

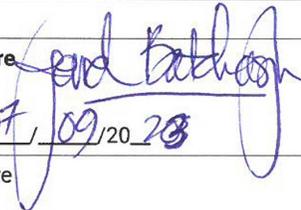
## GEF-FUNDED ENABLING ACTIVITY PROJECT

### 10585: Development of a Minamata Initial Assessment in The Bahamas

#### Project Operational Completion Report

Reporting period: July 2020 – January 2023

Prepared for UNEP

SIGNATURES	
Name of Project Manager (Executing Agency): Jewel Batchasingh (BCRC Caribbean)	Signature:  Date: 07 / 09 / 20 23
Name of Task Manager: Yolanda Cachu (UNEP)	Signature: Date: ____ / ____ / 20__
Copied to the Following:	
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Name of Portfolio Manager: Kevin Helps	Date of Copy Sent: ____ / ____ / 20__
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Minamata Focal Point of the Bahamas: Dr. Rhianna Neely-Murphy (Ministry of Environment and Natural Resources)	Date of Copy Sent: ____ / ____ / 20__

## Project Information Table

Identification Table	
Project Title	Development of a Minamata Initial Assessment in The Bahamas
Duration months	<i>Planned</i> 24
	<i>Extension(s)</i> N/A
Division(s) Implementing the project	UNEP, Industry and Economy Division, Chemicals and Health Branch, GEF Chemicals and Waste Unit
Name of Co-implementing Agency	N/A
Executing Agency(ies)	BCRC Caribbean
Names of Other Project Partners	
Project Type	Enabling Activity
Project Scope	Ratification and early implementation of the Minamata Convention
Region	Latin America and the Caribbean
Countries	Bahamas
Programme of Work	5a
GEF Focal Area(s)	Chemicals and Waste
UNSDCF / UNDAF linkages	
Link to relevant SDG target(s) and SDG indicator(s)	<p>12.4.1: number of parties to international multilateral environmental agreements on hazardous waste, and other chemicals that meet their commitments and obligations in transmitting information as required by each relevant agreement.</p> <p>12.4.2: 2 (a) Hazardous waste generated per capita; and (b) proportion of hazardous waste treated, by type of treatment</p> <p>3.9.1: Mortality rate attributed to household and ambient air pollution</p> <p>3.9.2: Mortality rate attributed to unsafe water, unsafe sanitation and lack of hygiene (exposure to unsafe Water, Sanitation and Hygiene for All (WASH) services)</p> <p>3.9.3: Mortality rate attributed to unintentional poisoning</p> <p>5.c.1: Proportion of countries with systems to track and make public allocations for gender equality and women's empowerment</p> <p>6.3.1: Proportion of domestic and industrial wastewater flows safely treated</p> <p>6.3.2: Proportion of bodies of water with good ambient water quality</p>
GEF financing amount	\$150,000
Co-financing amount	N/A
Date of CEO Endorsement	9 June 2020
Start of Implementation	1 August 2020
Date of first disbursement	July 2020 (approximate)

Total disbursement as of 31 December 2022		\$138,125
Total expenditure as of 31 December 2022		\$136,495
Expected Mid-Term Review Date		N/A
Completion Date	<i>Planned</i>	31 July 2022
	<i>Revised</i>	31 July 2022
Expected Terminal Evaluation Date		July 2023
Expected Financial Closure Date		October 2023

Name of previous phase/preceding project		N/A
Anticipated future phase/future related project		N/A

## Geo-referenced Maps

N/A

## Abbreviations and Technical Terms

<b>Abbreviation</b>	<b>Definition</b>
BRS	Basel Rotterdam Stockholm
EA	Executing Agency
GEF	Global Environment Facility
IA	Implementing Agency
IGO	Intergovernmental Organisation
M&E	Monitoring and Evaluation
MEA	Multilateral Environmental Agreements
MgoS	Major Groups and Other Stakeholder
MIA	Minamata Initial Assessment
MTS	Medium Term Strategy
NAP	National Action Plan
NCM	National Coordination Mechanism
NGO	Non-governmental Organisation
PCA	Project Cooperation Agreement
PoW	Programme of Work
S-SC	South-South Cooperation Policy
SAICM	Strategic Approach to International Chemicals Management
SDG	Sustainable Development Goals
ToC	Theory of Change
UN	United Nations
UNDAF	United Nations Development Assistance Framework
UNEP	United Nations Environment Programme
UNITAR	United Nations Institute for Training and Research

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## **1. Project Description and Implementation Arrangements**

The project objective was to facilitate the early implementation of the Minamata Convention, through the use of scientific and technical knowledge and tools by national stakeholders in The Bahamas. Under Article 20 Paragraph 1 of the Minamata Convention, a Minamata Initial Assessment (MIA) is conducted as a precursor to the implementation of the Minamata Convention. The project provides country-specific baseline information on mercury sources and national capacities to implement the Convention in a report that national stakeholders validate.

