



**GEF-6 REQUEST FOR Chemicals and Wastes ENABLING ACTIVITY**  
**PROPOSAL FOR FUNDING UNDER THE GEF Trust Fund**

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**PART I: PROJECT IDENTIFIERS**

Project Title:	Development of Minamata Initial Assessment in the Caribbean (Trinidad and Tobago, Jamaica, St Kitts and Nevis, St Lucia)		
Country(ies):	Trinidad and Tobago, Jamaica, St. Kitts and Nevis, St. Lucia	GEF Project ID: <sup>1</sup>	9455
GEF Agency(ies):	UNEP	GEF Agency Project ID:	01417
Other Executing Partner(s):	The Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC-Caribbean)	Submission Date:	March 18, 2016
GEF Focal Area (s):	Chemicals and Wastes	Project Duration (Months)	24 months
Type of Report:	(select)	Expected Report Submission to Convention	

**A. PROJECT FRAMEWORK\***

**Project Objective:** Facilitating the Ratification and Early Implementation of the Minamata Convention through the use of scientific and technical knowledge and tools by national stakeholders in Trinidad and Tobago, Jamaica, St Kitts and Nevis and St Lucia.

Project Component	Project Outcomes	Project Outputs	(in \$)	
			GEF Project Financing	Confirmed Co-financing <sup>2</sup>
1. Establishment of Coordination Mechanism and organisation of process	Participating countries make full use of enhanced existing structures and information available dealing with mercury management to guide ratification and early implementation of the Minamata Convention	Technical support provided for the establishment of National Coordination Mechanisms and organization of process for the management of mercury	40,000	0
2. Assessment of the national infrastructure and capacity for the management of mercury, including national legislation	Full understanding of comprehensive information on current infrastructure and regulation for mercury management enables participating countries to develop a sound roadmap for the implementation of a national legal	Assessment prepared of the national infrastructure and capacity for the management of mercury, including national legislation	120,000	0

<sup>1</sup> Project ID number will be assigned by GEFSEC and to be entered by Agency in subsequent document submission.

<sup>2</sup> Co-financing for enabling activity is encouraged but not required.

	framework for the ratification and early implementation of the Minamata Convention			
3. Development of a mercury inventory using the UNEP mercury tool kit and strategies to identify and assess mercury contaminated sites	Enhanced understanding on mercury sources and releases facilitated the development of national priority actions	Mercury inventory developed using the UNEP mercury tool kit and strategies to identify and assess mercury contaminated sites	175,000	0
4. Identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury	Improved understanding on national needs and gaps in mercury management and monitoring enables a better identification of future activities	Technical support provided for identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury	80,000	0
5. Preparation, validation of National MIA reports and implementation of awareness raising activities and dissemination of results	Participating countries and key stakeholders make full use of the MIA and related assessments leading to the ratification and early implementation of the Minamata Convention on Mercury	Technical support provided for preparation and validation of National MIA reports and implementation of awareness raising activities and dissemination of results	80,000	0
6. Information exchange, capacity building and knowledge generation	Enhanced communication, support and training facilitate the development of the Minamata Initial Assessment by participating countries and build the basis for future cooperation and regional approaches for mercury management	Information exchange undertaken and capacity building and knowledge generation for mercury management provided	30,000	0
Subtotal			525,000	0
Project Management Cost <sup>3</sup>			50,000	0
Monitoring and evaluation			25,000	0
<b>Total Project Cost</b>			<b>600,000</b>	<b>0</b>

\* List the \$ by project components. Please attach a detailed project budget table that supports all the project components in this table.

## B. SOURCE OF CO-FINANCING FOR THE PROJECT BY NAME AND BY TYPE

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Amount (\$)
N/A			

<sup>3</sup> This is the cost associated with the unit executing the project on the ground and could be financed out of trust fund or co-financing sources. For EAs within the ceiling, PMC could be up to 10% of the Subtotal GEF Project Financing.

<b>Total Co-financing</b>			
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### C. GEF FINANCING RESOURCES REQUESTED BY AGENCY, COUNTRY AND PROGRAMMING OF FUNDS

GEF Agency	Trust Fund	Country Name/Global	Programming of Funds	(in \$)		
				GEF Project Financing (a)	Agency Fee <sup>a)</sup> / (b) <sup>2</sup>	Total c=a+b
UNEP	GEFTF	Jamaica	CW-2	180,000	17,100	197,100
UNEP	GEFTF	St Kitts and Nevis	CW-2	120,000	11,400	131,400
UNEP	GEFTF	St Lucia	CW-2	120,000	11,400	131,400
UNEP	GEFTF	Trinidad and Tobago	CW-2	180,000	17,100	197,100
<b>Total Grant Resources</b>						<b>657,000</b>

a) Refer to the Fee Policy for GEF Partner Agencies

## **PART II: ENABLING ACTIVITY JUSTIFICATION**

### **A. ENABLING ACTIVITY BACKGROUND AND CONTEXT :**

The Mercury Convention was adopted in January 2013 and will come into force once the required number of countries ratifies the Convention. The Minamata Convention on Mercury identifies and describes in its Article 13 the financial mechanism to support Parties from developing countries and countries with economies in transition to implement the Convention. It identifies two entities that will function as the Financial Mechanism: a) the Global Environment Facility Trust Fund; and b) A specific international Programme to support capacity-building and technical assistance. As such, the GEF Assembly, at its fifth meeting, held in May 2014, agreed to an allocation in its sixth replenishment of \$141 million for work under the Convention, out of which \$30 million to support enabling activities and promote their integration into national budgets and planning processes, national and sector policies and actions and global monitoring.

The revised GEF initial guidelines for enabling activities for the Minamata Convention on Mercury circulated to the GEF Council members in January 2014 presented in its section 1 the initial guidelines for the development of “Minamata Initial Assessment activities” (MIA). These guidelines were revised by the Intergovernmental Negotiating Committee 6 (INC 6) consistent with the resolution adopted by the Conference of Plenipotentiaries on the Minamata Convention on Mercury. This project follows these guidelines revised by the INC 6.

