

PROJECT DOCUMENT
Federal Republic of Nigeria



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Project Title: HCFC Phase-out Management Plan (Stage 2) – Nigeria HPMP II

Atlas Project Number: 00127339

Atlas Output Number: 00121234

Implementing Partner: Federal Ministry of Environment (FMEnv)

Start Date: 10 May 2020

End Date: 31 Dec. 2024

PAC Meeting date: April 2020

Brief Description

Nigeria accessed to the Montreal Protocol on Substances that Deplete the Ozone Layer in October 1988. The Multilateral Fund (MLF) for the Implementation of the Montreal Protocol established under Article 10 of the Montreal Protocol provides funds for meeting the compliance obligations for phase out of Ozone-Depleting Substances (ODSs) to parties operating under Article 5 (developing countries) of the Montreal Protocol. The funding provided by the MLF is linked to quantitative phase-out targets for specific Ozone-Depleting substance for meeting compliance obligation under the Montreal Protocol and includes industrial conversion to non-ODS technologies, technical assistance, training and capacity building.

The Stage I of the Nigeria HPMP was approved at the 62nd Meeting of the Executive Committee (ExCom). UNDP was the lead implementing agency with UNIDO as the collaborating implementing agency. For the implementation of stage II of the HPMP, approved at the 81st Meeting of the ExCom, the Government of Italy also becomes a bilateral collaborating agency. This document lays out the strategy for activities under Stage II of the HCFC Phase-out Management Plan (HPMP) in Nigeria, which complements the efforts and results achieved under Stage I of this HPMP. **The total funding for Stage 2 of the HPMP is US\$ 8,713,897 (to which Project Support Costs are added) in 4 tranches, and this stage runs until 31 December 2024. It includes 4 tranches of funding. It aims at achieving 51.35% of HCFC consumption phase-out (including pre-blended polyol consumption) by 1 January 2023.**

<p>Contributing Outcome (UN SDPF – 2018-22 – Outcome # 9) By 2022, Nigeria achieves environmental sustainability, climate resilience and food security through efficient management of its cultural and natural resources.</p> <p>Indicative Output(s) with gender marker: Output 3.2: Effective institutional legislative and policy frameworks in place to enhance the implementation of disaster and climate risk management measures at national and sub-national level</p> <p>IRRF Indicator 2.1.1 Country has targets for low emission and climate-resilient development</p>	Total resources required:	USD 8,713,897		
	Total resources allocated:	USD 8,713,897		
		UNDP TRAC:	-	
		Donor:		
		Multilateral Fund (MP) (I)	USD 8,210,472	
		Italy (bilateral) (I)	USD 503,425	
		Government:	-	
	In-Kind:	-		
	Unfunded:	0		

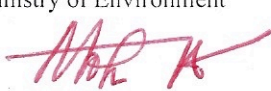


Tranche 1 (2019-2020): USD 2,869,025 (MLF: 2,600,000; Italy: 269,025)

Tranche 2 (2020-2021): USD 1,634,400 (MLF: 1,400,000; Italy: 234,400)

Tranche 3 (2021-2023): USD 2,600,000 (MLF: 2,600,000)

Tranche 4 (2023-2024): USD 1,610,472 (MLF: 1,610,472)

Agreed by (signatures):

Government	UNDP	Implementing Partner
Honourable Minister for Environment Federal Ministry of Environment (FMEnv) 	UNDP Resident Representative 	Federal Ministry of Environment (FMEnv) Director, Pollution Control and Environmental Health. 
Print Name: Dr. Mohammad M. Abu	Print Name: Mohamed Yahya	Print Name: CHARLES IKEAH
Date: 16/10/2020 bakes	Date: 4 November 2020	Date: 16/10/2020

UNITED NATIONS DEVELOPMENT PROGRAMME

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Contributing Outcome (UN SDPF – 2018-22 – Outcome # 9)

By 2022, Nigeria achieves environmental sustainability, climate resilience and food security through efficient management of its cultural and natural resources.

Indicative Output(s) with gender marker:

Output 3.2: Effective institutional legislative and policy frameworks in place to enhance the implementation of disaster and climate risk management measures at national and sub-national level

IRRF Indicator 2.1.1 Country has targets for low emission and climate-resilient development

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Date:	Date:	Date:

GLOSSARY

<i>ASYCUDA</i>	<i>Automated System for Customs Data</i>
<i>CFCs</i>	<i>Chlorofluorocarbons</i>
<i>ECOWAS</i>	<i>Economic Community of West African States</i>
<i>ExCom</i>	<i>Executive Committee of the Multilateral Fund</i>
<i>FMEnv</i>	<i>Federal Ministry of Environment of Nigeria</i>
<i>GEWE</i>	<i>Gender Equality and Women Empowerment</i>
<i>GoI</i>	<i>Government of Italy</i>
<i>GWP</i>	<i>Global Warming Potential</i>
<i>HCFCs</i>	<i>Hydrochlorofluorocarbons</i>
<i>HFCs</i>	<i>Hydrofluorocarbons</i>
<i>HPMP</i>	<i>HCFC Phase-Out Management Plan</i>
<i>HS</i>	<i>Harmonized System (WCO - Commodity Description and Coding System)</i>
<i>MFS</i>	<i>Multilateral Fund Secretariat (Montreal based)</i>
<i>MLF</i>	<i>Multilateral Fund of the Montreal Protocol</i>
<i>MYAs</i>	<i>Multi-year Agreements</i>
<i>NAFDAC</i>	<i>National Agency for Food, Drug Administration Control</i>
<i>NBS</i>	<i>National Bureau of Statistics</i>
<i>NCS</i>	<i>Nigeria Customs Service</i>
<i>NESREA</i>	<i>National Environmental Standards and Regulations Enforcement Agency</i>
<i>NIM</i>	<i>National Implementation Modality (as per UNDP process)</i>
<i>NOO</i>	<i>National Ozone Office (or national ozone unit)</i>
<i>NPP</i>	<i>National (ODS) Phase-Out Plan</i>
<i>ODS</i>	<i>Ozone-Depleting Substance</i>
<i>OS</i>	<i>Ozone Secretariat</i>
<i>PMU</i>	<i>HPMP's Project Management Unit</i>
<i>SON</i>	<i>Standards Organisation of Nigeria</i>
<i>UNDP</i>	<i>United Nations Development Programme</i>
<i>UNSDPF</i>	<i>United Nations Sustainable Development Partnership Framework</i>
<i>WCO</i>	<i>World Customs Organisation</i>

I. DEVELOPMENT CHALLENGE

Background:

The depletion of the Ozone Layer presents major challenges to all countries globally, in terms of health, environmental and economic impacts. The evolution of these impacts is regularly reviewed at the global level by the Scientific Assessment Panel of the Protocol (SAP), which consists of hundreds of top scientists from around the world. The SAP assesses the status of the depletion of the ozone layer and relevant atmospheric science issues. Pursuant to Article 6 of the Montreal Protocol, a report is prepared every 3 or 4 years by the SAP. Evidence of the potential impacts can be found on the Ozone Secretariat's web site, (<https://ozone.unep.org/sites/default/files/2019-11/twentyquestions.pdf>). As mentioned in this summary of the last SAP report (2018): "Montreal Protocol controls have led to a substantial reduction in the emissions of ODSs over the last two decades. These reductions, while protecting the ozone layer, have the additional benefit of reducing the human contribution to climate change. Without Montreal Protocol controls, the climate forcing due to ODSs could now be nearly two and a half times the present value". The depletion of the ozone layer and increased climate forcing would have a particular impact on the part of the population with lower revenues, which may not have sufficient financial means to protect itself and to adapt to the induced environmental and economic changes.

Nigeria accessed to the Montreal Protocol on Substances that Deplete the Ozone Layer in October 1988 – and it ratified all subsequent amendments, including the Kigali Amendment in 2019. The Multilateral Fund (MLF) for the Implementation of the Montreal Protocol established under Article 10 of the Montreal Protocol provides funds for meeting the compliance obligations for phase out of Ozone-Depleting Substances (ODSs) to parties operating under Article 5 (developing countries) of the Montreal Protocol including Nigeria.

The funding provided by the MLF is linked to quantitative phase out target for specific Ozone-Depleting substance towards meeting compliance obligation under the Montreal Protocol. Through funds made available for quantitative phase-out targets of ODSs in a country, funding is provided for conversion of enterprises to non-ODS technologies, technical assistance, training and capacity building, etc. as specified in the Decisions of the Executive Committee of the MLF. The funding sought from the MLF is based upon a proposal submitted by the Country which is developed with assistance of the designated implementing agency and covers domestic enterprises to be converted to non-ODS technologies to meet the phase-out targets, technical assistance and training / capacity building activities etc.

Stage 1 of the HPMP was successfully implemented between 2011 and 2018, with the commitment to achieve 79.5 ODP tonnes reduction of HCFC141b and 10 ODP tonnes of HCFC22 consumptions. The HCFC baseline of Nigeria has been set at 344.88 ODP tonnes and the country achieved the freeze of 2013, as well as the 10% reduction of 2015 (310.41 ODP tonnes) and is on track to achieve the 35% reduction of the 2020 (224.17 ODP tonnes). It focused mostly on the phase-out of HCFC141b, which has a higher Ozone-Depleting Potential (ODP) than HCFC22 and contributed to several sub-sector going HCFC-free through setting up a system house supplying Methyl Formate-based foams (methyl formate is an accepted ODS-free and low-GWP alternative to HCFC141b).

The following schedule must be complied with:

- Base level : average of 2009 and 2010 – 344.9 ODP tonnes
- Freeze : January 1, 2013 - 344.9 ODP tonnes
- 10% reduction : January 1, 2015 - 310.41 ODP tonnes
- 35% reduction : January 1, 2020 - 224.17 ODP tonnes
- 67.5% reduction : January 1, 2025 - 112.09 ODP tonnes
- 100% reduction : January 1, 2030 with a service tail of 2.5% annual average during the period 2030-2040.

Stage 2 builds upon the achievements of the previous Stage. It was approved at the 81st ExCom Meeting, for a total funding of US\$ 8,890,734 (without PSC), of which US\$ 8,210,472 for UNDP components and US\$ 503,425 for Italian bilateral components, implemented by UNDP (the third component being implemented by

UNIDO and is not covered by this Project Document). It aims at achieving the complete phase-out of HCFC141b in foam-related applications (including pre-blended polyols), and to initiate support to the servicing sector to phase out 167.81 ODP tonnes of HCFC22. The overall commitment of Stage 2 is to phase out 51.35% of HCFC consumption by 2023.

Development Challenges

There are major development challenges related to the implementation of the Montreal Protocol in Nigeria, which can be briefly described as follows:

1. The first type of challenges is related to generic characteristics of Nigeria, which contribute to making the accelerated phase-out challenging. Though Nigeria is a Medium Income Country, it is still marked by a dependency on a small number of sectors, particularly extractives. Its growth rate has not been very high in recent years. Nigeria's economy grew by 2.7% in 2015, significantly below its growth of 6.3% in 2014. Since the fall in oil prices in mid-2014, growth has been severely impacted. Inflation doubled to 18.8% (projected) at the end of 2016, from its level of 9.6% at the end of 2015, mainly as a result of fuel and electricity price increases and the depreciation of the Nigerian naira during the year. The recent lower growth rate of the Nigerian economy has resulted in a renewed focus on economic diversification, promoting growth in the private sector, and driving job growth¹. The sheer size of the Nigerian population and economy make a rapid and profound technological conversion required by the Montreal Protocol challenging: with approximately 184 million inhabitants, Nigeria accounts for 47% of West Africa's population, and has one of the largest populations of youth in the world. Finally, the share of the informal economy is quite sizable, representing a development challenge in order to organise training and to disseminate best practices and new technologies.
2. In the context of the Nigerian economy, the country cannot afford to experience negative impact on its economy coming from the technology transition. All efforts must be made to minimize such impacts on its industry and on economic activity, and rather identify strategic opportunities for benefitting the country's economy through this technology transition.
3. Another barrier is the technology gap which needs to be filled by Nigeria's companies. This challenge particularly applies to SMEs that need to address 4 main types of barriers:
 - a. Size of the SME sector – both its geographic scope and the high number of companies. Additionally, this is a sector with a level of informality. All these factors make reaching out to all stakeholders a challenging task.
 - b. Both the technical and financial support are lacking for SMEs to adopt environmentally friendly technical alternatives, which may represent incremental costs attached to the transition; additionally, the technical support to accompany this transition is not necessarily available in Nigeria.
 - c. As regards the specifics of the servicing sector, there is a barrier related to the question of safety in particular. Many of the low-GWP alternatives to HCFCs in the servicing sector carry a safety risk (particularly flammability for hydrocarbons). This cannot be easily overcome and require a long-term support, in terms of equipment and best practices. There is thus a need to deliver specific training so that users are equipped with the appropriate practices to mitigate the risks of alternatives to HCFCs. Servicing has been addressed up to now in Nigeria in the context of the CFC phase-out, but it is time to also equip technicians to also properly address the challenges of HCFC phase-out. It is thus the first time such an effort will be undertaken as servicing sector was not a priority of the first stage of HCFC phase-out programme.
 - d. Finally, a key challenge is the long-term sustainability of the phase-out. There are difficulties related to the market uptake of the alternatives as well as the international competition. Experience has shown that there can be incentives to come back to old technologies if they are available on the black market or remain somehow economically competitive with alternatives. There is a need to set the right regulatory and enforcement framework to ensure

¹ <http://www.worldbank.org/en/country/nigeria/overview>

such return to past practice is highly disincentivized and thus avoided. Finally, the MLF funding needs to be complemented, particularly for SMEs, as the MLF support itself will not be enough to achieve the full conversion.

II. STRATEGY

The HPMP Stage-II needs to be implemented not only within the limited time frame available, especially for the foam sector while addressing the challenges, but also towards meeting the compliance obligations of the country, in accordance with the agreement between the Ex-Com of the MLF and the Government of Nigeria.

The Stage II continues the Stage I programme within the overarching strategy taking account of difficulties encountered, experience gained, and lessons learned in the implementation of the stage I programme. The strategy for implementing the second stage was determined taking into account the following factors:

- The levels of reductions in HCFC consumption already achieved by the country.
- The market trends in the use of alternatives to HCFCs and the need to mitigate their potential negative impacts, e.g. on production technology, the environment or health;
- And the need for continuity in phasing out HCFC consumption in the numerous SMEs in all sectors.

It was determined that a two-step approach would be optimal, with an intermediary target for 2023, on the way to meeting the 2025 target of 67.5% reduction (or more).

The specific commitments of Nigeria regarding Stage 2 of its HPMP are summarised here, as per the agreed:

Row	Particulars	2019	2020	2021	2022	2023
1.2	Maximum allowable total consumption of Annex C, Group I substances (ODP tonnes) - HCFCs	310.41	224.19	224.19	224.19	224.19

To remain within these limits of consumption, action in the following sectors will be completed:

- Policy sector: strengthening of the licensing system implementation, progressive ban and reduction of the quota amounts for specific HCFC imports.
- Full phase-out of HCFC141b (including pre-blended polyol imports) through technology transition (system house approach) and progressive strengthening restriction of available supply.
- Reduction of HCFC22 consumption through support to the servicing sector (strengthening the training institutions and curricula of technicians, support to customs through training and equipment, support to Refrigeration technicians' association, awareness/communication and demonstration projects).

The **Foam sector** (Polyurethane-PU) will phase out 456.10 metric tonnes of HCFC141b – ending the use of HCFC141b in Nigeria. The alternatives will be both Hydrocarbons (Cyclopentane) and Methyl formate/methylal. The maximum impact in terms of global warming potential reduction will be sought.

This component of the Stage-II addresses the fulfilment of Nigeria's Montreal Protocol (MP) obligations for the period 2019-2023. It concerns the remaining HCFC-141b use in all remaining non-refrigeration foam applications. It was decided to use a Group Phase-out Plan approach for the smaller end users, while larger users/special cases will be addressed through individual projects.

The *individual approach* is applied to companies with a relatively large baseline HCFC consumption. They generally have qualified technical staff and can manage sophisticated equipment and disciplined, safe operations. This approach is applied to one enterprise (Slavit Group) in this project. The Slavit partnership contains SPARCLE & CRYSTAL and LANGE & GRANT. Both companies produce panels and spray foam.

The *group project* is designed around sector-wide approaches mostly based on one, uniform ODS phase-out technology or with the assistance of supplying PU system houses. This is applied to all other end users (35 companies) and will be implemented with the local system house and, perhaps, the distributors. International suppliers may be asked to support their distributors.