The project was executed by BCRC Caribbean (Executing Agency, EA) and implemented by UNEP (Implementing Agency, IA). The IA was responsible for the overall project supervision and overseeing the project's progress. This was set out to be performed through the monitoring and evaluation of project activities and progress reports. Additionally, IA provided the EA with technical guidance and support, as the EA managed the day-to-day aspects of the project and its activities. The EA established managerial and technical teams to execute the project. The EA provided the IA with administrative, progress and financial reports. The National Coordination Mechanism (NCM) included various national stakeholders and steered the direction of the project where necessary. The NCM took decisions on the project in line with the project objectives.

There was one budget revision during the project and the expected outputs were delivered on time.

## **2. Executing Agency Performance and Capacity**

The project operated in an efficient and effective manner. Project activities were sequenced efficiently, and due reporting was submitted in a timely manner by the EA to IA. The accuracy and detail of submitted reports was consistent and satisfactory. All project objectives, deliverables and constraints were kept in line to the project document. Communications and stakeholder management activities have been conducted diligently and extensively by the EA. The EA has excelled in the quality management of the final MIA, as the extensive engagement of experts, data validation and quality control activities have facilitated a very thorough inventory of mercury across the country. In addition, the project was designed with a national scope, however, since the EA was executing multiple MIAs in the region around similar timeframe, opportunities presented themselves to include regional workshops where the lessons learnt, and information exchanges extended beyond national geographical borders and also facilitated the identification of regional priorities under the Minamata Convention.

### 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
<b>Objective</b> Minamata Initial Assessment developed by the national government and endorsed by the national government and key stakeholders facilitating the early implementation of the Minamata Convention in in The Bahamas	Completion of Outcomes	N/A	N/A	MIA Completed and Validated	Satisfactory
<b>Outcome 1:</b> Global technical support for MIA development	Trainings conducted	Capacity Pre-Assessment (Pre-training)	N/A	Capacity Assessment (Post training)	Satisfactory
<b>Outcome 2:</b> Development and validation of the Minamata Initial Assessment	MIA completed and validated	N/A	N/A	Draft MIA	Highly Satisfactory
<b>Outcome 3:</b> Monitoring and Evaluation	N/A	N/A	All reports due to date submitted	All reports submitted	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
<b>Output 1.1: Technical assistance provided to The Bahamas to develop the MIA while building sustainable foundations for its future implementation</b>				
Activity 1.1.1 Quality check of MIA developed, including the final review of the toolkit calculations	June 2022	Complete		Highly Satisfactory
Activity 1.1.2 Final report with a statistical analysis of the MIA and the identification of priorities for the implementation of the Minamata Convention	June 2022	Complete		Satisfactory
Activity 1.1.3 Development of support materials to facilitate outreach and steps to reduce mercury exposure	June 2022	Complete		Satisfactory
<b>Output 2.1: Basic capacity, tools, documents and institutional arrangements are in place for project implementation</b>				
Activity 2.1.1 Organize a National Inception Workshop and training workshops to raise awareness and to define the scope and objective and to have common understanding of the MIA process, including:  a) Develop Tour for the National Coordination Mechanism; b) Develop a strategy for awareness raising aimed at national stakeholders throughout the project c) Identify key stakeholders and assign roles d) Organize training on the Minamata Convention and the development of the mercury inventory	June 2021	Complete		Satisfactory
<b>Output 2.2: National overview of mercury management and inventory of mercury emissions and releases developed</b>				

