

GEF-FUNDED ENABLING ACTIVITY PROJECT

9494 Development of Minamata Initial Assessment in South Africa

Project Operational Completion Report

Reporting period: project start (August/2016)– project operational completion (December/2021)

Prepared for UN Environment Programme

(APPROX. LENGTH OF REPORT – 5-8 pages, not including Annexes)

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Project Information Table

Identification Table			
Project Title		Development of Minamata Initial Assessment in South Africa	
Duration months	<i>Planned</i>	24	
	<i>Extension(s)</i>	35	
Division(s) Implementing the project		UNEP, Economy Division, Chemicals and Health Branch, GEF Chemicals and Waste Unit	
Name of Co-implementing Agency		N/A	
Executing Agency(ies)		Africa Institute of South Africa (Basel Convention Regional Centre and a Stockholm Convention Regional Centre)	
Names of Other Project Partners		The Department of Forestry, Fisheries and the Environment	
Project Type		Enabling activity	
Project Scope		Ratification and early implementation of the Minamata Convention in South Africa	
Region		South Africa	
Countries		South Africa	
Programme of Work		5a	
GEF Focal Area(s)		Chemicals and Wastes	
UNSDCF / UNDAF linkages		This project contributed to reach the following outcome from the UNDAF South Africa 2013-2017: "environmental assets and natural resources that are well protected and continually enhanced. More specifically through the following result area: government integrates sustainable development approaches into policies aimed at reducing poverty and promoting equitable socio-economic development.	
Link to relevant SDG target(s) and SDG indicator(s)		3.9, 5c, 6.3, 12.4	
GEF financing amount		\$1,000,000.00	
Co-financing amount		N/A	
Date of CEO Endorsement		June 16, 2016	
Start of Implementation		September 1, 2016	
Date of first disbursement		August 19, 2016	
Total disbursement as of 30 June 2021		\$942,331	
Total expenditure as of 30 June 2021		\$942, 331	
Expected Mid-Term Review Date		N/A	
Completion Date	<i>Planned</i>	January 31, 2019	
	<i>Revised</i>	December 31, 2021	
Expected Terminal Evaluation Date		February 29, 2024	
Expected Financial Closure Date		June 30, 2024	

Geo-referenced Maps

N/A

Abbreviations and Technical Terms (*Where applicable*)

Abbreviation/ Technical Term	Definitions
ASGM	Artisanal and Small-Scale Gold Mining
DEA	Department of Environmental Affairs
DFFE	Department of Forestry, Fisheries and the Environment
EA	Executing Agency
IA	Implementation Agency
MCCM	Multi-stakeholder Committee on Chemicals Management
MIA	Minamata Initial Assessment
NCCM	National Committee on Chemicals Management
NIP	National Implementation Plan
PCA	Project Cooperation Agreement
SADC	Southern African Development Community
UNEP	United Nations Environmental Programme
UNEP Chemicals	Chemicals Branch of the United Nations Environment Programme

Table of Contents

1. Project Description and Implementation Arrangements	5
2. Summary of Results Achieved (Tables)	7
3. Implementation Challenges and Adaptive Management	10
4. Project Costs and Financing	10
5. Long-Term Impact, Sustainability and the Scaling Up of Positive Results.....	11
6. Incorporation of Human Rights and Gender Equality (GEF Portal Question).....	12
7. Environmental, Social and Economic Safeguards (GEF Portal Question)	12
10. Recommendations.....	13
Annexes	14
Annex 1 Logical Framework and Theory of Change diagram	14
Annex 2 Stakeholder Engagement Plan	17
Annex 3 Planned Multi-Year Budget (Listing the activities per component outcome and comparing the planned versus executed budget – life of project)	17
Annex 4 Risk Management Log (Compiled from annual PIRs).....	18
Annex 5 Final Financial Statement (audited financial report, where appropriate, signed by the FMO).....	18
Annex 6 Inventory of Non- Expendable Equipment.....	20

1. Project Description and Implementation Arrangements

The goal of the MIA development is to protect human health and the environment from the risks posed by the unsound use, management and release of mercury. The project's objective was the ratification and early implementation of the Minamata Convention facilitated by the use of scientific and technical knowledge and tools by national stakeholders in South Africa.