The **servicing sector** will reduce the HCFC22 consumption by 1274.05 metric tonnes – the first substantial effort at addressing the HCFC consumption in this sector.

Strengthening the RAC service sector will be an essential element of the HPMP Stage II. Not only is the service sector the main remaining consumer of HCFCs in Nigeria, it is also the bridge between new and old technology implementation and the conduit to promoting new and more efficient RAC equipment and preventing the excessive adoption of HFCs. This component will provide support to the service sector by: strengthening the policy and regulation to incentivise behaviour change, developing the capacity and coherence of the industry associations, improving the level of education and training of technicians, and implementing a formal certification mechanism.

This combined with enhanced capacity of customs and other enforcements officers will facilitate the much-needed phase-out of legal HCFCs in a controlled manner as well as cracking down on the use of fake and illegal substances. This component will also position the service sector for the future challenges of energy efficiency improvements and changes associated with the Kigali Amendment. Execution of this plan phases out the use of 1,274.05 tonnes/year of HCFC-22 at baseline conditions and thus contributes considerably to the HCFC Phase-out Management Plan (HPMP-II).

The outline of key components/activities to be implemented in this sector are:

1. Policy/regulatory strengthening, particularly relating to standards in RAC servicing and initiation of a certification system in Nigeria.
2. Strengthening RACS sector training standards and capacity to improve service levels and equipment performance and reduce leakage rates and energy consumption.
3. Establishing an effective HCFC reclaim scheme to facilitate end-of-life phase-out of existing equipment without the need for virgin HCFC-22.
4. Updating customs training to cover HCFCs and developing awareness of upcoming HFC issues and challenges.
5. Key Demonstration projects, to illustrate the safe and efficient use of Hydrocarbon refrigerants in air-conditioning applications.

In both subsectors, the gender dimension will be taken into account in order to support smooth project implementation and strengthen gender mainstreaming; this will be informed by the Guide to Mainstreaming Gender into UNDP-GEF Projects on Chemicals and Wastes published by UNDP MPU in 2018, which included a case study on the foam sector in Nigeria.

All these activities will enable the reaching (in complement to the other component of Stage II implemented by UNIDO) to reach the target of 51.35% phase-out of the HCFC baseline by 2023.

The following are the 10 core elements that will enable to achieve the desired results:

1. Stage II activities should cover the 2020 and 2023 intermediate HCFC consumption reduction steps in one continuum in order to provide continuity in the execution of the projects for multiple SMEs;
2. Thus, the implementation of stage II of the HPMP will be undertaken from the time of its approval expected to **31 December 2024**;
3. Based on experience gained from the implementation of stage I, the Government has opted for a biennial tranche funding starting from the time of approval, except for the 2021-22 period. Thus, funding for the implementation of the programme will be requested biennially starting from approval;

4. While ensuring that the 2020 reduction step is met and sustained all activities should contribute to a **51.35%** or higher reduction in both Nigeria's baseline and starting point HCFC consumption by 1 January 2023;
5. The following regulatory measures will be undertaken to strengthen and sustain HCFC phase-out;
 - a) Ban on import and use of HCFCs in the manufacturing sector by 31 December 2023;
 - b) Ban on import of all HCFC and HCFC blend refrigerants that have no consumption in the baseline by 1 January 2020. These refrigerants include the following:
 - R-406a;
 - HCFC-123;
 - HCFC-124, and
 - Any HCFC or HCFC blend not used in the baseline years.
 - Ban on HCFC-22-based split type and other small air conditioners (in favour of hydrocarbon-based or low GWP-based types) after completion of the HPMP project.
6. Development of standards and codes of practice including certification of relevant facilities and installations that handle or use HCs; certification and restrictions on non-certified practitioners in the handling and use of HC refrigerants by end of 2020.
7. High priority will be given to the establishment of centres of excellence and capacity building of existing institutions and facilities to facilitate training and certification of RAC service engineers and technicians in order to facilitate promotion of the use low GWP technologies in the Nigerian economy.
8. The NOO will continually review and ensure that all policies and undertakings enunciated in the HPMP as approved at the 62nd Meeting of the Executive Committee and others that followed, are as required, addressed in relevant programmes during the implementation.
9. The NOO will continually review emerging activities and programmes with the view to exploring synergies and potential for leveraging the ongoing programmes to maximize the impact of the activities on the economy.
10. The inclusion of relevant NGOs and strengthened collaboration with them in the implementation of HPMP II will be ensured.

Gender and Women Empowerment (GEWE)

Gender dimension: Although the project activities consist on converting technologies in targeted industries and thus do not explicitly include a fully-developed gender dimension, the project team will promote the participation of women in consultation meetings and will address gender inequalities in terms of access to clean production, finance, and decision-making when applicable. If relevant gender empowerment needs are detected during the implementation of the project, they will be adequately reported and addressed.

Please note that a gender case study was prepared in a 2018 UNDP publication focusing on the gender dimension of the HCFC phase-out in the foam sector in Nigeria. This study's results were already shared with stakeholders. It will be taken into account throughout the implementation of Nigeria's HPMP Stage 2.

The document can be found here: https://www.undp.org/content/undp/en/home/librarypage/environment-energy/ozone_and_climate/GenderandMontrealProtocol.html.

The 6 main conclusions were the following:

- Structural barriers and cultural believes hamper Gender Equality and Women Empowerment (GEWE), including in areas relevant to the Montreal Protocol.
- Women are significantly underrepresented in the refrigeration, air conditioning and foam sectors.

- Up to this date, gender equality issues and entry points are hardly addressed/ considered in the ozone project cycle.
- Women are frequently portrayed as “vulnerable”.
- The (sector-specific) gender competence among project stakeholders is limited.
- Project stakeholders show commendable interest and will to address gender equality concerns and work towards greater GEWE.

UNDP will undertake a gender analysis for the servicing sector in the framework of Stage 2 of the HPMP and will take action based on the conclusions and recommendations of this exercise.

III. RESULTS AND PARTNERSHIPS

The results expected from the HPMP Stage-II are as follows:

- HCFC phase-out targets resulting in sustained reductions in the consumption of 152.87 ODP Tonne of HCFCs by 1.1.2023 complied with
- Technology conversion completed to non-HCFC and Low-GWP alternatives in foam sector
- Complete phase-out of HCFC-141b use by 1.1.2023 and import ban implemented.
- Competency enhancement of MSMEs in the foam manufacturing sector in terms of adopting environmentally and safe alternatives to HCFCs, thus resulting in increased business opportunities, ad strengthened capacity of the servicing sector technicians in the country.

The HPMP Programme (Stage 2), in coordination with all other Government, MLF-supported and other complementary funding, will lead to the achievement of these results, while ensuring compliance of the country with its phase-out obligations under the Montreal Protocol.

The HPMP Stage 2 will help Nigeria “achieve environmental sustainability, climate resilience and food security through efficient management of its cultural and natural resources”, as per the Outcome #9 of the 2018-2022 UNSDPF for Nigeria, to which UNDP contributes. These activities will support the achievement of the Strategic Plan’s objective of expanding and diversifying the productive base of the country based on the use of sustainable production technologies; indeed, alternatives to HCFCs in the foam sector represent more sustainable technologies by avoiding HFC emissions and also ensuring the complete phase-out of the ozone-depleting and climate-unfriendly HCFC141b.

The description of the project proposals, and the detailed expected results, are provided in the detailed Annexes of the HPMP document.

RESOURCES REQUIRED TO ACHIEVE THE EXPECTED RESULTS

As to resources, the following is provided (as per the agreement) by the Multilateral Fund:

APPENDIX 2-A: THE TARGETS, AND FUNDING (as per approval at the 81st ExCom Meeting)

Row	Particulars	2018	2019	2020	2021	2022	2023	Total
1.1	Montreal Protocol reduction schedule of Annex C, Group I substances (ODP tonnes)	310.41	310.41	224.19	224.19	224.19	224.19	

1.2	Maximum allowable total consumption of Annex C, Group I substances (ODP tonnes)	310.41	310.41	224.19	224.19	224.19	167.81	
2.1	Lead IA UNDP agreed funding (US \$)	2,600,000	0	1,400,000	2,600,000	0	1,610,472	8,210,472
2.2	Support costs for Lead IA (US \$)	182,000	0	98,000	182,000	0	112,733	574,733
2.3	Cooperating IA (Government of Italy) agreed funding (US \$)	269,025	0	234,400	0	0	0	503,425
2.4	Support costs for Cooperating IA (US \$)	34,973	0	30,472	0	0	0	65,445
2.5	Cooperating IA (UNIDO) agreed funding (US \$)	176,837	0	0	0	0	0	176,837
2.6	Support costs for Cooperating IA (US \$)	15,915	0	0	0	0	0	15,915
3.1	Total agreed funding (US \$)	3,045,862	0	1,634,400	2,600,000	0	1,610,472	8,890,734
3.2	Total support costs (US \$)	232,888	0	128,472	182,000	0	112,733	656,094
3.3	Total agreed costs (US \$)	3,278,750	0	1,762,872	2,782,000	0	1,723,205	9,546,828
4.1.1	Total phase-out of HCFC-22 agreed to be achieved under this Agreement (ODP tonnes)							70.07
4.1.2	Phase-out of HCFC-22 to be achieved in the previous stage (ODP tonnes)							10.62
4.1.3	Remaining eligible consumption for HCFC-22 (ODP tonnes)							167.81
4.2.1	Total phase-out of HCFC-141b agreed to be achieved under this Agreement (ODP tonnes)							41.9
4.2.2	Phase-out of HCFC-141b to be achieved in the previous stage (ODP tonnes)							54.5
4.2.3	Remaining eligible consumption for HCFC-141b (ODP tonnes)							0
4.3.1	Total phase-out of HCFC-141b contained in imported pre-blended polyols agreed to be achieved under this Agreement (ODP tonnes)							28.3
4.3.2	Phase-out of HCFC-141b contained in imported pre-blended polyols achieved in the previous stage (ODP tonnes)							25
4.3.3	Remaining eligible consumption for HCFC-141b contained in imported pre-blended polyols (ODP tonnes)							0

In terms of replacement technologies and associated costs, please find the following summary table including the agreed costs approved by the ExCom:

Project	HCFC	Replacement Technology	Cost (US \$)	Phase-out		C.E. (US \$/kg)
				mt	ODP t	
PU Foam conversion of Slavita	HCFC-141b	Cyclopentane / Methyl Formate	664,000	96.00	10.56	6.92

PU Foam conversion of 35 foam enterprises (combined group and auxiliary projects)	HCFC-141b	Methyl Formate (or equivalent)	1,440,480	301.32	33.15	4.78
Servicing sector activities	HCFC-22	Various	6,115,417	1,274.05	70.07	4.80
Project management and coordination		N. A.	494,000	0	0	n/a
Grand total			8,713,897	1,671	114	5.21

In terms of costs per industrial sector of phase-out the following tables summarise the agreement:

For the PU Foam conversion of Slaviv:

Description	Agreed cost (US \$)
Foam dispensers' replacement or retrofit (two plants)	300,000
Safety items (two plants)	180,000
Retrofit of spray foam units (two plants)	20,000
Trials and commissioning (two plants)	40,000
Technical Assistance and Supervision (two plants)	50,000
Safety Audits (two plants)	20,000
Sub-total	610,000
Contingencies	54,000
Incremental operating costs	Not requested
Total	664,000
Phase-out of HCFC-141b (mt/year)	96.00
Cost effectiveness (US \$/kg)	6.92

For the Group and Very Small Users' Project (combined):

Item	Cost (US \$)
Systems house	
Technology introduction	-
Blending equipment, lab equipment, trials and field applications for development and optimization of MF formulations for very small users	325,000
Contingency	25,000
Downstream users	
Foam dispensers retrofits for 35 users	385,000
Contingency	38,500
Test trials and testing	105,000
Project management	35,000
Awareness workshops for very small users	75,000
Total ICC	988,500
Total IOC	451,980
Total incremental cost	1,440,480
Phase-out of HCFC-141b eligible for funding (mt/year)	301.32
Cost effectiveness (US \$/kg)	4.78

For the Servicing sector:

Description of activities	Costs (US \$)
Policy and regulation: strengthening licensing system; developing national codes of practices for flammable and toxic refrigerants; policy support for certification of technicians; developing an integrated control system for ODS management	479,946
Strengthening RAC training capacity: Train 60 trainers and 10,000 technicians on flammable and toxic refrigerants; establishing two master training centers and upgrading 30 existing training centres; technician certification scheme; support industrial associations	2,500,500
Training of 340 customs and enforcement officers; provision of 40 refrigerants identifiers; training of 300 importers and dealers	520,000
Refrigerant recovery and reclamation: provision of equipment to establish five reclamation centers; provision of 1000 servicing tools to develop servicing network; conduct 20 training workshops for small servicing companies; awareness campaign on refrigerant quality	1,754,971
Demonstration of low-GWP technologies including HC-based ACs, CO ₂ -based refrigeration in supermarkets and small NH ₃ -based refrigeration applications	860,000
Total	6,115,417

The sequence of the funding tranches for the UNDP and Italy bilateral components will be the following:

Year of submission of the tranche (actual or anticipated)	2018	2019	2020	2021	2022	2023	Total
# of the Tranche	1		2	3		4	
Amount of funding excluding PSC	2,869,025	0	1,634,400	2,600,000	0	1,610,472	8,713,897
Tranche completion date (month/year)	2020		2021	2023		2024	-

Funding for the tranches (Tranche 2 to 4) will be considered for approval at the **second meeting of the year** specified in the table above (“year of the submission of the tranche”).

As mentioned in the HPMP Agreement, the following conditions will apply for the tranche request to be considered for approval at the Executive Committee (as per the “**Conditions for funding release**” included in the HPMP agreement, Stage 2, reproduced below):

“The Executive Committee will only provide the Funding in accordance with the Funding Approval Schedule when the Country satisfies the following conditions **at least eight weeks in advance of the applicable Executive Committee meeting** set out in the Funding Approval Schedule:²

- That the Country has met the **Targets** set out in **row 1.2 of Appendix 2-A** for all relevant years. Relevant years are all years since the year in which this Agreement was approved. Years for which there are no due country programme implementation reports at the date of the Executive Committee meeting at which the funding request is being presented are exempted;
- That the meeting of these Targets has been **independently verified for all relevant years**, unless the Executive Committee decided that such verification would not be required;
- That the Country had submitted a **Tranche Implementation Report** in the form of Appendix 4-A (“Format of Tranche Implementation Reports and Plans”) covering each previous calendar year; that it had achieved a **significant level of implementation of activities** initiated with previously approved tranches; and

² The required duration prior to the ExCom Meeting for a tranche submission to be considered has now been extended to **10 weeks**.

that the **rate of disbursement of funding available from the previously approved tranche was more than 20 per cent**; and

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

In addition, Nigeria has taken specific commitments, which will be considered in the consideration of tranche submission eligibility:

(i) To reduce HCFC consumption by 35 per cent of the country’s baseline by 2020 and by 51.35 per cent by 2023;

[Note that these 2 commitments will be verified the year following the commitment date, i.e. 2021 and 2024, as the HCFC consumption figures for 2020 and 2023 become available, respectively].

(ii) To ban, by 1 January 2020, the import of all HCFCs and HCFC-blend refrigerants except for HCFC-141b and HCFC-22;

[This will be checked in 2020, for consideration of the 2d tranche’s approval].

(iii) To **ban, by 1 January 2023, the import and use of HCFC-141b**, including that contained in imported pre-blended polyols, pursuant to decision 61/47(c)(iv)

[This will be checked in 2023, for consideration of the 4th tranche’s approval].

Please note that UNIDO’s component is funded for the amount of US \$156,638 (Activity 2 above in the table above) as well as US \$19,999 of Project Management (Activity 5); and this amount of US \$176,837 is not included in the budget of this Project Document.

Co-financing

A specific and firm co-finance amount that has been secured by the Government of Nigeria, in cooperation with UNDP, is a project named “Cooling More Consuming Less Initiative – CMCL” in Nigeria. This project has been successfully submitted for funding to the Kigali Cooling Efficiency Programme (K-CEP), for an amount of USD 620,000 including support costs.

The project (which will be implemented 2018-2020) is specifically intended to complement the HPMP Stage 2 implementation. Indeed, the project will be implemented in coordination with the National Ozone Unit of Nigeria and will reinforce the existing MEPS frameworks and address the key barriers to their implementation; facilitate a market transformation for highly-efficient equipment; and complement the ongoing ODS (HCFC) phase-out programme by extending its reach and influence on energy efficiency.