Outputs	Expected completion date	End of Project Implementation status (%)	Comments if variance. Describe any problems in delivering outputs	End of Project Progress Rating
Activity 2.2.1 Identify national background situation in relation to mercury management	June 2022	Complete		Satisfactory
Activity 2.2.2 Write the country profile in the context of mercury issues and overall environmental conditions and priorities in the country	June 2022	Complete		Satisfactory
Activity 2.2.3 Assess the national infrastructure and capacity for the management and monitoring of mercury, including the existing national regulatory and legal framework	June 2022	Complete		Satisfactory
Activity 2.2.4 Development of a mercury inventory using the UNEP mercury inventory toolkit level 2	June 2022	Complete		Satisfactory
Activity 2.2.5 Identify individual stocks of mercury or mercury compounds over 50 metric tons, as well as sources of mercury supply generating stocks exceeding 10 metric tons per year, that are located within the territory of The Bahamas	June 2022	Complete		Satisfactory
Activity 2.2.6 Develop and agree upon a strategy for the identification of contaminated sites	June 2022	Complete		Satisfactory
Activity 2.2.7 Develop a preliminary review of potential populations at risk and potential health risks	June 2022	Complete		Satisfactory
Activity 2.2.8 Assessment of potential gender dimensions related to the management of mercury	June 2022	Complete		Satisfactory
<b>Output 2.3: Final MIA report developed</b>				
Activity 2.3.1 Prioritization of measures to be taken in order to implement the Convention as well as required financing for its implementation	July 2022	Complete		Highly Satisfactory
Activity 2.3.2 Write the final MIA document following the structure of the IOMC Guidance version 2017	July 2022	Complete		Highly Satisfactory
Activity 2.3.3 Organize one national results workshop to disseminate results to relevant stakeholders for validation	July 2023	Complete		Satisfactory
Activity 2.3.4 Validate national MIA report	January 2023	Complete		Satisfactory

Outputs	Expected completion date	End of Project Implementation status (%)	Comments if variance. Describe any problems in delivering outputs	End of Project Progress Rating
<b>Output 3.1: Status of project implementation and probity of use of funds accessed on a regular basis and communicated to the GEF</b>				
Activity 3.1.1 EA develops and submit technical and financial reports quarterly to UNEP using UNEP's templates;	Quarterly / bi-annually	Complete		Satisfactory
Activity 3.1.2 UNEP communicate project progress to the GEF yearly during the PIR using GEF's template;	Yearly	Complete		Satisfactory
Activity 3.1.3 Develop and submit terminal report and final statement of accounts to UNEP at project end;	January 2023	Complete		Satisfactory
Activity 3.1.4 Submit final financial audit to UNEP.	April 2023	Complete		Satisfactory
<b>Output 3.2: Independent terminal review developed and made publicly available</b>				
Activity 3.2.1 Independent consultant carries out the terminal review upon the request of the UNEP Task Manager and make it publicly available in the UNEP website.	At the end of the project implementation	In Progress		N/A

#### 4. Implementation Challenges and Adaptive Management

Challenge Encountered	Action Taken
Change of Task Managers at IA	UNEP task managers changed a few times during project implementation; however, this had no direct impact on project activities
Change of government during project	National elections took place during project implementation (September 2021), however, it did not impact project activities
COVID19 global pandemic	Country health protocols were followed to remain indoors and national curfews were enforced. Since field assessments were limited, desktop studies were heavily relied on.

#### 5. Project Costs and Financing

**Table 2: Project Total Funding<sup>1</sup> and Expenditures**

Funding by source (Life of project)	Planned funding	Secured	Expended
<i>All figures as USD</i>			
GEF Grant	\$150,000	\$150,000	\$136,495
Co-finance	N/A	N/A	N/A
<i>Sub-total: Project Funding</i>			
Staffing (Total throughout the project)	Planned posts	Filled posts	-
<i>All figures as Full Time Equivalents</i>			
<i>Budget line 1100: Project Personnel</i>			
GEF grant-funded staff post costs	\$13,200	\$13,200	
Co-finance funded staff post costs	N/A	N/A	

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

Component/sub-component/output	Estimated cost at design	Actual Expenditure	Expenditure ratio (actual/planned)
<i>All figures as USD</i>			
Component 1 / Outcome 1	\$7,500	\$7,500	1
Component 2 / Outcome 2	\$118,864	\$110,468.31	0.92
Component 3 / Outcome 3	\$10,000	\$10,000	1

<sup>1</sup> "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

PMC	\$13,636	\$13,636	1
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## 6. Stakeholder Engagement and Capacity Development

The national stakeholders identified for this project had a balanced representation from the UN Major Groups. The stakeholders that were engaged and participated in the project steering committee meetings included the local authorities, international governmental organisations, representatives of business and industry, scientific & technological Community, NGOs, education and academia and volunteers. The engagement of these stakeholders on behalf of the EA was regular and frequent.

Within the awareness raising activities under this project, children & youth stakeholder group has also been actively engaged through educational events hosted and materials developed.

The achievements under the outcome 2, outputs 2.1 and 2.2 enabled the successful inception of the National Coordination Mechanism and coordination of a strategy that ultimately enabled the key stakeholders to conduct MIA activities.

