emissions. @USD 60,000 (all costs inclusive e.g. transport of samples, export for analyses, etc.)
29	1 national forum on "Sustainability textiles production and consumption" (2 days event). Budget will cover forum's logistics and the participation of 100 participants @40$/per participant per day (all inclusive)
30	- 1 study tour to build capacity on sustainable production of textiles. Total cost for 10 representatives of public and private companies: 30 000USD (@3000USD/participant- all cost inclusive) - '1 study tour to build technical capacities on packaging recyclability. The visit will be also an opportunity for the participants to lean about "Recycle and design" which is planed under output C.3. Total cost for 10 representatives of public and private companies: 30 000USD (@3000USD/participant- all cost inclusive)

31	1/ A Company (thereafter Company G) to implement a demonstration activity to phase out chemicals of concerns in the textile industry. The technical assistance under output C.2 will require 140 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 126,000 total, detailed as follows: - 20 days of work @USD 900 to analyze the textiles industry processes in Greater Tunis and existing processes in Tunisia - 40 days of work @USD 900 to assess the production processes and identify the chemical of concerns - 30 days of work @USD 900 to ensure all necessary laboratory analyses on textiles - 20 days of work @USD 900 to develop an accurate proposal for the process redesign through the introduction of suitable alternatives. - 10 days of work @USD 900 to implement the proposed process - 20 days of work @USD 900 to evaluate the process both in an economic and in a technical way. **Experts profiles:** - 1 Expert in sustainable textiles production - 1 Chemist expert - 1 Gender/social and environmental safeguards expert 2/ A Company (thereafter Company "I") will be contracted to implement a demonstration activity to increase packaging recyclability. The technical assistance under output C.2 will require 165 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 148,500 total, detailed as follows: - 20 days of work @USD 900 to identify the potential packaging products and industries to be subject of the activity (5 packaging products) - 40 days of work @USD 900 to depict objective information about the status of the recycling capability of packaging, including the compositional quality of the object and the real recycling options after usage; - 30 days of work @USD 900 to ensure necessary analyses of the packaging products selected and future products. - 30 days of work @USD 900 to develop an action plan on the optimization of the recyclability level of targeted 5-packaging products. - 40 days of work @USD 900 to execute the necessary optimization recommendation of the assessment for at least 2 targeted packaging products. - 5 days of work @USD 900 to assist the activity in organizing the final event **Expert's profiles:** - 1 Expert in packaging recyclability evaluation - Gender expert
32	- 1 Kick off workshop @USD 2,500 and 6 concertation workshops @USD 500 each to implement a demonstration activity to phase out chemicals of concerns in the textile industry. 1 Kick off workshop @USD 2,500 and 6 concertation workshops @USD 500 each to implement a demonstration activity to increase packaging recyclability. - 2 restitution workshops @3000/each

33	A Company (thereafter Company "J") to enhance electric and electronics equipment circularity. The technical assistance under output C.3 will require 160 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 144,000 total, detailed as follows: - 20 days of work @USD 900 to diagnose the WEEE sector (regulations, organization, quantities, etc.) in greater Tunis. - 25 days of work @USD 900 to identify the potential recovery, repair, reuse, refurbish opportunities of their EEE products at their end of life in Greater Tunis - 5 days of work @USD 900 to identify 3 EEE manufacturers and 20 small businesses in Greater Tunis; - 30 days of work @USD 900 to design a project aiming the recovery of old target EEE to be repaired or refurbished; - 50 days of work @USD 900 to involve the manufacturers in the process of repair and refurbish in Tunis and engage them to give technical support to identified small businesses on repair and refurbishing of their related EEE. - 30 days of work @USD 900 to set indicators to follow up the performance of the activity and assess possible improvement measures. **Experts' profiles:** - 1 expert in WEEE repair and management - 1 monitoring expert - 1 Gender/social and environmental safeguards expert A Company (thereafter Company "I") to design and implement a demonstration activity on "Recycle and Design". The technical assistance under output C.3 will require 170 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 153,000 total, detailed as follows - 20 days of work @USD 900 to diagnose the packaging sector and eco-design practices in Greater Tunis / Tunisia - Assess production processes - 40 days of work @USD 900 to develop an accurate proposal for the process redesign through the introduction of eco-design principles and recycled plastics. - 20 days of work @USD 900 to define targets and required properties for the demonstration activity. - 50 days of work @USD 900 to implement the proposed process via testing the design and feedback in order to adjust it for better operation and monitor and measure the operation/process results - 20 days of work @USD 900 to review of the process design based on the results. - 20 days of work @USD 900 to develop a feasibility study and a business model. **Expert's profile:** - 1 expert in packaging and recycle use for new products - 1 Gender/social and environmental safeguards expert
34	Lump sum to purchase equipment to support the creation of WEEE repair center/station (USD 250 000)
35	1 Kick off workshop @USD 2,500 and 8 concertation workshops @USD 500 each to enhance electric and electronics equipment circularity. 1 Kick off workshop @USD 2,500 and 8 concertation workshops @USD 500 each to design and implement a demonstration activity on "Recycle and Design". - 2 restitution workshops @3000/each
36	Support of the component 3 including but not limited to the elaboration of the terms of references, review and others (@250 USD per day / 30 days)