The project aims to address the following barriers:

- (a) Lack of financial incentives to promote a large-scale rebate/replacement/early retirement programme for inefficient RAC equipment;
- (b) Low awareness of energy efficiency;
- (c) Needed Improvement of service practices through training, enhanced curricula and new codes of practice which will drive improved operational and maintenance procedures and consequently reduce leakage and improve performance (including energy performance).

As per its Theory of change, the K-CEP funding will also be essential to integrate servicing sector activities promoted and funded under the HPMP into a higher level by promoting energy conservation and energy efficiency practices. In addition to being a co-financing element to the HPMP, this project thus further enhances and maximizes the energy savings and climate change benefits of the HPMP.

It is essential to note that apart from this firm confirmed cash co-finance, other co-financing sources are currently being explored, for example: the training for service technicians, in cooperation with Refrigeration associations and foreign companies which have an interest in promoting better servicing practices in Nigeria.

Partnerships

Stakeholders have been actively engaged in the Stage II preparation process from the onset, through several consultative meetings, which helped shape and decide on the country's strategy for HCFC phase-out. Broad sectors of industry have been invited to take part. The project will also engage with customers (who purchase and own refrigerators and AC units) as well as the general public for awareness-raising purposes. Key stakeholders such as technical trainers and customs authorities will be kept engaged regularly through project activities as well as the functioning of the project steering committee.

The project involves strong coordination needs among different stakeholders to achieve national targets of Lebanon. The main stakeholders and their roles are given below:

The Government of Nigeria represented by the Federal Ministry of Environment (FMEnv): The Government is responsible for the achievement of overall project results. The Government has a binding agreement with the Executive Committee of the Multilateral Fund. The Government is also responsible, as a partner to UNDP and the Government of Italy, for project implementation, monitoring and reporting the results of phasing out of HCFCs. The National Ozone Unit (or National Ozone Office, NOO) will work under the direct guidance of the Government (FMEnv) and UNDP to implement the project components.

UNDP: UNDP is designated as the lead implementing Agency for this project. UNDP will be responsible for providing technical support and managing the implementation of the project. UNDP will also be responsible for the project reporting and independent verification of achievement of ODS phase-out targets under the HPMP Agreement.

UNIDO and the Government of Italy are the cooperating agencies and close coordination will be ensured between all agencies, by both UNDP as lead agency, and the NOO. Please note that with the postponement of the phase-out of the Air-Conditioning and RACM sectors, only the first tranche of Stage 3 included a UNIDO component.

The project intends to maintain the coordination and consultation among stakeholders through the below indicative actions and their frequency spread over the duration of the project (this frequency will be confirmed by HPMP Steering Committee):

- a) Consultation meetings with customs authorities: 2/year
- b) Consultation meetings with ODS Importers: 1/year
- c) Consultation meetings with the industries using ODSs in their production (undergoing reconversion of technology to non-ODS): 3-4/year
- d) Regular coordination meeting with the NOO (including PMU) and UNDP: 3-4/year.

All these actors play a central role in the partnerships that will support the achievement of the expected results in Nigeria.

Risks and Assumptions

The full risk log can be found as an Annex.

Risks	Risk level	Impact	Mitigating mechanism	Assumptions
Insufficient Policy enforcement; Lack of Effectiveness of the	High	High	Compliance largely depends on effectiveness of the licensing system in the	. Strengthened licensing system leads to enhanced enforcement

policy, of coordination between key institutions jeopardise timely phase-out and creates a risk of non-compliance with MP.			country: (a) Very close, periodic coordination at the national level. Nigerian Customs and NAFDAC, the agency issuing the license, must be kept in very close coordination by the NOO and the PMU. (b) Continued focus of institutions on effectiveness of the enforcement (including combating illegal trade) will mitigate this risk.	of trade regulations related to MP . Willingness of institutions and high-level political support and awareness for increased coordination
Level of technical training programmes is insufficient, not providing necessary and sufficient knowledge for handling low-GWP Technologies (safety risk) and limiting the potential of uptake of some low-GWP HCFC alternatives.	High	Medium	Systemic, enhanced training systems, adoption of solid certification system in the country.	. Strengthened refrigeration associations able to support the outreach and delivery of training institutions . High-level political support
Technology development slower than expected, and slow market uptake of the new, low-GWP and Non-ODS technologies	Low	High	(a) Close monitoring of technology development by the NOO (including PMU) in consultation with technical experts. (b) Periodic consultations with industries on conversion to HCFC-free technologies, highlighting benefits of new technology options. (c) Updates on regulations that can help avoid adoption of old HCFC-based technologies in advance	Sufficient resources available and allocated to this technology surveillance and related outreach
Industry not aware and reluctant to adopt HCFC-Free technologies	Medium	High	(a) Workshops and consultations with industries on HPMP Stage-II and support offered for HCFC phase-out project activities (including funding support), informing on recent developments, as well as costs of alternatives. (b) Updates on regulations that would prohibit adoption of old HCFC-based technologies in advance	Political support allows regulations' update

Informality of the servicing sector makes training programmes insufficiently impactful and jeopardises implementation progress and safety	Medium	High	Strengthened networks of training centres and of industry associations allow to reach higher number of SMEs / individual informal technicians, and to demonstrate to this sector the economic benefits of increased formality.	Sufficient geographic coverage and logistical capacity of the training centres
Small / Medium enterprises find it difficult to adopt new technologies	Medium	High	(a) Workshops and consultations with industries on HPMP Stage-II and support offered to service sector for HCFC phase-out project activities (including funding support). (b) Updates on regulations that would prohibit adoption of old HCFC based technologies and its impact on servicing applications. (c) Closer engagement and cooperation with large equipment manufacturers on service sector capacity building support.	Engagement networks of the ministry with eth SMEs are strengthened
Arrival of new companies that potentially do not abide by the phase-out rules and cannot be funded	Low	Low	Engagement of Industry associations through public awareness and training on regulations; close monitoring by NOO and its partners to survey the state of the national market; spot-check to ensure that current regulations fully enforced.	Incentives for compliance are high enough and disincentives via penalties are strong enough to impact the choices of the newcomers.

Stakeholder Engagement

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

A specific strategy will be required, in addressing the servicing sector, for the informal workers in this field. This requires a long-term strategy and well-designed engagement, which will be one of the key focuses of HPMP’s Stage II.

These key target groups can be listed:

The Industries: The Industries will be responsible for achieving their respective phase-out targets. Through the funding support and technical support of the project, and under the overall guidance of the HPMP Project Management Unit and the NOU, the identified industries would convert to HCFC-free technologies. In the servicing sector, where a large number of small enterprises are involved, the Project Unit will work with industry associations (NARAP, etc.) and other industry stakeholders in capacity building for smooth adoption of HCFC-free technologies.

Industry associations: Industry associations will closely work with the Project Management Unit on specific project activities for the HCFC phase-out. They would also play an important role in strengthening public-private partnership which is an important element for success of this project.

Other Governmental and non-governmental bodies: There are several Government bodies and Agencies that would need to participate in project implementation under this project, which includes institutions responsible for import-export of chemicals, Customs authorities (NCS), the licensing authority (NAFDAC), environment monitoring bodies (NGOs), the Ministry of Industry, the Ministry of Energy and the Energy Commission of Nigeria (particularly for the energy efficiency dimension), and the Ministry of Education (for the support to vocational schools). Finally, Local Government Authorities will play a key role as well in smooth implementation of the programmes on the ground and must be fully engaged, as they were in Stage 1 of the HPMP. Overall, this engagement will generally strengthen the national structure supporting the HPMP implementation.

International cooperation authorities (CCAC, KCEP, other agencies such as UNEP's Compliance Assistance Programme, for example) will also be involved. Their roles would be defined under specific project components. They would also be engaged at various points during project initiation, implementation monitoring and other specific project activities.

South-South and Triangular Cooperation (SSC/TrC)

UNDP's Montreal Protocol Unit benefits from its large portfolio to draw benefits from South-South and Triangular cooperation in implementation of its programme. MPU is present in 49 countries, and all the aspects of Nigeria's HPMP Stage 2 (foam, servicing sector, policy and enforcement, ...) can of course benefit from the lessons learnt in other countries through comparable implementation – MPU implements projects in ca. 50 countries.³ It works very closely with Country Offices to make sure that the Montreal Protocol's implementation is fully supported at the local level. Experience in the servicing sector in large countries like Malaysia, Indonesia or Lebanon, or more closely in Ghana provides a valuable basis for the crucial sector of servicing in Nigeria. Noticeably, this sector will become even more important during the HFC phase-down phase in the future. The specific programmes supporting SMEs in the Montreal Protocol implementation in India, Malaysia or Brazil can also be considered as references. Finally, other countries that have strengthened their licensing and other regulatory systems, such as Colombia for example, can provide expertise that would be beneficial to Nigeria. Similarly, the specific approach of Nigeria towards favouring hydrocarbons for some time, for example, can provide very useful lessons for other Article 5 Countries.

More specifically, the project intends to collaborate with the line ministry in Ghana in terms of exchange programmes and training under the Stage 2 implementation of the HPMP, as this cooperation has been initiated in the past, in the context of the KCEP-funded projects, as well as the CCAC HFC surveys, in particular.

Additionally, the experience of China in addressing a very large servicing sector will be useful for the implementation of Nigeria HPMP. Cooperation with the training centres in China focusing on the refrigeration and AC servicing sector will be sought. This will be particularly useful in the context of the R290-based equipment which Nigeria plans to promote as part of the HCFC phase-out strategy, to ensure the appropriate safety measures and infrastructures are adopted in Nigeria.

³ See: https://www.undp.org/content/undp/en/home/librarypage/environment-energy/ozone_and_climate/past-successes-and-future-opportunities--case-studies-from-the-u.html

Furthermore, a long-term cooperation has been developed with Egypt. Both HPMPs have similar structure and comparable sizes in terms of manufacturing and servicing sector (as well as potential market growth). Additionally, both countries have been interested in exploring the possible scale-up of the HC manufacturing experience developed under Nigeria's Stage 1. This South-South cooperation potential will be built upon.

Finally, it is noted that one visit is planned for the Nigerian NOU to an Article 5 country with an advanced centralised and computer-based licensing and quota system for HCFCs and HFCs – while this country remains to be confirmed.

Knowledge

A strong focus will be put on strengthening the Nigeria NOO's web site with a particular section on HPMP activities as well as partnerships. Also, in the continuation of previous experiences (such as the publication describing the achievements of the National Phase-out Plan), other publication and innovative new communication products will be produced.

The project results (HCFC phased-out) will be periodically reported to the Executive Committee as a requirement, in addition to the Article 7 data to the OS. Concerning knowledge products, training manuals will be produced and distributed to industries during workshops.

It has to be noted that Nigeria's experience with its HPMP implementation has already been highlighted through the global MPU studies and publications, as the recent Gender analysis recently demonstrated for example.⁴

Sustainability and Scaling Up

The Montreal Protocol has distinguished itself by establishing the sustainability of its phase-out of controlled substances. One of the reasons of this success is the focus placed on Policy enforcement (particularly of the licensing and quota systems). This will be the case with this HPMP Stage 2 with, in particular:

- Support to the strengthening of the regulatory monitoring system for imports
- Sustained training of custom officers and provision of the required equipment
- Engagement of key stakeholders in charge of ODS trade controls at the national level

Additionally, the participation in the informal Prior Informed Consent (iPIC) system coordinated by UNEP OzonAction's programme will be a key tool to complement this national effort, by ensuring exchanges with other trading partners among Article 5 and non-Article 5 countries. This is a key tool to prevent illegal trade in HCFCs.

Furthermore, the technical and financial support provided to the industries to convert their technology/production into non-HCFCs products will expand their international market with a limited impact on production costs and consumers. This would reflect a positive economic return on the industries and on the country.

As indicated in the risk section, particular attention will be given to new enterprises joining Nigeria's market, so that they are well aware of regulations, follow them and realise that their best economic opportunities are with non-ODS low GWP technology options. The support of industry associations will be essential on this point.

⁴https://www.undp.org/content/undp/en/home/librarypage/environment-energy/ozone_and_climate/GenderandMontrealProtocol.html

In terms of scaling-up, the Montreal Protocol projects – and it will be the case in Nigeria for this 2nd Stage of the HPMP, have followed a combined approach of setting the enabling environment through regulatory change, and to focus on sectoral approach, which sets the right incentives for companies to adopt compliant and environmentally-friendly technologies. With this strategy, it is ensured that a level playing field applies and no outsider actor can propose non-compliant technologies. This is also reinforced by the strengthening of the enforcement component.

IV. PROJECT MANAGEMENT

Cost Efficiency and Effectiveness

The strategy of Stage 2 is inspired by the required analysis for any Multilateral Fund project, which must abide with very strict energy efficiency and effectiveness standard rules.

These are summarised as such in the guidelines of the MLF, for the foam projects:

Decision 74/50(c), Eligible incremental costs of HCFC phase-out projects: To apply the following principles in respect of eligible incremental costs of HCFC phase-out projects for stage II of HPMPs, subject to a review in 2020:

- (i) The current cost-effectiveness threshold values used for CFC phase-out projects in paragraph 32 of the final report of the 16th meeting of the Executive Committee (document UNEP/OzL.Pro/ExCom/16/20), to be measured in metric kilograms, and a cost-effectiveness threshold of US \$7.83/metric kilogram for rigid insulation refrigeration foam, should be used as guidelines during the development and implementation of the second and subsequent stages of HPMPs;
- (ii) Article 5 countries would have the flexibility to allocate the approved funding from incremental operating costs to incremental capital costs and to allocate up to 20 per cent of the approved funding for incremental capital costs to incremental operating costs, as long as the use of the flexibility did not change the intent of the project. Any reallocation should be reported to the Executive Committee;
- (iii) Funding of up to a maximum of 25 per cent above the cost-effectiveness threshold would be provided for projects when needed for the introduction of low-GWP alternatives; however, for small and medium-sized enterprises (SMEs) in the foam sector with consumption of less than 20 metric tonnes, the maximum would be up to 40 per cent above the cost-effectiveness threshold.

HCFC phase-out in the foam sector

- (iv) Incremental operating costs for projects in the polyurethane foam sector would be considered at US \$1.60/metric kilogram for HCFC-141b; however, for projects that make the transition to low-GWP alternatives, incremental operating costs would be considered at up to US \$5.00/metric kilogram;
- (v) Incremental operating costs for projects in the extruded polystyrene foam sector would be considered at US \$1.40/metric kilogram for HCFC-142b, HCFC 142b/HCFC-22, or HCFC-22 consumption to be phased out at the manufacturing enterprise;
- (vi) For group projects linked to systems houses, incremental operating costs would be calculated on the basis of the total HCFC consumption to be phased out for all downstream foam enterprises;
- (vii) When it was clearly demonstrated that low-GWP alternatives with incremental operating costs as indicated in sub-paragraph (c)(iv) above were not feasible, the Executive Committee would fund higher levels of incremental operating costs when needed for the introduction of low-GWP alternatives by SMEs.

One should note that to ensure this cost effectiveness, it is a common approach of UNDP (and applied here as well) to treat the phase-out of HCFCs in larger companies as individual projects, while smaller projects are addressed through the coordination of a foam system house approach. This has been a proven methodology to minimise the costs of conversion at a sectoral level.

Additionally, for Low-volume consuming countries, the following thresholds apply in the Refrigeration Servicing sector, including servicing for all the relevant refrigeration and air-conditioning subsectors:

“Article 5 countries with total HCFC consumption above 360 metric tonnes used in both the manufacturing and refrigeration servicing sectors should prioritize consumption in the manufacturing sector to meet the reduction steps in 2020, where possible. Activities in the refrigeration servicing sector for such countries would be calculated at US \$4.8/metric kilogram, to be deducted from their starting point for aggregate reductions in HCFC consumption.”

In the servicing sector, it is important to note that synergy will be implemented with other support to the country, in complement to the MLF – principally with the KCEP-financed programmes. These training programmes aim to improve energy efficiency in the refrigeration servicing sector through improved technicians’ practices. The training of the KCEP will be undertaken in an integrated manner with the MLF-funded ones.

Project Management

This is a national project covering the whole territory of Nigeria. There are too many beneficiary companies and organisations to be meaningfully indicated on a map. However, it is useful to note that the MFS keeps a table including private sector entities that were supported by the MLF. Through this project, updates can be made to this data base.