## 7. Awareness Raising Activities

In addition to raising awareness with project stakeholders from relevant governmental sectors through work group meetings, the project also developed awareness raising materials and adapted with consideration for mercury issues that are most relevant to the Bahamian context. The materials included:

- a) A series of brief animated videos and promotional digital flyers on the following topics (developed in coordination under previous GEF 9865 and GEF 9991 MIA projects and updated for this MIA project):
  - a. The mercury cycle
  - b. Background on the issue of mercury globally and regionally
  - c. Mercury in skin lightening creams and its potential health effects
  - d. Mercury in your diet
  - e. Mercury in the home

Through the GEF 9865 and GEF 9991 MIA projects, the character of Captain Minamata was developed. Captain Minamata is the defender and protector of the Caribbean region against mercury and helps to protect people from mercury exposure to safeguard their health and health of environment.

- b) Four (4) infographics (developed under previous GEF 9455 MIA project and made available) on the following topics:
  - a. Mercury in household products
  - b. Mercury in industrial and medical devices
  - c. Mercury in cosmetics
  - d. Mercury and health
- c) National MIA Summary brochure
- d) Technical briefing documents on:
  - a. Lessons learnt and good practice report
  - b. Draft national legal briefing note
- e) Radio adverts on:
  - a. Managing mercury in the Bahamas

- b. Skin lightening creams
- f) Live-action videos

Based on the materials produced, a communication strategy for mercury awareness was developed for the Bahamas. Examples of communication channel include:

- a) Social media platforms
- b) Public service announcements via television and radio
- c) Environmental campaigns and events
- d) Partnering with NGOs, youth groups or other project initiatives
- e) Engaging local health institutions and store owners
- f) Engaging students at primary and secondary levels
- g) Engaging policy makers

Overall, the awareness raising activities have been highly successful, as an audience much broader than industry specialists has been informed and engaged. The combination of various in-person and online mediums, as well as tailoring of the communications and knowledge materials to target audiences has resulted in a large proportion of the population being informed of the Convention, effectively setting the stage for proper management in the country.

## **8. Sustainability and the Scaling Up of Positive Results**

To ensure the institutional and financial sustainability of the positive impacts of the MIA and scale up the positive results of the project, The Bahamas will still need to work with other countries in the region in managing different aspects of mercury pollution. As was indicated by the interviewees, the project has conducted extensive engagement and ensured the active participation of the relevant ministries and governmental entities at national and regional levels throughout project implementation. And as a fact, there are already existing projects in the region related to mercury management such as under the ISLANDS Programme, Caribbean Region Mercury Monitoring Network, mercury initiatives by the European Environmental Bureau/Zero Mercury Working Group. The EA is currently an EA for the three Caribbean child projects (GEF 10258, GEF 10279, and GEF 10472) under the ISLANDS programme as it has consistently demonstrated strong capacity to manage similar or larger projects in scope. The EA has also developed a network of highly trained experts and well-integrated with ministries of environmental importance. Therefore, transition into larger projects and scaling up the results found through the MIA project will be carried out smoothly.

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

Regarding the incorporation of human rights, the project made a positive step toward providing access to clean environments to creating progress towards a mercury safe environment in the country.

A chapter of the MIA report was dedicated to understanding the impacts of mercury on vulnerable groups and gender. The assessment of gender issues in the context of mercury management has indicated that since women comprise 47.9% of the workforce in The Bahamas, occupational exposure of mercury will be mainly through the waste management sector. It has been observed that mainly men are employed in the waste handling and management sector while small businesses engaged in recycling and waste management are women owned. In addition, women are typically responsible for household management which involves the disposal of mercury added products and other chemicals and wastes.

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

There were no negative environmental, social and economic impacts identified in the Safeguards Plan at CEO Approval, as the project had a baseline setting nature. Additionally, there were no significant environmental impacts of the project identified during the Operational Completion Report.

## **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 consultants. Project knowledge was successfully transferred to relevant experts, institutions and environmentally significant governmental entities. The EA had to recruit and train a new group of highly skilled national experts related to data collection, verification and compilation for respective mercury-emitting sectors.

Additionally, the project employed international experts with experience of developing MIAs in other countries in the region, which has facilitated the compliance of the developed inventory with the requirements of the Level II Mercury Toolkit.

The final validated MIA has been transmitted to the Minamata Secretariat and published on the Convention website (<https://mercuryconvention.org/en/parties/bhs>).

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

1. Selection of executing agencies is extremely important for GEF projects. In this project, the EA performed so well that very minimal challenges were countered in terms of executing activities and reporting. The project was completed on time with full collaboration from the government.
2. Inclusion of consultants with experience in similar Enabling Activities in the region greatly supported the project.
3. Prior identification and training of experts greatly facilitated timely and quality delivery of the project.
4. Involvement of regional participation to tackle mercury related issues is critical in the Caribbean region.

