

• **UNEP GEF PIR Fiscal Year 2023**

Reporting from 1 July 2022 to 30 June 2023

**1. PROJECT IDENTIFICATION**

**1.1. Project details**

Identification Table	GEF ID.: 10596	Umoja WBS: SB-018182
	SMA IPMR ID: 91473	Grant ID: S1-32GFL-000719
	Project Short Title: CBIT T&T	
Project Title	Strengthening Trinidad and Tobago's capacity in transparency for climate change mitigation and adaptation	
Duration months	<i>Planned</i>	36 months
	<i>Age</i>	20 months
Project Type	Medium Size Project	
Parent Programme if child project	N/A	
Project Scope	National	
Region	Latin America and Caribbean	
Countries	Trinidad and Tobago	
GEF Focal Area(s)	Climate Change	
GEF financing amount	US\$1,060,400	
Co-financing amount	US\$385,672	
Date of CEO Endorsement/Approval	12 July 2021	
UNEP Project Approval Date (on Decision Sheet)	4 October 2021	
Start of Implementation (PCA entering into force)	12 October 2021	
Date of Inception Workshop, if available	9 February 2022	
Date of First Disbursement	2 November 2021	
Total disbursement as of 30 June 2023	US\$ 465,000	
Total expenditure as of 30 June 2023	US\$ 283,005	
Midterm undertaken?	N/A	
Actual Mid-Term Date, if taken	N/A	
Expected Mid-Term Date, if not taken	N/A	
Completion Date	<i>Planned – original PCA</i>	30 September 2024
	<i>Revised – Current PCA</i>	N/A
Expected Terminal Evaluation Date	30 September 2024	
Expected Financial Closure Date	30 <sup>th</sup> September 2025	

**1.2. Project description**

The project's objective is to strengthen Trinidad and Tobago's transparency systems to meet the requirements of the Enhanced Transparency Framework under the Paris Agreement on Climate Change. It is funded by the Global Environment Facility (GEF) with UNEP acting as the GEF Implementing Agency, the Environmental Management Authority (EMA) as the Executing Agency and the Ministry of Planning and Development as the Government lead and National Project Director (NPD). The main outcomes are:

- A. Trinidad and Tobago to submit to the UNFCCC secretariat high quality climate reports aligned with the Enhanced Transparency Framework under the Paris Agreement; and
- B. Trinidad and Tobago Government stakeholders to make decisions based on climate analysis and implement climate transparency activities.

The project is organized in one component, that is, to strengthen Trinidad and Tobago's transparency system with the following project outputs:

- 1. Government officials and stakeholders have strengthened capacity and mechanisms to prepare Biennial Transparency Reports (BTR), including adaptation communications.
- 2. The Cabinet has access to a proposal for institutional arrangements for implementing climate transparency activities.
- 3. Government officials and stakeholders have strengthened capacity and procedures to incorporate climate analysis into decision-making processes for national planning.

**1.3. Project Contacts**

Division(s) Implementing the project	Industry and Economy Division
Name of co-implementing Agency	N/A
Executing Agency(ies)	Environmental Management Authority (EMA)
Names of Other Project Partners	N/A
UNEP Portfolio Manager(s)	Geordie Colville, Ruth Coutto
UNEP Task Manager(s)	Asher Lessels
UNEP Budget/Finance Officer	Fatma Twahir
UNEP Support/Assistants	Luiza Schmidt (programmatic) and Carla Santoro (finance)
EA Manager/Representative	Hayden Romano
EA Project Manager	Diana Roopnarine-Lal
EA Finance Manager	Vanessa Young
EA Communications Lead, if relevant	N/A