There will be strong country ownership as the project will be implemented using the National implementation modality, giving high level of initiative to the Government through its National Ozone Office. Additionally, the commitment to phase-out (through the HPMP agreement) is between the MLF and the Government, making it thus a national commitment to achieve compliance with the Montreal Protocol. The National Ozone Office (NOO) is based within the Department of Pollution Control & Environmental Health of the FMEnv, which ensures close coordination with the overall environmental policy and initiatives at the federal level. The National Ozone Office is partially supported through the Institutional Strengthening Project with financial assistance from the Multilateral Fund and implemented by UNDP.

The project will use the National Implementation Modality (NIM) and the implementing partner will be the FMEnv. For all project implementation purposes, the Project Management Unit will be responsible. It will be established within the National Ozone Office, under the supervision of the National Ozone Officer, and fully integrated with its overall operation for the overall target of the Montreal Protocol implementation in the country. The PMU will be under the direct supervision of the NOO. This interaction ensures close coordination with the overall environmental policy and initiatives at the federal level.

The exact functions of Project Management Units for HPMP derive from documents reviewed by the ExCom of the MLF. Specifically, in the context of the Montreal Protocol, the following functions have been determined for the Project Management Units of HPMPs, as listed in document ExCom document UNEP/OzL.Pro/ExCom/83/39:

- Day-to-day implementation of investment projects (where applicable), training programmes, technical assistance and awareness-raising activities included in the approved HPMPs
- PMU provides support to the NOU and independent verifier on verification process (e.g., meetings with relevant stakeholders, data collection coordination, and inputs on review findings)
- PMU usually, under the supervision of the NOU, takes the role of coordinating non-governmental stakeholders or some Government department(s), industrial associations, research institutes, standard bureau, training institute, and statistics bureau for the implementation of HPMP activities.
- While the main responsibility for data gathering, analysis and reporting remains within the NOU, in some cases the PMU participates in collecting and analyzing consumption data pertaining to the controlled substances associated with HPMP implementation.

In the case of Nigeria's Stage 2, which is a complex, it is proposed that staff would be considered as sector lead and would be in charge of the cooperation with the key stakeholders in each sector (policy and enforcement; foam; and servicing sector).

The National Ozone Officer oversees the Project Management Unit, which forms an integral part of the National Ozone Office.

UNDP, using the IA fees, will be working closely with the FMEnv; the UNDP Country Office will be responsible for result-based project monitoring as well as auditing and reporting in compliance with UNDP procedures for support to national implementation.

As lead agency, UNDP will have the following responsibility as per the HPMP agreement:

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

- (a) Ensuring performance and financial verification in accordance with this Agreement and with its specific internal procedures and requirements as set out in the Country's HPMP;
- (b) Assisting the Country in preparation of the Tranche Implementation Reports and Plans as per Appendix 4 A;
- (c) Providing independent verification to the Executive Committee that the Targets have been met and associated tranche activities have been completed as indicated in the Tranche Implementation Plan consistent with Appendix 4-A;
- (d) Ensuring that the experiences and progress is reflected in updates of the overall plan and in future Tranche Implementation Plans consistent with sub-paragraphs 1(c) and 1(d) of Appendix 4-A;
- (e) Fulfilling the reporting requirements for the Tranche Implementation Reports and Plans and the overall plan as specified in Appendix 4-A for submission to the Executive Committee, and should include the activities implemented by the Cooperating IAs;
- (f) In the event that the last funding tranche is requested one or more years prior to the last year for which a consumption target had been established, annual tranche implementation reports and, where applicable, verification reports on the current stage of the Plan should be submitted until all activities foreseen had been completed and HCFC consumption targets had been met;
- (g) Ensuring that appropriate independent technical experts carry out the technical reviews;
- (h) Carrying out required supervision missions;
- (i) Ensuring the presence of an operating mechanism to allow effective, transparent implementation of the Tranche Implementation Plan and accurate data reporting;
- (j) Co-ordinating the activities of the Cooperating IAs, and ensuring appropriate sequence of activities;
- (k) In case of reductions in funding for failure to comply in accordance with paragraph 11 of the Agreement, to determine, in consultation with the Country and the Cooperating IAs, the allocation of the reductions to the different budget items and to the funding of the Lead IA and each Cooperating IA;
- (l) Ensuring that disbursements made to the Country are based on the use of the indicators;
- (m) Providing assistance with policy, management and technical support when required;
- (n) Reaching consensus with the Cooperating IAs on any planning, co-ordination and reporting arrangements required to facilitate the implementation of the Plan; and
- (o) Timely releasing funds to the Country/participating enterprises for completing the activities related to the project.

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

The UNDP Country Office may provide, at the request of the designated institution, the following support services (Direct Project Costing) for the activities of the programme /project (related fees to be collected as directed in the DOA Letter from BPPS, based on the Universal Price List (UPL):

- i. Payments, disbursements and other financial transactions
- ii. Recruitment of staff, project personnel, and consultants

- iii. Procurement of services and equipment, including disposal
- iv. Organization of training activities, conferences, and workshops, including fellowships
- v. Travel including visa requests, ticketing, and travel arrangements
- vi. Shipment, custom clearance, vehicle registration, and accreditation
- vii. Security management service and Malicious Acts Insurance Policy
- viii. External access to ATLAS for project managers and other staff, Payroll management services and Medical Clearance Services for all staff

The UNDP Country Office will also provide, the following general oversight and management services for the activities of the project which include the following (as per the DOA, GMS will be credited directly to the CO account based on delivery):

- i. Participation in project reviews
- ii. Resource management and reporting
- iii. Thematic and technical backstopping

The audit of the Support to NIM project is made through the regular external (UN Board of Auditors) or internal audits (audits managed by UNDP's Office of Audit and Investigation).

UNDP will ensure that the Federal Ministry of Environment and the Multi-Lateral Fund of the Montreal Protocol (project donor) as well as the Government of Italy as cooperating agency will receive the maximum visibility possible.

The Project Management and Coordination budget will be as shown in Table 5 below. UNDP will have substantial programmes to implement in Stage II. With regard to the Government of Italy, it functions under an agreement of implementation for which delivery is ensured by UNDP, thus no separate project management costs were included in the budget. The need and organization of project management remains in line with the one described in the HPMP overarching document, however, with some modification due to the nature of Stage II, which is described below.

Table IV.1: Project Management and Coordination Costs as eventually agreed at ExCom 81

Project Management Costs		
FINAL (approved)		
No.	Description of cost item	Cost (US \$)
1	Personnel (including PMU, Project Steering Committee members DSA, Secretariat activities, meeting venues, feeding and other logistics during retreat meetings)	190,000
2	Local consultants including for HPMP verification	145,000
3	International consultants	90,000
4	Equipment	3,500
5	Travel	42,000
6	Communications and miscellaneous	3,500
7	Audits	20,000
Total		494,000

V. RESULTS FRAMEWORK⁵

Intended Outcome as stated in the UN SDPF: Outcome #9 - By 2022, Nigeria achieves environmental sustainability, climate resilience and food security through efficient management of its cultural and natural resources.											
Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets: Reduction in greenhouse gases (CO2 per capita)											
Applicable Output(s) from the UNDP Strategic Plan: National and sub-national systems and institutions enabled to achieve structural transformation of productive capacities that are sustainable and employment - and livelihoods- intensive											
Project title and Atlas Project Number: HCFC Phase-out Management Plan (HPMP) Phase II – Nigeria - Award ID 00127339; Output ID 00121234											
EXPECTED OUTPUTS	OUTPUT INDICATORS ⁶	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)						DATA COLLECTION METHODS & RISKS
			Value	Year	2019	2020	2021	2022	2023	FINAL (by 31 Dec 2024)	
a. Outcome indicator: compliance with the Montreal Protocol HCFC-related obligations	<i>a.1 Alternative wording of this indicator: Nigeria meets the Montreal Protocol annual target for the country as assessed at the Meeting of Parties of the Montreal Protocol</i>	<i>Official report of the Meeting of the Parties And Decisions of the Executive Committee of the MLF</i>	In compliance Yes	2019	In compliance Yes	In compliance Yes	In compliance Yes	In compliance Yes	In compliance Yes	In compliance Yes	Report of the MOP is published on the Ozone Secretariat's web site Reports of the Executive Committee (2 per year) indicate conformity of the Country with HPMP agreement. Published on the MLF web site

⁵ UNDP publishes its project information (indicators, baselines, targets and results) to meet the International Aid Transparency Initiative (IATI) standards. Make sure that indicators are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant and Time-bound), provide accurate baselines and targets underpinned by reliable evidence and data, and avoid acronyms so that external audience clearly understand the results of the project.

⁶ It is recommended that projects use output indicators from the Strategic Plan IRRF, as relevant, in addition to project-specific results indicators. Indicators should be disaggregated by sex or for other targeted groups where relevant.

	<i>a.2 Volume of HCFC ODP tonnes phased out, in line with Montreal Protocol obligations</i>	<i>Yearly imports consumption of HCFCs (NOU, Customs, Ministry of Trade, Importers) reported through the Country Programme Data (MLF)</i>	398.2 ODP tonnes (average annual consumption of HCFCs in Nigeria)	2009-2010	<i>Target consumption level ODP (tonnes)</i> :	<i>Target consumption level ODP (tonnes)</i> :	<i>Target consumption level ODP (tonnes)</i> :	<i>Target consumption level ODP (tonnes)</i> :	<i>Target consumption level ODP (tonnes)</i> :	<i>Target consumption level ODP (tonnes):</i> 167.81	<p>*Quantitative (Surveys) *Stakeholder Consultation *Verification of HCFC Phase-out *Data from Customs and Ministry of Industry</p> <p>This is a regular process since Nigeria ratified the MP and there is no specific risk. Need specific attention to data quality / review.</p> <p>Article 7 data is then reported by the NOO to the Ozone Secretariat by 30 September of each year for the previous calendar year and checked by the Ozone Secretariat. It can be subject to specific review by the Implementing Committee and the Meeting of Parties of the Montreal Protocol in case of risk of non-compliance with MP obligations.</p>
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b. Output 1: Foam sector does not use HCFCs any longer – both in larger companies and in SMEs	<i>b1. Volume of annual HCFC141b imports in Nigeria</i>	Country Programme (CP) Data	70.2 ODP tonnes of HCFC 141b to be phased out as per the Agreement	2018	70.2	70.2	70.2	70.2	70.2	0	CP data is collected by the NOO, shared with UNDP and submitted officially to the donor (MLF)
Output 2: Practices of the Servicing Sector improved to reduce use / emissions of HCFCs and reduce safety risk, promoting Circular Economy principles	<i>b2.a Number of refrigeration technicians trained</i> <i>b2.b Number of women technicians trained (included in total # in b2a)</i> <i>b2c. Number of master training centers in place in Nigeria</i> <i>b2d. Number of operational refurbished training centres</i> <i>b2d. Certification System in place (1,500 certified technicians in place)</i> <i>b2e. Number of operational Reclaim Centres, adapted for HCFCs</i> <i>b2f. HCFC22 consumption in servicing as per CP data</i>	Annual tranche reports of the HPMP Stage 2 & CP data	0 0 0 0 No 0 227.88 ODP tonnes per year	2018 2018 2018 2018 2018 2018	0 0 0 0 No 0 227.88	5,000 800 0 0 No 0 227.8	7,000 1,500 1 10 No 1 227.8	7,000 1,500 2 25 No 1 227.8	3,200 640 2 30 Yes 2 227.8	22,200 4,440 2 35 Yes 2 167.81	Tranche reports are submitted by UNDP as lead agency to the MFS and CP data (reported annually to MFS as well)

Output 3: Licensing and Quota systems effective and enforced	<i>b3a. Number of registered HCFC importers in the country</i>	- HPMP verification reports	0	2018	0	0	0	0	0	0	Verification reports are submitted to the MFS as support documents to tranche reports and requests Surveillance checks are operated regularly on the markets by monitoring teams of the NOO
	<i>b3b. Number of non-compliant cases identified by the NOO as fraudulent / non-authorized refrigerant based on surveillance</i>	- Report of surveillance checks by the NOO	0	2018	5	3	3	2	2	0	
Output 4: Policy coordination ensured, strengthened controls of entry of products covered by the Montreal Protocol	<i>b4a. Number of cases of illegal trade of HCFCs</i>	Tranche reports	0	2018	5	3	3	2	2	0	Tranche reports are submitted to the MFS UNEP iPIC data base is provided by UNEP OzonAction
	<i>b4b. Yearly updates uploaded in the iPIC system of UNEP</i>	UNEP data base	Partial compliance	2018	Full Compliance	Full Compliance	Full Compliance	Full Compliance	Full Compliance	Full Compliance	
Output 5: Gender equity and Women Empowerment embedded within core activities of the Nigeria HPMP	<i>b5a. Percentage of foam technicians in supported companies who are women</i>	Tranche reports and Gender analysis	0 (estimated: low)	2018	10%	12%	14%	16%	18%	20%	Tranche reports are submitted to the MFS The Gender study will be completed at the start of the Stage 2
	<i>b5b. Percentage of trained service technicians who are women</i>		0	0	5%	10%	12%	14%	18%	20%	

Output 6: Partnerships strengthened (SDG 17) with increased involvement of the private sector in HPMP implementation activities	<i>b6a. Number of partnerships strengthened through demonstration project installations</i>	<i>Tranche reports</i>	0	2018	0	0	1	2	3	4	Tranche reports are submitted to the MFS
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VI. MONITORING AND EVALUATION

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

Monitoring Plan

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Along with each request for tranche as per the schedule approved by the MLF.	Based on specific guidance from the Executive Committee and in consultation with the implementation agency, actions will be taken by the NOU for strengthening the project implementation	UNDP NOO	Internal
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.	UNDP in consultation with NOO	Internal
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions. Discussion through regular meeting between NOO / PMU and UNDP.	UNDP NOO	Internal
Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Every 2 years (and for start and closure of the project)	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.	UNDP	Internal
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	NOO to present to Steering	Internal

			project board and used to make course corrections.	Committee	
Project Report	Project progress reports will be presented to the Project Steering Committee, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.	Annually, and at the end of the project (final report)	At project board meetings	UNDP NOO	Internal
Project Review (Steering Committee)	The project's governance mechanism (i.e., project steering committee) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Steering Committee shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.	At least annually	Any quality concerns or slower than expected progress should be discussed by the project Steering committee and management actions agreed to address the issues identified.	NOO (with participation of UNDP)	Internal

Evaluation Plan⁷

The project will have to submit Verification reports for every year of implementation, conducted by independent consultant, that need to be reviewed by the MFS and approved by the Executive Committee (ExCom) of the Multilateral Fund (main funder). As mentioned in Paragraph 4 of the HPMP Agreement: "In accordance with subparagraph 5(b) of this Agreement, the Country will accept independent verification of the achievement of the annual consumption limits of the Substances as set out in row 1.2 of Appendix 2-A of this Agreement. The aforementioned verification will be commissioned by the relevant bilateral or implementing agency."

There are no Mid-term or Terminal evaluation requirements for this project as it is not part of the requirements for MLF-funded projects (which function by a system of tranche review and approval). The ExCom may nevertheless request independent evaluations or specific activity reports through specific decisions.

⁷ Optional, if needed

In addition, and while it is not mandatory as per the MLF requirements, independent evaluations would be very helpful and are recommended (in order to extract lessons learnt, in particular, that can be used in Nigeria and across the MPU portfolio). These evaluations in Stage 2 will also be very useful for Stage 3, Stage 4, and the Kigali Amendment implementation and are thus recommended.

VII. MULTI-YEAR WORK PLAN⁸⁹

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Planned Budget by Year					RESPONSIBLE PARTY	PLANNED BUDGET		
		2020 - tranche 1	2021 - tranche 2	2022 - tranche 3	2023 - tranche 3&4	2024 - tranches 3&4		Funding Source	Budget Description	Amount
Output 1: <i>Foam sector does not use HCFCs any longer – both in larger companies and in SMEs</i> <i>Gender marker: GEN1</i>	1.1 Activity - Phase-out in Slaviv Company	664,000	0	0	0	0	FMEnvnt	MLF, Italy	Completion of the Phase-out at Slaviv Company	664,000
	1.2 Activity - Phase-out in Group Project (System House)	893,000	547,280	0	0	0	FMEnvnt	MLF, Italy	Strengthening of System House, completion of phase-out in group project	1,440,280
	Sub-Total for Output 1	1,557,000	547,280	0	0	0				2,104,280
Output 2: <i>Practices of the Servicing Sector improved to reduce use / emissions of HCFCs and reduce safety risk, promoting Circular Economy principles</i> <i>Gender marker: GEN1</i>	2.1 Activity - Strengthening RAC training and capacity	531,862	300,000	700,000	500,000	468,638	FMEnvnt	MLF, Italy	Train the Trainers, Extending scope of RAC education, Technicians' certification scheme, Support development of Industry Associations (NARAP, AAPP)	2,500,500
	2.2 Activity - Refrigerant Reclaim Scheme	40,000	250,000	650,000	450,000	364,971	FMEnvnt	MLF	Setting up refrigeration reclaim centres (a national scheme)	1,754,971
	2.3 Activity									0
	Sub-Total for Output 2	571,862	550,000	1,350,000	950,000	833,609				4,255,471

⁸ Cost definitions and classifications for programme and development effectiveness costs to be charged to the project are defined in the Executive Board decision DP/2010/32

⁹ Changes to a project budget affecting the scope (outputs), completion date, or total estimated project costs require a formal budget revision that must be signed by the project board. In other cases, the UNDP programme manager alone may sign the revision provided the other signatories have no objection. This procedure may be applied for example when the purpose of the revision is only to re-phase activities among years.