## **13. Recommendations**

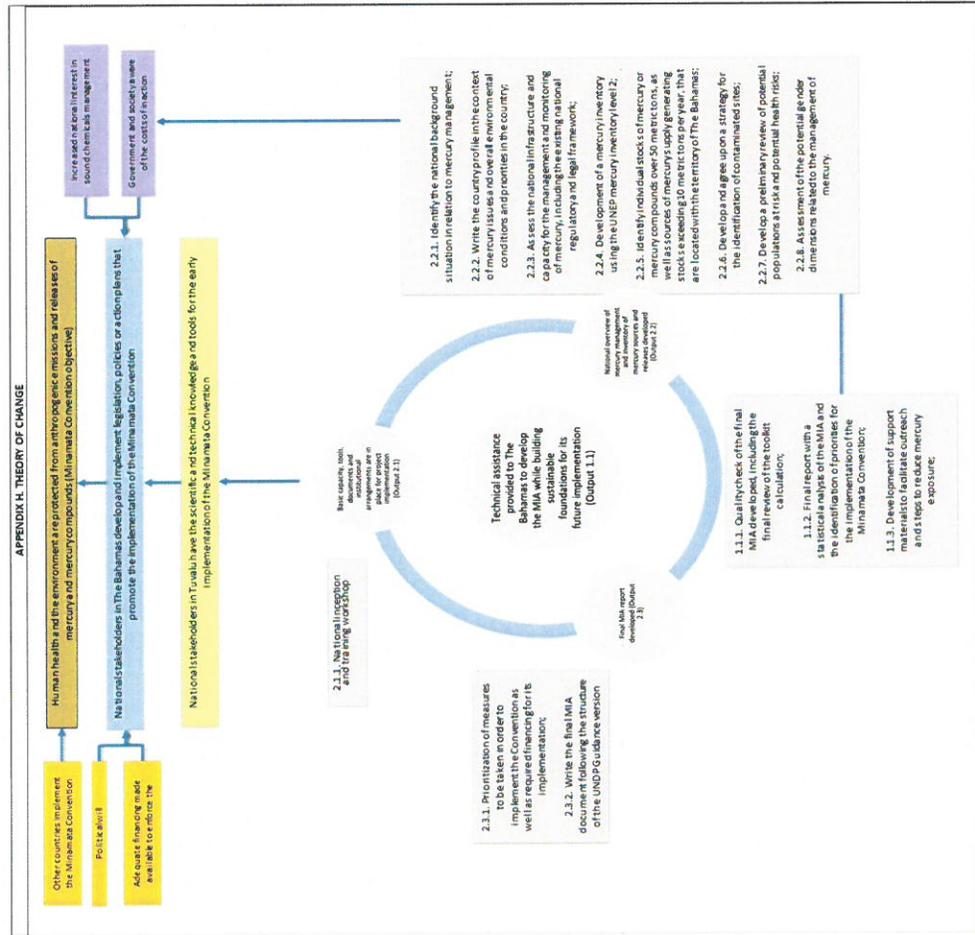
1. Project country: Continue collaboration with other regional countries in tackling mercury related issues under the Minamata Convention
2. Branch and GEF IAs: Continue to conduct a thorough due diligence review process for partner agencies. BCRC Caribbean can serve as a model EA for others to follow.
3. GEF IAs and EAs: Continue to engage consultants with regional knowledge and experience in Enabling Activities implemented by UNEP and GEF.
4. All: Continue to include a broad range of stakeholders with varying opinions and perspectives in future projects.