The project's implementation management and coordination structure are shown in Figure 1, and it was based in the following institutions:

Implementing Agency (IA): this project was implemented by UNEP and executed by the Africa Institute. UNEP was responsible for the overall project supervision, overseeing the project progress through the monitoring and evaluation of project activities and progress reports, including on technical issues. In close collaboration with the Executing Agency, UNEP provided administrative support to the Executing Agency.

UNEP provided assistances to signatories to the Minamata Convention, by organizing regional/ global awareness raising/ training workshops, reviewing technical products, sending technical experts to key meetings, etc.

Executing Agency (EA): The Africa Institute of South Africa executed, managed and was responsible for the project and its activities on a day-to-day basis. It established the necessary managerial and technical teams to execute the project. It searched for and hired the necessary consultants for technical activities and supervised their work. Also, it acquired equipment and monitored the project; in addition to the organization of independent audits in order to guarantee the proper use of GEF funds.

Department of Environmental Affairs (DEA): This was the main department within the government that anchored the project. DEA is responsible for regulation of all chemicals in the county that have significant environmental impacts. To facilitate its work and reach out to the stakeholders, it has established and manages two stakeholder committees. These are the MCCM and the NCCM. DEA was entirely responsible for the socioeconomic study. The Africa Institute and DEA established a joint coordination committee to facilitate project execution.

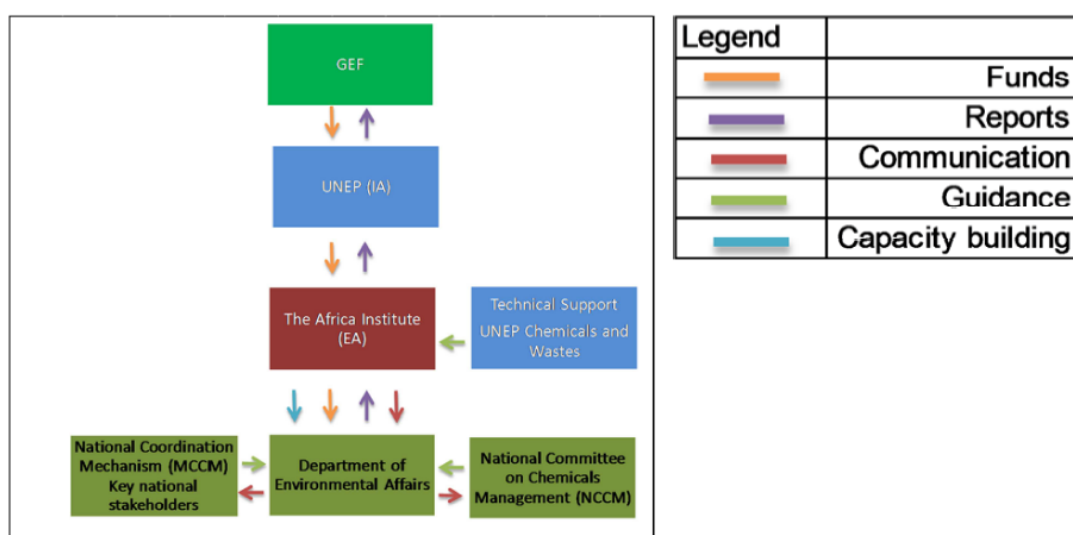


Figure 1. Agreed Project Implementation Structure

The project implementation arrangements were revised in PCA Amendment No.1 in December 2018, in order to the adequate completion of the project's component 3 (Mercury inventory). The project was also extended in February 2020 due to pending activities, as the Amendment 2 established, which remained in force until November 2020.

A 3rd No cost contract extension was requested in March 2021 and remained in force until December 2021, to complete the awareness strategy and the final meetings to wrap up the project. These were mainly affected by suspension of normal business due to COVID19 responses in the country. Overall, the project no-cost extension did not alter the overall total of the budget.

2. Executing Agency Performance and Capacity

The EA was successful in preparing the mercury inventory, despite delays in the consultants' deliverables and some gaps in available information. Despite the project delays and 3 amendments, almost all project objectives and deliverables were followed as described in the project document by the Executing Agency (except for the awareness strategy, which was finally completed internally due to non-responsiveness of the consultant). The institutional arrangements previously approved in the project document were not modified even though the EA requested amendments and one budget re-allocation to meet the deliverables.

