



**PIR FY 2023
CBIT Sierra Leone**

UNEP GEF PIR Fiscal Year 2023

Reporting from 1 July 2022 to 30 June 2023

INSTRUCTIONS TO COMPLETE THIS PIR

1. PROJECT IDENTIFICATION

Identification Table	GEF ID.:10027	Umoja no.:SB-010908.02
	SMA IPMR ID:38697	Grant ID: S1-32CBL-000001
	Project Short Title: CBIT Sierra Leone	
Project Title	Building and strengthening Sierra Leone's national capacity to implement the transparency elements of the Paris Agreement	
Duration months	<i>Planned</i>	36 months
	<i>Age</i>	36 months
Project Type	Medium Size Project	
Parent Programme if child project	N/A	
Project Scope	National	
Region	Africa	
Countries	Sierra Leone	
Programme of Work	PoW 2022-2023, Sub-programme 1 Climate Change	
GEF Focal Area(s)	Climate Change Mitigation	
GEF financing amount	US\$ 1,344,495	
Co-financing amount	US\$ 200,000	
Date of CEO Endorsement/Approval	8 January 2020	
UNEP Project Approval Date (on Decision Sheet)	4 June 2020	
Start of Implementation (PCA entering into force)	5 June 2020	
Date of first disbursement	13 July 2020	
Total disbursement as of 30 June 2023	Total: US\$ 700,000	
	- EPA: US\$ 580,000 - UNEP-CCC: US\$ 120,000	
Total expenditure as of 30 June 2023	Total: US\$ 446,796	
	- EPA: US\$ 446,796 - UNEP-CCC: US\$ 0 ¹	
Mid-term undertaken?	No	
Actual Mid-term Date if taken?	N/A	

¹ UNEP-CCC January-June 2023 expenditure report not received at the time of PIR submission.

Expected Mid-Term Review Date		N/A
Completion Date	<i>Planned-original PCA</i>	30 September 2023
	<i>Revised-current PCA</i>	30 June 2024
Expected Terminal Evaluation Date		31 December 2024
Expected Financial Closure Date		30 June 2025

1.2. Project description

Project Objective: To build and strengthen Sierra Leone's national capacity to implement the transparency elements of the Paris Climate Agreement.

Component 1: National Capacity to track NDC implementation and sustain transparency efforts over time

The project will build and strengthen Sierra Leone's national capacity to implement the Paris Climate Agreement through the development of an effective transparency framework. The transparency framework will enable the government of Sierra Leone and other stakeholders to track impacts in prioritized sectors, namely the energy, IPPU and waste sectors, and provide a concrete basis for the country to meet its mitigation and adaptation targets and achieve a low carbon climate resilient development pathway.

Executing Agency: Environmental Protection Agency (EPA) of Sierra Leone, with targeted technical support from UNEP-CCC.

1.3. Project Contacts

Division(s) Implementing the project	Industry and Economy Division, Energy and Climate Branch, Climate Change Mitigation unit
Name of co-implementing Agency	N/A
Executing Agency(ies)	Environmental Protection Agency (EPA) of Sierra Leone
Names of Other Project Partners	UNEP-CCC
UNEP Portfolio Manager(s)	Geordie Colville
UNEP Task Manager(s)	Julien Lheureux
UNEP Budget/Finance Officer	Fatma Twahir
UNEP Support/Assistants	Hassan Coulibaly
EA Manager/Representative (Deputy Dir. Climate Change)	Tamba Emmanuel Nyaka
EA Project Manager	Lovetta Yatta Juanah
EA Finance Manager	Alusine Kargbo
EA Communications Lead, if relevant	N/A

2. OVERVIEW OF PROJECT STATUS

2.1 UNEP PoW and UN

UNEP Current Subprogramme(s)	<u>Climate stability</u> : Countries increasingly transition to low-emission economic development pathways and enhance their adaptation and resilience to climate change
PoW Indicator(s)	Indicator (iii) Number of national, subnational and private sector actors reporting under the enhanced transparency arrangements of the Paris Agreement with UNEP support
UNEP previous Subprogramme(s)	N/A
UNSDCF / UNDAF linkages	The CBIT project is aligned with Sierra Leone's UNSDCF (2020-2023) expected Outcome 1: <i>By 2023, Sierra Leone benefits from a more productive, commercialised and sustainable agriculture, improved food and nutrition security, and increased resilience to climate change and other shocks, and particularly with the expected Result 1.6: Preparedness systems in place and functional at community level to mitigate the impact of climate change.</i>
Link to relevant SDG Goal(s)	SDG-13. Take urgent action to combat climate change and its impacts
Link to relevant SDG Target(s)	SDG Target 13.3. Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning;

2.2. GEF Core Indicators:

Indicators	Targets – Expected Value			Materialized to date
	Mid-term	End-of-project	Total target	
Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment	N/A	140 (70 men and 70 women)	140 (70 men and 70 women)	A Total of seven hundred and nine (709) stakeholders (including Ministers, Ministry Departments and Agencies staff, Civil Society Organizations, Youth, and non-governmental Organizations) have benefitted directly from the project in the period under review. A total of four hundred and sixty-four (464) males and two hundred and forty-five (245) females benefitted. These beneficiaries were involved in stakeholder consultations on GHG data collection and management, QA/QC, ministerial engagements, training of regional NDC youth committees, training of institutional focal points and participation in UNFCCC COP- 27.

2.3. Implementation Status and Risk

	FY 2021	FY 2022	FY 2023	FY 2024
PIR #	1 st	2 nd	3 rd	4 th
Rating towards outcomes (section 3.1)	S	S	S	
Rating towards outputs (section 3.2)	S	S	S	
Risk rating (section 3.3)	M	M	M	

Rating towards outcomes:

Outcome 1: Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC modalities, procedures and guidelines.