## Annexes

### Annex 1 Logical Framework and Theory of Change diagram

APPENDIX A. LOGICAL FRAMEWORK						
	Indicator	Baseline	Targets and Monitoring Milestones	Means of Verification	Assumptions	UNEP PoW reference and link to SDGs
<b>Outcome</b>						
National stakeholders in The Bahamas have the scientific and technical knowledge and tools for the early implementation of the Minamata Convention	Minamata Initial Assessment and Action Plan developed  Stakeholders informed on the MIA findings  Stakeholders trained on the development of mercury inventories using the UNEP Toolkit Level 2	None	Minamata Initial Assessment report  At least 50 participants in final awareness raising workshop  At least one national experts trained on the use of the mercury inventory toolkit	Minamata Initial Assessment report  List of participants of awareness raising meetings  List of participants of training workshops	Human and financial resources are available to implement the project activities  Government facilitates data collection and contribute to the development of the Action Plan	Subprogramme 5 - expected Accomplishment A - "Policies and legal, institutional and fiscal strategies and mechanisms for sound chemicals management developed or implemented in countries within the framework of relevant multilateral environmental agreements and the Strategic Approach to International Chemicals Management (SAICM)". SDG 12.
<b>Outputs</b>						
1.1. Technical assistance provided to The Bahamas to develop the MIA while building sustainable foundations for its future implementation	Quality of project outputs checked by the Global Mercury Partnership	None	Final MIA report validated by the Global Mercury Partnership	Quality check list	Human and financial resources are available to implement the project activities  Government facilitates data collection and contribute to the development of the Action Plan	Subprogramme 5 - expected Accomplishment A - "Policies and legal, institutional and fiscal strategies and mechanisms for sound chemicals management developed or implemented in countries within the framework of relevant multilateral environmental agreements and the Strategic Approach to International Chemicals Management (SAICM)". SDG 12.
2.1. Basic capacity, tools, documents and institutional arrangements are in place for project implementation	Project Inception phase is completed as per the project document	None	Inception phase report developed and validated by key stakeholders	Inception workshop report		
2.2. National overview of mercury management and inventory of mercury emissions and releases developed	National overview of mercury management and inventories are available	None	Report developed as per the project document	Minamata Initial Assessment report		
2.3. Final MIA report developed	Minamata Initial Assessment and Action Plan developed	None	MIA and related Action Plan developed	Minamata Initial Assessment report		
3.1. Status of project implementation and probity of use of funds assessed on a regular basis and communicated to the GEF	M&E reports sent timely	None	Quarterly progress and financial reports	M&E reports		
3.2. Independent terminal review developed and made publicly available	Final reports developed	None	Final audit Terminal review	Terminal reports		

# Theory of Change reconstructed at Inception



Annex 2 **Stakeholder Engagement Plan**

N/A

## Annex 3 Planned Multi-Year Budget

		BUDGET ALLOCATION BY PROJECT COMPONENT/ACTIVITY				
		Component 1	Component 2	Component 3	Project Management	Total
		Global technical support for MIA development	Development and validation of the Minamata Initial Assessment	Monitoring and Evaluation		
		US\$	US\$		US\$	US\$
<b>10</b>	<b>UNEP BUDGET LINE/OBJECT OF EXPENDITURE</b>					
	<b>PROJECT PERSONNEL COMPONENT</b>					
	<b>1100 Project Personnel</b>					
	1161 1101 Project coordinator				13,200	13,200
	1161 1102 Project assistant					
	<b>1199 Sub-Total</b>	0	0	0	13,200	13,200
	<b>1200 Consultants w/m</b>					
	1161 1201 National consultants for Hg inventories (output 2.3)		14,600			14,600
	1161 1202 Consultant to work on the assessment of national capacity (outputs 2.1, 2.2, 2.4 and 2.5)		15,000			15,000
	1161 1203 Consultant support on Hg inventory (output 2.3)		30,000			30,000
	1161 1204 Consultant support on national assessments		8500			8,500
	<b>1299 Sub-Total</b>	0	68,100	0	0	68,100
	<b>1300 Administrative Support</b>					
	1161 1301 Project financial officer					0
	<b>1600 Travel on official business (above staff)</b>					
	1561 1601 Travel Project coordinator/National project staff		10,400			10,400
	<b>1699 Sub-Total</b>	0	10,400	0	0	10,400
	<b>1999 Component Total</b>	0	78,500	0	13,200	91,700
<b>20</b>	<b>SUB CONTRACT COMPONENT</b>					
	<b>2100 Sub contracts (UN Organizations)</b>					
	2261 2101 Sub-contract Global Mercury Partnership	7,500				7,500
	<b>2199 Sub-Total</b>	7,500	0	0	0	7,500
	<b>2200 Sub contracts (SFA, PCAs, non UN)</b>					
	2201					0
	<b>2299 Sub-Total</b>	0	0	0	0	0
	<b>2999 Component Total</b>	7,500	0	0	0	7,500
<b>30</b>	<b>TRAINING COMPONENT</b>					
	<b>3200 Group training (field trips, WS, etc.)</b>					
	3302 and 3303 3201 National Training and Inception Workshops		12,978	5,000		17,978
	<b>3299 Sub-Total</b>	0	12,978	5,000	0	17,978
	<b>3300 Meetings/conferences</b>					
	3301 National coordination meetings		8,000			8,000
	3302 and 3303 3302 National MIA Results Workshops		9,000			9,000
	<b>3399 Sub-Total</b>	0	17,000	0	0	17,000
	<b>3999 Component Total</b>	0	29,978	5,000	0	34,978
<b>40</b>	<b>EQUIPMENT and PREMISES COMPONENT</b>					
	<b>4100 Expendable equipment (under 1,500 \$)</b>					
	4261 4101 Operational costs		2,000		436	2,436
	4102 Office premises					0
	<b>4199 Sub-Total</b>	0	2,000	0	436	2,436
	<b>4200 Non expendable equipment</b>					
	4261 4201 Computer, fax, photocopier, projector		2,386			2,386
	4261 4202 Software					0
	<b>4299 Sub-Total</b>	0	2,386	0	0	2,386
	<b>4999 Component Total</b>	0	4,386	0	436	4,822
<b>50</b>	<b>MISCELLANEOUS COMPONENT</b>					
	<b>5200 Reporting costs (publications, maps, NI)</b>					
	5161 5201 Summary reports, visualization and diffusion of results		4,000			4,000
	5161 5202 Preparation of final report		2,000			2,000
	<b>5299 Sub-Total</b>	0	6,000	0	0	6,000
	<b>5300 Sundry (communications, postages)</b>					
	5161 5301 Communications (postage, bank transfers, etc)		0			0
	<b>5399 Sub-Total</b>	0	0	0	0	0
	<b>5500 Evaluation</b>					
	5581 5501 Independent Terminal Evaluation			5,000		5,000
	5161 5502 Independent Financial Audit					0
	<b>5599 Sub-Total</b>	0	0	5,000	0	5,000
	<b>5999 Component Total</b>	0	6,000	5,000	0	11,000
	<b>TOTAL</b>	<b>7,500</b>	<b>118,864</b>	<b>10,000</b>	<b>13,636</b>	<b>150,000</b>