37	1/ A Company (thereafter Company "K") to design and implement a "Zero waste programme in tourism". The technical assistance under output C.4 will require 195 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 175,500 total, detailed as follows -20 days of work @USD 900 to analyze the situation of tourism sector in Gammarth : Waste management, consumption, plastics, etc. - 20 days of work @USD 900 to design of a zero-waste programme to be implemented in the touristic sector in Gammarth. - 30 days of work @USD 900 to define guidelines to encourage minimizing waste generation, sorting at source, replacement of single use plastics, reuse and recycling practices as well as other guidelines to support sustainable business models - 25 days of work @USD 900 to support the selection of 20 hotels in Gammarth to be involved in the activity. - 40 days of work @USD 900 to assess the hotel's practices will be developed, and an action plan will be designed and implemented towards the zero-waste goal. - 40 days of work @USD 900 to support 20 hotels in Gammarth in implementing the guidelines. - 20 days of work @USD 900 to provide technical inputs for the development of local regulations (aligned to the national framework) destined to ban problematic and single use plastics. **Expert's profile:** - 1 expert with experience in accompanying hotels and tourism establishment in reducing SUP - 1 waste management expert - 1 communication expert - 1 Gender/social and environmental safeguards expert 2/ A Company (thereafter Company "I") to develop Green Packaging Standards. The technical assistance under output C.4 will require 80 days of work @USD 900 per day (all-inclusive cost) – i.e. USD 72,000 total, detailed as follows - 10 days of work @USD 900 to analyze the demonstration activities within Output C2 "Increase Packaging Recyclability" - 10 days of work @USD 900 to analyze the demonstration activities within Output C3 "Recycle and Design", - 10 days of work @USD 900 to assess and define the green packaging standards applicable to the packaging industry in Tunisia. - 20 days of work @USD 900 to analyze the local regulations in terms of Packaging - 30 days of work @USD 900 to draft the Green packaging standards **Experts profile:** - 1 expert in packaging and standards - 1 Legal expert
38	Lumpsum of 100,000 USD to purchase recycling equipment, estimated as follows: - Baler @USD30,000 - Containers @ USD 20,000 - Construction @USD 50,000

39	1/ 1 Kick off workshop @USD 2,500 8 concertation workshops @USD 500 each 1 restitution event @USD 5,000 2/ 1 Kick off workshop @USD 2,500 4 concertation workshops @USD 500 each 1 restitution workshop @3000
40	Partial salary of the Project Manager (10% of USD 27,496/year = USD 2,750) is covered under Outcome 4 for technical work all during Year 2, 3 4 and 5 The Project Manager will carry out technical duties as specified in the ToR given in Annex ....
41	1/ A Company (thereafter Company "K") to establish a demonstration communication activity "Citoyen / élève Modèle" initiative with communities and schools. The technical assistance under output D.1 will require 180 days of work @USD 500 per day (all-inclusive cost) – i.e. USD 90000 total, detailed as follows - 30 days of work @USD 500 to diagnose the situation in the target areas (collection system, quantities, composition of waste, practices, etc.) - 30 days of work @USD 500 to design a demonstration activity to implement 4 selective sorting projects at source in 4 pilot zones in the governorates of Greater Tunis (one per governorate), targeting 50 household (houses) and 3 buildings, and one school in each pilot area. - 50 days of work @USD 500 to implement the demonstration for sorting at source and the demonstration for the communication "citoyen élève modèle". - 25 days of work @USD 500 to monitor the activities' results - 20 days of work @USD 500 to ensure the communication about the activity, the communication with the citizens and students, Media, journalizes and other channels - 15 days of work @USD 500 to support the selection of the winning citizens / students / school - 10 days of work @USD 500 to develop an exit strategy for the project **Expert's profile:** (See company L profile) 2/ A Company (thereafter Company H) will ensure the communicate and raise awareness targeting citizens and farmers on composting The technical assistance under output D.1 will require 120 days of work @USD 500 per day (all-inclusive cost) – i.e. USD 60000 total, detailed as follows - 25 days of work @USD 500 to design a communication campaign to raise awareness on organic waste management for farmers and citizens. - 40 days of work @USD 500 to elaborate field demonstration activities for key stakeholders, which includes municipalities, farmers, citizens universities, etc. - 35 days of work @USD 500 to analyze the economic, social, environmental benefits of composting - 20 days of work @USD 500 to engage the media, journalists, social media and content creators in the communication and awareness sharing activities. **Expert's profile** 1 composting expert 1 communication expert 1 gender expert
42	Equipment for sorting at source in 4 areas in 4 governorates of greater Tunis. Lumpsum of @ 235 008 USD estimated as follows: 240 L containers @ 160 USD/unit (2 per household * 150), *4 governorates 360L container @224USD/unit (6 per building *4), *4 governorates 360 l container @224USD/unit (6 per school*4) *4 governorates