Institutional Arrangements for data collection have been established in the Ministries, Departments and Agencies. The tools for the operationalization have been developed but not yet operationalised pending the development of the NDC Platform. MOUs for data sharing has been developed and finalized in June 2023. They are being shared among the relevant stakeholders for signing. Ministerial and regional NDC Committees established were established in 2022. An international consultant has been recruited in May 2023 and he is in the process of developing sectoral transparency guidelines. Consultants have been hired to develop the NDC Implementation Plan with gender-sensitive indicators and a stakeholder engagement plan for NDC implementation. The gender specialist was recruited in March 2023 by the UNEP-CCC and Local MRV consultant was recruited in February of 2023. Institutional arrangement for quality assurance/quality control in place and QA/QC plan for UNFCCC reporting including Standard Operation Procedures (SOPs) developed.

Outcome 2: Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system

Data teams in prioritized sectors have been trained by a training of trainers' expert on GHG data collection and management. A team from the PMU participated in COP-27 in Sharm EL Sheikh, Egypt from 30th October to 18th November, 2023. The team is preparing to visit Accra Ghana to learn from the implementation of the CBIT project by the EPA Ghana. The project Manager attended Webinars and virtual sessions on the development of BTRs, training and sharing lessons learnt in tracking NDC Implementation by the CBIT-GSP on the 25th April 2023. An international consultant has been recruited in May 2023 to develop the online NDC platform. Workplan and inception report were submitted on 7th June 2023.

Based on the above and on the detailed analysis undertaken in section 3.1 below, it is very likely the project will be able to achieve its targets by the time it reaches technical completion date, since no critical obstacles have been identified so far. For this reason, the rating towards the likelihood of achieving the expected Outcomes is "**Satisfactory**".

Rating towards outputs:

Output 1.1: Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders.

Institutional arrangement for data collection and management established in March 2023. Data teams formed in prioritized Ministries, Departments and Agencies. The NDC online system is yet to be operationalized. MOU for data collection and sharing developed and finalized in June 2023.

Output 1.2: Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed.

An international consultant was recruited in May 2023 and is in the process of developing sectoral Transparency guidelines with the Local MRV consultant, who was recruited in February 2023. The UNEP-CCC team is providing technical assistance on this.

Output 1.3: Continuous quality control and assurance program for Sierra Leone’s transparency instruments designed and operationalized.

Report on institutional roles and responsibilities developed and submitted in March 2023 by both the international and national consultants. QA/QC Plan for UNFCCC reporting including Standard Operating Procedures (SOP) based on IPCC 2006 guidelines developed and submitted by the International and national consultants in March 2023. Formal agreements for institutional arrangements on QA/QC developed and finalized in June 2023.

Output 2.1: Data teams from the three prioritized sectors trained in collection, processing and management of data.

Capacity Development Strategy developed including training of trainers’ toolkit for continuous training of data teams. EPA staff and other data focal points trained on data management and Quality Assurance and Quality Control. These trainings were held in October 2022 and March 2023 in Bo, southern region.

Output 2.2: Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform

The Project Manager and Deputy Director of Climate Change Secretariat participated in the UNFCCC- COP-27 that was held in Sharm El Sheik, Egypt from October 30th to November 18th 2022. The team is preparing to visit Accra in Ghana for peer-to-peer visit to learn from the implementation of the CBIT project by the EPA Ghana. The project Manager attended Webinars and virtual sessions on the development of BTRs, training and sharing lessons learnt in tracking NDC Implementation organised by the CBIT-GSP on the 25th April, 2023.

Output 2.3: NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA.

An international consultant has been contracted to develop the online NDC platform and inception report has been submitted and reviewed. The consultant is working with the UNEP-CCC.

While a few project activities are running behind schedule, these delays are unlikely to impact the project’s ability to complete all the works before the planned technical completion date, i.e. 30 June 2024. The administrative challenges related to the contracting of the implementing partner UNEP-CCC have been solved, and the partner has started delivering its work early 2023. Based on the detailed analysis undertaken in section 3.2 below, the project progress in delivering the outputs is considered “**Satisfactory**” at this stage. The situation will be re-assessed in the July-December 2024 Half-Yearly Progress report, to determine whether the project might need an extension beyond June 2024 to finalize all activities.

Overall risk rating:

Activities to be co-executed with UNEP-CCC started in the 4th quarter of 2022. The Project Manager holds bi-weekly meetings with the UNEP-CCC team and consultants to discuss progress and challenges (if any). Nonetheless, the implementation of most activities has been affected by the processes leading to the country’s general elections scheduled for 24th June 2023. Regional stakeholder dialogue on MRV and other stakeholder engagements were suspended till after the elections. Peer to peer learning trip to Ghana did not hold because senior civil servants were restricted to travel out of the country for official purposes. The election process has caused substantive delays in the implementation of the project. There have been delays in the submission of deliverables by the local consultants under some activities that the UNEP-CCC is providing technical assistance. There are still delays related to procurement processes but quite minimal as compared to previous years. The EPA and UNEP will re-assess the situation as part of the July-December 2023 Half-Yearly Progress Report, to determine whether the project is still likely to be fully completed by 30 June 2024.

Based on the above, the project risk rating is considered to be “**Medium**”.