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 16. QUARTERLY EXPENDITURE STATEMENT and UNLIQUIDATED OBLIGATIONS REPORT (US\$)																	
Project No. 10581																	
Project Name: MIA Bahamas																	
Executing Agency: BCRC Caribbean																	
Project implementation period:		From:	Aug 2020	To:	Jan 2023												
Reporting period:		From:	Aug 2020	To:	Jan 2023												
UNMOJA CODES	LINEP BUDGET LINE/OBJECT OF EXPENDITURE	Component 1 Global technical support for MIA development	Component 2 Development and validation of the Minamata Initial Assessment	Component 3 Monitoring and Evaluation	Project Management	Please don't fill out these columns					Yearly expenditures		Please don't fill out these columns				
						Total	2020	2021	2022	2023	Total Expenditures (2020-2023)	Expenditures previous years	Balance				
US\$																	
<b>30 PERSONNEL COMPONENT</b>																	
1100	Project Personnel																
1161	Project coordinator				13,200.00	13,200.00	2,200.00	6,600.00	4,400.00	0.00	13,200.00	0.00	0.00				
1162	Project assistant																
1159	Sub-Total	0.00	0.00	0.00	13,200.00	13,200.00	2,200.00	6,600.00	4,400.00	0.00	13,200.00	0.00	0.00				
1181	1200 Consultants w/m				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
1181	1201 National consultants for the inventories (output 2.3)		21,000.00			21,000.00	0.00	11,350.50	8,296.01	0.00	19,646.51	0.00	1,351.49				
1181	1202 Consultant to work on the assessment of national capacity (outputs 2.1, 2.2, 2.4 and 2.5)		19,250.00			19,250.00	0.00	19,220.00	0.00	0.00	19,220.00	0.00	30.00				
1181	1203 Consultant support on the inventory (output 2.3)		30,000.00			30,000.00	7,500.00	22,500.00	0.00	0.00	30,000.00	0.00	0.00				
1181	1204 Consultant support on national assessments		22,500.00			22,500.00	0.00	8,880.00	12,006.30	0.00	20,886.30	0.00	1,613.20				
1189	Sub-Total	0.00	62,750.00	0.00	0.00	62,750.00	7,500.00	61,950.50	20,302.31	0.00	89,752.31	0.00	2,984.69				
1180	Administrative Support																
1161	1301 Project financial officer																
1560	Travel an official business (above staff)																
1561	Travel Project coordinator/National project staff																
1699	Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
1699	Component Total	0.00	62,750.00	0.00	13,200.00	109,350.00	7,500.00	68,550.50	24,702.31	0.00	158,952.31	0.00	2,984.69				
<b>20 SUB CONTRACT COMPONENT</b>																	
2100	Sub contracts (UN Organizations)																
2261	2101 Sub-contract Global Mercury Partnership (\$7,500 managed by UNEP)																
2200	Sub contracts (SFA, PCA, non UN)																
2299	Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
2299	Component Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
<b>30 TRAINING COMPONENT</b>																	
3200	Group training (field trips, WS, etc.)																