43	1 Kick off workshop @USD 2500 and 10 concertation meetings @USD 500 each to establish a demonstration communication activity 1 Kick off workshop @USD 2500 and 5 concertation meetings @USD 500 each to establish a demonstration communication activity 2 restitution workshops @3000/each
44	A Company (thereafter Company "A") will be contracted to design and implement a capacity building programme to improve the working conditions of informal workers within the waste management chain. This activity will require 74 days of work @USD 900 per day (all-inclusive cost) i.e. USD 66,600 total, detailed as follows - 40 days of work @USD 900 to elaborate a data collection on the size, scope, and characteristics of the informal sector within the waste management value chain in Greater Tunis - 20 days of work @USD 900 to assess the experiences in Tunisia and international level on the integration of the informal sector within the waste management value chain. - 10 days of work @USD 900 to prepare the documentation of the capacity building program to 30 informal collectors and 20 informal recyclers - 4 days of work @USD 900 to execute the capacity building program **Profiles:** See profiles in company A
45	Lumpsum of 5000 USD to develop communication and training material
46	1 Kick off workshop @USD 5,000 and 8 concertation workshops @USD 500 each to design and implement a capacity building programme to improve the working conditions of informal workers within the waste management chain 3 days training session for the informal collectors / recyclers on the formalization mechanisms (USD @9000) 1 restitution workshop @3000
47	On international expert will be contracted to: - Prepare the program of the visits in coordination with the UNDP and the ministry of environment (5 days / USD900 per day) **Profile**: -1 expert, in waste management circular economy with good network with the actors in target exchange country -Gender expert
48	2 study tours of 20 participants each (from municipalities) to the target country to ensure the transfer good practices, lessons learned and experience exchange between the municipalities of Greater Tunis and a town/two towns in Twinning. Total cost for 10 representatives of public and private companies: USD 30 000/per study tour (@3000USD/participant- all cost inclusive) 40000$ for Study Tours to be organized within the SWAP Global Component.
49	Salary of monitoring and evaluation officer @23,301/year
50	1 Project Inception workshop @ USD 5000 Organization of project steering committee meetings and periodic technical meetings @USD 1,000/workshop (2 steering committee/year) 1 Terminal evaluation workshops @ USD 2000/workshop 1 Global program monitoring workshop @USD 20000/ Workshop 1 Project closure workshop @10000USD
51	15000$ to participate to other's countries workshop

52	Partial salary of the Project Manager (20% of USD 27,496/year = USD 5,499) is covered under PMC Salary of project associate @14,735USD/year
53	Lumpsum of 3000$ per year for office equipment and stationery for project management Unit
54	Lumpsum of 1000$ per year for telephony charges for the project team
55	Information Technology Equipment for project management Unit detailed as follows: - 3 Laptop and related devices @3000$ per unit - 1 multifunction printer @3524$
56	Audit cost as per UNDP regulation
57	Partial salary of the Procurement Analyst (23% of USD21,742/year=USD10,870/year) and partial salary of the Finance Associate (26% of USD21,742/year= USD10,872 USD/year)