[section will be uploaded into the GEF Portal]

2.4. Co-financing

<p>Planned Co-finance Total: US\$ 200,000</p> <p>Actual to date: US\$ 166,698 (=83%)</p>	<p>The EPA has mobilized US\$ 63,886 worth of in-kind co-financing during the period under review, leading to a total of US\$ 166,698 since project start.</p>
<p>Progress</p>	<p>Co-financing contribution from the EPA over the period under review included rent, vehicle repairs (tear and wear), electricity/utilities, communication expenses, project management costs and stipends for Project Manager and Admin Assistant.</p>

2.5. Stakeholder engagement

<p>Date of project steering committee meeting (during reporting period)</p>	<ul style="list-style-type: none"> • 3 November 2022 • 23 March 2023
<p>Stakeholder engagement</p>	<p>Regional stakeholder engagement was held on the 22nd August 2022 in Makeni, northern Sierra Leone on institutional mapping for GHG data collection. Participants from Ministries, Departments and Agencies (MDAs), Local Council, Civil Society Organization, private sector and Non-Governmental Organizations were invited from the four districts in the region. Fifty-five (550 participants attended the workshop, including thirty-six females and nineteen males.</p> <p>Training of Institutional focal points on the NDC and data collection and management was conducted using training of trainers' approach in Bo, southern Sierra Leone from the 27th to 29th October, 2022. There were thirty (30) participants from the prioritized sectors including eighteen (18) males and twelve (12) females.</p> <p>The project Manager and Deputy Director Climate Change Secretariat were supported to attend the 27th Conference of Parties to the UNFCCC (COP-27) in Sharm El Sheikh, Egypt. The team attended plenaries, meetings, consultations and side events on adaptation, mitigation, gender, loss and damage, climate financing, Informal consultations on the LDC, NDC timelines and the Paris committee on capacity building, climate change and education etc. Moreover, while in Sharm, the team met with other CBIT project Coordinators/Managers from Malawi, Togo and Ghana to discuss the project implementation so far and share experiences and lessons learnt from the implementation of the CBIT projects in their respective countries.</p> <p>Youth groups in all five regions (North, North-West, South, East, Western Area) of the country were engaged from the 19th to 23rd December, 2023 on the NDC implementation and NDC Committees were formed in these regions. There were 52 participants in PortLoko with 34 males and 18 females. There were 69 participants in Makeni with 51 males and 18 females. There were 52 in Kenema with 31 males and 21 females. There were 68 participants in Bo with 45 males and 21 females. in Waterloo, there were 50 participants with 31 males and 19 females.</p> <p>There was further engagement with NDC committees in Kenema on 9th and 10th May, 2023, targeting committee members in the Eastern region of the country. There were sixty-five (65) participants; forty-three (43) males and twenty-two (22) females.</p>

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	<p>Stakeholder engagement on Quality Assurance, Quality Control (QA/QC) was held in the southern city of Bo for participants in the south and Eastern regions of the country. The meetings were held on the 5th and 6th March, 2023. Participants were drawn from the prioritized sector institutions for CBIT, CSOs, NDC committees, and the private sector. There a total fifty-seven (57) participants, including forty-five (45) males and twelve (12) females.</p> <p>Stakeholder engagement was held in the southern city of Bo on the 7th and 8th March, 2023 on data Collection and management. Participants were drawn from the prioritized sector institutions for CBIT, CSOs, NDC committees, and the private sector. There was a total of sixty-six (66) participants. Including twenty-three (23) females and forty-three (43) males.</p> <p>Ministerial breakfast meeting and stakeholder interface were held on the 10th and 17th February 2023 respectively to discuss the CBIT project and NDC implementation. The minister of environment met with colleague ministers/representatives on the 10th and had the interfaced with stakeholders on the 17th in Bo, Sierra Leone. On the 10th February, there were 10 participants; including eight (8) males and two (2) females.</p> <p>The project Manager attended Webinars and virtual sessions on the development of BTRs, training and sharing lessons learnt in tracking NDC Implementation by the CBIT-GSP on the 25th April 2023.</p> <p>Stakeholders were consulted in the Northern region headquarter town of Makeni on the 25th of April 2023 to get their input into the draft MOU on data management and quality Assurance and Quality Control. There were seventy-two (72) participants including forty-three (43) males and twenty-nine (29) females in the meeting</p> <p>Two (2) project Steering Committee meetings were held on the 3rd November 2022 and the 23rd March, 2023 to discuss project implementation and make recommendations. On the 3rd November, there were 13 participants. Six (6) females and seven (7) males while on the 23rd March, there were nine (9) participants; Three (3) females and six (6) males.</p> <p>[section will be uploaded into the GEF Portal]</p>
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2.6. Gender

Does the project have a gender action plan?	No. The Project Document did not include a clearly articulated Gender Action Plan with activities, indicators and targets. The Project Document only stipulates a few recommendations to streamline gender in a limited set of project activities.
Gender mainstreaming	<p>All stakeholder meetings held made provision for gender equality by having gender disaggregated participants list as one of the tools used to track gender responsiveness. For the period under review, a total of seven hundred and nine (709) stakeholders (including Ministers, Ministry Departments and Agencies staff, Civil Society Organizations, Youth, and non-governmental Organizations) had direct benefits from the project. A total of four hundred and sixty-four (464) males representing 65% of total participants and two hundred and forty-five (245) females which represents 34% of the total participants benefitted.</p> <p>Since project launch, for every meeting or engagement organized as part of the CBIT project there is a session dedicated to having discussions on a gender balanced project implementation. In addition, a representative of the Ministry of Gender and Children's Affairs sits at the PSC to ensure a gender-balance implementation. Finally. the civil society representative sitting in the PSC is also an environmental, climate change and gender equality advocacy organization.</p>

	<p>In the Project Steering Committee meeting held on 3rd November 2022, a total of six (6) females and seven (7) males participated which is equivalent to 53% males and 46% females; while in the 23rd March meeting, four (4) females and six (6) males participated which is equivalent to 40% and 60% respectively.</p> <p>[section will be uploaded into the GEF Portal]</p>
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2.7. Environmental and social safeguards management

Moderate/High risk projects (in terms of Environmental and social safeguards)	<p>Was the project classified as moderate/high risk CEO Endorsement/Approval Stage? No</p>
New social and/or environmental risks	<p>Have any new social and/or environmental risks been identified during the reporting period? No</p>
Complaints and grievances related to social and/or environmental impacts (to be filled in by TM and EA)	<p>Has the project received complaints related to social and/or environmental impacts (actual or potential) during the reporting period? No</p>
Environmental and social safeguards management	<p>The is project was rated at “Low” safeguard risk category as it mainly focuses on normative issues, i.e., institutional capacity building toward improved reporting on NDC so the government meets the transparency requirements on the climate change commitments and reports the progress in a reliable manner.</p> <p>[section will be uploaded into the GEF Portal]</p>