This project is aimed at facilitating the ratification and early implementation of the Minamata Convention by providing key national stakeholders in participating countries with the scientific and technical knowledge and tools needed for that purpose.

Participating countries will benefit from new and updated information about the mercury situation in the country and from increased capacity in managing the risks of mercury. The sharing of experiences and lessons learned throughout the project is also expected to be an important contribution to other similar countries.

### **Jamaica**

#### *i) National priorities and UNDAF in Jamaica*

The natural environment is vitally important to the sustainable development and economic well-being of Jamaica and its people, the UNDAF of Jamaica 2012-2016 is fully consistent with the National Development Plan-Vision 2030 Jamaica. The three UNDAF Pillars are: Environment; Social Empowerment and Equity; and Safety, Security and Justice. The three

Outcomes associated with these Pillars are:

- ✓ Environment-UNDAF Outcome: National, local authorities and most vulnerable communities island-wide improve natural resource management and resilience to disasters;
- ✓ Social Empowerment and Equity-UNDAF Outcome: Socially excluded and at-risk populations in rural/urban communities have increased access to improved quality health and education services;
- ✓ Safety, Security and Justice-UNDAF Outcome: Government and civil society organizations improve access to comprehensive protection, prevention, and justice systems and services for individuals and groups vulnerable to multiple safety and violence risks.

The results to be achieved under this GEF Project would satisfy some of the achievements targeted for UNDAF Pillars on Environment as well as Social Empowerment and Equity.

ii) Brief description on Jamaica's activities on mercury and current legislation

Jamaica's activities on mercury include the following:

- ✓ With the support of the SAICM Quick Start Programme Trust Fund (QSPTF), Jamaica is currently implementing the project entitled "Strengthening the National Capacity under the framework of the Integrated National Programme for the sound management of chemicals in support of the implementation of the Strategic Approach in Jamaica". One component of this project is the development of a mercury inventory. The inventory is scheduled to begin early 2016 but this information will be linked to the MIA project in establishing baseline information for Mercury in Jamaica;
- ✓ Jamaica is currently compiling an inventory of facilities that have the potential to emit mercury;
- ✓ Jamaica has actively participated in all the Intergovernmental Negotiating Committees of the Minamata Convention and is signatory to the Minamata Convention. The government of Jamaica has developed a draft road map towards ratifying the Convention. Several stakeholders including the Ministries with responsibilities for health, education, finance, mining and energy are involved with the Ministry responsible for Environment in concluding and executing the activities outlined in the road map;
- ✓ Jamaica is party to the Basel, Rotterdam and Stockholm Conventions which address chemicals management and are relevant to mercury management;
- ✓ In respect of current national legislation related to Mercury, there are regulations developed under the Natural Resources Conservation Authority Act which includes the Natural Resources Conservation Authority (Air Quality) Regulations, 2006 under which licensed facilities are required to report on mercury emissions along with other air pollutants. The Natural Resources (Hazardous Wastes) (Control of Transboundary Movements) Regulations, 2002 also addresses mercury as hazardous wastes, requiring entities to be permitted before engaging in Transboundary movement of wastes from and within Jamaica's jurisdiction.

iii) Coordination with other relevant activities in Jamaica

Currently there is no relevant GEF funded activity being implemented in Jamaica.

**St. Kitts and Nevis**

i) National Priorities and UNDAF in St. Kitts and Nevis<sup>4</sup>

The UNDAF for Barbados and the OECS 2012-2016 has been developed, in close consultation with governments, private sector, civil society, and with other international development institutions, and outlines the collective contribution of the United Nations (UN) System in Barbados and the OECS Member States in six thematic priority areas for development in which the UN is best placed to contribute. By 2016, the UNDAF aims to achieve the following outcomes:

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<sup>4</sup> [http://www.undp.org/content/dam/barbados/docs/legal\\_framework/UNDAF%20Barbados%20and%20OECS%202012-2016.pdf](http://www.undp.org/content/dam/barbados/docs/legal_framework/UNDAF%20Barbados%20and%20OECS%202012-2016.pdf)

- ✓ Enhanced capacity of national, sub-regional and regional institutions and stakeholders to effectively manage natural resources, build resilience to the adverse impacts of climate change and natural and anthropogenic hazards; as well as improve energy efficiency, use of renewable energy and improve policy, legal, regulatory and institutional frameworks for environmental and energy governance;
- ✓ Strengthened enabling environment for effective and inclusive governance and security at the national and sub regional levels;
- ✓ Strengthened enabling environment and social protection services and systems to reduce poverty and inequity, and increase economic participation and social inclusion, with emphasis on vulnerable groups;
- ✓ Strengthened policy, legislative framework and food production environment towards higher levels of food and nutrition security;
- ✓ A more enabling environment established for the reduction of incidence, morbidity and mortality from HIV and non-communicable diseases;
- ✓ Social, environmental and economic data collection is harmonized and access increased for use in policy and decision making processes at the sub regional and national level.

This project will contribute to directly achieve UNDAF outcomes I by enhancing national capacity to manage mercury in accordance with the obligations stated in the Minamata Convention and indirectly to outcomes IV and VI.

ii) Brief description on St Kitts and Nevis's activities on mercury and current legislation

*Mercury related activities implemented in the country and preliminary evaluation of its impacts, results, potential synergies with this project:*

The St. Christopher (St. Kitts) and Nevis (SKN) Persistent Organic Pollutants (POPs) National Implementation Plan (NIP) was formulated in 2014 as an all-inclusive, strategic policy document, the purpose of which is to construct an effective POPs management system through the application of a sustainable policy to protect human health and secure environmental protection as defined in the Stockholm Convention. This document is a relevant start point for the MIA development.