The EA carried out activities that required coordination and communication with various stakeholders. The management capacity of EA is considered satisfactory, as the financial and progress reports submitted to the Implementing Agency were rated as that. The governance and supervision arrangements among participant stakeholders were done soundly, with all the different institutions providing necessary information and feedback for the verification of the assessment, which was considered satisfactory also by UNEP experts.

3. Summary of Results Achieved (Tables)

Table 1: Achievement of Outcome(s)

Project objective and Outcomes	Description of indicator	Baseline level	Mid-term target	End-of-project target	End of Project Progress Rating
Objective: Project Objective: Ratification and early implementation of the Minamata Convention is facilitated by the use of scientific and technical knowledge and tools by national stakeholders in South Africa	Completion of outcomes	N/A	N/A	MIA report completed and validated	Satisfactory
Outcome 1: <i>South Africa makes full use of enhanced existing structures and information available dealing with mercury management to guide ratification and early implementation of the Minamata Convention</i>	Workshops and trainings conducted	N/A	N/A	Capacity assessment (workshops and post-training)	Highly Satisfactory
Outcome 2: <i>Full understanding of comprehensive information on current infrastructure for mercury management enables South Africa to develop a sound roadmap for the ratification and early implementation of the Minamata Convention</i>	National capacities assessments	N/A	N/A	Capacity assessment (results for institutional capacities and regulations)	Highly Satisfactory

Project objective and Outcomes	Description of indicator	Baseline level	Mid-term target	End-of-project target	End of Project Progress Rating
Outcome 3: <i>Enhanced understanding on mercury sources and releases facilitated the development of national priority actions</i>	Draft MIA completed and validated	N/A	N/A	MIA report	Satisfactory
Outcome 4: <i>Improved understanding on national needs and gaps in mercury management and monitoring enables a better identification of future activities</i>	National capacities assessments	N/A	N/A	Capacity assessment (post-training)	Highly Satisfactory
Outcome 5: <i>South Africa key stakeholders make full use of the MIA and related assessments leading to the ratification and early implementation of the Minamata Convention</i>	Ratification of Minamata Convention by South Africa and trainings conducted	N/A	N/A	Minamata Convention ratified by South Africa and capacity assessment (post-training)	Highly Satisfactory

Table 2: Delivery of Output(s)

Outputs	Expected completion date	End of Project Implementation status (%)	Comments if variance. Describe any problems in delivering outputs	End of Project Progress Rating
Output 1: Technical support provided for the strengthening of the existing National Coordination Mechanisms and organization of process for the management of mercury in the country				
Activity 1.1: <i>Organize a National Inception Workshop to raise awareness and to define the scope and objective of the MIA process, including:</i> a) Development of a strategy for awareness raising aimed at national stakeholders throughout the project b) Identify key stakeholders and assign roles c) Strengthen the National Coordination Mechanism for mercury management	March 31, 2018	100%	The delay to host an inception workshop was due to lack of a suitable date which would be favourable to all the three parties (South African Government, African Institute and UNEP).	Satisfactory

Outputs	Expected completion date	End of Project Implementation status (%)	Comments if variance. Describe any problems in delivering outputs	End of Project Progress Rating
Activity 1.2: Conduct a national assessment on existing sources of information (studies), compile and make them available	September 30, 2017	100%		Satisfactory
Output 2: Assessment prepared of the national infrastructure and capacity for the management of mercury, including national legislation				
Activity 2.1: Assess key national stakeholders, their roles in mercury management and institutional interest and capacities	August 31, 2018	100%		Satisfactory
Activity 2.2: Analyse the regulatory framework, identify gaps and assess the regulatory reforms needed for the ratification and early implementation of the Minamata Convention in South Africa.	August 31, 2018	100%		Satisfactory
Output 3: Mercury inventory developed using the UNEP mercury tool kit and strategies to identify and assess mercury contaminated sites				
Activity 3.1: Develop a qualitative and quantitative inventory of all mercury sources and releases	March 31, 2019	100%		Moderately Satisfactory
Activity 3.2: Develop a national strategy to identify and assess mercury contaminated sites,	December 2019	100%		Satisfactory
Output 4: Technical support provided for identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury				
Activity 4.1: Conduct a national and sectoral assessment on challenges and opportunities to implement the Convention in key priority sectors	September 30, 2018	100%		Satisfactory
Activity 4.2: Develop a report on recommendations to implement the Convention	September 30, 2018	100%		Satisfactory
Output 5: Technical support provided for preparation and validation of National MIA reports and implementation of awareness raising activities and dissemination of results				
Activity 5.1: Draft and validate MIA Report	24-26 February 2020	100%		Satisfactory
Activity 5.2: Develop a national MIA dissemination and outreach strategy	31 December 2021	100%	The draft Strategy was completed and rolled out in part due to COVID19 restrictions.	Satisfactory

