

UNITED NATIONS ENVIRONMENT PROGRAMME

SUB-PROJECT DOCUMENT

SECTION 1
PROJECT IDENTIFICATION

- 1.1 Sub-Project Title: NATIONAL BIODIVERSITY STRATEGY,
ACTION PLAN AND FIRST NATIONAL
REPORT TO THE CONVENTION ON
BIOLOGICAL DIVERSITY OF EGYPT
- 1.2 Project No: GF/1200-96 - 42
- 1.3 GEF Focal Area: Biological Diversity
- 1.4 Geographical Scope: Republic of Egypt
- 1.5 Implementation: Egyptian Environmental Affairs
Agency (EEAA), Arab Republic of
Egypt, 23 A Ismaeil Mohamed Str.,
Zamalek, Cairo, Egypt
- GEF Operational: EEAA
Focal Point
- CBD Focal Point: EEEA
- GEF country: Ratified CBD on
Eligibility 2.6.1994
- GEF implementing: UNEP
Agency
- 1.6 Duration of project 12 months
September 1996 - August 1997
- 1.7 Cost of sub-project: (Expressed in US\$)
- Cost to GEF Trust Fund 288,000
Cost to EEAA (in kind) -----
- Total cost of sub-project 288,000

Signatures:

For the Egyptian Environmental
Affairs Agency (EEEA)

For the GEF Trust Fund
the United Nations
Environment Programme



Mr. Salah Hafez
Chief Executive Officer



E. Ortega
Officer-in-Charge
Fund Programme Management
Branch

31 October 1996

SECTION 2
BACKGROUND AND PROJECT CONTRIBUTION
TO OVERALL SUB-PROGRAMME IMPLEMENTATION

2.1 Background

Egypt is a country that occupies a geographical position of special interest. It stands at the northwest corner of Africa with extension into Asia (Sinai Peninsula). As such it forms a bridge between Asia and the Sahara of Africa. It is also a part of the Mediterranean basin and its shores extend for more than 1200 km from Rafah in the east of Sallum in the west. This provides connection with the Mediterranean biota. Two corridors link Egypt with tropical and equatorial Africa (River Nile) and tropical Indian Ocean (Red Sea). All these geographical links bear on the mixed biota of Egypt. The Egyptian biota is very diverse in view of the large number of habitat types: terrestrial (Nile valley, deserts, oasis, etc.), aquatic (freshwater, brackishwater, saline, marine habitats).

Egypt's rich ecosystems contain considerable biodiversity. It supports and protects in a way its social and economic systems. The incredibly species rich wetlands and coastal marine systems of Egypt harbour a significant wealth of resources. It has major and rich coral reef systems.

Egypt has a comprehensive system of laws which deal with natural resources management some of them dating back to the 19th century. Following the UN Conference on Human Environment held in Stockholm in June 1972, Egypt began formulating national institutions responsible for environmental issues. The National Report of Egypt prepared for the United Nations Conference on Environment and Development (UNCED) described some of the national programmes for conservation of nature and biological resources and national utilization of natural resources.

However, there remain major challenges to conservation and sustainable use of biological diversity in Egypt, particularly demographic trends and economic development, and the Government of Egypt (GoE) has expressed the desire to address these challenges in a comprehensive national biodiversity and action plan within the context of sustainable development.

SECTION 3
NEEDS AND RESULTS

3.1 Principal Objectives and Short Description:

The principal objective of the project is to assist the GoE further develop the national machinery for conservation and sustainable use of biodiversity within the context of economic development. The National Biodiversity Strategy and Action

Plan (NBSAP) will provide an opportunity to put Egypt's existing policy instruments and measures aimed at sustainable management of biological resources in a more comprehensive and committing framework with a broad stakeholder involvement, and to identify remaining gaps. The preparation of the first national report to the CBD will enable Egypt to meet the obligations under Article 26 of the Convention as stipulated in Decision II/17 adopted by the second meeting of the Conference of the Parties to the CBD (COP 2).

SECTION 4 OUTPUTS, ACTIVITIES, WORKPLAN AND TIMETABLE, FOLLOW-UP

4.1 Outputs

4.1.1 Principal Output

- a) National Biodiversity Strategy and Action Plan of The Republic of Egypt
- b) First national report to the COP of the CBD on so far as possible on the measures taken for the implementation of Article 6 of the Convention.