**2. OVERVIEW OF PROJECT STATUS**

**2.1 UNEP PoW and UN**

UNEP Current Subprogramme(s)	Climate action
PoW Indicator(s)	The project contributes to the following indicator: 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	<p>The project contributes to the following strategic objective of the UN Multicounty SDCF- The English and Dutch Speaking Caribbean (2022- 2026):</p> <p>Priority area 2: equality, well-being and leaving no one behind</p> <ul style="list-style-type: none"> <li>- Outcome 3: national governments and regional institutions use relevant data and information to design and adopt laws and policies to eliminate discrimination, address structural inequalities and ensure the advancement of those at risk of being left furthest behind</li> </ul> <p>Priority area 3: resilience to climate change and shocks and sustainable natural resource management</p> <ul style="list-style-type: none"> <li>- Outcome 5: Caribbean people, communities, and institutions have enhanced adaptive capacity for inclusive, gender responsive disaster risk management and climate change adaptation and mitigation</li> <li>- Outcome 6: Caribbean countries manage natural resources and ecosystems strengthening their resilience and enhancing the resilience and prosperity of the people and communities that depend on them.</li> </ul>
Link to relevant SDG Goal(s)	<p>SDG 13: Take urgent action to combat climate change and its impacts.</p> <p>SDG 5: Achieve gender equality and empower all women and girls.</p>
Link to relevant SDG Target(s)	<p>Target 13.1: Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries</p> <p>Target 13.2: Integrate climate change measures into national policies, strategies and planning.</p> <p>Target 13.3: Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning.</p> <p>Target 13.b: Promote mechanisms for raising capacity for effective climate change-related planning and management in least developed countries and small island developing States, including focusing on women, youth and local and marginalized communities.</p> <p>Target 5.1: End all forms of discrimination against all women and girls everywhere.</p> <p>Target 17.14 Enhancing policy coherence for sustainable development</p> <p>Target 17.18 By 2020, enhance capacity building support to developing countries, including for LDCs and SIDS, to increase significantly the availability of high-quality, timely and reliable data disaggregated by income, gender, age, race, ethnicity, migratory status, disability, geographic location and other characteristics relevant in national contexts</p>

**2.2. GEF Core Indicators:**

Indicators	Targets – Expected Value			Materialized to date
	Mid-term	End-of-project	Total target	
Number of direct beneficiaries disaggregated	10 training participants for the “train-the-	120 people (50% women)	120 people (50% women)	The participants for the “train-the-trainers” sessions have not been selected yet. This is

by gender as co-benefit of GEF investment	trainers” sessions are selected			currently under discussion between the EA and the UWI.
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### 2.3. Implementation Status and Risk

	FY 2023	FY 20__	FY 20__	FY 20__	FY 20__
PIR #	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	....
Rating towards <b>outcomes (DO)</b> (section 3.1)	S				
Rating towards <b>outputs (IP)</b> (section 3.2)	S				
<b>Risk rating</b> (section 4.2)	L				

Rating towards outcomes: The rating towards outcomes is **satisfactory**. Capacity building activities were initiated while ongoing consultations seek to develop reporting procedures, templates and protocols for the MRV system. Sensitization sessions on use of the digital platform that is the core of the MRV system were hosted in Q2 2022 and indicators were developed for the Knowledge Management and Awareness to track development of the repository to serve as a platform for both private and public sectors and to monitor progress on capacity building activities. Although the activities of the training system have not yet started, the project has relied on broad stakeholder participation in the consultation and validation workshops and on the engagement of PSC members in the review of products.

Rating towards outputs: The rating towards outputs is **satisfactory**. Despite some delays in the procurement process, most consultants to be involved in the project have already been hired and/or identified. All deliverables produced for the project are undergoing a rigorous review by the project team and steering committee members.

Under output 1, 50% of deliverables were achieved and many others are planned for Q3 2023. All technical activities and deliverables (D1.1-D1.3 and D1.6) were successfully submitted under the consultancy responsible for the design and development of indicators, process documents and guidelines for tracking the implementation of the NDC and support received and twelve (12) gender-sensitive indicators developed. Additionally, under the consultancy responsible for the design and development of indicators, process documents and guidelines on the adaptation components of the sectors of agriculture, health, and water resources deliverables D1.4 and D1.5 are in progress and D1.6 is expected to be delivered by August 2023 within project timelines.

Under output 2, the Legal Consultancy has worked in the Project since March 2023, activities are on track and all deliverables must be completed by the end of 2023.

Output 3 is also on track. The procurement for the consultancy responsible for the *elaboration of climate vulnerability analysis for 3 sectors* was initiated in March 2023. Currently the procurement process is still ongoing and is expected to be completed in July 2023.