Output 3: <i>Licensing and Quota systems effective and enforced</i> <i>Gender marker: GEN1</i>	3.1 Activity - Customs and Importers' Training	305,163	75,000	75,000	34,837	10,000	FMEnvnt	MLF	Training, and identifiers procurement	500,000
	3.2 Activity									0
	3.3 Activity									0
	Sub-Total for Output 3	305,163	75,000	75,000	34,837	10,000				500,000
Output 4: <i>Policy coordination ensured, strengthened controls of entry of products covered by the Montreal Protocol</i> <i>Gender marker: GEN1</i>	4.1 Activity: Policy and Regulatory Strengthening	200,000	87,120	82,880	40,000	39,946	FMEnvnt	MLF	Studies, Establishing reinforced control systems, South-South cooperation	449,946
	4.2 Activity									0
	4.3 Activity									0
	Sub-Total for Output 4	200,000	87,120	82,880	70,000	39,946				479,946
Output 5: <i>Gender equity and Women Empowerment embedded within core activities of the Nigeria HPMP</i> <i>Gender marker: GEN2</i>	5.1 Activity - Gender Analysis and Action plan (1)	20,000	0	0	0	0	FMEnvnt	MLF	Conduct a gender analysis	20,000
	5.2 Activity									0
	5.3 Activity									0
	Sub-Total for Output 5	20,000	0	0	0	0				20,000
Output 6: <i>Partnerships strengthened (SDG 17) with increased involvement of the private sector in HPMP implementation activities</i> <i>Gender marker: GEN1</i>	6.1 Activity - Demonstration projects	50,000	300,000	250,000	200,000	60,000	FMEnvnt	MLF	Conduct demo projects in HC, CO2 and Ammonia	860,000
	6.2 Activity									0
	6.3 Activity									0
	Sub-Total for Output 6	50,000	300,000	250,000	200,000	60,000				860,000
Output 7: <i>Evaluation, Audits General Management Support</i>	Evaluations- Verification reports	20,000	20,000	20,000	20,000	20,000	UNDP	MLF	Annual Verification Reports	100,000
	Project Management Cost and Audits	145,000	55,000	60,000	65,000	69,000	FMEnvnt	MLF	PMU cost (Staff, travels, consultants) under supervision of NOO	394,000
TOTAL		2,869,025	1,634,400	1,837,880	1,119,837	1,032,535				8,713,697

(1) USD 20,000 from initially budgeted under Activity 3.1, Customs Training, in the HPMP approval.

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

Roles and responsibilities of the project's governance mechanism:

Implementing Partner: The Implementing Partner for this project is the FMEnv.

The Implementing Partner is the entity to which the UNDP Administrator has entrusted the implementation of UNDP assistance specified in this signed project document along with the assumption of full responsibility and accountability for the effective use of UNDP resources and the delivery of outputs, as set forth in this document.

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

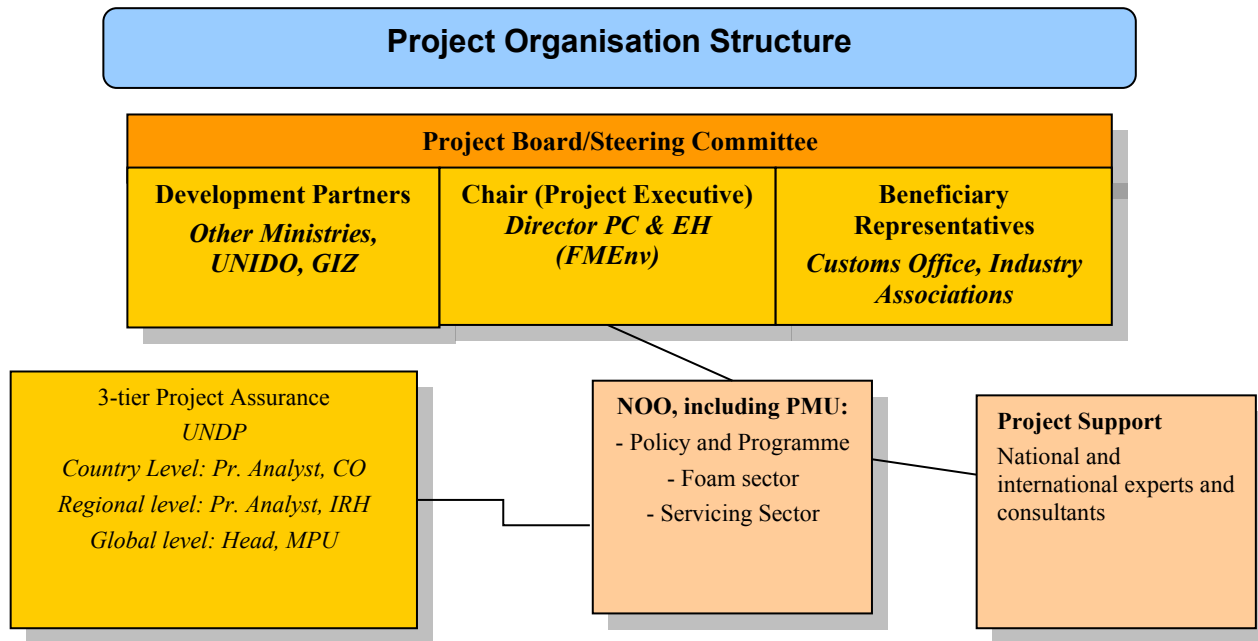
- Project planning, coordination, management, monitoring, evaluation and reporting. This includes providing all required information and data necessary for timely, comprehensive and evidence-based project reporting, including results and financial data, as necessary. The Implementing Partner will strive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

The National Ozone Unit will play a key role in implementation of the HPMP as described below. It will host the Project Management Unit of the HPMP and ensure coordination and monitoring of the PMU's activities with direct hierarchical responsibilities for the National Ozone Unit head. It will ensure the coordination of policy and programme and oversee the overall coordination of sectoral activities, as well as coordination between the various implementing/bilateral agencies.

Project stakeholders and target groups: the stakeholder described above in this Project Document (Industry, NGOs, other Government entities and agencies) will be engaged through participation in the steering committee and regular meetings gathered to update on the planning and progress of the HPMP Stage 2 project.

UNDP: UNDP is accountable to the MLF for the implementation of this project. This includes oversight of project execution to ensure that the project is being carried out in accordance with agreed standards and provisions. UNDP is responsible for delivering MLF project cycle management services comprising project approval and start-up, project supervision and oversight, and project completion and evaluation. UNDP is responsible for the Project Assurance role of the Project Board/Steering Committee.

Project organisation structure:



Project Steering Committee: The Project Steering Committee is responsible for taking corrective action as needed to ensure the project achieves the desired results. Project Steering Committee decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition.

In case consensus cannot be reached within the Committee, the Director, PC & EH, FMENV or his representative from the NOO, mediate to find consensus and, if this cannot be found, will take the final decision to ensure project implementation is not unduly delayed.

Specific responsibilities of the Project Steering Committee include:

- Provide overall guidance and direction to the project, ensuring it remains within any specified constraints;
- Address project issues as raised by the NOO;
- Provide guidance on new project risks, and agree on possible mitigation and management actions to address specific risks;
- Ensure that the project is implemented within the parameters set by the MLF;
- Advise on major and minor amendments to the project within the parameters set by the MLF
- Ensure coordination between various donor and government-funded projects and programmes;
- Ensure coordination with various government agencies and their participation in project activities;
- Track and monitor co-financing for this project;
- Review the project progress, assess performance, and appraise the Annual Work Plan for the following year;
- Appraise the annual project implementation reports, including the quality assessment rating report;
- Ensure commitment of human resources to support project implementation, arbitrating any issues within the project;
- Review combined delivery reports prior to certification by the implementing partner;
- Provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans;
- Address project-level grievances;
- Review the final project report package during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.

The composition of the Project Steering Committee will include the following roles:

- a. **Chair** (as Project Executive): Is an individual who represents ownership of the project and chairs the Project Steering Committee. The Executive is normally the national counterpart for nationally

implemented projects. The Project Executive is: Director, Department of Pollution Control & Environmental Health, FMEnv.

- b. **Beneficiary Representative:** Individual or groups representing the interests of those who will ultimately benefit from the project. Their primary function within the steering committee is to ensure the realization of project results from the perspective of project beneficiaries. Often civil society representative(s) can fulfil this role. The Beneficiary representative is : one of the Project Stakeholders.
- c. **Development Partner(s):** Individuals or groups representing the interests of the parties concerned that provide funding and/or technical expertise to the project. **The Development Partner(s) to be invited to the Project Steering Committee will be determined during the LPAC meeting**
- d. **Project Assurance:** UNDP performs the quality assurance role and supports the Project Committee and the NOO by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. The Project Committee cannot delegate any of its quality assurance responsibilities to the Project Manager. UNDP provides a three – tier oversight services involving the UNDP Country Office and UNDP at regional and headquarters levels. Project assurance is totally independent of the Project Management function.

Project Manager: The Project Manager has the authority to run the project on a day-to-day basis on behalf of the FMENV, Implementing Partner, within the constraints laid down by the Project Committee. **The Project Manager is the Senior Expert on the project.**

The Project Manager’s primary responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. The Project Manager will inform the NOO, Project Steering Committee and the Project Assurance roles of any delays or difficulties as they arise during implementation so that appropriate support and corrective measures can be adopted.

Specific responsibilities include:

- Manage the overall conduct of the project.
- Plan the activities of the project and monitor progress against the approved workplan.
- Execute activities, training, including drafting terms of reference and work specifications, and in collaboration with NOO officials, monitoring 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 through funding advances, direct payments or reimbursement using the FACE form.
- 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 steering committee (PSC)-agreed tolerances to achieve results.
- Ensure that changes are controlled, and problems addressed.
- Perform regular progress reporting to the PSC as agreed with the steering committee, including measures to address challenges and opportunities.
- Prepare and submit financial reports to NOO which would be forwarded 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 PSC 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 annually

- Prepare the necessary reports to the donors (GoI and MLF, including the final completion of the tranche reports and requests, the reports to UNDP, and the inputs to UNDP's and GoI's annual Progress Reports submitted to the MLF.
- Assess major and minor amendments to the project within the parameters set by UNDP and the MLF, in coordination with UNDP;
- Monitor implementation plans are in line with the Social and Environmental Safeguards Plan (SESP);
- Respond and participate in the process of the Verification conducted by an independent consultant (under a process led by UNDP).

IX. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of (country) and UNDP, signed on 12 April 1988. All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

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

X. RISK MANAGEMENT

1. Consistent with the Article III of the SBAA, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP’s property in the Implementing Partner’s custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:
 - a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
 - b) assume all risks and liabilities related to the Implementing Partner’s security, and the full implementation of the security plan.

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

3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml.

4. The Implementing Partner acknowledges and agrees that UNDP will not tolerate sexual harassment and sexual exploitation and abuse of anyone by the Implementing Partner, and each of its responsible parties, their respective sub-recipients and other entities involved in Project implementation, either as contractors or subcontractors and their personnel, and any individuals performing services for them under the Project Document.
 - (a) In the implementation of the activities under this Project Document, the Implementing Partner, and each of its sub-parties referred to above, shall comply with the standards of conduct set forth in the Secretary General’s Bulletin ST/SGB/2003/13 of 9 October 2003, concerning “Special measures for protection from sexual exploitation and sexual abuse” (“SEA”).

 - (b) Moreover, and without limitation to the application of other regulations, rules, policies and procedures bearing upon the performance of the activities under this Project Document, in the implementation of activities, the Implementing Partner, and each of its sub-parties referred to above, shall not engage in any form of sexual harassment (“SH”). SH is defined as any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment.

5. a) In the performance of the activities under this Project Document, the Implementing Partner shall (with respect to its own activities), and shall require from its sub-parties referred to in paragraph 4 (with respect to their activities) that they, have minimum standards and procedures in place, or a plan to develop and/or improve such standards and procedures in order to be able to take effective preventive and investigative action. These should include: policies on sexual harassment and sexual exploitation and abuse; policies on whistleblowing/protection against retaliation; and complaints, disciplinary and investigative mechanisms. In line with this, the Implementing Partner will and will require that such sub-parties will take all appropriate measures to:
- i. Prevent its employees, agents or any other persons engaged to perform any services under this Project Document, from engaging in SH or SEA;
 - ii. Offer employees and associated personnel training on prevention and response to SH and SEA, where the Implementing Partner and its sub-parties referred to in paragraph 4 have not put in place its own training regarding the prevention of SH and SEA, the Implementing Partner and its sub-parties may use the training material available at UNDP;
 - iii. Report and monitor allegations of SH and SEA of which the Implementing Partner and its sub-parties referred to in paragraph 4 have been informed or have otherwise become aware, and status thereof;
 - iv. Refer victims/survivors of SH and SEA to safe and confidential victim assistance; and
 - v. Promptly and confidentially record and investigate any allegations credible enough to warrant an investigation of SH or SEA. The Implementing Partner shall advise UNDP of any such allegations received and investigations being conducted by itself or any of its sub-parties referred to in paragraph 4 with respect to their activities under the Project Document, and shall keep UNDP informed during the investigation by it or any of such sub-parties, to the extent that such notification (i) does not jeopardize the conduct of the investigation, including but not limited to the safety or security of persons, and/or (ii) is not in contravention of any laws applicable to it. Following the investigation, the Implementing Partner shall advise UNDP of any actions taken by it or any of the other entities further to the investigation.
- b) The Implementing Partner shall establish that it has complied with the foregoing, to the satisfaction of UNDP, when requested by UNDP or any party acting on its behalf to provide such confirmation. Failure of the Implementing Partner, and each of its sub-parties referred to in paragraph 4, to comply of the foregoing, as determined by UNDP, shall be considered grounds for suspension or termination of the Project.
6. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
7. The Implementing Partner shall: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
8. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
9. The Implementing Partner will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, responsible parties, subcontractors and sub-recipients in implementing the project or using UNDP funds. The Implementing Partner will ensure that its financial management, anti-

corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.

10. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to the Implementing Partner: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. The Implementing Partner agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.
11. In the event that an investigation is required, UNDP has the obligation to conduct investigations relating to any aspect of UNDP projects and programmes in accordance with UNDP's regulations, rules, policies and procedures. The Implementing Partner shall provide its full cooperation, including making available personnel, relevant documentation, and granting access to the Implementing Partner's (and its consultants', responsible parties', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with the Implementing Partner to find a solution.
12. The signatories to this Project Document will promptly inform one another in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

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

The Implementing Partner agrees that, where applicable, donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities which are the subject of this Project Document, may seek recourse to the Implementing Partner for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

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

13. Each contract issued by the Implementing Partner in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from the Implementing Partner shall cooperate with any and all investigations and post-payment audits.
14. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.
15. The Implementing Partner shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to each responsible party, subcontractor and sub-recipient and that all the clauses under this section entitled "Risk Management Standard Clauses" are included, *mutatis mutandis*, in all sub-contracts or sub-agreements entered into further to this Project Document.

XI. ANNEXES

1. **Project Quality Assurance Report** [CO will complete on-line one Atlas entry created]
2. **Theory of Change**
3. **Social and Environmental Screening** including additional Social and Environmental Assessments or Management Plans as relevant
4. **Risk Analysis.** Use the standard Risk Log template. Please refer to the Deliverable Description of the Risk Log for instructions
5. **Capacity Assessment:** Results of capacity assessments of Implementing Partner (including HACT Micro Assessment). HACT micro-Assessment (December 2019) is available as Annex 5. The overall risk assessment is Moderate.
6. **Project Steering Committee Terms of Reference and TORs of key management positions** [HPMP coordinator's TORs – PMU to be completed after discussion at LPAC]
7. Calculations of **Cost Effectiveness** of the HPMP as per the approval by the MLF
8. **HPMP Stage 2 document** as modified per approval of the MLF Executive Committee in its Decision 81/40 (submitted as a separate document due to its length).
9. Minutes of the **LPAC Meeting** (to be added later).
10. HPMP Stage 2 **agreement** between Nigeria and the Executive Committee of the Multilateral Fund.