St. Kitts and Nevis has also participated in all the Intergovernmental Negotiating Committees.

At present St Kitts and Nevis has no legislation specifically dealing with management of mercury and mercury-containing products. The main pieces of legislation that govern chemicals management include the Pesticides and Toxic Chemical Control Act Cap 9.18 of 2009, the Biosafety Act No. 14 of 2012 and the Solid Waste Management Act No. 11 of 2009.

The Pesticides and Toxic Chemical Control Act Cap 9.18 of 2009 provides for the regulation and control of the importation, storage, manufacture, sale, transportation, disposal, and use of pesticides and toxic chemicals.

St. Kitts and Nevis has not signed the Minamata Convention but is currently taking meaningful steps to ratify the Convention. The country has however signed the Basel and Rotterdam Conventions.

In-country mercury/mercury-added products background:

- ✓ No private or public dental clinics use dental amalgam in St. Kitts and Nevis.
- ✓ Hospitals (3) and health centres/clinics (11) have almost totally phased out the use of mercury in glass thermometers, mercury sphygmomanometers and thiomerosal.
- ✓ St. Kitts and Nevis has approximately 7,000 street lamps, of which 80-85% are 70-250 Watt mercury vapour (MV) lamps. The government has begun the replacement of MV lamps with more energy efficient and environmentally-friendly solar light emitting diode (LED) street lights.
- ✓ Compact fluorescent lightbulbs and other Fluorescent lightbulbs are also being phased out and replaced with LED lightbulbs.

iii) Coordination with other relevant activities in St. Kitts and Nevis

St. Kitts and Nevis tries to facilitate sound management of chemicals through the Terminal Phase Out Management Plan (TPMP) Multilateral Fund Project, Conserving Biodiversity and Reducing Habitat Degradation in Protected Areas and their Buffer Zones (UNDP/GEF) 2014-2018 project and the GEF Regional Project for Disposal of Obsolete Pesticides # 5407. The experience built in the implementation of these projects will be relevant for the implementation of the MIA project.

## **St. Lucia**

### *i) National Priorities and UNDAF in St. Lucia<sup>5</sup>*

As an OECS Member State, the priorities identified for St. Kitts and Nevis are also applicable to St. Lucia.

### *ii) Brief description on St. Lucia's activities on mercury and current legislation:*

St. Lucia has participated in 5 of the 6 sessions of the Intergovernmental Negotiating Committee (INC) on a Legally Binding Instrument for Mercury, including regional preparatory meetings.

Awareness-raising activities have been limited, and focused on sharing information on the progress and outcomes of negotiations of the INC with key national agencies and interest groups. A technical brief on the Minamata Convention, inclusive of a recommendation for ratification, has been submitted for consideration. A stakeholder consultation meeting on the Minamata Convention was also undertaken in 2014.

Research and/or data collection on mercury compounds in environmental media and in biota including humans, is very rare and/or limited. An exploratory, bio-monitoring study of mercury and lead concentrations in maternal blood from 10 Caribbean countries inclusive of St. Lucia<sup>6</sup> concluded that Caribbean neonates are exposed to mercury. When compared to comparable Canadian and U.S.A data, exposure in Caribbean women is on average, more than two (2) times higher. The findings of this study highlight the need for governments and policy makers to address high mercury exposure as a public health issue. There is no readily available information on mercury sources, emissions and releases in the country neither is there a surveillance programme in place to monitor and evaluate the levels of mercury in environmental and biotic media.

St. Lucia is neither a producer nor supplier of mercury compounds and does not fall under any of the source categories listed in Annex D of the Convention. As an importer of mercury-added products, ratifying the Convention would have implications for business, trade and healthcare services/facilities. However; in the absence of a national inventory of mercury-added products, it would be a challenge to regulate/control the supply of mercury on the national market. The main sectors with an interest in mercury issues in St. Lucia are the health care sector, energy sector and waste management sector.

St. Lucia is at present, not signatory to the Minamata Convention on Mercury however, St. Lucia is currently taking meaningful steps to ratify the Convention.

The country is party to the Basel and Stockholm Conventions.

### *Current legislation:*

The *Pesticides and Toxic Chemicals Control Act* Cap. 11.15, 2008 Revised Laws of St. Lucia; *Public Health Act* (Cap.11.01 2008 Revised Laws of St. Lucia and *Waste Management Act of St. Lucia* (No. 8 of 2004 as amended) are the main pieces of legislation that address the management of hazardous chemicals and products with hazardous chemicals however; there is no proper regime to provide for the management of all hazardous substances.

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<sup>5</sup> [http://www.undp.org/content/dam/barbados/docs/legal\\_framework/UNDAF%20Barbados%20and%20OECS%202012-2016.pdf](http://www.undp.org/content/dam/barbados/docs/legal_framework/UNDAF%20Barbados%20and%20OECS%202012-2016.pdf)

<sup>6</sup> M. Forde, E. Dewailly, L. Robertson, E. A. Laouan Sidi, S. C'ot'e, L.Sandy, P. Dumas and P. Ayotte, *Environ.Sci.:Processes and Impacts*, 2014, **16**, 2184-2190.

None of the existing legislation and their associated regulations make adequate provisions for the regulation of the import of mercury/mercury compounds/ mercury-added products; and for the management and/or disposal of mercury/mercury-containing wastes.

The *Pesticides and Toxic Chemicals Control Act* establishes a licensing system to control the importation of pesticides and toxic chemicals listed in the Schedules and provide measures for the monitoring of compliance through self-monitoring measures and onsite inspections. The Act may also be relevant in that it provides, among other things, that certain pesticides and toxic chemicals (Schedule 4) are prohibited and “toxic chemicals” may not be imported, exported or manufactured except under license. As defined under the Act, toxic chemicals include, but are not limited to, Schedule 4 (pesticides and toxic chemicals) and Schedule 5 chemicals such as phenylmercury acetate. The Act does not establish any measures to control the disposal of pesticides, or to prevent the contamination of water sources from excessive use of pesticides or toxic chemicals.