Overall risk rating: The consolidated risk rating is **Low**. The Project has continued to monitor the risks identified and established mitigation measures to ensure project deliverables were achieved. In addition, the Project ensured that frequent communication was maintained between EMA, MPD and Project Steering Committee via emails on project/event updates and through PSC meetings. Negotiations are underway to mitigate the moderate level risk regarding the capacity building development consultancy with the UWI. The project has identified several contingency plans should negotiations be unsuccessful, which include adjustments to the scope of works and consultancy implementation which were discussed (with UNEP, NPD, EMA) to ensure reduced risk or further delays.

#### 2.4. Co-financing

<b>Planned Co-finance Total:</b>	US\$385,762
<b>Actual to date:</b>	US\$128,557 (33%)
<b>Progress</b>	The actual total co-finance as at 30th June, 2023 is US\$128,557 (33%) that is comprised of in-kind financing of US\$66,000 (33%) from Ministry of Planning and Development and in-kind financing of US\$62,557 (33%) from the Environmental Management Authority. There were no significant changes in project co-financing or differences between the anticipated and actual rates of disbursement.

#### 2.5. Stakeholder engagement

<b>Date of project steering committee meeting</b>	6 <sup>th</sup> October 2022 23 <sup>rd</sup> November 2022 11 <sup>th</sup> April 2023
<b>Stakeholder engagement</b>	<p>Stakeholder engagement during the reporting period were a mix of virtual and in-person initiatives and were well attended, all stakeholder engagement included a healthy mix of public and private sectors, non-governmental organizations (NGOs), academia and international agencies. Virtual meetings have been the preferred option for project update meetings with PSC, consultants and UNEP.</p> <p>While stakeholder engagement workshops were held in-person (with some bilateral meetings taking place virtually) and maintained a well-balanced gender mix.</p> <p>Prior to stakeholder engagement sessions, supporting documents were circulated in preparation for attending the session. Based upon stakeholder feedback/comments the type and length of these supporting documents were adjusted to ensure maximum understanding of workshop outcomes and activities. Some stakeholders commented that consultant reports developed were highly technical, and prior to the event some stakeholders requested additional briefs (based on their organization/professional background) within the documentation. In response to these concerns, an executive summary and draft report were circulated prior to stakeholder sessions.</p>

#### 2.6. Gender

<b>Does the project have a gender action plan?</b>	Yes.
<b>Gender mainstreaming</b>	<p>The Project included mandatory gender questions within the online registration forms and post-workshop surveys to capture gender-disaggregated data. This showed that women were well represented at all stakeholder workshop sessions, which were well attended by stakeholders.</p> <p>Twelve (12) gender sensitive indicators for tracking progress on implementing the NDC were designed and developed, whilst nine (9) indicators for reporting on adaptation to climate change in the agriculture, water resources, and health sectors were proposed and being finalized. During the NDC and Adaptation Validation Workshops held in March and June 2023 respectively, gender responsiveness was incorporated as a key validation component for the indicator validation exercise.</p> <p>Based on stakeholder feedback during NDC Validation Workshop, the gender-responsive measures recommended and incorporated were firstly, that indicator data collection be revised from 'by gender' to 'by sex' and secondly, that the answer options for workshop registration be widened to include 'male', 'female', 'other' (with the option to write-in a response) and 'prefer not to</p>

	answer'. Gender experts from non-governmental organizations and the public sector were invited and consulted for both workshops.
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### 2.7. Environmental and social safeguards management

<b>Moderate/High risk projects (in terms of Environmental and social safeguards)</b>	Was the project classified as <b>moderate/high risk CEO Endorsement/Approval Stage</b> ? No.  If yes, what specific <b>safeguard risks</b> were identified in the SRIF/ESERN? N/A
<b>New social and/or environmental risks</b>	Have any new social and/or environmental risks been identified during the reporting period? No.
<b>Complaints and grievances related to social and/or environmental impacts</b>	Has the project received complaints related to social and/or environmental impacts (actual or potential) during the reporting period? No.
<b>Environmental and social safeguards management</b>	A safeguard action plan was not required for this project and the initial ESS Risk classification is still valid. The project remains cognizant of the principles of resilience and sustainability; human rights, gender equality and women empowerment, accountability and leave no one behind as well as the potentially affected, marginalized and vulnerable population.