2.8. Knowledge management

Knowledge activities and products	<p>Training of trainers’ sessions were held from October 27th to 29th 2022 to train institutional focal points on GHG data collection and management, QA/QC and NDC implementation. Another session was held on the 17th of March 2023 in Bo, southern Sierra Leone. These trainees are expected to cascade the knowledge in their respective Ministries, Departments, and Agencies. Youth groups were trained on NDC implementation in December of 2022 and NDC Committees were formed.</p> <p>[section will be uploaded into the GEF Portal]</p>
Main learning during the period	<p>The PMU had sessions with the UNEP task manager and his team during their visit in November 2022 to discuss lessons learnt from the implementation of the project in the region. The CBIT project implementation dynamics in Ghana, Togo and Malawi were explained to the Project manager and the Deputy Director of Climate Change Secretariat while at the COP-27 in Sharm El Sheikh, Egypt. The Project Manager attended webinars on “deep dive into tracking NDC mitigation commitments under the Paris Agreement and NDC tracking sessions organized by CBIT-GSP in April 2023”.</p>

2.9. Stories to be shared

Stories to be shared	<p>N/A</p> <p>[section to be shared with communication division/ GEF communication]</p>
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3. PROJECT PERFORMANCE AND RISK

Based on inputs by the Project Manager, the **UNEP Task Manager** will make an overall assessment and provide ratings of:

- (i) Progress towards achieving the project Results(s)- see section 3.1
- (ii) Implementation progress – see section 3.2

3.1 Rating of progress towards achieving the project outcomes (Development Objectives)

Project objective and Outcomes	Indicator	Baseline level	End-of-project target	Progress as of current period ²	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating ³
Objective: To build and strengthen Sierra Leone's national capacity to implement the transparency elements of the Paris Climate Agreement.	Improvement in the quality of Institutional capacity for transparency based on GEF score 1 to 4 as per Annex IV of CBIT programming directions ⁴	1	+2 (=3)	+1 (=2)	The EPA established the Climate Change secretariat that serves as the focal point for all climate actions in Sierra Leone (Section 17:h (2) of the EPA Act of 2022. This secretariat handles climate change issues in the country. The EPA, on behalf of the country, has developed its first, second and third National Communications. The country's INDC was developed in 2015. This was reviewed as an NDC and submitted to UNFCCC. The EPA is also currently developing the country's first Biennial Update report and has concluded the project Implementation plan of the fourth national communication. The Agency also led the process in developing the first National Adaptation Plan. For the period under review, institutional focal points have been provided with computers and have been trained on GHG data collection and management, quality Assurance and Control and NDC implementation.	S

² Numeric, percentage, or binary entry only

³ Use GEF Secretariat required six-point scale system: Highly Satisfactory (HS), Satisfactory (S), Marginally Satisfactory (MS), Marginally Unsatisfactory (MU), Unsatisfactory (U), and Highly Unsatisfactory (HU).

⁴ Institutional capacity qualitative rating levels:

1: No designated transparency institution to support and coordinate the planning and implementation of transparency activities under Article 13 of the Paris Agreement exists.

2: Designated transparency institution exists, but with limited staff and capacity to support and coordinate implementation of transparency activities under Article 13 of Paris Agreement. Institution lacks authority or mandate to coordinate transparency activities under Article 13.

3. Designated transparency institution has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities under Article 13 of the Paris Agreement. Institution has authority or mandate to coordinate transparency activities under Article 13. Activities are not integrated into national planning or budgeting activities.

4. Designated transparency institution(s) has an organizational unit with standing staff with some capacity to coordinate and implement transparency activities. Institution(s) has clear mandate or authority to coordinate activities under Article 13 of the Paris Agreement, and activities are integrated into national planning and budgeting activities

Project objective and Outcomes	Indicator	Baseline level	End-of-project target	Progress as of current period ²	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating ³
Outcome 1: Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC modalities, procedures and guidelines	Indicator 1.1: Improvement in the quality of MRV of NDC Implementation based on GEF score 1 to 10 as per Annex III of CBIT programming directions ⁵	1	+4 (=5)	+1 (=2)	<p>The EPA-SL through the national Climate Change Secretariat serves as the institution that coordinates the planning and implementation of Transparency activities in the country.</p> <p>The implementation of the activities that are expected to contribute towards the achievement of this end-of-project have been in consistent progress. MOUs and formal agreements have been developed. The legal department will populate these MOUs with technical heads for their signatures. Report outlining institutional arrangements and tools to track NDC implementation have been produced in accordance with UNFCCC modalities, procedures and guidelines.</p> <p>The UNEP-Copenhagen Climate Centre (UNEP-CCC) has been working with the PMU of the Agency and consultants in providing technical support to in the improvement of the quality of the MRV of NDC implementation.</p>	S

⁵ MRV systems qualitative rating levels:

1. Very little measurement is done; reporting is partial and irregular, and verification is not there
2. Measurement systems are in place, but data is of poor quality and/or methodologies are not very robust; reporting is done only on request or to limited audience or partially; verification is not there
3. Measurement systems are in place for a few activities, improved data quality and methodologies, but not cost or time efficient; wider access to reporting is still limited and information is partial; verification is rudimentary/non-standardized
4. Measurement systems are strong in a limited set of activities however, analyses still need improvement; periodic monitoring and reporting although not yet cost/time efficient; verification is only upon specific request and limited
5. Measurement systems are strong for a limited set of activities and periodically report on key GHG related indicators i.e. mainstreamed into the activity implementation; reporting is improved through few pathways but limited audience and formats; verification limited
6. Measurement systems are strong and cover a greater percentage of activities – feedback loops exist even if they are not fully functioning; reporting is available through multiple pathways and formats but may not be complete/transparent; verification is done through standard methodologies but only partially (i.e. not all data is verifiable)
7. Measurement regarding GHG is broadly done (with widely acceptable methodologies), need for more sophisticated analyses to improve policy; Reporting is periodic with improvements in transparency; verification is done through more sophisticated methods even if partially
8. Strong standardized measurements processes established for key indicators and mainstreamed into institutional policy implementation; reporting is widely available in multiple formats; verification is done for a larger set of information
9. Strong Monitoring and Reporting systems – robust methodologies, cost effective and efficient, periodic; verification done to a significant degree
10. Strong MRV systems that provide quality GHG related information in a transparent, accurate and accessible to a wide audience, with feedback of information from MRV flowing into policy design and implementation

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Project objective and Outcomes	Indicator	Baseline level	End-of-project target	Progress as of current period ²	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating ³
Outcome 2: Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system	Indicator 2.1: % of specialized trained staff who declares to be in a better position to implement MRV systems (gender-disaggregated)	N/A	70%	40%	The capacity building activities on MRV (Output 2.1) have commenced. The local MRV consultant has been recruited and has started working with UNEP-CCC for technical support. The team meets every 2 weeks. The inception report and workplan have been submitted. Mapping of data sources and existing data for MRV is underway. Regional dialogues on transparency scheduled for 2 nd week in August.	MS
	Indicator 2.2: Number of government staff using the platform in their day-to-day work	0	30	0	An international IT firm has been recruited to develop the NDC platform. The firm has been working with the expert at the UNEP-CCC and has submitted inception report and workplan. They have held meetings with the EPA IT and technical teams. A questionnaire to gather information on the Climate Change online system (if any) to be shared with the teams and sectoral focal points. Training of sectoral focal point on the use of the platform is expected to be held in September 2023.	S

3.2 Rating of progress implementation towards delivery of outputs (Implementation Progress)

Outputs/Activities ⁶	Expected completion date ⁷	Implementation status as of 30 June 2022 (%)	Implementation status as of 30 June 2023 (%)	Progress rating justification ⁸ , description of challenges faced and explanations for any delay	Progress rating ⁹
COMPONENT: National Capacity to track NDC implementation and sustain transparency efforts over time					
Outcome 1: Sierra Leone adopts upgraded institutional arrangements and tools to track NDC implementation in accordance with the UNFCCC modalities, procedures and guidelines					
Output 1.1: Institutional arrangements for data collection and management established under EPA's coordination and operationalized in key ministries, agencies, departments and other stakeholders	30 Sep 2023	21%	87%	Both local and international consultants have submitted their final reports after holding several stakeholder consultations with institutional focal points from Ministries, Departments, and Agencies. Data collection mechanisms established pending operationalization.	S
Activity 1.1.1: Assess available climate change data and data generation systems and identify data sources needed to comply with the 2006 IPCC Guidelines and the Modalities, Procedures and Guidelines (MPGs) for the ETF	31 Dec 2022	25%	95%	Climate Change data and data generation systems assessed, and data sources identified. Expected completion date is 31 December 2023	S
Activity 1.1.2: Develop recommendations on how to most effectively establish institutional arrangements and regulatory frameworks for data collection, sharing and management	31 Dec 2022	20%	95%	Recommendations on institutional arrangements for data collection, sharing and management developed. Expected completion date is 31 December 2023	S
Activity 1.1.3: Implement the recommendations from activity 1.1.2 through the development and implementation of formal agreements/MOUs for data collection, sharing and management	30 Jun 2023	0%	95%	Memorandum of understanding for data collection, sharing and management developed for all prioritized sectors. These MOUs are expected to be signed by the end of 3 rd quarter of 2023. Expected completion date is 30 September 2023	S
Activity 1.1.4: Conduct a series of stakeholder consultations throughout the implementation of activities 1.1.2. and 1.1.3	31 Dec 2022	15%	80%	Series of stakeholder consultations on institutional arrangements and data collection, sharing and management held in all regions of the country attended by institutional data focal points and other relevant stakeholders including civil society Organizations, Ministries Departments and Agencies, Environmental NGOs and local Councils. Expected completion date is 31 December 2023.	S
Activity 1.1.5: Establish the ministerial NDC Implementation Committee by defining its role and scope, its legal mandate and vision	30 Sep 2022	45%	70%	Ministerial NDC Committee established, some meetings held with ministers and interface with other stakeholders. More Ministerial meetings to be held. Expected completion date is 31 December 2023.	S

⁶ Outputs and activities (or deliverables) as described in the project logframe (and workplan) or in any updated project revision.

⁷ The completion dates should be as per latest workplan (rev 2).

⁸ As much as possible, describe in terms of immediate gains to target groups, e.g. access to project deliverables, participation in receiving services; gains in knowledge, etc.