Annex 1 - Project Quality Assurance Report at inception (to be completed on-line)**Annex 2 – Theory of Change (see document submitted separately)****Annex 3 – Social and Environmental Screening**

It is assessed that there is **no need for an ESMF** as we can consider that even though it has been determined in the Moderate Risk Category, the project has "very limited impacts, well understood, circumscribed, easily avoided or mitigated". Therefore, the SESP is sufficient to identify and assess potential impacts and management measures can simply be incorporated in the ProDoc with no separate plans needed.

Project Information*Table I.1: Project information*

Project Information	
1. Project Title	HCFC Phase-out Management Plan (HPMP) Stage-II for Nigeria
2. Project Number	MLF No. NIR/PHA/81/INV/147, 148 and 150.
3. Location (Global/Region/Country)	NIGERIA

Part A. Integrating Overarching Principles to Strengthen Social and Environmental Sustainability*Table I.2: Integrating Overarching Principles to Strengthen Social and Environmental Sustainability.***QUESTION 1: How Does the Project Integrate the Overarching Principles in order to Strengthen Social and Environmental Sustainability?**

Briefly describe in the space below how the Project mainstreams the human-rights based approach

The project was established on human based approach in the perspective that the ultimate goal is to provide cleaner production preserving the ozone layer while this will guarantee equal rights for the world population. The technical and the enough financial assistance provided through this project remain one of the key inputs needed to minimize the burden of transition on consumers and local industries.

Briefly describe in the space below how the Project is likely to improve gender equality and women's empowerment

Although the project activities consist on converting technologies in targeted industries and thus do not explicitly have a gender dimension, the project team will promote the participation of women in consultation meetings and will address gender inequalities in terms of access to clean production, finance, and decision-making when applicable. If relevant gender empowerment needs are detected during the implementation of the project, they will be adequately reported and addressed. The project will benefit of the Gender analysis conducted on the gender dimensions of the HCFC phase-out in the Foam sector by UNDP (published in 2018) - https://www.undp.org/content/undp/en/home/librarypage/environment-energy/ozone_and_climate/GenderandMontrealProtocol.html.

Briefly describe in the space below how the Project mainstreams environmental sustainability

Briefly, the project mainstreams environmental sustainability through reducing to completely eliminate the dependence/use of chemicals (HCFCs) that deplete the ozone layer from the manufacturing and servicing sectors. It is done at two levels: 1) providing financial and technical support to the industries to convert their technologies and thus to have a cleaner production respecting the economic sustainability of both industries and consumers; 2) providing institutional support to the country and strengthening the national systems to monitor and regulate the import/export of ozone-depleting substances; 3) it advocates the reduction of direct and indirect climate forcing by complementing the objective of HCFC phase-out with the adoption of the lowest possible GWP for HCFC alternatives, and by aiming to achieve energy efficient replacement systems. In that sense the HPMP is one of the tools for the achievements of NDC targets by Nigeria.

Part B. Identifying and Managing Social and Environmental Risks

Table 1.3: Identifying and Managing Social and Environmental Risks.

<p>QUESTION 2: What are the Potential Social and Environmental Risks? Note: Describe briefly potential social and environmental risks identified in Attachment 1 – Risk Screening Checklist (based on any “Yes” responses). If no risks have been identified in Attachment 1 then note “No Risks Identified” and skip to Question 4 and Select “Low Risk”. Questions 5 and 6 not required for Low Risk Projects.</p>	<p>QUESTION 3: What is the level of significance of the potential social and environmental risks? Note: Respond to Questions 4 and 5 below before proceeding to Question 6</p>			<p>QUESTION 6: What social and environmental assessment and management measures have been conducted and/or are required to address potential risks (for Risks with Moderate and High Significance)?</p>
Risk Description	Impact and Probability (1-5)	Significance (Low, Moderate, High)	Comments	Description of assessment and management measures as reflected in the Project design. If ESIA or SESA is required note that the assessment should consider all potential impacts and risks.
Risk 1: (Principle 2.2) Reproduction of	I = 2	Medium	The 2018 gender study in the	Additional awareness raising, particularly through

discrimination against women based on gender Related to: Principle 2: Gender Equality and Women's Empowerment, q. 2	P = 3		foam sector in Nigeria (HPMP Stage 1) shows that this risk exists. Gender stereotypes are prevalent in this sector as women rarely work in foam and refrigeration and air-conditioning.	specific training programme, and active promotion of woman technicians and engineers' participation in training programme (potentially one targeted training for women participants) will mitigate this risk. Gender-disaggregated data will also be collected.
Risk 2: Risk to worker and community health and safety due to the use of flammable materials Related to: Principle 3: Environmental Sustainability: Standard 3: Community Health, Safety and Working Conditions, 3.2, 3.7	I = 4 P = 2	Medium	The project will support a number of enterprises in Refrigeration and AC sector (including foam) to convert to zero-ODP and low-GWP alternatives and reduce the release of HCFCs by replacing some of them to hydrocarbons (R290), which are considered highly flammable and ammonia, which, in high concentrations, is toxic to humans.	Best available techniques/environmental practices will be followed. Specific attention will be given to the proper storage and handling of ammonia and hydrocarbons, in addition to prompt identifying and fixing of any leaks. Training of workers will be undertaken on overall safety measures, how to store and use hydrocarbons and ammonia, and how to respond to leak incidents. Regular safety audits will be required to ensure that measures are in place and staff are well trained.
Risk 3: Potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during Project construction, operation, or decommissioning Related to: Principle 3: Environmental Sustainability: Standard 3: Community Health, Safety and Working Conditions, 3.7	I = 4 P=2	Medium	This is particularly due to the industrial processes that are being modified to improve sustainability and environmental performance of the sector. Although not considered to be flammable, MF is an irritant and becomes acidic when mixed with water. As hand mixing is common in the target area, this could pose a health risk to the workers.	It is essential that proper training, awareness raising, and PPE are provided to the workers in the facilities that are being supported (as well as all necessary measure highlighted in safety audits) so that no risk is generated for the workers during the transition.
Risk 4: Release of pollutants to the environment due to routine or non-routine circumstances with the	I = 2 P = 2	Low	Improper storage and management of ammonia, a replacement refrigerant of	Best available techniques/environmental practices will be followed. Specific attention will be given to the proper storage and handling of ammonia, in addition to

<p>potential for adverse local, regional, and/or <u>transboundary impacts</u>.</p> <p>Related to: Principle 3: Environmental Sustainability: Standard 7: Pollution Prevention and Resource Efficiency, 7.1</p>			<p>HCFC, may cause its release into the environment. In high concentrations, ammonia is toxic to humans. However, Ammonia does not have a cumulative environmental effect as its atmospheric lifetime is limited to a few days.</p>	<p>prompt identifying and fixing of any leaks. Training of workers on how to store and use ammonia will be undertaken, and how to respond to leak incidents. Regular safety audits will be required to ensure that measures are in place and staff are well trained.</p>
<p>Risk 5: Generation of waste (both hazardous and non-hazardous).</p> <p>Related to: Principle 3: Environmental Sustainability: Standard 7: Pollution Prevention and Resource Efficiency, 7.2</p>	<p>I = 2 P = 3</p>	<p>Medium</p>	<p>The project will support introduction of zero-ODP and low-GWP alternatives in RAC sector. At the same time, recovery and recycling of HCFC will be carried out, thus this will contribute to reducing the waste (unused) of HCFC.</p> <p>This will be of non-hazardous nature.</p>	<p>Best available techniques/environmental practices will be followed. No specific management measures are required.</p>
<p>Risk 6: Manufacture, trade, release, and/or use of hazardous chemicals and/or materials.</p> <p>Related to: Principle 3: Environmental Sustainability: Standard 7: Pollution Prevention and Resource Efficiency, 7.3</p>	<p>I = 1 P = 3</p>	<p>Low</p>	<p>The project will support trade controls through HCFC quota allocation to the registered refrigerant importers and enforcement activities for Customs officers, both of which will reduce trade, release and use of HCFCs.</p>	<p>Best available techniques/environmental practices will be followed. Close coordination with and involvement of the Customs administration will be ensured. No specific management measures are required.</p>
	<p>QUESTION 4: What is the overall Project risk categorization?</p>			
	Low Risk	<input type="checkbox"/>		
	Moderate Risk	<input checked="" type="checkbox"/>		
	High Risk	<input type="checkbox"/>		

QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are relevant?		
Check all that apply		Comments
Principle 1: Human Rights	<input type="checkbox"/>	
Principle 2: Gender Equality and Women's Empowerment	<input checked="" type="checkbox"/>	Addressed through gender mainstreaming, awareness and gender-aggregated data collection
1. Biodiversity Conservation and Natural Resource Management	<input type="checkbox"/>	
2. Climate Change Mitigation and Adaptation	<input type="checkbox"/>	
3. Community Health, Safety and Working Conditions	<input checked="" type="checkbox"/>	Addressed through best practice, training and proper PPE
4. Cultural Heritage	<input type="checkbox"/>	
5. Displacement and Resettlement	<input type="checkbox"/>	
6. Indigenous Peoples	<input type="checkbox"/>	
7. Pollution Prevention and Resource Efficiency	<input checked="" type="checkbox"/>	Addressed through Best Available Techniques and environmental practices

Final Sign Off

Table I.4: Final Sign Off

Signature	Date	Description
		Mr. Oladipo Osibo, Programme Analyst, UNDP CO, acting as QA Assessor
		Mr. Muyiwa Odele, Team Leader, UNDP CO as QA Approver
		Mr. Charles Ikeah, LPAC Chair
		Mr. Lealem Berhanu Dinku, DRR/P, UNDP CO, LPAC Co-Chair

SESP Attachment 1. Social and Environmental Risk Screening Checklist

Table I.5: SESP Attachment 1. Social and Environmental Risk Screening Checklist.

Checklist Potential Social and Environmental Risks		
Principles 1: Human Rights		Answer (Yes/No)
1.	Could the Project lead to adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	NO
2.	Is there a likelihood that the Project would have inequitable or discriminatory adverse impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups? ¹⁰	NO
3.	Could the Project potentially restrict availability, quality of and access to resources or basic services, in particular to marginalized individuals or groups?	NO
4.	Is there a likelihood that the Project would exclude any potentially affected stakeholders, in particular marginalized groups, from fully participating in decisions that may affect them?	NO
5.	Is there a risk that duty-bearers do not have the capacity to meet their obligations in the Project?	NO
6.	Is there a risk that rights-holders do not have the capacity to claim their rights?	NO
7.	Have local communities or individuals, given the opportunity, raised human rights concerns regarding the Project during the stakeholder engagement process?	NO
8.	Is there a risk that the Project would exacerbate conflicts among and/or the risk of violence to project-affected communities and individuals?	NO
Principle 2: Gender Equality and Women's Empowerment		
1.	Is there a likelihood that the proposed Project would have adverse impacts on gender equality and/or the situation of women and girls?	NO
2.	Would the Project potentially reproduce discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	YES
3.	Have women's groups/leaders raised gender equality concerns regarding the Project during the stakeholder engagement process and has this been included in the overall Project proposal and in the risk assessment?	NO
4.	Would the Project potentially limit 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? <i>For example, activities that could lead to natural resources degradation or depletion in</i>	NO

¹⁰ Prohibited grounds of discrimination include race, ethnicity, gender, age, language, disability, sexual orientation, 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 people and transsexuals.

<i>communities who depend on these resources for their livelihoods and well being</i>		
Principle 3: Environmental Sustainability: Screening questions regarding environmental risks are encompassed by the specific Standard-related questions below		
Standard 1: Biodiversity Conservation and Sustainable <u>Natural</u> Resource Management		
1.1	<p>Would the Project potentially cause adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services?</p> <p><i>For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes</i></p>	NO
1.2	<p>Are any Project activities proposed within or adjacent to critical habitats and/or environmentally sensitive areas, including 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?</p>	NO
1.3	<p>Does the Project involve 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)</p>	NO
1.4	<p>Would Project activities pose risks to endangered species?</p>	NO
1.5	<p>Would the Project pose a risk of introducing invasive alien species?</p>	NO
1.6	<p>Does the Project involve harvesting of natural forests, plantation development, or reforestation?</p>	NO
1.7	<p>Does the Project involve the production and/or harvesting of fish populations or other aquatic species?</p>	NO
1.8	<p>Does the Project involve significant extraction, diversion or containment of surface or ground water?</p> <p><i>For example, construction of dams, reservoirs, river basin developments, groundwater extraction</i></p>	NO
1.9	<p>Does the Project involve utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)</p>	NO
1.10	<p>Would the Project generate potential adverse transboundary or global environmental concerns?</p>	NO
1.11	<p>Would the Project result in secondary or consequential development activities which could lead to adverse social and environmental effects, or would it generate cumulative impacts with other known existing or planned activities in the area?</p> <p><i>For example, a new road through forested lands will generate direct environmental and social impacts (e.g. felling of trees, earthworks, potential relocation of inhabitants). The new road may also facilitate encroachment on lands by illegal settlers or generate unplanned commercial development along the route, potentially in sensitive areas. These are indirect, secondary, or induced impacts that need to be considered. Also, if similar developments in the same forested area are planned, then cumulative impacts of multiple activities (even if not part of the same Project) need to be considered.</i></p>	NO
Standard 2: Climate Change Mitigation and Adaptation		

2.1	Will the proposed Project result in significant ¹¹ greenhouse gas emissions or may exacerbate climate change?	NO
2.2	Would the potential outcomes of the Project be sensitive or vulnerable to potential impacts of climate change?	NO
2.3	Is the proposed Project likely to directly or indirectly increase social and environmental <u>vulnerability to climate change</u> now or in the future (also known as maladaptive practices)? <i>For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding</i>	NO
Standard 3: Community Health, Safety and Working Conditions		
3.1	Would elements of Project construction, operation, or decommissioning pose potential safety risks to local communities?	NO
3.2	Would the Project pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	YES
3.3	Does the Project involve large-scale infrastructure development (e.g. dams, roads, buildings)?	NO
3.4	Would failure of structural elements of the Project pose risks to communities? (e.g. collapse of buildings or infrastructure)	NO
3.5	Would the proposed Project be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions?	NO
3.6	Would the Project result in potential increased health risks (e.g. from water-borne or other vector-borne diseases or communicable infections such as HIV/AIDS)?	NO
3.7	Does the Project pose potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during Project construction, operation, or decommissioning?	YES
3.8	Does the Project involve support for employment or livelihoods that may fail to comply with national and international labor standards (i.e. principles and standards of ILO fundamental conventions)?	NO
3.9	Does the Project engage security personnel that may pose a potential risk to health and safety of communities and/or individuals (e.g. due to a lack of adequate training or accountability)?	NO
Standard 4: Cultural Heritage		
4.1	Will the proposed Project result in interventions that would potentially adversely impact 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
4.2	Does the Project propose utilizing tangible and/or intangible forms of cultural heritage for commercial or other purposes?	NO
Standard 5: Displacement and Resettlement		
5.1	Would the Project potentially involve temporary or permanent and full or partial physical	NO

11 In regards to CO₂, 'significant emissions' corresponds generally to more than 25,000 tons per year (from both direct and indirect sources). [The Guidance Note on Climate Change Mitigation and Adaptation provides additional information on GHG emissions.]

	displacement?	
5.2	Would the Project possibly result in 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	Is there a risk that the Project would lead to forced evictions? ¹²	NO
5.4	Would the proposed Project possibly affect land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	NO
Standard 6: Indigenous Peoples		
6.1	Are indigenous peoples present in the Project area (including Project area of influence)?	NO
6.2	Is it likely that the Project or portions of the Project will be located on lands and territories claimed by indigenous peoples?	NO
6.3	Would the proposed Project potentially affect 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)? <i>If the answer to the screening question 6.3 is “yes” the potential risk impacts are considered potentially severe and/or critical and the Project would be categorized as either Moderate or High Risk.</i>	NO
6.4	Has there been an 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	Does the proposed Project involve the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	NO
6.6	Is there a potential for forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources?	NO
6.7	Would the Project adversely affect the development priorities of indigenous peoples as defined by them?	NO
6.8	Would the Project potentially affect the physical and cultural survival of indigenous peoples?	NO
6.9	Would the Project potentially affect the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices?	NO
Standard 7: Pollution Prevention and Resource Efficiency		
7.1	Would the Project potentially result in the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or <u>transboundary impacts</u> ?	YES
7.2	Would the proposed Project potentially result in the generation of waste (both hazardous and non-hazardous)?	YES

¹² Forced evictions include acts and/or omissions involving the coerced or involuntary displacement of individuals, groups, or communities from homes and/or lands and common property resources that were occupied or depended upon, thus eliminating the ability of an individual, group, or community to reside or work in a particular dwelling, residence, or location without the provision of, and access to, appropriate forms of legal or other protections.