The *Waste Management Act of St. Lucia* includes as hazardous waste, wastes having mercury or mercury compounds as constituents (Section 2, Schedule1). Effluent standards for total mercury in respect of Special Waste Facilities and emissions standards for Thermal Treatment Facilities are also included (Schedules 8 and 9). The import of hazardous wastes is prohibited under the Act.

The *Public Health Act* make provisions for the Minister with responsibility for health, to make regulations for “controlling the offering of sale for food, drugs, cosmetics and devices and prescribing standards for identity, composition and quality of such products” pursuant to Section 9 (1) (r). As such, this Act may be relevant to the regulation of *some* mercury-added products. The Act does not establish standards or mechanisms to regulate or control pollution from various sources. Under this Act, the Environmental Health Department (EHD) of Ministry of Health has responsibility for exercising regulatory oversight for the solid waste and sewerage sectors however; due to resource constraints, it is not able to fulfill its mandate.

The *Water and Sewerage Act* Cap 9.03 (as amended) does not establish water quality standards, or standards for the treatment of sewerage.

A draft Environmental Management Bill has been developed and needs further review. The Bill seeks to provide for the allocation of administrative responsibilities for environment management, the undertaking and coordination of environmental management and related activities. Part IV of the Bill on Pollution Control, establishes an appropriate legal and institutional framework for the management of pollution to air, water and soil from all sources.

### iii) Coordination with other relevant activities in St. Lucia

Currently there are no relevant GEF funded activities in St. Lucia.

## **Trinidad and Tobago**

### i) National priorities and UNDAF in Trinidad and Tobago<sup>7</sup>

The latest UNDAF for Trinidad and Tobago that covered 2012 to 2015 had four pillars:

- ✓ Poverty Reduction;
- ✓ Health and Well Being;
- ✓ Citizen Security and Gender Equality;
- ✓ Food Security and Environment.

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<sup>7</sup> [http://www.tt.undp.org/content/dam/trinidad\\_tobago/docs/DemocraticGovernance/Publications/UNDAF%20\(2014%20-%202015\)%20-%20Trinidad%20%20Tobago%20Final.pdf](http://www.tt.undp.org/content/dam/trinidad_tobago/docs/DemocraticGovernance/Publications/UNDAF%20(2014%20-%202015)%20-%20Trinidad%20%20Tobago%20Final.pdf)

This project does not contribute directly to reach the UNDAF outcomes in the country. However, it contributes indirectly to improve the health of the population in Trinidad and Tobago, in particular women, new-borns and children, that are more vulnerable to mercury contamination. This outcome is part of UNDAF pillar II.

*ii) Brief description on Trinidad and Tobago's activities on mercury and current legislation*

Trinidad and Tobago has not acceded to the Minamata Convention on Mercury however, the importation of this chemical is regulated by the issuance of a license as per regulation under the Pesticide and Toxic Chemicals Act, where it has been classified as a toxic industrial chemical. There are also other pieces of legislation that incorporate the treatment of mercury in one aspect, for instance the Water Pollution Rules, the Air Pollution Rules and the draft Hazardous Waste Rules. The country is also signatory to multi-lateral waste and chemical conventions, namely the Basel Convention in the Control of Transboundary Movements of Hazardous Wastes and their Disposal, the Stockholm Convention on Persistent Organic Pollutants, and the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (BRS Conventions). Generally though, the holistic management and regulation of mercury waste and emissions into the environment of this hazardous chemical has been all but negligible.

Unfortunately, research to inform the issue on the status of mercury locally has been generally outdated, dispersed, under-documented and limited. One of the more comprehensive and most recent data repositories is the National Hazardous Waste Inventory 2004-2008. This study, along with a few others have indicated that there are multiple sources of mercury and mercury-containing compounds in Trinidad and Tobago. These arise from both natural and predominantly anthropogenic sources of which the major inputs were found to be imports. The country has experienced significant economic growth and development with the expansion of its industrial, manufacturing, and agricultural sectors. This has resulted in the increased importation of a number of mercury added products, which are utilized across a range of sectors including industrial, manufacturing, medical, service and household. Some manufacturing processes also result in the use of these compounds and the extraction of raw materials containing this toxin. The natural sources of mercury stem from petroleum and associated natural gas exploration, production and processing activities. The heavy reliance on marine products for consumption also provides another possible pathway for exposure to mercury. These various exposure pathways are quite critical, as the smallest quantity of mercury can have a highly toxic effect on humans.

According to the research conducted in the inventory, the main activities resulting in the generation of mercury in Trinidad and Tobago over the five year review period were as follows: electrical maintenance and the changing of fluorescent bulbs (76.29%), laboratory analysis (22.76%) and much more minute quantities from general cleaning of building and equipment (0.48%), electronics repair including phones and medical equipment and broken thermometers (0.39%), cleaning of medical facilities and equipment (0.07%) and amalgam used for dentistry (0.01%). It was evident according to the Inventory that the number of mercury waste generators fluctuated over the review timeframe, from 174 in 2004 to 230 in 2008, with a corresponding trend in the quantity of waste generated as exhibited by a decline to 10,872kgs in 2005 to a peak of 22,762kgs in 2008. There was also a trend of increasing mercury generators and generation in the respective study sites across Trinidad and Tobago.

Empirical studies have further indicated that the mercury content in sediments tested around sites in the west coast of Trinidad in the Gulf of Paria contained elevated concentrations of mercury, which were attributed to oceanic flow patterns from upstream areas like Chaguaramas and as far south as Northern Venezuela. In addition to which, there were biological pathways associated with the transboundary movement of mercury by a specific species of bird between Trinidad and Venezuela.