⁹ To be provided by the UNEP Task Manager

Outputs/Activities ⁶	Expected completion date ⁷	Implementation status as of 30 June 2022 (%)	Implementation status as of 30 June 2023 (%)	Progress rating justification ⁸ , description of challenges faced and explanations for any delay	Progress rating ⁹
Output 1.2: Sectoral transparency guidelines, methodologies and indicators for mitigation and adaptation developed and distributed	30 Sep 2023	10%	53%	Consultants recruited; inception reports submitted. This output is expected to be completed by 30 November 2023.	S
Activity 1.2.1: Develop technical data management guidelines/methodologies aligned with 2006 IPCC Guidelines for all prioritized sectors	30 Jun 2023	0%	30%	An international consultant has been recruited to work with the local MRV consultant to develop the guidelines/methodologies. The inception report has been submitted. This Activity is expected to be completed by 30 November 2023.	MS
Activity 1.2.2: Update the NDC reflecting the MPGs from COP24	30 June 2023	0%	100%	The NDC had already been reviewed and updated due to the urgency of the need for that review, another project supported the activity. The consultant is now expected to develop a private sector engagement strategy as replacement for this activity. Implementation status as of June 2023 is about 20%. The local consultant is working with UNEP-CCC to complete this task by 30 November 2023.	HS
Activity 1.2.3: Develop NDC Implementation Plan including gender sensitive indicators to enable progress tracking	30 Sept 2023	0%	40%	The local consultants for MRV and gender are working with UNEP-CCC to complete this task by 30 November 2023.	S
Activity 1.2.4: Conduct a series of stakeholder consultations throughout the implementation of Output 1.2	30 Sept 2023	0%	40%	Stakeholder consultations were done during the review of the NDC. Stakeholder consultations conducted for QA/QC. No stakeholder consultations on MRV, regional dialogue on transparency scheduled for September 2023	S
Output 1.3: Continuous quality control and assurance program for Sierra Leone's transparency instruments designed and operationalized	31 Mar 2023	12%	95%	Quality Assurance and Quality control program for the Sierra Leone's transparency instruments designed. Expected completion date is 31 December 2023.	S
Activity 1.3.1: Develop and operationalize a QA/QC Plan for UNFCCC reporting including Standard Operating Procedures (SOP) based on IPCC 2006 guidelines	31 Mar 2023	25%	95%	A QA/QC plan developed for UNFCCC reporting including Standard Operating Procedures (SOP) based on IPCC 2006 guidelines. Expected completion date is 31 December 2023.	S
Activity 1.3.2: Implement the recommendations from activity 1.3.1 through the development of formal agreements and ToRs	31 Mar 2023	0%	95%	Memorandum of Understanding (MOU) and TOR for institutions developed for each prioritized sector for QA/QC. The MOUs are now expected to be signed by the end of 3 rd quarter of 2023	S
Outcome 2: Key Ministries, Agencies, Departments and other stakeholders use the NDC transparency system					
Output 2.1: Data teams from the three prioritized sectors trained in collection, processing and management of data	31 Dec 2023	7%	60%	Data focal points from the prioritized sectors have been trained in collection, processing and management of data. Expected completion date is March 2024	MS

Outputs/Activities ⁶	Expected completion date ⁷	Implementation status as of 30 June 2022 (%)	Implementation status as of 30 June 2023 (%)	Progress rating justification ⁸ , description of challenges faced and explanations for any delay	Progress rating ⁹
Activity 2.1.1: Develop capacity of data providers identified in 1.1.1 through a 'Training of trainers' approach	31 Mar 2023	10%	75%	Training of Institutional focal points on the NDC and data collection and management was conducted using training of trainers' approach in Bo, southern Sierra Leone from the 27 th to 29 th October, 2022. Expected completion date is March 2024	MS
Activity 2.1.2: Develop capacity of institutions responsible for data collection and management identified in 1.1.3 through a 'Training of trainers' approach	30 Jun 2023	15%	75%	Capacity Development Strategy developed including training of trainers' toolkit for continuous training of data teams. EPA staff and other data focal points trained on data management and Quality Assurance and Quality Control. This training took place on the 17 th of March 2023 in Bo, Southern Sierra Leone. Expected completion date is March 2024.	MS
Activity 2.1.3: Develop capacity on QA/QC of institutions identified in 1.3.1	31 Dec 2023	0%	55%	QA/QC training sessions held with data focal points of prioritized institutions for quality Assurance and Quality Control.	S
Activity 2.1.4: Develop the capacity of EPA and key sectors to project GHG scenarios and climate vulnerability in all prioritized sectors	30 June 2023	0%	35%	The Capacity Development Strategy developed. Training of EPA and other staff of prioritized sectors on the projection of GHG scenarios and climate vulnerability scheduled for September of 2023.	MS
Output 2.2: Peer-to-peer learning activities in the region for key stakeholders undertaken and through participation in the CBIT Global Coordination Platform	31 Dec 2023	13%	25%	The Project Manager and the Deputy Director, National Climate Change Secretariat EPA attended the 27th Conference of Parties to the United Nations Framework Convention on Climate Change (UNFCCC) in Sharm El Sheikh, Egypt. Expected completion date is 30 April 2024	MS
Activity 2.2.1: Actively engage actively in the West Africa South-South Network on MRV	30 Sept 2023	40%	55%	The team is expected to be in Accra by 2 nd week of July 2023 for peer-to-peer visit. Another visit is planned for November of 2023. There were delays in implementing this because of conflicting work schedules and programmes between the team and that in Ghana. During the COP-27 meetings, the team met with CBIT project managers/coordinators in Malawi, Ghana and Togo about the implementation of their projects so far and to share ideas on implementation dynamics.	S
Activity 2.2.2: Populate and update Sierra Leone's country profile at the CBIT Global Coordination Platform, including annual completion of the transparency self-assessment	30 Jun 2023	0%	0%	Activity not yet implemented. Implementation will commence in the 4 th quarter of 2023 when we should have launched the reviewed NDC and its related implementation plan and set up the NDC online platform. Expected completion date is 30 April 2024	MU
Activity 2.2.3: Strengthen existing regional climate networks in Sierra Leone and include gender considerations	31 Mar 2023	0%	20%	Networks established with CBIT teams in Malawi, Ghana, Cameroun, Liberia and Togo. There is also an existing network with the CBIT-GSP team during the conference of	MS