### 2.8. Knowledge management

<b>Knowledge activities and products</b>	All reports produced were shared with workshop's participants and the Project Steering Committee. Participants and by extension their organisations have been actively engaged in the project's activities and has access to draft reports and benefited from in-person interactions with consultants and peers. The PSC also has access to a shared folder with all products and are provided with regular project updates. The project team maintains a log of experiences, good practices and lessons learned.
<b>Main learning during the period</b>	Upon the issuance of the Scope of Work for the consultancy for Capacity Building System Development to the implementing partner, the Project team was advised that the budgetary allocation was insufficient to execute the consultancy's scope of works. The disparity between the budget assigned to local versus foreign consultants, that is, the underfunding/under-estimating of the budget for the local consultants versus higher budgets for the foreign consultants continues to be an ongoing issue. Additionally, this highlighted the need for open discussions with implementing partners at the Project Preparation Grant (PPG) phase in order to ensure that the proposed consultancy budget is within the benchmark/range/scope for the implementing partner.

### 2.9. Stories to be shared

<b>Stories to be shared</b>	Given the project's implementation progress, there aren't any significant project results to be shared at this time.
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### 3. PROJECT PERFORMANCE AND RISK

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

Project objective and Outcomes	Indicator	Baseline level	Mid-term target	End-of-project target	Progress as of current period	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating <sup>1</sup>
<b>Objective:</b> Strengthen Trinidad and Tobago's transparency systems to meet the requirements of the Enhanced Transparency Framework under the Paris Agreement on Climate Change	Indicator A: Number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment (gender disaggregated).	0	10 training participants for the "train-the-trainers" sessions are selected.	120 people, (50% are women)	0	The participants for the "train-the-trainers" sessions have not been selected yet. This is currently under discussion between the EA and the UWI.	S
<b>Outcome:</b> <b>1A. Trinidad and Tobago submits to the UNFCCC secretariat high quality climate reports aligned with the Enhanced Transparency Framework under the Paris Agreement</b>  <b>1B. Trinidad and Tobago Government makes decisions based on climate analysis and implements climate transparency activities.</b>	Indicator 1.1 (Outcome 1A): Improvement in the quality MRV system based on GEF score 1 to 10 as per Annex III of CBIT programming directions. While this is a subjective rating, the guidance for the ratings provides direction for benchmarking the quality of the MRV system	5	5	8	5	Capacity building activities were initiated while ongoing consultations seek to develop reporting procedures, templates and protocols for the MRV system. Sensitization sessions on use of the digital platform that is the core of the MRV system were hosted on 1st July 2022 in Trinidad and 14th July, 2022 in Tobago.  Indicators were developed for the Knowledge Management and Awareness to track development of the repository to serve as a platform for both private and public sectors and to monitor progress on capacity building activities. The MRV system will be enhanced under the Consultancy for Software Development. While some progress was made in raising awareness of the MRV system, the project baseline score is still at 5.	S

<sup>1</sup> 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).

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Project objective and Outcomes	Indicator	Baseline level	Mid-term target	End-of-project target	Progress as of current period	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating <sup>1</sup>
	Indicator 1.2 (Outcome 1B): # of Ministries which endorse the guidelines to standardize, implement and use on a continuous basis as part of national decision-making climate assessments, projections and scenarios related to the agriculture, water resources and health sectors into national planning processes to support efforts to adapt these sectors to climate change impacts and enhance their resilience	0	9 Ministries are informed of the work on the guidelines	9	6	The following ministries are currently engaged in the project at the PSC level which includes: Ministry of Planning and Development, Environmental Management Authority, Ministry of Public Utilities, Ministry of Works and Transport, Ministry of Energy and Energy Industries, Office of the Prime Minister-Gender and Child Affairs Division, Ministry of Agriculture Land and Fisheries, Ministry of Health, and the Tobago House of Assembly. All other ministries have been engaged at the workshop level, as well as all other ministries including the PSC have been engaged at the workshop level.	S