The direct health impacts as a result of mercury exposure are largely unknown and undocumented. However, there may be great cause for concern based on the variable number of sources of mercury contamination in the environmental and human systems.

Limited studies have revealed the presence of mercury poisoning and high concentrations of mercury in human samples at specific case study sites. These discrete cases suggest that there may be great cause for concern, especially based on the variable number of sources of mercury contamination in environmental and human systems.

Given the ubiquitous nature of mercury, its transboundary nature and the highly destructive and toxic effect on both human health and the environment, the Government of the Republic of Trinidad and Tobago has sought to take preliminary steps to determine the status of mercury. As such, a National Interest Analysis Country Brief was prepared to provide a comprehensive, but concise understanding of the nature and effects of mercury and the Minamata Convention, as well as to provide a contextual insight into mercury in Trinidad and Tobago. In summary, the brief found mercury to be a highly under-researched topic in Trinidad and Tobago, however, in spite of the limited information available it was evident that further analytical work was required on the issue. In addition, a comparative review of the Minamata Convention and Trinidad & Tobago’s Waste & Chemicals Multilateral Environmental Agreements was also conducted to determine the gaps and overlaps between the Minamata and the BRS Conventions. According to this comparative review, it was evident that although some forms of mercury are encompassed under the BRS Conventions, the management mechanisms for mercury are not as comprehensive as those configured under the Minamata Convention, as the latter adopts a lifecycle approach. Consultations have also been conducted with key local stakeholders involved in the use of mercury in some manner, in order to solicit the extent of use of mercury nationally so as to determine the possible implications of accession to the Convention.

Trinidad and Tobago has attended almost all the Open-Ended Working Groups of the Minamata Convention.

All participating countries have also actively engaged in regional training workshops organised by the BCRC-Caribbean and the Minamata Secretariat. Most notably, the Sub-Regional Workshop for the Caribbean in Support for the Ratification and Early Implementation of the Minamata Convention on Mercury in Port of Spain, Trinidad in January, 2015. In addition, all the governments also attended the Regional Workshop in Support of the Ratification and Effective Implementation of the Minamata Convention on Mercury held in Montevideo, Uruguay in April, 2015. It is anticipated that participation in this Minamata Convention Initial Assessments in the Caribbean-Enabling Activity, will fill the lacuna of empirical data on mercury and the existing infrastructure, challenges and needs within the various countries.

The following activities are not GEF funded but will also be taken into account during the implementation of this project:

- ✓ ***The Minamata Convention Secretariat support to the Intergovernmental Negotiating Committee for the Minamata Convention on Mercury.*** UNEP DTIE Chemicals will regularly inform the Secretariat about the country needs identified during the implementation of the project in order for the Secretariat to better target the support being provided to countries to the Intergovernmental Negotiating Committee. In particular, UNEP DTIE Chemicals is already participating in awareness raising and outreach activities to encourage countries to become Parties to the Convention and to be in a position to implement the Convention successfully. In this regard the UNEP DTIE and the BCRC-Caribbean hosted the First Workshop for the Caribbean Sub-Region from (19<sup>th</sup> to 21<sup>st</sup> January 2015 at the Hilton Hotel and Conference Centre in Port-of-Spain, Republic of Trinidad and Tobago. The following countries attended this awareness raising workshop – Antigua and Barbuda, Bahamas, Dominica, Grenada, Haiti, Honduras, Jamaica, St Kitts Nevis, St Lucia, St Vincent and the Grenadines, Suriname, Trinidad and Tobago);
- ✓ UNEP DTIE Chemicals will organize regular meetings with UNEP staff involved in the Global Mercury Partnership to identify potential synergies and will communicate the findings to the Executing Agency.

The project was developed in partnership with the UNEP Regional Office for Latin America and the Caribbean (UNEP-Panama) and the Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean Region (BCRC-Caribbean) will be implemented by UNEP-DTIE which will provide technical advice and political support.

*Table 1: Global Inventory Estimates 2010 (3 top source categories per country)<sup>8</sup>*

Country	Sector	Activity	Estimate (min)	Emission Estimate, kg	Estimate (max)
Jamaica	Cement production	Cement production	17.640	48.720	177.268
	Waste and other losses due to	Waste and other losses due to	11.479	44.151	145.697

<sup>8</sup> <http://www.amap.no/documents/doc/technical-background-report-for-the-global-mercury-assessment-2013/848>

	breakage and disposal in landfill, etc.	breakage and disposal in landfill, etc.			
	Stationary fossil fuel combustion in other uses (domestic/residential uses, transport, and use in fisheries, agriculture): Oil.	Combustion of heavy fuel oil	7.263	16.140	26.631
<b>St. Kitts and Nevis</b>	Waste and other losses due to breakage and disposal in landfill, etc.	Waste and other losses due to breakage and disposal in landfill, etc.	0.370	1.424	4.698
	Use in dental amalgam, emissions from human cremation	Use in dental amalgam, emissions from human cremation	0.007	0.028	0.095
	Incineration of waste (large incinerators)	Incineration of waste (large incinerators)	0.001	0.004	0.015
<b>St. Lucia</b>	Waste and other losses due to breakage and disposal in landfill, etc.	Waste and other losses due to breakage and disposal in landfill, etc.	0.872	3.356	11.074
	Use in dental amalgam, emissions from human cremation	Use in dental amalgam, emissions from human cremation	0.030	0.122	0.409
	Incineration of waste (large incinerators)	Incineration of waste (large incinerators)	0.003	0.010	0.034
<b>Trinidad and Tobago</b>	Waste and other losses due to breakage and disposal in landfill, etc.	Waste and other losses due to breakage and disposal in landfill, etc.	18.565	71.404	235.634
	Cement production	Cement production	23.940	66.120	240.578
	Oil refining	Refining of crude oil in oil refineries	2.459	5.464	9.015

## B. ENABLING ACTIVITY GOALS, OBJECTIVES, AND ACTIVITIES

The goal of the MIA development is to protect human health and the environment from the risks posed by the unsound use, management and release of mercury.