7.3	<p>Will the proposed Project potentially involve the manufacture, trade, release, and/or use of hazardous chemicals and/or materials? Does the Project propose use of chemicals or materials subject to international bans or phase-outs?</p> <p><i>For example, DDT, PCBs and other chemicals listed in international conventions such as the Stockholm Conventions on Persistent Organic Pollutants or the Montreal Protocol</i></p>	YES
7.4	<p>Will the proposed Project involve the application of pesticides that may have a negative effect on the environment or human health?</p>	NO
7.5	<p>Does the Project include activities that require significant consumption of raw materials, energy, and/or water?</p>	NO

Annex 4 – Risk Analysis

Project Title: HCFCs Phase-out Management Plan, HPMP Stage-II - Nigeria

Award ID: 00127339

Output No: 00121234

Date: February 2020

#	Description	Date Identified	Type	Impact & Probability (1: Low – 5: high)	Countermeasures/Mngt response	Owner	Submitted/updated by	Last Update	Status
1	Insufficient Policy enforcement; Lack of Effectiveness of the policy, of coordination between key institutions	Project Initiation	Institutional	Timely phase-out jeopardised and creates a risk of non-compliance with MP. P=3 I=3	Compliance largely depends on effectiveness of the licensing system in the country: (a) Very close, periodic coordination at the national level. Nigerian Customs and NAFDAC, the agency issuing the license, must be kept in very close coordination by the NOO and the PMU. (b) Continued focus of institutions on effectiveness of the enforcement (including combating illegal trade) will mitigate this risk.	NOO			

2	Level of technical training programmes is insufficient, not providing necessary and sufficient knowledge for handling low-GWP Technologies (safety risk) and	Project Initiation	Operational	This risk limits the potential of uptake of some low-GWP HCFC alternatives. P=3 I=4	Systemic, enhanced training systems, adoption of solid certification system in the country.	NOO			
3	Technology development slower than expected	Project Initiation	Operational	Delay in the conversion of technologies in the selected industries – Not complying with set targets. P=1 I=4	(a) Close monitoring of technology development by the PMU and NOO in consultation with technical experts. (b) Periodic consultations with industries on conversion to HCFC-free technologies. (c) Updates on regulations that would prohibit adoption of old HCFC based technologies in advance (2-3 years).	UNDP / NOO			
4	New technologies are not cost competitive and enterprises lack skills to adopt them (mainly related to SMEs). Small / Medium enterprises find it difficult to adopt new technologies	Project Initiation	Financial	Lack of cooperation and responsiveness of industries (particularly SMEs) which delays the implementation and meeting the targets. P=2 I= 4	Technical and financial support will be provided to avoid high cost of transition noting that cost effectiveness of these technologies will improve with time. Enforcing adequate policies and regulations will ensure compliance of the industries. Training will be provided as well.	UNDP / NOO			

5	Industry not aware and are reluctant to adopt HCFC free technologies	Project Initiation	Operational	Lack of cooperation and responsiveness of industries which delays the implementation and meeting the targets. P= 2 I= 2	(a) Workshops and consultations with industries on HPMP Stage-II and support offered for HCFC phase-out project activities (including funding support). (b) Updates on regulations that would prohibit adoption of old HCFC based technologies in advance (2-3 years). (c) Periodic consultations with industries on conversion to HCFC free technologies highlighting benefits of new technology options.	UNDP / NOO			
6	Informality of the servicing sector	Project Initiation	Operational	This risk makes training programmes insufficiently impactful and jeopardises implementation progress and safety. P= 2 I= 2	Strengthened networks of training centres and of industry associations allow to reach higher number of SMEs / individual informal technicians, and to demonstrate to this sector the economic benefits of increased formality.	UNDP / NOO			
7	Arrival of new companies that potentially do not abide by the phase-out rules and cannot be funded	Project Initiation	Operational	This impact the level-playing field in the concerned economic sectors and challenges the timely implementation of phase-out targets P= 4 I= 4	Engagement of Industry associations through public awareness and training on regulations; close monitoring by NOO and its partners to survey the state of the national market; spot-check to ensure that current regulations fully enforced.				

8	Lack of monitoring of the risks identified in the SESP (Gender, Workers' safety, Pollution)	Project Initiation	Operational	<p>If these risks identified in the SESP are not monitored closely, risk to the effective implementation of the project</p> <p>P= 3 I= 4</p>	Close follow-up and monitoring of the risk, regular review of the SESP during project implementation, by the NOO and the PSC as needed.	UNDP / NOO			
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Annex 5 – Capacity Assessment – Federal Ministry of Environment (attached as a separate annex)

Annex 6 - Project Steering Committee (PSC)'s Terms of Reference and TORs of key management positions

6.1 PSC Terms of reference

The **Project Steering Committee** is responsible for deliberating on issues regarding implementation of the project and provide necessary guidance to the Project Manager, including recommendation for UNDP/Implementing Partner approval of project plans and revisions. In order to ensure ultimate accountability, Project Committee recommendations should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition. In case a consensus cannot be reached within the Committee, final decision shall rest with the Project Executive i.e. Director, PC & EH, FMENV.

Members of the Project Committee will be proposed to the management of the FMENV and confirmed at the Inception workshop.

The Steering Committee (SC) shall be appointed with the task to provide strategic orientation to the Project and shall comprise the following principal members: **[List to be confirmed at the LPAC meeting]**.

The Steering Committee Chair is the Implementing Partner, a representative of the by the Permanent Secretary, Federal Ministry of Environment, normally the Director, PC & EH.

The IP shall be appointed with the task to chair the SC, with UNDP as co-chair. A suitable representative from UNDP could act as co-chair for the PSC. This should happen on the discretion of the Steering Committee Chair.

The SC shall meet a minimum of at least two and not more than four times per year (February and November) in order to coincide with project cycle management milestones, and whenever at least two of its members require such a meeting;

The SC will guide the Project on a strategic level and provide high-level supervision to the PMU on specific operational aspects relating to project performance;

The SC shall have the right to make requests to the PMU;

The SC shall have the right to call for progress evaluations at any time as deemed necessary and fit for the success of the Project;

All decisions are taken by consent. Any decision related to a change in the strategic orientation of the Project will require the consent of UNDP.

Specific Responsibilities of the PSC

Specific responsibilities of the Project Board are summarized as a. Issues to note; b. Issues to approve; and c. Issues for deliberation under the following:

- Setting a strategic direction, reinforcing government leadership of the project and coordinating interventions;
- Provide advice and guidance on business issues facing the project;
- Providing guidance and agreeing on possible countermeasures/management actions to address specific project related risks;

- Approving the annual work plans prepared by the Project Manager and Contracted Parties;
- Conducting regular meetings (at least twice a year) to review the progress of project resources and providing direction and recommendations to ensure that the agreed deliverables are produced to a satisfactory standard;
- Reviewing and approving all activities that are supported by the project based on the project objectives, work plan and availability of funding;
- Provide strategic and technical advice to create synergy and uniformity between supported activities, policies and aligned projects;
- Assess project progress and report on project to senior management and higher authorities;
- Receiving reports on all activities supported by the programme to serve as an additional basis for monitoring and assessing project resources' performance and delivery;
- Ensures project makes good use of assets;
- Approve or reject changes to the project with a high impact on timelines and budget;
- Assist the project in achieving its outcomes;
- Review and approve final project deliverables.

6.2 ToR of the Staff of the PMU:

EXTERNAL VACANCY ANNOUNCEMENT TERMS OF REFERENCE	
HCFC Phase-out Management Plan Stage 2	
I. Position Information	
Job Code /Title: Project Manager HPMP Stage 2 Project Management Unit	
Location:	Abuja
Type of Contract:	Service Contract
Duration:	1 Year (possibility of extension, depending on availability of funds)
Supervisor:	National Ozone Officer, FMENV
[To be completed after discussion and comments at the LPAC].	
XII. II. BACKGROUND INFORMATION	
XIII. III. FUNCTIONS / KEY RESULTS EXPECTED	
•	
XIV. IV. COMPETENCIES AND CRITICAL SUCCESS FACTORS	
□	
XV. V. RECRUITMENT QUALIFICATIONS	
Education:	
Experience:	
Language:	Fluency in English
Method of Application:	Applicants are invited to submit to the Director, Department of Pollution Control & Environmental Health, Federal Ministry of Environment. Applications closes 2

	weeks from the date of this advert.
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**EXTERNAL VACANCY ANNOUNCEMENT
TERMS OF REFERENCE**

HCFC Phase-out Management Plan Stage 2

I. Position Information

Job Code /Title: Administrative Associate
 Location: Abuja
 Type of Contract: Service Contract
 Duration: 1 Year (possibility of extension, depending on availability of funds)
 Supervisor: National Ozone Officer, FMENV / Project Manager, PMU – HPMP Stage II

XVI. II. BACKGROUND INFORMATION

This post is to be the Administrative Associate of the Project management Unit of Stage 2 of the HCFC Phase-out Management Plan (HPMP) funded by the Multilateral Fund and the Government of Italy, implemented by the FMEnv and UNDP. Detailed information on this programme can be found in the HPMP-document that was approved by the 81st ExCom and the Project Document.

XVII. III. FUNCTIONS / KEY RESULTS EXPECTED

The mandate of the Administrative Associate will be to assist the Federal Ministry of Environment-National Ozone Office (FMEnv-NOO) and especially the PMU as well as UNDP-Nigeria in providing administrative support services to implement the HCFC Phase-out Management Plan (HPMP) in Nigeria, approved at the 64th meeting of the Executive Committee held in Montreal in December 2010 and its second stage approved in 2018 at the 81st ExCom Meeting. The implementation will consist of a combination of Investment, servicing sector support and Policy & Management Support components in accordance with the agreement between Government of Nigeria and the Executive Committee of the Multilateral Fund. UNDP is the lead implementing agency for this programme and will provide the required technical and infrastructural support for the implementation of the HPMP. The Administrative Associate is expected to discharge the following functions:

- a) Liaising between the Implementing Agencies (UNDP & UNIDO) and the Federal Ministry of Environment (National Ozone Office) on matters relating to the implementation of the HCFC Phase out Management Plan (HPMP)
- b) Maintaining list of national and international consultants and vendors working on HPMP;
- c) Assembling documentation for project related meetings; taking minutes at meetings and ensuring required reports are completed on time.
- d) Keeping abreast of changes in administrative rules, regulations and procedures; providing interpretation of same when required as they affect the implementation of the HPMP.
- e) Participating in discussions of new or revised procedures and practices, interpreting and assessing the impact of changes, and making recommendations for follow-up actions.

- f) Undertaking the provision of services relating to travel and transport, maintenance of premises and office equipment etc.; drafting correspondence, reports, evaluations and justifications as required.
- g) Following up on local and international procurement issues, obtaining import duty waivers and facilitating the clearance of equipment from the ports and delivery at recipients' premises.
- h) Performing any other duties within the purview of the project as assigned by the Project Coordinator.

Reporting and Deliverables

The Administrative Associate will assist the National Ozone Officer and the Project Manager (PMU) in providing FME_{env} and UNDP-Nigeria with monthly brief updates on the tasks carried out. These updates should report on all relevant activities in the period and be accompanied by a request for payment over the same period.

Deliverables

- Monthly, half-yearly and Annual Reports on activities carried out
- Minutes of Meetings
- Inventory of Office items
- Records of all documents relating to the projects

XVIII. IV. COMPETENCIES AND CRITICAL SUCCESS FACTORS

- **Professionalism:** knowledge and understanding of Montreal Protocol financial mechanisms and MLF policies and procedures.
- **Communication:** Speaks and writes clearly and effectively; listens to others; correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style, and format to match audience; and is proactive in sharing information and keeping people informed.
- **Technological awareness:** Keeps abreast of available technologies; understands technological applications in chemical handling and management; and actively seeks to apply and guide beneficiaries in the use of modern technologies in chemical management.
- **Planning and Organizing:** Is able to develop clear goals for the short-, mid, and long-term that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities depending on pressing exigencies without compromising delivery of other tasks; uses time efficiently and allocates enough time to complete work; is flexible, and monitors and adjust plans and actions as necessary; and considers and factors in, unexpected and/or urgent tasks and requirements.

XIX. V. RECRUITMENT QUALIFICATIONS

Education:	<ul style="list-style-type: none"> • A minimum of Bachelor's degree in any social sciences or secretariat/administration-related discipline
Experience:	<ul style="list-style-type: none"> • At least 5 years of experience in Secretariat Administration in any Government, Public Sector, Multilateral Organization or NGOs. • Minimum of three years of experience in administration of similar environmental projects and activities, particularly under the Montreal Protocol • Knowledge and understanding of the Montreal Protocol issues • Familiarity with UNDP process and procedures in implementing the Montreal

	<p>Protocol in Nigeria</p> <ul style="list-style-type: none">• Experience in public awareness creation initiatives• Good command of written and spoken English
Language:	Fluency in English

Annex 7 - Calculation of Cost Effectiveness of the HPMP as per the approval by the MLF

Sector	Technology	Agency	FINAL APPROVED	HCFC Phase-out (mt)		Total	C.E.	HCFC Phase-out (ODP t)		
				HCFC-141b	HCFC-22			HCFC-141b	HCFC-22	Total
Polyurethane (PU) Foam - Slavit Group	MF/HC	UNDP/Italy	664,000	96.00	-	96.00	6.92	10.56	-	10.56
Polyurethane (PU) Foam - group subproject	MF	UNDP/Italy	1,440,480	360.10	-	360.10	4.00	39.61	-	39.61
Commercial refrigeration foam	Water/MF/CO2	UNIDO	156,838	30.50	-	30.50	5.14	3.36	-	3.36
Subtotal Foam			2,261,318	486.60	-	486.60	4.65	53.53		53.53
Servicing		UNDP/Italy	6,115,417	-	1,274.05	1,274.05	4.80	-	70.07	70.07
PMU		UNDP/UNIDO	513,999	-	-	-	NA	-	-	-
Total			8,890,734	486.60	1,274.05	1,760.65	5.05	53.53	70.07	123.60

C.E.: Cost effectiveness

Remaining HCFC22 (ODP tonnes)	167.81
Remaining HCFC141b	0

Note: the difference between the tonnage financed for phase-out in the table above and the commitments in the agreement are tonnages for which the country will not receive funding to phase out (effort by the companies themselves).

Annex 8 - HPMP Stage 2 document as modified per approval of the MLF Executive Committee in its Decision 81/40.

This is submitted as a separate annexed document, due to its size.

Annex 9 – LPAC Minutes [To be added after LPAC].

Annex 10

AGREEMENT

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

Purpose

1. This Agreement represents the understanding of the Government of Nigeria (the “Country”) and the Executive Committee with respect to the reduction of controlled use of the ozone-depleting substances (ODS) set out in Appendix 1-A (“The Substances”) to a sustained level of 167.81 ODP tonnes by 1 January 2023 in compliance with Montreal Protocol schedule.
2. The Country agrees to meet the annual consumption limits of the Substances as set out in row 1.2 of Appendix 2-A (“The Targets, and Funding”) in this Agreement as well as in the Montreal Protocol reduction schedule for all Substances mentioned in Appendix 1-A. The Country accepts that, by its acceptance of this Agreement and performance by the Executive Committee of its funding obligations described in paragraph 3, it is precluded from applying for or receiving further funding from the Multilateral Fund in respect to any consumption of the Substances that exceeds the level defined in row 1.2 of Appendix 2-A as the final reduction step under this Agreement for all of the Substances specified in Appendix 1-A, and in respect to any consumption of each of the Substances that exceeds the level defined in rows 4.1.3, 4.2.3 and 4.3.3 (remaining consumption eligible for funding).
3. Subject to compliance by the Country with its obligations set out in this Agreement, the Executive Committee agrees, in principle, to provide the funding set out in row 3.1 of Appendix 2-A to the Country. The Executive Committee will, in principle, provide this funding at the Executive Committee meetings specified in Appendix 3-A (“Funding Approval Schedule”).
4. The Country agrees to implement this Agreement in accordance with the stage II of the HCFC phase-out management plan (HPMP) approved (“the Plan”). In accordance with sub-paragraph 5(b) of this Agreement, the Country will accept independent verification of the achievement of the annual consumption limits of the Substances as set out in row 1.2 of Appendix 2-A of this Agreement. The aforementioned verification will be commissioned by the relevant bilateral or implementing agency.