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Outputs/Activities ⁶	Expected completion date ⁷	Implementation status as of 30 June 2022 (%)	Implementation status as of 30 June 2023 (%)	Progress rating justification ⁸ , description of challenges faced and explanations for any delay	Progress rating ⁹
				Parties to the UNFCCC in Sharm El Sheikh, Egypt. Expected completion date is 31 March 2024	
Output 2.3: NDC online platform for collecting and managing all NDC information, including data about climate finance, developed and hosted by EPA	30 June 2024	0%	9%	An international IT firm has been recruited to develop the NDC Platform for collecting and managing all NDC information including climate data and climate finance.	S
Activity 2.3.1: Analyze potential IT solutions for setting up an NDC online platform, taking into account existing data systems and national circumstances	31 Mar 2023	0%	25%	Inception report and workplan submitted. Initial consultation meetings held with the EPA IT team and the CBIT project team for the analysis of potential IT solutions for setting up the platform. This work is expected to be completed by 30 th November 2023.	MS
Activity 2.3.2: Design and programme the NDC online platform and related data management and sharing systems	30 Sept 2023	0%	20%	Initial consultations held with the EPA-IT and CBIT teams online. Meetings planned for relevant stakeholders for 3 rd week of July 2023. This work is expected to be completed by 30 th November 2023.	S
Activity 2.3.3: Populate the NDC online platform with relevant climate and NDC data, making it a one-stop shop for climate transparency matters in Sierra Leone	31 Dec 2023	0%	0%	This activity is not yet implemented. Implementation will commence in the 3 rd quarter of 2023.	S
Activity 2.3.4: Train stakeholders in using the online platform	31 Mar 2024	0%	0%	This activity is not yet implemented. Implementation will commence in October 2023.	S
Activity 2.3.5: Publish annual NDC implementation climate reports including annual recommendations for policymakers to implement the NDC	31 Mar 2024	0%	0%	This activity is not yet implemented. Implementation will commence in the 1 st quarter of 2024.	S

4. Risk Rating

4.1 Table A. Project management Risk

Please refer to the **Risk Help Sheet** for more details on rating.

Risk Factor	EA's Rating	TM's Rating
1. Management structure – Roles and responsibilities	L	L
2. Governance structure – Oversight	L	L
3. Implementation schedule	M	M
4. Budget	L	L
5. Financial Management	L	L
6. Reporting	L	L
7. Capacity to deliver	L	L

If any of the risk factors is rated a Moderate or higher, please include it in table B below.

1.2 Table B. Risk-Log

Risk	Risk affecting:	Risk Rating				Variation respect to last rating	
	Outcome / outputs	CEO ED	PIR 1	PIR 2	PIR 3	Δ	Justification
Risks identified at CEO Endorsement							
Lack of data availability	Outputs 1.2, 2.1 and 2.3	H	/	L	/	/	This is a gap that the CBIT project is designed to address. Since no data has been collected yet (although data teams have been formed), as part of project activities, it is not possible to assess whether this is posing a risk to the project yet. This will be re-assessed during the next reporting period.
Archiving of data and inability to compile GHG emission data	Outputs 2.3	M	/	L	/	/	This is also another gap supposed to be addressed by the CBIT project. The risk related to archiving of data and inability to compile GHG emissions data cannot be assessed yet, since data collection platform is yet to be developed. This potential risk will be assessed at a later stage of the project.
Political commitment without financial resources will slow implementation	All	L	L	L	L	=	With the creation of the Ministry of Environment, the government has demonstrated its commitments to environmental protection. Also, Sierra Leone now has a Minister of environment and Climate Change who sits at cabinet and makes decisions at that level. Also, with the formation of the

							Ministerial NDC Committee and engagements held so far, the political commitment to the project is improving
Staff turnaround at the national level, including the possibility of another outbreak of the Ebola Virus Disease.	All	M	M	L	L	=	The country has preparedness level in place for Ebola, Covid-19 and other diseases. The formation and operation of the national One Health Platform, which coordinates issues around animal, plant, human and environmental health has improved response mechanisms. There has not been much staff turnaround in the different line ministries since the beginning of the project. The Project Steering Committee members remain the same for all the line institutions. However, as per the civil service codes of conduct, staff rotation has been a critical challenge, which leaves vacuum in the relevant sector ministries.
Risks identified in the Environmental and Social Safeguards screening							
N/A – no risks identified in the E&S safeguards screening.							
Risks identified in the 2021 PIR							
The restrictions related to COVID-19 pandemic are preventing traveling of international experts and limiting in-person meetings.	All	N/A	M	L	L	=	There are no more travel restrictions to and in Sierra Leone and many other countries; In-person meetings are now being held.
Lengthy national procurement processes have delayed the implementation of some of the project activities.	All	N/A	M	M	L	↓	There have been improvements in the national procurement processes, hence hiring of consultants have not been delayed as previous years.
Risks identified in the 2022 PIR							
Delays due to the administrative changes of the UNEP-DTU Partnership (UDP) to UNEP Copenhagen Climate Centre (UNEP-CCC)	Outputs 1.2 and 2.3			M	L	↓	The administrative changes had been done, contracts signed, and work started with the UNEP-CCC. Implementation of outputs 1.2 and 2.3 has commenced. We hold biweekly meetings with the UNEP-CCC and consultants to discuss progress of work.
Global economic crisis. Especially increase in fuel and other commodities, thereby reducing accessibility.	All			M	M	=	The continuous increase in the cost of fuel and by extension essential commodities is bound to affect stakeholder consultations both in cost and accessibility.
New risks identified in the current 2023 PIR							
Delays in implementation schedule due to the 2023 multi-tier general elections.					M		There have been delays in the implementation schedule of some activities due to the electioneering processes. Stakeholder meetings were halted for fear of them not being misunderstood as political meetings. Access to stakeholders has also been a challenge.
Consolidated project risk		n.a	M	M	M		