**Project objective:** Facilitating the ratification and early implementation of the Minamata Convention through the use of scientific and technical knowledge and tools by national stakeholders in Trinidad and Tobago, Jamaica, St Kitts and Nevis and St Lucia.

**Project Components and Activities:** The national MIA development has six components, which consists of the

activities indicated below. Each component includes information on project activities, outcomes and outputs.

***Component 1: Establishment of Coordination Mechanism and organisation of process***

This component will imply working at two different levels: international and national. At the international level, the project will identify and establish a **Project Steering Committee** and carry out the project regional initial training and inception workshop (regional launching of the project) and the first project steering committee (please see details on functions/role and how decisions are made in the Implementation arrangements section). At the national level, countries will establish a **National Coordination Mechanism** making full use of existing structures dealing with chemicals management (e.g. National Coordination Group for POPs) to coordinate and guide the project implementation. The national agency in charge of the MIA implementation will identify institutional needs and strengths and will reinforce the existing National Coordination Mechanism on POPs management with key stakeholders involved in mercury management. The aim is to have one National Coordination Mechanism for mercury and POPs related issues and not two parallel structures. Sectors to participate in the process as part of the National Coordination Mechanism will include representatives from health, environment, labour, finance, economy, industry, mining and energy and planning sectors, trade unions and civil society organizations.

During this project component the National Coordination Mechanism and its Terms of Reference will be formalized in each country. The Terms of Reference will include information on members, the frequency of meetings and the modality of work and roles in the project. The Terms of Reference for the National Coordination Mechanism will seek for a balanced structure, including representatives from of the civil society, affected and interested communities.

This project component also aims at enhancing stakeholder's commitment to the development of the MIA and gaining political support for the ratification and early implementation of the Minamata Convention on Mercury.

Activity 1.1: Organize one Regional Initial Training and Inception Workshop and four National Inception Workshops to raise awareness and to define the scope and objective of the MIA process, including:

- a) Develop a regional strategy for outreach and awareness raising aimed at national/ international stakeholders throughout the project;
- b) Identify key stakeholders and assign roles;
- c) Establish and adopt a National Coordination Mechanism for mercury management.

Activity 1.2: Conduct a national assessment on existing sources of information (studies), compile and make them available.

*Expected Outcome:*

Participating countries make full use of enhanced existing structures and information available dealing with mercury management to guide ratification and early implementation of the Minamata Convention.

*Expected Outputs:*

Technical support provided for the establishment of National Coordination Mechanisms and organization of process for the management of mercury.

***Component 2: Assessment of the national infrastructure and capacity for the management of mercury, including national legislation***

This is a key step in the MIA development process. One of the first activities suggested before embarking on the establishment of inventories is to review and assess the national capacities (technical, administrative, infrastructural, legal and regulatory). This review and assessment will result in a preliminary identification of national needs and gaps for the ratification and early implementation of the Minamata Convention. The assessments produced under this component will provide Ministries with strong arguments for the ratification of the Minamata Convention and prioritization of mercury management on the national agenda. Once the Convention is ratified, this component outputs will be essential to comply with the reporting obligations of the Convention and to monitor its implementation. This component will ensure that the gender issues and the interests of vulnerable populations are fully taken into account in the assessments. On this specific

step, participating countries will work on:

Activity 2.1: Assess key national stakeholders, their roles in mercury management and institutional interest and capacities.

Activity 2.2: Analyse the regulatory framework, identify gaps and assess the regulatory reforms needed for the ratification and early implementation of the Minamata Convention in participating countries.

*Expected Outcome:*

Full understanding of comprehensive information on current infrastructure and regulation for mercury management enables participating countries to develop a sound roadmap for the ratification and early implementation of the Minamata Convention.

*Expected Outputs:*

Assessment prepared of the national infrastructure and capacity for the management of mercury, including implementation of national legislation.

***Component 3: Development of a mercury inventory using the UNEP mercury toolkit and strategies to identify and assess mercury contaminated sites***

This component will provide participating countries with improved data on mercury sources and releases. The UNEP Toolkit for Identification and Quantification of Mercury Releases has been revised in 2013. Participating countries will apply the level II version, which is a comprehensive description of all mercury sources, as well as a quantitative analysis of mercury. More specifically, the mercury toolkit will assist participating countries to address: a) Mercury supply sources and trade (Article 3); (b) Mercury-added products (Article 4); (c) Manufacturing processes in which mercury or mercury compounds are used (Article 5); (d) Artisanal and small-scale gold mining (Article 7); (e) Emissions (Article 8); and (f) Releases (Article 9). It will also include a description of mercury storage conditions. An international expert will analyse the inventory data in a timely fashion and will train and guide participating countries throughout the whole inventory process. The aim is to ensure the high quality and comparability of the final inventory and build national capacity to use the UNEP Toolkit. The guidance provided to countries will feed into a module on inventory development using the UNEP Mercury Toolkit that will be developed under component 6. This project component will also analyse existing information on mercury contaminated sites and will formulate a strategy to identify and assess mercury contaminated sites, using a nationally agreed criteria.

Activity 3.1: Develop a qualitative and quantitative inventory of all mercury sources and releases.

Activity 3.2: Develop a national strategy to identify and assess mercury contaminated sites.

*Expected Outcome:*

Enhanced understanding of mercury sources and releases facilitated the development of national priority actions.

*Expected Outputs:*

Mercury inventory developed using the UNEP mercury tool kit and strategies to identify and assess mercury contaminated sites.