Conditions for funding release

5. The Executive Committee will only provide the Funding in accordance with the Funding Approval Schedule when the Country satisfies the following conditions at least eight weeks in advance of the applicable Executive Committee meeting set out in the Funding Approval Schedule:
 - a) That the Country has met the Targets set out in row 1.2 of Appendix 2-A for all relevant years. Relevant years are all years since the year in which this Agreement was approved. Years for which there are no due country programme implementation reports at the date of the Executive Committee meeting at which the funding request is being presented are exempted;
 - b) That the meeting of these Targets has been independently verified for all relevant years, unless the Executive Committee decided that such verification would not be required;
 - c) That the Country had submitted a Tranche Implementation Report in the form of Appendix 4-A (“Format of Tranche Implementation Reports and Plans”) covering each previous calendar year; that it had achieved a significant level of implementation of

- activities initiated with previously approved tranches; and that the rate of disbursement of funding available from the previously approved tranche was more than 20 per cent; and
- d) That the Country has submitted a Tranche Implementation Plan in the form of Appendix 4-A covering each calendar year until and including the year for which the funding schedule foresees the submission of the next tranche or, in case of the final tranche, until completion of all activities foreseen.

Monitoring

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

Flexibility in the reallocation of funds

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

- a. Reallocations categorized as major changes must be documented in advance either in a Tranche Implementation Plan as foreseen in sub-paragraph 5(d) above, or as a revision to an existing Tranche Implementation Plan to be submitted eight weeks prior to any meeting of the Executive Committee, for its approval. Major changes would relate to:
 - i. Issues potentially concerning the rules and policies of the Multilateral Fund;
 - ii. Changes which would modify any clause of this Agreement;
 - iii. Changes in the annual levels of funding allocated to individual bilateral or implementing agencies for the different tranches;
 - iv. Provision of funding for activities not included in the current endorsed Tranche Implementation Plan, or removal of an activity in the Tranche Implementation Plan, with a cost greater than 30 per cent of the total cost of the last approved tranche; and
 - v. Changes in alternative technologies, on the understanding that any submission for such a request would identify the associated incremental costs, the potential impact to the climate, and any differences in ODP tonnes to be phased out if applicable, as well as confirm that the Country agrees that potential savings related to the change of technology would decrease the overall funding level under this Agreement accordingly;
- b. Reallocations not categorized as major changes may be incorporated in the approved Tranche Implementation Plan, under implementation at the time, and reported to the Executive Committee in the subsequent Tranche Implementation Report;
- c. Any enterprise to be converted to non-HCFC technology included in the Plan and that would be found to be ineligible under the policies of the Multilateral Fund (i.e., due to foreign ownership or establishment post the 21 September 2007 cut-off date), would not receive financial assistance. This information would be reported as part of the Tranche Implementation Plan;
- d. The Country commits to examining the possibility of using pre-blended systems with low-global warming potential blowing agents instead of blending them in-house, for those foam enterprises covered under the Plan, should this be technically viable, economically feasible and acceptable to the enterprises;
- e. The Country agrees, in cases where HFC technologies have been chosen as an alternative to HCFCs, and taking into account national circumstances related to health and safety: to monitor the availability of substitutes and alternatives that further minimize impacts on the climate; to consider, in the review of regulations standards and incentives adequate provisions that encourage introduction of such alternatives; and to consider the potential for adoption of cost-effective alternatives that minimize the climate impact in the

- implementation of the HPMP, as appropriate, and inform the Executive Committee on the progress accordingly in tranche implementation reports; and
- f. Any remaining funds held by the bilateral or implementing agencies or the Country under the Plan will be returned to the Multilateral Fund upon completion of the last tranche foreseen under this Agreement.

Considerations for the refrigeration servicing sector

8. Specific attention will be paid to the execution of the activities in the refrigeration servicing sector included in the Plan, in particular:
 - a. The Country would use the flexibility available under this Agreement to address specific needs that might arise during project implementation; and
 - b. The Country and relevant bilateral and/or implementing agencies would take into consideration relevant decisions on the refrigeration servicing sector during the implementation of the Plan.

Bilateral and implementing agencies

9. The Country agrees to assume overall responsibility for the management and implementation of this Agreement and of all activities undertaken by it or on its behalf to fulfil the obligations under this Agreement. The United Nations Development Programme (UNDP) has agreed to be the lead implementing agency (the “Lead IA”) and the United Nations Industrial Development Organization (UNIDO) and the Government of Italy have agreed to be the cooperating implementing agencies (the “Cooperating IAs”) under the lead of the Lead IA in respect of the Country’s activities under this Agreement. The Country agrees to evaluations, which might be carried out under the monitoring and evaluation work programmes of the Multilateral Fund or under the evaluation programme of the Lead IA and/or Cooperating IAs taking part in this Agreement.

10. The Lead IA will be responsible for ensuring co-ordinated planning, implementation and reporting of all activities under this Agreement, including but not limited to independent verification as per subparagraph 5(b). The Cooperating IAs will support the Lead IA by implementing the Plan under the overall co-ordination of the Lead IA. The roles of the Lead IA and Cooperating IAs are contained in Appendix 6-A and Appendix 6-B, respectively. The Executive Committee agrees, in principle, to provide the Lead IA and the Cooperating IAs with the fees set out in rows 2.2, 2.4 and 2.6 of Appendix 2-A.

Non-compliance with the Agreement

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

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

13. The Country will comply with any reasonable request of the Executive Committee, and the Lead IA and the Cooperating IAs to facilitate implementation of this Agreement. In particular, it will provide the

Lead IA and the Cooperating IAs with access to the information necessary to verify compliance with this Agreement.

Date of completion

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

Validity

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

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

APPENDICES

APPENDIX 1-A: THE SUBSTANCES

Substance	Annex	Group	Starting point for aggregate reductions in consumption (ODP tonnes)
HCFC-22	C	I	248.5
HCFC-141b	C	I	96.4
Sub-total			344.9
HCFC-141b contained in imported pre-blended polyols	C	I	53.2
Total	C	I	398.2

APPENDIX 2-A: THE TARGETS, AND FUNDING

Row	Particulars	2018	2019	2020	2021	2022	2023	Total
1.1	Montreal Protocol reduction schedule of Annex C, Group I substances (ODP tonnes)	310.41	310.41	224.19	224.19	224.19	224.19	
1.2	Maximum allowable total consumption of Annex C, Group I substances (ODP tonnes)	310.41	310.41	224.19	224.19	224.19	167.81	
2.1	Lead IA UNDP agreed funding	2,600,000	0	1,400,000	2,600,000	0	1,610,472	8,210,472

	(US \$)							
2.2	Support costs for Lead IA (US \$)	182,000	0	98,000	182,000	0	112,733	574,733
2.3	Cooperating IA (Government of Italy) agreed funding (US \$)	269,025	0	234,400	0	0	0	503,425
2.4	Support costs for Cooperating IA (US \$)	34,973	0	30,472	0	0	0	65,445
2.5	Cooperating IA (UNIDO) agreed funding (US \$)	176,837	0	0	0	0	0	176,837
2.6	Support costs for Cooperating IA (US \$)	15,915	0	0	0	0	0	15,915
3.1	Total agreed funding (US \$)	3,045,862	0	1,634,400	2,600,000	0	1,610,472	8,890,734
3.2	Total support costs (US \$)	232,888	0	128,472	182,000	0	112,733	656,094
3.3	Total agreed costs (US \$)	3,278,750	0	1,762,872	2,782,000	0	1,723,205	9,546,828
4.1.1	Total phase-out of HCFC-22 agreed to be achieved under this Agreement (ODP tonnes)							70.07
4.1.2	Phase-out of HCFC-22 to be achieved in the previous stage (ODP tonnes)							10.62
4.1.3	Remaining eligible consumption for HCFC-22 (ODP tonnes)							167.81
4.2.1	Total phase-out of HCFC-141b agreed to be achieved under this Agreement (ODP tonnes)							41.9
4.2.2	Phase-out of HCFC-141b to be achieved in the previous stage (ODP tonnes)							54.5
4.2.3	Remaining eligible consumption for HCFC-141b (ODP tonnes)							0
4.3.1	Total phase-out of HCFC-141b contained in imported pre-blended polyols agreed to be achieved under this Agreement (ODP tonnes)							28.3
4.3.2	Phase-out of HCFC-141b contained in imported pre-blended polyols achieved in the previous stage (ODP tonnes)							25
4.3.3	Remaining eligible consumption for HCFC-141b contained in imported pre-blended polyols (ODP tonnes)							0

APPENDIX 3-A: FUNDING APPROVAL SCHEDULE

1. Funding for the future tranches will be considered for approval at the second meeting of the year specified in Appendix 2-A.

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

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

- a. A narrative report, with data provided by tranche, describing the progress achieved since the previous report, reflecting the situation of the Country in regard to phase out of the Substances, how the different activities contribute to it, and how they relate to each other. The report should include the amount of ODS phased out as a direct result from the implementation of activities, by substance, and the alternative technology used and the

related phase-in of alternatives, to allow the Secretariat to provide to the Executive Committee information about the resulting change in climate relevant emissions. The report should further highlight successes, experiences, and challenges related to the different activities included in the Plan, reflecting any changes in the circumstances in the Country, and providing other relevant information. The report should also include information on and justification for any changes vis-à-vis the previously submitted Tranche Implementation Plan(s), such as delays, uses of the flexibility for reallocation of funds during implementation of a tranche, as provided for in paragraph 7 of this Agreement, or other changes;

- b. An independent verification report of the Plan results and the consumption of the Substances, as per sub-paragraph 5(b) of the Agreement. If not decided otherwise by the Executive Committee, such a verification has to be provided together with each tranche request and will have to provide verification of the consumption for all relevant years as specified in sub-paragraph 5(a) of the Agreement for which a verification report has not yet been acknowledged by the Committee;
- c. A written description of the activities to be undertaken during the period covered by the requested tranche, highlighting implementation milestones, the time of completion and the interdependence of the activities, and taking into account experiences made and progress achieved in the implementation of earlier tranches; the data in the plan will be provided by calendar year. The description should also include a reference to the overall Plan and progress achieved, as well as any possible changes to the overall Plan that are foreseen. The description should also specify and explain in detail such changes to the overall plan. This description of future activities can be submitted as a part of the same document as the narrative report under sub-paragraph (b) above;
- d. A set of quantitative information for all Tranche Implementation Reports and Plans, submitted through an online database; and
- e. An Executive Summary of about five paragraphs, summarizing the information of the above sub-paragraphs 1(a) to 1(d).

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

- (a) The Tranche Implementation Reports and Plans referred to as part of this Agreement, will exclusively refer to activities and funds covered by this Agreement; and
- (b) If the stages under implementation have different HCFC consumption targets under Appendix 2-A of each Agreement in a particular year, the lower HCFC consumption target will be used as reference for compliance with these Agreements and will be the basis for the independent verification.

APPENDIX 5-A: MONITORING INSTITUTIONS AND ROLES

1. The National Ozone Unit (NOU) will be monitoring the implementation of the project activities and will prepare a quarterly progress report for the project. The monitoring programme will therefore ensure effectiveness of all the proposed projects within the HPMP through constant monitoring and periodic review of the performance of individual projects. Independent verification will be conducted by a consultant arranged by the Lead IA.

2. The Lead IA will have a particularly prominent role in the monitoring arrangements because of its mandate to monitor ODS imports, whose records will be used as a crosschecking reference in all the monitoring programmes for the different projects within the HPMP. The Lead IA, along with the cooperating IA will also undertake the challenging task of monitoring illegal ODS imports and exports and advise the appropriate national agencies through the NOU.

APPENDIX 6-A: ROLE OF THE LEAD IMPLEMENTING AGENCY

1. The Lead IA will be responsible for a range of activities, including at least the following:
 - (a) Ensuring performance and financial verification in accordance with this Agreement and with its specific internal procedures and requirements as set out in the Country's HPMP;
 - (b) Assisting the Country in preparation of the Tranche Implementation Reports and Plans as per Appendix 4-A;
 - (c) Providing independent verification to the Executive Committee that the Targets have been met and associated tranche activities have been completed as indicated in the Tranche Implementation Plan consistent with Appendix 4-A;
 - (d) Ensuring that the experiences and progress is reflected in updates of the overall plan and in future Tranche Implementation Plans consistent with sub-paragraphs 1(c) and 1(d) of Appendix 4-A;
 - (e) Fulfilling the reporting requirements for the Tranche Implementation Reports and Plans and the overall plan as specified in Appendix 4-A for submission to the Executive Committee, and should include the activities implemented by the Cooperating IAs;
 - (f) In the event that the last funding tranche is requested one or more years prior to the last year for which a consumption target had been established, annual tranche implementation reports and, where applicable, verification reports on the current stage of the Plan should be submitted until all activities foreseen had been completed and HCFC consumption targets had been met;
 - (g) Ensuring that appropriate independent technical experts carry out the technical reviews;
 - (h) Carrying out required supervision missions;
 - (i) Ensuring the presence of an operating mechanism to allow effective, transparent implementation of the Tranche Implementation Plan and accurate data reporting;
 - (j) Co-ordinating the activities of the Cooperating IAs, and ensuring appropriate sequence of activities;
 - (k) In case of reductions in funding for failure to comply in accordance with paragraph 11 of the Agreement, to determine, in consultation with the Country and the Cooperating IAs, the allocation of the reductions to the different budget items and to the funding of the Lead IA and each Cooperating IA;
 - (l) Ensuring that disbursements made to the Country are based on the use of the indicators;
 - (m) Providing assistance with policy, management and technical support when required;
 - (n) Reaching consensus with the Cooperating IAs on any planning, co-ordination and reporting arrangements required to facilitate the implementation of the Plan; and
 - (o) Timely releasing funds to the Country/participating enterprises for completing the activities related to the project.

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

APPENDIX 6-B: ROLE OF THE COOPERATING IMPLEMENTING AGENCIES

1. The Cooperating IAs will be responsible for a range of activities. These activities are specified in the Plan, including at least the following:

- (a) Providing assistance for policy development when required;
- (b) Assisting the Country in the implementation and assessment of the activities funded by the Cooperating IAs, and refer to the Lead IA to ensure a co-ordinated sequence in the activities;
- (c) Providing reports to the Lead IA on these activities, for inclusion in the consolidated reports as per Appendix 4-A; and
- (d) Reaching consensus with the Lead IA on any planning, co-ordination and reporting arrangements required to facilitate the implementation of the Plan.

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

1. In accordance with paragraph 11 of the Agreement, the amount of funding provided may be reduced by US \$151.81 per ODP kg of consumption beyond the level defined in row 1.2 of Appendix 2-A for each year in which the target specified in row 1.2 of Appendix 2-A has not been met, on the understanding that the maximum funding reduction would not exceed the funding level of the tranche being requested. Additional measures might be considered in cases where non-compliance extends for two consecutive years.

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

Certificate Of Completion

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 Certificate Pages: 2
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Signatures: 0
 Initials: 2

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 (None)

Signature


 Signature Adoption: Pre-selected Style
 Using IP Address: 41.217.207.213


Timestamp

Sent: 11/2/2020 1:56:06 AM
 Viewed: 11/2/2020 1:57:04 AM
 Signed: 11/2/2020 1:57:10 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Lealem Berhanu Dinku
 lealem.berhanu@undp.org
 Deputy Resident REpresentative (Programmes)
 UNDP Headquarters
 Security Level: Email, Account Authentication
 (None)


 Signature Adoption: Drawn on Device
 Using IP Address: 41.217.207.213

Sent: 11/2/2020 1:57:12 AM
 Viewed: 11/2/2020 1:58:32 AM
 Signed: 11/2/2020 1:58:56 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	11/2/2020 1:56:06 AM
Certified Delivered	Security Checked	11/2/2020 1:58:32 AM
Signing Complete	Security Checked	11/2/2020 1:58:56 AM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	11/2/2020 1:58:56 AM

Payment Events	Status	Timestamps
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