4. Implementation Challenges and Adaptive Management

Challenge Encountered	Action Taken
Closed contracts with work certified by beneficial country but less satisfactory in terms of quality.	Awareness strategy was finalized internally by DEA and IA.
Data not available as requested by UNEP's Toolkit for Inventory development.	Expanded level 2 inventory with emphasis on Contaminated sites was finally closed albeit with sketchy data.
Restrictions of face-to-face meetings due to COVID-19 pandemic.	Produce visual instruments that may be distributed or posted publicly.

5. Project Costs and Financing

Table 2: Project Total Funding¹ and Expenditures

Funding by source (Life of project)	Planned funding	Secured funding	Expended
<i>All figures as USD</i>			
GEF Grant	\$1,000,000.00	\$1,000,000.00	\$941,314.00
<i>Sub-total: Project Funding</i>	<i>\$1,000,000.00</i>	<i>\$1,000,000.00</i>	<i>\$941,314.00</i>
Staffing (Total throughout the project)	Planned posts	Filled posts	-
<i>All figures as Full Time Equivalent</i>			
GEF grant-funded staff post costs	n/a	n/a	n/a
Co-finance funded staff post costs	n/a	n/a	n/a

¹ "Enabling Activities: The Guidance has been clarified to confirm that co-financing is not required for EAs, that PPGs are not available for EAs, and that M&E budgets are not required as these costs do not apply to EAs. " pg.33, GUIDELINES ON THE PROJECT AND PROGRAM CYCLE POLICY (GEF/C.59/Inf.03) July 2020

Table 3: Expenditure by Component, Outcome or Output (depending on financial system capabilities)

Component/sub-component/output All figures as USD	Estimated cost at design	Actual Expenditure	Expenditure ratio (actual/planned)
Component 1 / Outcome 1	\$43,250.00	\$43,250.00	1
Component 2 / Outcome 2	\$196,623.00	\$185,436.00	0.94
Component 3 / Outcome 3	\$323,250.00	\$303,424.00	0.93
Component 4 / Outcome 4	\$273,250.00	\$264,762.00	0.96
Component 5 / Outcome 5	\$47,737.00	\$47,737.00	1
Project Management	\$90,890.00	\$90,890.00	1
M&E	\$25,000.00	\$20,963.49	0.83
Total	\$1,000,000.00	\$956,462.49	0.95

6. Stakeholder Engagement and Capacity Development

Interviews were conducted with main stakeholders, including representatives of relevant agencies, potential recipients and users of mercury containing items (such as medical tools/instruments and lab devices) during the development of the South African Mercury emissions inventory.

The institutional assessment revealed information about various governmental, research, surveillance, and assessment institutions that are funded by the national budget. These institutions are responsible for ensuring the safety of citizens and the environment.

However, the assessment showed remaining capacity gaps at national level that need to be addressed before provisions can be met, such as reporting mechanisms that need to be properly coordinated across various stakeholders and institutions.

Regarding gender, stakeholder information was not entirely clear despite being indicated in the project document. The project design considered gender measurement, but it was not properly reflected in the collected data.

Regarding awareness raising activities under output 5, were developed based on the activity or vulnerability of the targeted groups through 3 specific approaches: Minamata Convention obligations and Domestication Regulations; Hg Source Category; and Protection of Workers.

7. Awareness Raising Activities

By the closure of the project, South Africa was in the final process of compiling a “Strategy for awareness raising on mercury and mercury compounds aimed at national stakeholders”. Due to COVID-19, only a few printed materials could be delivered to stakeholders at the last project feedback meetings. However, this strategy considered activities at a national level as integral to its implementation, such as training and education to exposed workers of different sectors and risk communication. Their main strength is the focus on providing workers and consumers with reliable risk information about mercury exposure so that they can make informed choices, as well as the aim to reduce or substitute the use of mercury in spaces such

as schools and factories. The weakness is the possibility of issues regarding interinstitutional coordination needed among the different national ministries implied.