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

Outputs/Activities <sup>2</sup>	Expected completion date <sup>3</sup>	Implementation status as of 30 June 2022 (%) (Towards overall project target)	Implementation status as of 30 June 2023 (%) (Towards overall project target)	Progress rating justification <sup>4</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>5</sup>
<b>COMPONENT 1: Strengthen Trinidad and Tobago's Transparency system</b>					
<b>Output 1: Government officials and stakeholders have strengthened capacity and mechanisms to prepare Biennial Transparency Reports (BTR), including adaptation communications.</b>	Apr-24	N/A	50%	<p>The NDC and Adaptation Reports (D 1.1) were submitted on 30th August and 1st September 2022 respectively. The Reports were reviewed by the Project Steering Committee and feedback was also incorporated from stakeholder attendees from the Consultation Workshops for NDC (D1.2a) and Adaptation (D1.4a) Indicators held on 3rd to 5th October 2022. Stakeholder validation workshops (D1.2b and D1.4b) held on 7th and 8th March 2023 in Trinidad and 9th March 2023 in Tobago. The final report on NDC tracking (D1.3) was approved by the PSC on 3rd May 2023. The final report on adaptation (D1.5) was approved by the PSC on 24th February 2023.</p> <p>The NDC Roadmap Report (D. 1.6) was approved by the PSC on 7th June 2023, and the Adaptation Roadmap Report is expected to be submitted by August 2023.</p> <p>Kick-off meeting to be held with Software Consultant on 25 July 2023. This consultant will design and build the improved National Transparency System.</p> <p>Finally, the consultancy responsible for the Capacity Building System is expected to commence in July/August 2023.</p>	S
<b>Output 2: The Cabinet has access to a proposal for institutional arrangements for implementing climate transparency activities.</b>	Dec-23	N/A	35%	<p>Legal Consultancy commenced on 20th March 2023. <i>The reports on institutional arrangements (D2.2 and D2.6) are under development.</i> Stakeholder consultation workshop (D2.1 and D2.5) expected to be held in August 2023 and workshop report expected to be submitted in September/October 2023. Stakeholder validation workshop expected to be held in November/December 2023.</p>	S

<sup>2</sup> Outputs and activities (or deliverables) as described in the project logframe (and workplan) or in any updated project revision.

<sup>3</sup> The completion dates should be as per latest workplan (latest project revision).

<sup>4</sup> 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.

<sup>5</sup> To be provided by the UNEP Task Manager

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Outputs/Activities <sup>2</sup>	Expected completion date <sup>3</sup>	Implementation status as of 30 June 2022 (%) (Towards overall project target)	Implementation status as of 30 June 2023 (%) (Towards overall project target)	Progress rating justification <sup>4</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>5</sup>
<b>Output 3: Government officials and stakeholders have strengthened capacity and procedures to incorporate climate analysis into decision-making processes for national planning.</b>	Jul-24	N/A	0%	Not yet initiated as Climate Vulnerability Consultancy expected to commence in July 2023. The procurement of the climate vulnerability consultant experienced delays due to work commitments of one the evaluation team members to complete the review of the technical proposals. Also, a request for clarification was submitted to the bidders on their financial proposals.	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.*

##### 4.2 Table B. Risk-Log

Risk	Risk affecting	Risk rating:			Variation respect to last rating
	Outcome / outputs	CEO ED	PIR 1 (this PIR)	Δ	Justification
Lack of political buy-in on the importance of transparency and long-term planning tools	Outcome 1A and IB/ Output 2	M	M	=	
Poor institutional coordination	Outcome 1A and IB/ Output 2	L	L	=	
Lack of interest from some sectoral institutions; Some sectoral institutions do not show interest in participation in project interventions.	Outcome 1A and IB/ Output 2	L	L	=	
Lack of sectoral development strategies Some sectoral institutions do not have longterm development strategies.	Output 3	L	L	=	
Loss of knowledge and skills due to high turnover rates	Output 3	M	M	=	

Opposition to the collection of information from a governmental/private sector body	Outcome IA/Output 2	L	L	=	
The University of West Indies (UWI) withdraws the interest in participating in the project	Output 1	L	M	↑	UWI currently serves as a member on the Project Steering Committee. However, the risk was elevated from low to moderate rating due to UWI's non submission of a proposal for the Capacity Building Consultancy. Negotiations are underway.
Beneficiaries of capacity building activities are not correctly identified	Outputs 1 and 3	L	L	=	
The number of women involved in project activities is limited	Outputs 1, 2 e 3	L	L	=	
Gender power relations might cause disparity and oversimplification of gender issues and their relation to climate change	Output 1	L	L	=	
Trinidad and Tobago is not willing to share information and cooperate with other CBIT countries	Output 3	L	L	=	
Implementation Schedule	Outputs 1, 2 and 3	N/A	M	↑	The consultancies for Software Development; Legal consultancy for institutional arrangement for BTR data, including the adaptation communications and Capacity Building System Development are behind schedule. This could result in a delay in project implementation.