4.2 Activities

Egyptian Environmental Affairs Agency (EEEA) through its' National Biodiversity Unit (NBU) will be designated in each selected country in order to co-ordinate and oversee the preparation of the NBSAPs/national reports. EEEA will be responsible for the coordination and implementation at the national level of the activities specified in the Sub-Project (as indicated below) and for liaising with UNEP and other relevant institutions and organizations. The EEEA will be required to submit half yearly progress reports, quarterly expenditure accounts, final expenditure accounts, final expenditure statements, and terminal reports using UNEP formats.

EEEA will undertake the following tasks:

- i) Establish a Task Force of multi-disciplinary nature to advise and guide the preparation of NBSAP. The Task Force will be established within the EEEA and will work close cooperation with relevant ministries, government departments, local authorities, non-government organizations and other private bodies. The Task Force will develop detailed workplan/time table, mobilize expertise, develop common understanding on what is needed and on methodologies to help the preparation of NBSAP.
- ii) Identify a group of national experts representing the key actors involved in biodiversity conservation, management and use to deal with particular issues and to prepare technical/scientific reports and documents, as appropriate, for use in the NBSAP/national report preparation.

- iii) Organize discussions, seminars and workshops with a view to develop consensus among stakeholders and interested parties. These interactions may take stock of the nation's biodiversity and exchange views on the priority areas for effective conservation of biological diversity and sharing benefits from it on sustainable basis. These discussions will also be used to raise public awareness with regard to the role of biodiversity in sustainable development to popularize the NBSAP.
- iv) Using "National Biodiversity Planning - Guidelines Based on Early Experiences Around the World" published by the UNEP/WRI/IUCN, 1995, draft a national biodiversity strategy and action plan including priorities, alternative options for action, selected set of actions that can be implemented to meet the objectives of the strategy. The action plan may detail a programme of activities and corresponding costs and benefits, together with the associated responsibilities, expected results, budgets, institutional and personnel requirement with specified targets and timetables consistent with the policy established in the strategy. Relevant constituent groups are expected to participate at all stages of strategy development.
- v) Draft first national report to the COP of the Parties of the CBD focussing on so far as possible on the measures taken for the implementation of Article 6 of the Convention "General Measures for Conservation and Sustainable Use", as well as the information available in national country studies on biological diversity. The first national reports will be due at the fourth meeting of the COP in 1997 and shall use the "Suggested Guidelines for National Reporting on the Implementation of Article 6" as contained in Decision II/17 of the COP 2.
- vi) Promotion of the NBSAP throughout government and interested groups to foster cooperation and commitment to its implementation and to obtain public, political, institutional and financial support.
- vii) Participate in proposed UNEP/GEF regional workshops for the NBSAP focal points to exchange experience in implementing Article 6 of the Convention on Biological Diversity.
- viii) Assume responsibility for the preparation, in collaboration with relevant institutions, the NBSAP and the national report. The draft of these documents will be presented to UNEP for comments.
- ix) Provision of necessary scientific, technical and administrative support for the above mentioned activities.

4.3 Operational Criteria:

4.3.1 Coverage without duplication:

The NBSAP will make use of existing capacity and information. The momentum, in both process and product, generated by the biodiversity country study and the biodiversity data management projects will be a valuable asset.

TABLE A: Dimensions of Enabling Activities (Standard Activity Matrix) Egypt NBSAP

Enabling Activity	Output	Capacity		Public Participation
		Institutional Strengthening	Building Training	
Stocktaking of existing information * ¹ - biodiversity and biological resources - cross-sectoral issues - policy and regulatory framework - institutional and human capacity - analysis of root causes of BD loss - technologies for conservation and sustainable use - activities with adverse impact - existing measures and programmes - preliminary statement of objectives - identification of gaps - assessment of existing needs	x x x x x x			
Identification and Analysis of Options to meet the objectives of the CBD - strategies for conservation - strategies for sustainable use - strategies for benefit sharing	x x x			
Planning and Preparation of NBSAP * ^{2,3} - national strategy - national action plan	x x	x x	x x	x x
Preparation of the First National Report	x	x	x	x