All the measures taken, influenced South Africa towards the ratification of the Minamata Convention.

8. Sustainability and the Scaling Up of Positive Results

Regarding the institutional and financial sustainability of the positive impacts of the project, the MIA Report for South Africa includes key action items for the successful implementation of Minamata Convention in the country, through an assessment of existing opportunities and challenges in national legislation and institutional capacities. Also, the project identified national priorities in efforts to address the mercury issue in the country. Only an initial set of priority actions arising from the SA MIA assessments were developed, as the country was yet to develop a detailed implementation plan.

As mentioned in the reviewed information, the project had the active participation of government ministries, NGOs and civil societies. These institutions played an active and very participative role in generating specific information that was an essential part of the project.

In terms of capacity measures, EA demonstrated sound capacity to continue with projects of similar scope in the country, due to good coordination and communication with the national working group.

9. Incorporation of Human Rights and Gender Equality (GEF Portal Question)

Gender was considered by describing the specific health impacts related to mercury exposure, attributed to women, as part of chapter IV in the SA MIA Report dedicated to identify populations at risk and gender dimensions. Also, as part of the gaps identified and needs to be addressed in order to strengthen institutional capacities, financial mechanisms were proposed to support research in gender dimensions and identification of vulnerable groups (e.g. population that relies on a fish diet and active unregistered ASGM).

Despite the information gaps, South Africa reinforced its capacity to include gender equality and human rights as part of the Public National Priorities and this information was described in the MIA report.

10. Environmental, Social and Economic Safeguards (GEF Portal Question)

Environmentally, there were no negative environmental impacts identified in the Safeguards Plan of the project at CEO Approval. Additionally, there were no significant environmental impacts of the project identified during the Operational Completion Report, since the project relied on investigative work.

Social and economically, social and economic impacts were identified in the Safeguards Plan at CEO Approval, since project team collaborated with stakeholders on a regular basis to provide updates and gather feedback. Additionally, the project is aimed to influence on the regulatory systems related to mercury management in the country. As a result, changes were proposed and considered to align with the requirements of the Minamata Convention.

11. Knowledge Management (GEF Portal Question)

Technical expertise and tools to facilitate the development of the MIA was developed through the framework of the UNEP Global Mercury Partnership, and made available to the EA.

Project knowledge management was handled successfully by the EA and national consultants, with assistance of UNEP when an extension of time was required for consultant deliverables. Regarding awareness raising, different groups of stakeholders were to be targeted by specific messages and communication tools (e.g. workshops, labour meetings, posters, pamphlets, community meetings, radio and TV, social media, website, public events and t-shirts). The project knowledge was made available and accessible to all. Public access to the MIA will be managed by the Minamata Convention Secretariat and the UNEP Global Mercury Partnership if needed.

Also, because of COVID-19 pandemic, adaptive management actions were implemented during the project execution phase.

12. Lessons Learned (GEF Portal Question – Main Findings)

1. The assistance provided by EA and IA was instrumental in helping national stakeholders develop the necessary capacity to achieve the desired outcomes. The project team and national partners worked closely together to ensure that the project was executed successfully.
2. Organization of inception meetings and workshops is a priority, in order to have key institutions represented and agreements on coordination mechanisms for project implementation.
3. The assessment of the information available on existing sources of information can be done by a team selected by the coordination committee.
4. The awareness strategy was finally completed internally due to the non-responsiveness of the consultant hired for that purpose.

13. Recommendations

1. Once the MIA concludes based on the identified needs, South Africa should develop a NAP.
2. Request national support for financial mechanisms to fund research in areas where gaps have been identified such as health impacts, gender dimensions, vulnerable groups, and testing of suspected contaminated sites.
3. Extend the update of the information for national counterparts in compliance with the agreement. Also, public awareness should have a follow up, to ensure compliance with the objectives of the project.
4. In case of delays due to contract's termination issues, which could lead to timing adaptations, the remaining components in the project implementation may need additional extensions. Also, in case it is necessary, delays in deliverables should be escalated to the management of IA and DEA.
5. In case the beneficiary country expresses no need for an international consultant, they may request the remaining budget to be incorporated into the corresponding local consultancy costs.
6. It is important that all project managers involved in the project ensure that all information is available and properly documented by the end of it, to avoid any misunderstandings that may arise from not having all the required information and will ensure that the project is properly evaluated and its results are accurately communicated to all parties involved.