Table B. Outstanding Moderate, Significant, and High risks

Risk	Actions decided during the previous reporting instance (PIR _{t-1} , MTR, etc.)	Actions effectively undertaken this reporting period	Additional mitigation measures for the next periods		
			What	When	By whom
Risks from 2022 PIR					
Delays due to the administrative changes of the UNEP-DTU Partnership (UDP) to UNEP Copenhagen Climate Centre (UNEP-CCC)	Action 1 [2022]: UNEP-CCC to engage with EPA on the preparation of a workplan and budget revision, and share a 1 st draft with UNEP for review. (By 15 August 2022)	Workplan and budget revised, consultants have been hired. Implementation has commenced.	<i>N/A (risk action cleared)</i>		
	Action 2 [2022]: UNEP to review budget / workplan revision and provide its clearance / green light. (By 31 August 2022)	UNEP reviewed budget/workplan and provided clearance.	<i>N/A (risk action cleared)</i>		
	Action 3 [2022]: EPA to send a formal letter to UNEP requesting for support from UNEP-CCC, outlining the related activities and associated budget. (By 15 September 2022)	Formal letter requesting for UNEP's support from UNEP-CCC sent, outlining the related activities and associated budget.	<i>N/A (risk action cleared)</i>		
	Action 4 [2022]: UNEP to prepare an amendment to the PCA with EPA and an agreement with UNEP-CCC to reflect the new execution arrangements. (By 30 September 2022)	PCA amendment was done and signed by UNEP and EPA	<i>N/A (risk action cleared)</i>		
	Action 5 [2022]: once the agreements are signed, UNEP to transfer the funds to UNEP-CCC to allow them to start implementing the assigned activities. (After signature of the agreements)	Funds were transferred to UNEP-CCC	<i>N/A (risk action cleared)</i>		
	Action 6 [2022]: EPA to present the new execution arrangements to PSC members during the next PSC meeting. During next PSC meeting)	The new execution arrangement with UNEP-CCC was presented to the PSC members and approved.	<i>N/A (risk action cleared)</i>		
Global economic crisis. Especially increase in fuel and other commodities, thereby reducing accessibility.	Action 7 [2022]: Cost adjustments to be made in the project budget revision to meet the increment in fuel price.	Included in the budget revision mentioned above.	<i>N/A (risk action cleared)</i>		

Risks from 2023 PIR					
Delays in implementation schedule due to processes leading to the multi-tier general elections in the country.	N/A	N/A	Action 1 [2023]: EPA and UNEP to re-assess the project implementation situation mid-January 2024 as part of July-December 2023 Half-Yearly Progress Report process, to determine whether remaining activities can be completed in time. In the meantime, The EPA Project Management Unit should continue to encourage project consultants to stick to the expected timelines, aiming for completion of all project activities by 30 June 2024.	By 15 January 2024	EPA / UNEP

High Risk (H): There is a probability of greater than 75% that **assumptions** may fail to hold or materialize, and/or the project may face high risks.
Significant Risk (S): There is a probability of between 51% and 75% that **assumptions** may fail to hold and/or the project may face substantial risks.
Moderate Risk (M): There is a probability of between 26% and 50% that **assumptions** may fail to hold or materialize, and/or the project may face only modest risks.
Low Risk (L): There is a probability of up to 25% that **assumptions** may fail to hold or materialize, and/or the project may face only modest risks.

5. Project Minor Amendments

5.1 Table A: Listing of all Minor Amendment

- | | |
|--|---|
| <input type="checkbox"/> Results framework | <input type="checkbox"/> Minor project objective change |
| <input type="checkbox"/> Components and cost | <input type="checkbox"/> Safeguards |
| <input type="checkbox"/> Institutional and implementation arrangements | <input type="checkbox"/> Risk analysis |
| <input type="checkbox"/> Financial management | <input type="checkbox"/> Increase of GEF project financing up to 5% |
| <input checked="" type="checkbox"/> Implementation schedule | <input type="checkbox"/> Co-financing |
| <input type="checkbox"/> Executing Entity | <input type="checkbox"/> Location of project activity |
| <input type="checkbox"/> Executing Entity Category | <input type="checkbox"/> Other |

Minor amendments	<u>Implementation Schedule</u> : the planned technical completion date of the project was revised to 30 June 2024 (budget / workplan revision 1), instead of 31 March 2024 previously.
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5.2 Table B: History of project revisions and/or extensions

Version	Type	Signed / Approved by UNEP	Entry into Force (last signature Date)	Agreement Expiry Date	Main changes introduced in this revision
Original legal instrument		4 June 2020	5 June 2020	30 September 2023	N/A
Revision 1	Extension	02 February 2022	02 February 2022	31 March 2025	The Environmental Protection Agency (EPA) of Sierra Leone requested for an extension of the project technical completion date due to the delay in project execution as a result of lengthy national procurement processes and delays related to the Covid-19 pandemic's impact.
Revision 2	Extension	28 October 2022	28 October 2022	30 June 2025	Delays in implementation of activities as a result of administrative and legal challenges experienced by UDPs transition to UNEP-CCC which is offering targeted technical support to the CBIT Sierra Leone Project. Technical completion date is now 30 June 2024.

6. GEO Location Information:

The Location Name, Latitude and Longitude are required fields insofar as an Agency chooses to enter a project location under the set format. The Geo Name ID is required in instances where the location is not exact, such as in the case of a city, as opposed to the exact site of a physical infrastructure. The Location & Activity Description fields are optional. Project longitude and latitude must follow the Decimal Degrees WGS84 format and Agencies are encouraged to use at least four decimal points for greater accuracy. Users may add as many locations as appropriate. Web mapping applications such as [OpenStreetMap](#) or [GeoNames](#) use this format. Consider using a conversion tool as needed, such as: <https://coordinates-converter.com> Please see the Geocoding User Guide by clicking [here](#)

Location Name Required field	Latitude Required field	Longitude Required field	Geo Name ID Required field if the location is not an exact site	Location Description Optional text field	Activity Description Optional text field
Freetown, Sierra Leone	8.479004	-13.26795	2409306		

Please provide any further geo-referenced information and map where the project interventions is taking place as appropriate. *

N/A