¹Under the National Biodiversity Country Study Project, Egypt has already completed compilation of several volumes on biological diversity. These works have however focused mainly on the biological data and protected areas; more needs to be done in respect of cross-sectoral issues, socio-economic and policy issues, analysis of root causes of biodiversity loss. A slight update of the existing information will also be conducted. A preliminary identification of objectives was done in the Country Study and in the NEAP

²The proposed UNEP/GEF regional workshops to facilitate capacity-building and sharing of experience will contribute to strengthening institutions carrying these tasks

³ The NBSAP will be part of the National Sustainable Development Plan.

4.3.2 Appropriate overall sequencing of activities:

The project will be conducted over a period of 12 months as reflected in the schedule shown in the following table.

	Activity/Month	1	2	3	4	5	6	7	8	9	10	11	12
1	Formation of Task Force	x											
2	Survey of Existing information* ⁴	x	x										
3	Governorate visits, discussions, seminars, workshops* ⁵		x	x	x	x	x						
4	Drafting of NBSAP						x	x	x	x			
5	Circulation of NBSAP for comments									x			
6	Finalisation of NBSAP										x		
7	Printing & publication of NBSAP											x	
8	Preparation of first national report											x	

4.3.3 Best practice:

The methodology for the implementation of this sub-project will be based on "Guidelines for Biodiversity Planning" (WRI/UNEP/IUCN 1995). The lessons learned from UNEP/GEF projects in Egypt and other countries on biodiversity country studies and biodiversity data management and networking will be fully utilized. The First National Report to the CBD will be based on the information contained in the country study and the progress achieved in preparing the NBSAP. This report will be done in the time frame stipulated in Decision II/17 of COP 2.

4.3.4 Cost effectiveness and consistency of approach and procedures:

The cost effectiveness of this proposal is based on maximum reliance on existing information and capacity developed in the course of the UNEP/GEF biodiversity country study project. Under that project, Egypt has already completed the compilation

⁴ This will involve mainly gathering information in those areas that were not sufficiently covered by the country study project

⁵ The Task Force will organise at least one seminar in each of the 26 Governorate and a national workshop in order to have consultations with representatives of as many sectors of society as possible

of 65 volumes on biological diversity covering: a survey of habitat diversity in Egypt, state-of-the art reports on the main groups of biota in Egypt, a number of studies on the socio-economic aspects of biodiversity, feasibility studies on institutions that are required to support and maintain implementation of conservation programmes, identification of 16 sites to be managed as nature reserves.

Given the geographic and demographic size of Egypt and the need to promote broad ownership of the NBSAP, the proposed budget of US\$ 288,000 is justifiable. The breakdown for this budget is found in Annex 1.

4.3.5 Deviations from norms and criteria:

None.

4.4 Budget:

The budget is shown in UNEP format (Annex I) and is based on the budget approved by the GEFOP.

4.5 Cash Advance Requirement

An initial cash advance of US\$ 75,000 will be released to EEEA, upon signature of the project document by both parties and will cover expenditures expected to be incurred by the EEEA during the first three months from the UNEP contribution. Subsequent advances are to be made quarterly, subject to:

- i) Confirmation by EEEA, at least two weeks before the payment is due, that the expected rate of expenditure and actual cash position necessitate the payment, including a reasonable amount to cover "lead time" for the next remittance, is needed. (See attached Annex IV)
- ii) The presentation of
 - timely and satisfactory progress reports on project implementation. (See attached at Annex II)
 - a satisfactory financial report showing expenditures incurred for the past quarter, under each project (See attached at Annex III)
- iii) A statement of advances of cash provided by UNEP should be submitted quarterly in the format shown in Annex IV to this Annex as at 31 March, 30 June, 30 September and 31 December.