Annexes

(Append the following – where applicable)

Annex 1 Logical Framework and Theory of Change diagram

Project objective: Ratification and early implementation of the Minamata Convention is facilitated by the use of scientific and technical knowledge and tools by national stakeholders in South Africa.				
Project Component	Project Outcomes	Project Outputs	GEF Project Financing	Confirmed Co-financing
1.Strengthening of Coordination Mechanism and organization of process.	South Africa makes full use of enhanced existing structures and information available dealing with mercury management to guide ratification and early implementation of the Minamata Convention	Technical support provided for the strengthening of the existing National Coordination Mechanisms and organization of process for the management of mercury in the country	\$43,250.00	0
2.Assessment of the national infrastructure and capacity for the management of mercury, including national legislation.	Full understanding of comprehensive information on current infrastructure for mercury management enables South Africa to develop a sound roadmap for the ratification and early implementation of the Minamata Convention	Assessment prepared of the national infrastructure and capacity for the management of mercury, including national legislation	\$196,623.00	0
3. Development of a mercury inventory using the UNEP mercury toolkit and strategies to identify and assess mercury-contaminated sites.	Enhanced understanding on mercury sources and releases facilitated the development of national priority actions	Mercury inventory developed	\$323,250.00	0
4. Identification of challenges, needs and opportunities to	Improved understanding on national needs and gaps in mercury management and	List of challenges, needs and opportunities identified to	\$273,250.00	0

implement the Minamata Convention on Mercury.	monitoring enables a better identification of future activities	implement the Minamata Convention on Mercury		
5. Preparation and validation of National MIA reports and implementation of awareness raising activities and dissemination of results.	South Africa key stakeholders make full use of the MIA and related assessments leading to the ratification and early implementation of the Minamata Convention	Technical support provided for preparation and validation of National MIA reports and implementation of awareness raising activities and dissemination of results	\$47,737.00	0
Subtotal			\$884,110.00	0
Project Management Cost			\$90,890.00	0
Monitoring and Evaluation			\$25,000.00	0
Total Project Cost			\$1,000,000.00	0



Annex 2 Stakeholder Engagement Plan

N/A

Annex 3 Planned Multi-Year Budget (Listing the activities per component outcome and comparing the planned versus executed budget – life of project)