***Component 4: Identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury***

Taking into consideration the preliminary research undertaken under project component 1, the assessment undertaken in component 2, and the mercury inventory under project component 3, this project component will assess the challenges, needs and opportunities to implement the Convention on priority sectors. The main output under this project component is a needs assessment and further recommendations to implement the Minamata Convention on Mercury, taking into consideration the role of all key players and their responsibilities, in particular gender concerns and the special needs of vulnerable groups.

Activity 4.1: Conduct a national and sectoral assessment on challenges and opportunities to implement the Convention in

key priority sectors.

Activity 4.2: Develop a report on recommendations to implement the Convention.

*Expected Outcome:*

Improved understanding of national needs and gaps in mercury management and monitoring enabled a better identification of future activities.

*Expected Outputs:*

Technical support provided for identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury.

***Component 5: Preparation, validation of National MIA report and implementation of awareness raising activities and dissemination of results***

During this project component the draft MIA is reviewed and validated by national stakeholders. This process of wide consultation will likely include National Coordination meetings, workshops with key sectors, written communications and discussions leading to a final MIA document that will allow the National Governments to ratify the Convention based on a sound national assessment of the mercury situation. Regional lessons learned workshops are foreseen under this component. The objective is to share information and experiences on the project implementation and to promote South-to-South cooperation. The regional lessons learned workshop will also be the opportunity to draft a strategy for regional MIA dissemination to be adapted by participating countries in the national level under activity 5.2.

Awareness raising and dissemination of key MIA outputs will also be performed under this project component under activity 5.2.

Activity 5.1: Draft and validate MIA Reports.

Activity 5.2: Develop national MIAs dissemination and outreach strategies.

Activity 5.3: Organize a regional lessons learned workshop.

*Expected Outcome:*

Participating countries and key stakeholders made full use of the MIA and related assessments leading to the ratification and early implementation of the Minamata Convention on Mercury.

*Expected Outputs:*

Technical support provided for preparation and validation of National MIA reports and implementation of awareness raising activities and dissemination of results.

***Component 6: Information exchange, capacity building and knowledge generation***

This project component will focus on strengthening information exchange and South-to-South cooperation. As part of this, countries will receive additional training and support to design their MIAs. UNEP had assisted more than 50 countries to develop their initial National Implementation Plans (NIPs) for the Stockholm Convention and the initial NIPs development flagged few challenging issues, such as the need for harmonized approaches, the need for suitable experts that can deliver the same message and core expertise to countries, and more information exchange among countries in the region. Empowered by this experience UNEP in partnership with UNITAR has developed this project component. Participating countries will have access to technical expertise and tools to facilitate the development of the Minamata Initial Assessment and information exchange. The technical expertise and tools provided will respond directly to countries needs identified. With this additional support (at no extra cost to the GEF) countries will be able to obtain feedback and rapid response to their queries on the development of MIAs and will also make full use of the existing capacities and expertise in the regions. For example, this platform will have a section on queries and forums where participating countries will obtain continuous feedback and targeted responses to their concerns throughout the whole project duration. Lessons learned identified through this project, in particular during the final lessons learned workshop will also be made

available through the platform. The platform is expected to continue (maintained by UNITAR) after the life time of this project.

Activity 6.1: Upgrade the existing Mercury: Platform<sup>9</sup> to serve as the tool to reinforce information exchange and training.

Activity 6.2: Provide regional training support and encourage information exchange.

Activity 6.3: Develop country case studies and a synthesis document on lessons learned and good practices.

*Expected Outcome:*

Enhanced communication, support and training facilitate the development of the Minamata Initial Assessment by participating countries and build the basis for future cooperation and regional approaches for mercury management.

*Expected Outputs:*

Information exchange undertaken and capacity building and knowledge generation for mercury management provided.

The training sessions, lessons learned and regional workshops will be open to other countries that are willing to take advantage of these activities, however their participation will be covered by other sources of funding, not this project's budget.

**Project Stakeholders:**

This project will involve stakeholders at two levels: international and national. At the international level and through its Project Steering Committee, the project will involve donors to this project, participating countries, and relevant IGOs (UNDP, UNIDO, WHO, etc).

At the national level, relevant national stakeholders, international intergovernmental agencies, as well as donors, private sectors, national representations of WHO and UN organizations NGOs, etc, will be invited to participate in the project (e.g. as part of the National Coordination Mechanism). In addition, participating Ministries of Environment will be regularly briefed on the progress made on the project and will also be requested to take action on key project activities (e.g. validation of MIA). All these measures will ensure adequate and effective coordination as well as continuous information exchange among the Implementing Agency (IA), the Executing Agency (EA) and the National co-Executing Partners, donors, and domestic stakeholders in participating countries and to link to the broader national chemicals management agenda. Table 2 below shows a preliminary list of domestic stakeholders in participating countries.

Other key stakeholders, in particular NGOs and industry representatives will be identified in the inception workshop.

*Table 2: Preliminary list of stakeholders participation. This list will be improved during the inception workshop*

Key stakeholders	Role in the project
<b>Jamaica</b>	
Ministry of Water Land Environment & Climate Change (MWLECC)	<ul style="list-style-type: none"> <li>MWLECC will be responsible for the overall project coordination in the country including responsibility for the National Coordination Mechanism (NCM).</li> </ul>
Ministry of Health (MoH)	<ul style="list-style-type: none"> <li>MOH will actively participate in the development of the mercury inventory and the assessment of national capacities (technical, infrastructural, legal and regulatory) for mercury management as well as implementation of the necessary requirements for ratifying the Convention.</li> </ul>
Ministry of Industry Investment and Commerce (MIIC)	<ul style="list-style-type: none"> <li>MIIC and its agencies will actively participate in the development of the mercury inventory and the assessment of national capacities ( administrative and regulatory) for mercury management.</li> </ul>