SECTION 5
INSTITUTIONAL FRAMEWORK, EVALUATION, AND BUDGET

5.1 Institutional Framework:

The Egyptian Environmental Affairs Agency (EEAA) established in 1982 as an affiliate of the Council of Ministers will coordinate the execution of this project. This body is responsible for setting national environmental policies and their implementation, including conservation of heritage. In this, it is supported by a national programme for environment research and studies sponsored by the Academy of Scientific Research and Technology, and several groups of national non-governmental societies with the participation of women and youth, in addition to all agencies concerned with environmental affairs in the country. The following agencies and institutions will be participating in the preparation of the NBSAP: Council of Ministers; Department of Natural Protectorates; National Biodiversity Unit; Ministry of Agriculture; Fisheries and Land Reclamation; Cairo University; Ain Shams University; Alexandria University; Assiut University; Suez Canal University; Al Azhar University; Institute of National Planning; Egyptian Academy of Scientific Research and Technology; Representatives of Egyptian NGOs. A Task Force comprised of representatives of all these bodies will have the overall responsibility for overseeing the implementation of this project.

All correspondence regarding substantive and technical matters of the project should be addressed to:

At UNEP:

Task Manager, NBSAP
Biodiversity Unit, UNEP
P.O. Box 30552
Nairobi, Kenya
Tel: (254 2) 62
Fax: (254 2) 623926/624260
Email: manab.chakraborty@unep.org

At EEEA:

Dr. Esam Elbadry
Director,
Natural Protectorates Department and
Executive Director of NBU
Arab Republic of Egypt
Egyptian Environmental Affairs Agency
23 A Ismaeil Mohamed Str., Zamalek, Cairo
Tel: (202) 340 6777/3405963
Fax: (202) 340 5962

and The Director and Regional Representative
Regional Office for Africa

All correspondence regarding administrative and financial matters of the project should be addressed to:

Chief
Fund Programme Management Branch
Office of the Environment Fund and Administration
UNEP, P.O. Box 30552
Nairobi, Kenya
Tel: (254 2) 623637
Fax: (254 2) 623755

with a copy to:

- Task Manager, NBSAP
Biodiversity Unit, UNEP

and Fund Management Officer (Biodiv/GEF Project)
Biodiversity Unit, UNEP
Tel: (254 2) 623878
Fax: (254 2) 623926
Email: hanne.madsen@unep.org

All correspondence regarding project between EEEA and UNEP should be addressed to:

Mr. Salah Hafez,
GEF Focal Point, Chief Executive Officer
Egyptian Environmental Affairs Agency
Arab Republic of Egypt
23 A Ismaeil Mohamed Str., Zamalek, Cairo
Tel: (202) 3601839/3601391/3601326
Fax: (202) 3610764

5.2 Evaluation

Activities under this Sub-Project will be subject to a detailed evaluation upon its completion. Further, systematic review of the implementation of activities will be provided through regular half-yearly progress report, terminal report and internal evaluation (self evaluation fact sheets).

SECTION 6 - MONITORING AND REPORTING

6.1 Management Reports

6.1.1 Progress Reports

Within 30 days of the end of the reporting period, the Project Manager will submit to UNEP, with a copy to Fund Programme Management Branch, a progress report as at 31 December and 30 June using the format given in Annex II.

6.1.2 Terminal Reports

Within 60 days of the completion of the sub-project, the Project Manager will submit to UNEP, with a copy to Fund Programme Management Branch, a terminal report using the format given in Annex V.

6.2 Substantive Reports

EEEE will submit to UNEP three copies in draft of any substantive project report(s) for clearance prior to their publication in final form. UNEP's views on the report(s) and any suggestions for amendments of wording will be conveyed expeditiously to the Project Manager with an indication of any disclaimer or recognition which UNEP might wish to see appear in the publication.

Both the cover and the title page of all substantive reports will carry the logo of UNEP (if they are issued as publication) and the title 'United Nations Environment Programme', together with that of the national executing agency publishing the report.

6.3 Financial Report:

6.3.1 Project expenditure accounts

- (a) Details of project expenditures will be reported by EEEA in line with project budget codes as set out in the project document, as at 31 March, 30 June, 30 September and 31 December. (See Annex III). All expenditure accounts will be dispatched to UNEP within ~~30 days~~ of the end of the quarter to which they refer, certified by a duly authorised official of EEEE.
- (b) The expenditure account as at 31 December, certified by a duly authorized official of EEEA will be dispatched to UNEP within 30 days, as for other quarters, but, in addition, UNEP requires that the end of the year expenditure account should be reported in an opinion by a firm of recognized public accountants - auditors and dispatched to UNEP by 15 February. In particular, the auditors will be asked to report that, in their opinion:

1. Proper books of account and records have been maintained.
 2. All project expenditures are supported by vouchers and adequate documentation.
 3. Expenditures have been incurred in accordance with the objectives outlined in the project document.
- (c) Within 90 days of the completion of the project EEEA will supply UNEP with a final statement of account in the same format as for the quarterly statement, certified by a recognized firm of public accountants. If requested, EEEA will facilitate an audit (by the UN Board and Auditors and/or the UN Audit Service) of the accounts of the project.
- (d) Any portion of cash advances remaining unspent or uncommitted by EEEA upon completion of the project will be returned to UNEP within one month of the presentation of the final statement of accounts. In the event that there is any delay in such disbursement, EEEA will be financially responsible for any adverse movement in the exchange rates.

6.4 Terms and Conditions

6.4.1 Non-expendable equipment

EEEA will maintain records of non-expendable equipment (items costing \$1,500 or more as well as items of attraction such as pocket calculators) purchased with UNEP/GEF funds, and will submit an inventory of all such equipment to UNEP once a year, indicating description, cost, date of purchase, cost and present condition of each item attached to the progress report submitted on 31 December 1996. Non-expendable equipment purchased with funds is authorized by UNEP, in consultation with EEEA. EEEA shall be responsible for any loss of or damage to equipment (duly authorized by UNEP) shall be credited to the accounts of UNEP, or of the appropriate trust fund.

6.4.2 Responsibility for Cost Overruns

Any cost overrun (expenditure in excess of the amount budgeted in each budget line) shall be met by the organization responsible for authorizing the expenditure, unless written agreement has been received by letter or cable in advance from UNEP. In those cases where UNEP has indicated its agreement to a cost overrun in a budget subline, either to transfer funds from one budget subline to another or to increase the total cost to UNEP, a revision to the project document amending the budget will be issued by UNEP.

6.4.3 Participation Cost

UNEP will charge EEEA participation costs of 11 % for the following services:

- i) Negotiation and conclusion of necessary agreements with participating countries, UNDP, the World Bank, and other institutions and organizations and individuals that will be involved in the exercise;
- ii) Provision of scientific and technical backstopping, as and when requested by countries.
- iii) Monitoring of the preparation and implementation of the NBSAPs/national reports and ensuring compliance with the objectives of this project. Prepare periodic reports to UNEP.
- iv) Analysis of implementation difficulties and initiating remedial action.
- v) Organization of briefing workshops/seminars on the NBSAPs in conjunction with international meetings on the CBD. This will enable countries to air their views on the NBSAP process and implementation difficulties.
- vi) Coordination of action required for preparation, appraisal and finalization of the NBSAPs/national reports.
- vii) In the light of the practical experience gained, revise the "National Biodiversity Planning - Guidelines Based on Early Experiences Around the World" published by the UNEP/WRI/IUCN, 1995;
- viii) Conduct desk evaluation and commission external evaluation.

6.4.4 Claims by third parties against UNEP

The EEEA shall be responsible for dealing with any claims which may be brought by third parties against UNEP and its staff, and shall hold UNEP and its staff non-liable in case of any claims or liabilities ~~resulting from operations carried out by the EEEA under this project document~~, except where it is agreed by the EEEA and UNEP that such claims or liabilities arise from gross negligence or wilful misconduct of the staff of UNEP.