ANNEX F: GEF PROJECT BUDGET										Total GEF funding:	1095000
BUDGET BY PROJECT COMPONENT AND UNEP BUDGET LINES										IA fee (9.5%):	95000
RECONCILIATION BETWEEN GEF ACTIVITY BASED BUDGET AND UNEP BUDGET BY EXPENDITURE CODE (GEF FINANCE ONLY)										Project funding:	1000000
Project No:											
Project Name:										Development of Minamata Initial Assessment in South Africa	
Executing Agency:										The Africa Institute	
Source of funding (noting whether cash or in-kind):										GEF Trust Fund Cash	
BUDGET ALLOCATION BY PROJECT COMPONENT/ACTIVITY											
	Component 1	Component 2	Component 3	Component 4	Component 5	Project Management	Monitoring and evaluation	TOTAL	YEAR 1	YEAR 2	TOTAL
	Establishment of Coordination Mechanism and organization of process	Assessment of the national infrastructure and capacity for the management and monitoring of mercury, including national legislation	Development of a mercury inventory tool kit and strategies to identify and assess mercury contaminated sites	Identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury	Preparation and validation of National MIA reports and implementation of awareness raising activities and dissemination of results						
UNEP BUDGET LINE/OBJECT OF EXPENDITURE	US\$	US\$	US\$	US\$	US\$	US\$		US\$			
10 PROJECT PERSONNEL COMPONENT											
1100 Project Personnel											
1101 Project coordinator	0					80,000		80,000	40,000	40,000	80,000
1102 Technical advisor	0								0	0	0
1199 Sub-Total	0	0	0	0	0	80,000		80,000	40,000	40,000	80,000
1200 Consultants w/m											
1201 Nat'l consultants for mercury management	10,000	150,000	187,000	150,000	10,000			507,000	347,000	160,000	507,000
1202 Int'l consultant to provide support and advice throughout the project in particular for inventory linking and development or review	0	20,000	50,000	30,000				100,000	70,000	30,000	100,000
1299 Sub-Total	10,000	170,000	237,000	180,000	10,000			607,000	417,000	190,000	607,000
1300 Administrative Support											
1301 Financial officer						10,890		10,890	5,445	5,445	10,890
1399 Sub-Total	0	0	0	0	0	10,890		10,890	5,445	5,445	10,890
1600 Travel on official business (above staff)											
1601 Travel expens and project staff		20,000	20,000	10,000				50,000	40,000	10,000	50,000
1699 Sub-Total	0	20,000	20,000	10,000				50,000	40,000	10,000	50,000
1999 Component Total	10,000	190,000	257,000	190,000	10,000	90,890		747,890	502,445	245,445	747,890
20 SUB-CONTRACT COMPONENT											
2100 Sub-contracts (UN organizations)											
2101 Expert technical advice, provision on guidance and assessment reports	0										
2199 Sub-Total	0	0	0	0	0						
2200 Sub-contracts (SSEA, PCA, non-UN)											
2201 Subcontract for nat'l implementation (incl national trainings, meetings, travel)											
2299 Sub-Total	0	0	0	0	0						
3099 Component Total	0	0	0	0	0						
30 TRAINING COMPONENT											
3200 Group training (field trips, WS, etc.)											
3201 Training on national inventory development (incl. provision of materials)	0		60,000	50,000				110,000	110,000		110,000
3999 Component Total	0	0	60,000	50,000	0			110,000	110,000	0	110,000
40 EQUIPMENT and PREMISES COMPONENT											
4100 Expendable equipment (under 1,500 \$)											
4101 Operational costs	500	500	500	500	500			2,500	1,250	1,250	2,500
4199 Sub-Total	500	500	500	500	500			2,500	1,250	1,250	2,500
4200 Non expendable equipment											
4201 Computer, fax, photocopier, projector	500	500	500	500	500			2,500	1,250	1,250	2,500
4299 Sub-Total	500	500	500	500	500			2,500	1,250	1,250	2,500
4300 Office premises											
4301 Office space	0										
4399 Sub-Total	0	0	0	0	0						
4999 Component Total	1,000	1,000	1,000	1,000	1,000			5,000	2,500	2,500	5,000
50 MISCELLANEOUS COMPONENT											
5100 Reporting costs (publications, maps, NI.)											
5201 Summary reports, visualizations and diffusion of results	3,000	3,000	3,000	3,000	15,000			27,000	9,000	18,000	27,000
5202 Preparation of final report	0				10,000			10,000	0	10,000	10,000
5203 Translation and interpretation	0				9,487			9,487	9,487	9,487	9,487
5299 Sub-Total	3,000	3,000	3,000	3,000	34,487			46,487	9,000	37,887	46,487
5300 Sundry (communications, postages)											
5301 Communications (postage, bank transfers, etc)	250	250	250	250	250			1,250	625	625	1,250
5399 Sub-Total	250	250	250	250	250			1,250	625	625	1,250
5400 Evaluation											
5501 Fiscal evaluation								15,000	15,000	0	15,000
5502 Project audit								10,000	10,000	0	10,000
5599 Sub-Total	0	0	0	0	0			25,000	25,000	0	25,000
5999 Component Total	3,250	3,250	3,250	3,250	34,737			25,000	72,737	9,625	43,112
TOTAL	43,250	196,623	323,250	273,250	273,250	47,737	90,890	25,000	1,000,000	683,757	316,244

Annex 4 Risk Management Log (Compiled from annual PIRs)

N/A

Annex 5 Final Financial Statement (audited financial report, where appropriate, signed by the FMO)