**Table B.** Outstanding Moderate, Significant, and High risks

Risk	Actions decided during the previous reporting instance	Actions effectively undertaken this reporting period	Additional mitigation measures for the next periods		
			What	When	By whom
Lack of political buy-in on the importance of transparency and long-term planning tools	N/A	National Project Director and Project Steering Committee members acted as champions to encourage their organization participation and to be vocal participants at stakeholder workshops/sessions for planning tools. The CBIT Project Team encouraged organizational buy-in for transparency systems at workshops held in March and June 2023.	Legal consultancy, Software development consultancy and Climate Vulnerability consultancy to engage with high-level stakeholders to encourage buy-in and National Project Director (NPD), Head of Multilateral Environmental Agreements Unit as well as PSC to continue to be champions within their organizations to lead efforts.	August/November 2023	National Project Director, CBIT Project Team
The University of West Indies (UWI) withdraws the interest in participating in the project	N/A	UWI's key participatory roles are as a member of the Project Steering Committee and as an Implementing Partner for the Consultancy for Capacity Building System Development. Whilst UWI has served as an active member	The NPD will continue to coordinate and to provide support during the procurement process for this consultancy to be delivered under Output 3.	July/August 2023	National Project Director, CBIT Project Team

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		<p>of the Project Steering Committee, UWI is yet to submit a proposal within the stipulated Scope of Works submission deadline in April and May 2023.</p> <p>Actions undertaken were the National Project Director's identification of a UWI liaison, hosting a meeting with UWI to ascertain the reasons for non-submission of proposal, issuance of an extended deadline for submission of proposal, shortening the consultancy's timeframe as well as revisions to the scope of work to address UWI's concerns with the consultancy's budget.</p> <p>National Project Director also indicated his willingness to serve as a pro-bono expert for the consultancy, given that one of UWI's concerns was its inability to identify experts.</p>	<p>The NPD will serve as a pro-bono expert for the consultancy to mitigate UWI's concern on the identification of experts.</p> <p>The CBIT Project Team continues to actively strengthen their expertise to collaborate with UWI to execute this consultancy and continues preparation of the scope and materials for the train-the trainer sessions under this consultancy.</p> <p>Contingency plans are being developed where other organisations/experts are sort to assist the UWI in the development of the capacity building system, this is to ensure that outputs are delivered optimally.</p>		
Implementation Schedule	N/A	<p>CBIT Project team closely monitors project's progress and procurement requests for these consultancies were submitted in advance, to enable the consultancy's commencement within the project's schedule.</p> <p>The CBIT Project team worked closely with the NPD and the Procurement Unit to respond to UWI's queries to expedite procurement process while in conformity with procurement rules.</p>	<ol style="list-style-type: none"> <li>1. CBIT Project team will continue to assess the project's progress and will continue to follow-up and work closely with the Procurement Unit to avoid delays. Earlier initiation of the procurement process as a buffer for unforeseen/unexpected delays.</li> <li>2. Re-assess project progress and demand extension if necessary.</li> </ol>	<ol style="list-style-type: none"> <li>1. Q3/Q4 2023</li> <li>2. October 2023</li> </ol>	<ol style="list-style-type: none"> <li>1. CTA</li> <li>2. National Project Director, CTA and UNEP</li> </ol>

**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.

**Project Minor Amendments**

**5.1 Table A: Listing of all Minor Amendment**

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

*[Annex document linked to reported minor amendment]*

<b>Minor amendments</b>	N/A
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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					
Amendment 1	Revision	N/A	N/A	N/A	N/A
Extension 1	Extension	N/A	N/A	N/A	N/A

### 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](#)

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Location Name Required field	Latitude Required field	Longitude Required field	Geo Name ID Required field <u>if</u> the location is not an exact site	Location Description Optional text field	Activity Description Optional text field
Port of Spain	10.6603	-61.5086			

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

N/A