NATIONAL BIODIVERSITY STRATEGY AND
ACTION PLAN AND FIRST NATIONAL REPORT
TO THE CONVENTION ON BIOLOGICAL DIVERSITY
IN

EGYPT

GF/1200/96-42

5.3	BUDGET	m/m	1996	m/m	1997	m/m	1998	TOTAL
10	PERSONNEL COMPONENT							
	1100 PROJECT PERSONNEL							
	1101 Project Coordination		12,000		32,000		0	44,000
	1120 Temporary Assistance		2,000		2,000		0	4,000
	1198 Prior Years's Adjustments		0		0		0	0
	1199 Total		14,000		34,000		0	48,000
	1200 CONSULTANTS *)							
	1201 Consultants, locally recruited		30,000		60,000		0	90,000
	1202 Consultants, internationally recruited		6,000		16,000		0	24,000
	1220 Consultants [unspecified]		0		0		0	0
	1298 Prior Year's Adjustments		0		0		0	0
	1299 Total		38,000		76,000		0	114,000
	1300 ADMINISTRATIVE SUPPORT							
	1301 Administrative Assistance		0		0		0	0
	1320 Temporary Assistance		0		0		0	0
	1398 Prior Years Adjustments		0		0		0	0
	1399 Total		0		0		0	0
	1600 TRAVEL ON OFFICIAL BUSINESS							
	1601 Travel on off. missions related to NBSAP project		4,000		8,000		0	12,000
	1620 [UNSPECIFIED]		0		0		0	0
	1698 Prior Year's Adjustment		0		0		0	0
	1699 TOTAL		4,000		8,000		0	12,000
	1999 Component Total		56,000		118,000		0	174,000
20	SUB-CONTRACT COMPONENT *)							
	2100 Sub- Contracts							
	2101		0		0		0	0
	2120 [UNSPECIFIED]		0		0		0	0
	2198 Prior Year's Adjustments		0		0		0	0
	2199 Total		0		0		0	0
	2999 Component Total		0		0		0	0
30	TRAINING COMPONENT							
	3300 Meetings/Conferences							
	3301 Workshops, Meetings, Conferences, Consultations		12,000		24,000		0	36,000
	3320 [UNSPECIFIED]		0		0		0	0
	3398 Prior Year's Adjustments		0		0		0	0
	3399 Total		12,000		24,000		0	36,000
	3999 Component Total		12,000		24,000		0	36,000
40	EQUIPMENT COMPONENT							
	4100 EXPENDABLE EQUIPMENT							
	4101		0		0		0	0
	4120 [UNSPECIFIED]		0		0		0	0
	4198 Prior Year's Adjustments		0		0		0	0
	4199 Total		0		0		0	0
	4200 NON-EXPENDABLE EQUIPMENT							
	4201		0		0		0	0
	4220 [UNSPECIFIED]		0		0		0	0
	4298 Prior Year's Adjustments		0		0		0	0
	4299 Total		0		0		0	0
	4999 Component Total		0		0		0	0

EGYPT NBSAP GF/1200-96-42		1996	1997	1998	TOTAL
50	MISCELLANEOUS COMPONENT				
5100	OPERATION AND MAINTENANCE OF EQUIPMENT				
5101		0	0	0	0
5120	[UNSPECIFIED]	0	0	0	0
5198	Prior Year's Adjustments	0	0	0	0
5199	Total	0	0	0	0
5200	REPORTING COSTS				
5201	Workshop reports, final report, incl. printing	10,000	30,000	0	40,000
5220	[UNSPECIFIED]	0	0	0	0
5298	Prior Year's Adjustments	0	0	0	0
5299	Total	10,000	30,000	0	40,000
5300	SUNDRY				
5301	Communications	2,000	4,320	0	6,320
5320	[UNSPECIFIED]	0	0	0	0
5398	Prior Year's Adjustment	0	0	0	0
5399	Total	2,000	4,320	0	6,320
5400	HOSPITALITY				
5401	Meeting Hospitality	0	0	0	0
5420	[UNSPECIFIED]	0	0	0	0
5498	Prior Year's Adjustment	0	0	0	0
5499	Total	0	0	0	0
5999	Component Total	12,000	34,320	0	46,320
99	TOTAL, WITHOUT PARTICIPATION COSTS	80,000	176,320	0	256,320
60**)	UNEP PARTICIPATION COSTS				
6130	ADMINISTRATIVE SUPPORT				
6131	Monitoring and administration, 11 %	15,840	15,840	0	31,680
6132	[UNSPECIFIED]	0	0	0	0
6198	Prior Year's Adjustment	0	0	0	0
6199	Total	15,840	15,840	0	31,680
6999	Component Total	15,840	15,840	0	31,680
	GRAND TOTAL, INCLUDING PARTICIPATION COSTS	95,840	192,160	0	288,000
	Previous Budget Schedule	0	0	0	0

*) Subject to submission of terms of reference

***) UNEP's internal inf.: Participation costs not to be included in the PAS.