APPENDIX 12: FINAL EXPENDITURE STATEMENT (US\$)												
Project title:		Development of Initial Minamata Assessment in South Africa										
Project number:												
Project implementing agency/organization:		Africa Institute										
Project implementation period:		From: 30-Sep-16					To: 30-Sep-18					
Reporting period:		From: 01-Jan-22					To: 31-Mar-22					
UNEP Budget Line		UNEP approved budget			Actual expenditures incurred*							Cumulative unspent balance to-date
		Total project budget	Current YEAR budget (Oct 17 - Sep 18)	Cumulative expenditures for the YEAR Q1	Disbursements for QUARTER 1	Unliquidated obligations for QUARTER 1	Total expenditures for QUARTER 1	Total expenditures for the YEAR Q1	Cumulative expenditures for previous YEARS 2016-(Q4)+ 2017 (Q1-Q4) + 2018 (Q1-Q4) + 2019 (Q1-Q4) + 2020 (Q1-Q4)+2021 (Q1-Q4)+2022 (Q1-Q4)	Total cumulative expenditures to date 2016 (Q4)+ 2017 (Q1-Q4) + 2018 (Q1-Q4) + 2019 (Q1-Q4)+ 2020 (Q1-Q4)+2021 (Q1-Q4)+2022 (Q1-Q4)		
		A	B	C	D	E	F=D+E	G=C+F	H	I=G+H	J=A-I	
1100	1101	80 000	40 000						80 000	80 000	0	
	1102											
	1201	610 172	180 000						617 951	617 951	(7 779)	
1200		30 000							30 000	30 000		
	1202											
			30 000									
1300	1301	10 890	5 445						10 890	10 890	0	
1600	1601	100	10 000						100	100		
2100	2101											
2200	2201											
2300	2301											
3200	3201	25 665							25 665	25 665	(0)	
			110 000									
3300	3301	27 800							27 752	27 752	48	
	3302	50 900							17 305	17 305	32 695	
	3303	10 373	5 187						9 353	9 353	1 020	
4100	4101	2 500	1 250						2 500	2 500		
4200	4201	2 500	1 250						2 500	2 500	(0)	
4300	4301											
5100	5101											
5200	5201	80 000							90 683	90 683	(10 683)	
			18 000									
	5202	15 000	10 000						15 813	15 813	(813)	
	5203	10 000	9 487								10 000	
5300	5301	5 000	625						4 987	4 987	13	
5500	5501	25 000	15 000								25 000	
	5502	15 000	10 000		1 500		1 500	1 500	4 315	5 815	9 185	
99	GRAND TOTAL	1 000 000	316 244		1 500		1 500	1 500	939 814	941 314	58 686	

*The actual expenditures should be reported in accordance with the specific budget lines of the approved budget (Appendix 1) of the project document in Annex 1. The appended schedule "Explanation for expenditures reported in quarterly expenditure statement" should also be completed.

EXPLANATION FOR EXPENDITURES REPORTED IN QUARTERLY EXPENDITURE STATEMENT			
From:	To:	Budget Line description	Total expenditure for QUARTER
1100	1101	Project coordinator	-
	1102	Technical advisor	-
1200	1201	Natl consultants for mercury management	-
	1202	Intl consultant to provide support and advice throughout the project in particular for inventory training and development or review	-
1300	1301	Financial officer	-
1600	1601	Travel experts and project staff	-
2100	2101	Expert technical advice, provision on guidance and assessment reports	-
2200	2201	Subcontract for natl implementation (Incl national trainings, meetings and travel)	-
2300	2301	Sub-Contracts (For Commercial purposes)	-
3200	3201	Training on national inventory development (incl. Provision of materials)	-
3300	3301	National project inception workshop	-
	3302	Final lessons learned workshop	-
	3303	Steering Committee meetings	-
4100	4101	Operational costs	-
4200	4201	Computer, fax, photocopier, projector	-
4300	4301	Office space	-
5100	5101	Operation and Maintenance of Equipment	-
5200	5201	Summary reports, visualization and diffusion of results	-
	5202	Preparation of final report	-
	5203	Translation and interpretation	-
5300	5301	Communications (postage, bank transfers, etc)	-
5500	5501	Final evaluation	-
	5502	Project audit	1 500
99		Total as per Expenditure Statement	1 500 equals total of column F

**Budget Lines (BL) in this report shall be exactly as specified in the approved budget (Appendix 1) of the project.

1st Instalment - 19.08.2016	350 000
2nd Instalment - 09.02.2018	594 682

	Total Received	944 682								
	Expenditure	941 314								
	Percentage	100%								
Name:	Dr Joseph Molapisi		Title:	Executive Director		Name of Project Manager:	Dr Koebu Khalema			
	Duly authorized official of Executing Division		Date:	24.03.2022		Signature:			Date:	24.03.2022
Signature:										

AFRICA INSTITUTE
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Annex 6 **Inventory of Non- Expendable Equipment**

N/A