Please don't fill out these columns													Yearly expenditures					Please don't fill out these columns	
UNMOJA CODES	LINEP BUDGET LINE/OBJECT OF EXPENDITURE	Component 1 Global technical support for MIA development	Component 2 Development and validation of the Minamata Initial Assessment	Component 3 Monitoring and Evaluation	Project Management	Please don't fill out these columns					Yearly expenditures		Please don't fill out these columns						
						Total	2020	2021	2022	2023	Total Expenditures (2020-2023)	Expenditures previous years	Balance						
US\$																			
3302 and 3303	3201 National Training and Inception Workshops			5,000.00		5,000.00													
3359	Sub-Total	0.00	0.00	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
3301	Meetings/conferences																		
3302 and 3303	3301 National coordination meetings																		
3302 and 3303	3302 National MIA Results Workshops		900.00			900.00													
3359	Sub-Total	0.00	900.00	0.00	0.00	900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
3359	Component Total	0.00	900.00	0.00	0.00	900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
<b>40 EQUIPMENT and PM/MIS COMPONENT</b>																			
4100	Expendable equipment (under 1,500 \$)																		
4261	4101 Operational costs		2,000.00		436.00	2,436.00	0.00	1,218.00	218.00	0.00	1,436.00	0.00	1,000.00						
4102	Office premises																		
4199	Sub-Total	0.00	2,000.00	0.00	436.00	2,436.00	0.00	1,218.00	218.00	0.00	1,436.00	0.00	1,000.00						
4200	Non expendable equipment																		
4261	4201 Computer, fax, photocopier, projector		4,214.00			4,214.00	0.00	0.00	3,264.16	0.00	3,264.16	0.00	949.84						
4261	4202 Software		2,000.00			2,000.00	0.00	0.00	2,029.49	0.00	2,029.49	0.00	-29.49						
4299	Sub-Total	0.00	6,214.00	0.00	0.00	6,214.00	0.00	0.00	5,293.66	0.00	5,293.66	0.00	920.34						
4299	Component Total	0.00	6,214.00	0.00	436.00	6,650.00	0.00	1,218.00	5,511.66	0.00	6,729.66	0.00	1,920.34						
<b>50 MISCELLANEOUS COMPONENT</b>																			
5200	Reporting costs (publications, maps, etc.)																		
5161	5201 Summary reports, visualization and diffusion of results		15,000.00			15,000.00	0.00	0.00	14,311.61	109.73	14,421.35	0.00	578.65						
5161	5202 Preparation of final report		2,000.00			2,000.00													
5299	Sub-Total	0.00	17,000.00	0.00	0.00	17,000.00	0.00	0.00	14,311.61	109.73	14,421.35	0.00	2,578.65						
5300	Sundry (communications, postage)																		
5161	5301 Communications (postage, bank transfers, etc.)		0.00			0.00													
5161	5399 Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
5500	Evaluation																		
5581	5501 Independent Terminal Evaluation (\$5,000 managed by UNEP)																		
5161	5502 Independent Financial Audit																		
5161	5599 Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
5161	Component Total	0.00	17,000.00	0.00	0.00	17,000.00	0.00	0.00	14,311.61	109.73	14,421.35	0.00	2,578.65						
<b>TOTAL</b>		<b>0.00</b>	<b>113,264.00</b>	<b>0.00</b>	<b>13,200.00</b>	<b>137,564.00</b>	<b>7,500.00</b>	<b>69,769.00</b>	<b>26,023.97</b>	<b>0.00</b>	<b>133,292.97</b>	<b>0.00</b>	<b>14,483.34</b>						

## Annex 6 Inventory of Non- Expendable Equipment

### APPENDIX 6A. INVENTORY OF NON-EXPENDABLE EQUIPMENT PURCHASED

UNIT VALUE US\$ 1,000 AND ABOVE

Project title: Development of Minamata Initial Assessment in The Bahamas  
 Project number: GEF 10585  
 Project executing partner: Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC- Caribbean)  
 Project implementation period: From July-20 To January-23  
 Report as at (ddmmyyy): 31-Jan-23

Description	Serial No.	Date of Purchase	Original Price (US\$)	Purchased/ Imported from (Name of Country)	Present Condition	Location	Remarks/ Recommendation for disposal
One (1) HP Elitebook 850 G8 i5-1145G7 for the co-executing partner, Department of Environmental Planning and Protection	5CG13408NT	4/22/2022	\$ 1,529.00	The Bahamas	Good	Nassau, The Bahamas	N/A
Total (as per Budget Line 4299)			<u>1,529.00</u>				

The physical verification of the items was done by:

Name: Jewel Batchasingh  
 (duly authorized official of Executing Division)

Signature: 

Title: Director

Date: 31 January 2023