<sup>9</sup> <http://mercury.unitar.org>

National Environment & Planning Agency (NEPA)	<ul style="list-style-type: none"> <li>The NEPA will actively participate in the development of the mercury inventory and the assessment of national capacities (technical, infrastructural, legal and regulatory) for mercury management as well as implementation of the necessary requirements for ratifying the Convention.</li> </ul>
Ministries with responsibility for finance and planning, labour, energy and mining along with their relevant agencies	<ul style="list-style-type: none"> <li>These entities will be involved as part of the NCM and will contribute to the varying outcomes of the project by providing technical support, administrative support and data where applicable. They may also be involved in awareness raising efforts.</li> </ul>
Private sector and NGOs	<ul style="list-style-type: none"> <li>These sectors will participate in the project by assisting with information gathering during the assessment phases of the project as well as be recipients/advocates of outcome information and awareness raising efforts.</li> </ul>
<b>St Kitts and Nevis</b>	
Ministry of Sustainable Development (including the Department of Environment, Department of Natural Resources and the Environment (Nevis))	<ul style="list-style-type: none"> <li>These Departments and Ministries have the overall responsibility for the development of and ensuring that, the policy and legislative frameworks are in place for the effective management of the country's natural resources and ultimately to assist the SKNBS in the implementation of the project.</li> </ul>
Ministry of International Trade, Industry, Commerce and Consumer Affairs (St. Kitts and Nevis Bureau of Standards (SKNBS))	
Ministry of Sustainable development	
Ministry of Agriculture (Department of Marine Resources, Ministry of Justice and Legal Affairs	
Ministry of Foreign Affairs	<ul style="list-style-type: none"> <li>Lodge Instruments of Accession.</li> </ul>
Statutory bodies: The St. Kitts Electricity Company Ltd. (SKELEC) and Nevis Electricity Company Ltd. (NEVLEC)	<ul style="list-style-type: none"> <li>will provide technical expertise in the development of the project, provide technical assistance in inventorying mercury products (including mercury-vapour streetlamps etc.) and also be beneficiaries from the project's workshops.</li> </ul>
National NGOs	<ul style="list-style-type: none"> <li>The involvement of the non-governmental organizations (NGOs) will ensure that information is disseminated at the community level and that the communities' concerns and needs are adequately addressed by this project.</li> <li>NGOs will be identified during the national inception workshop.</li> </ul>
WHO	<ul style="list-style-type: none"> <li>Will be consulted to identify national stakeholders and ensure health considerations are fully taken tin account in the national assessments.</li> </ul>
United Nations Country Team	<ul style="list-style-type: none"> <li>Will be consulted to identify national stakeholders and to ensure the outputs of this project are contributing to outcomes of the United Nations Country Team in the country.</li> </ul>
Private sector	<ul style="list-style-type: none"> <li>The private sector as well as academia and the general public will be involved in and benefit from workshops and dissemination activities. They will benefit from the implementation of the project measures and aid in awareness of the project benefits.</li> </ul>
<b>St. Lucia</b>	
Ministry of Sustainable Development, Energy, Science and Technology	<ul style="list-style-type: none"> <li>Serves as the focal point for many MEAs including those in the Chemicals and Wastes Focal Area and responsible for promoting the development and implementation of nationally appropriate policy and regulatory frameworks. Would serve as the lead national executing agency.</li> </ul>

Ministry of Health, Wellness, Human Services and Gender Relations (including Env. Health Department and Pharmacy Council)	<ul style="list-style-type: none"> <li>• These agencies will serve on the National Coordinating Committee for the project's implementation and will provide support to, and/or benefit from, the project's activities.</li> </ul>
Ministry of Commerce, Business Development and Consumer Affairs	
Ministry of Agriculture, Food Production, Fisheries and Rural Development	
Attorney General's Chambers (Legislative Drafting Unit)	
Ministry of External Affairs, International Trade and Civil Aviation	
Customs and Excise Department	
Saint Lucia Bureau of Standards	
Saint Lucia Solid Waste Management Authority	
Saint Lucia Medical And Dental Association	
<b>Trinidad and Tobago</b>	
Ministry of Planning and Environment	<ul style="list-style-type: none"> <li>• Serves as the focal point for many MEAs including those in the Chemicals and Wastes Focal Area and responsible for promoting the development and implementation of nationally appropriate policy and regulatory frameworks. Would serve as the lead national executing agency.</li> </ul>
Environmental Management Authority	
Ministry of Trade and Industry	<ul style="list-style-type: none"> <li>• These agencies will serve on the National Coordinating Committee for the project's implementation and will provide support to, and/or benefit from, the project's activities.</li> </ul>
Ministry of Health-Pesticides and Toxic Chemicals	
Ministry of Public Utilities	
Ministry of Energy and Energy Affairs	
Ministry of Agriculture, Land and Fisheries	
Tobago House of Assembly (THA)-Department of Natural Resources and the Environment (DNRE)	
The Energy Chamber of Trinidad and Tobago	
Institute of Marine Affairs (IMA)	
Trinidad and Tobago Electricity Commission (T&TEC)	
Trinidad Cement Limited (TCL)	
Dental Council of Trinidad and Tobago	
Trinidad and Tobago Manufacturers Association (TTMA)	<ul style="list-style-type: none"> <li>• Consultative organisms representing the business sector of Trinidad and Tobago. It will be consulted concerning the challenges and opportunities of the Minamata Convention for the business sector of Trinidad and Tobago. Co-financing for the early implementation of the Minamata Convention will be particularly considered.</li> </ul>
Trinidad and Tobago Chamber of Industry and Commerce (TTCIC)	
Petrochemical industries	<ul style="list-style-type: none"> <li>• Facilitate the access to information during the MIA development.</li> </ul>
Customs and Exercise Division	<ul style="list-style-type: none"> <li>• Facilitate the access to information during the MIA development.</li> </ul>
Local universities	<ul style="list-style-type: none"> <li>• Contribute to the MIA development by providing the state of knowledge of mercury uses, emissions and releases in Trinidad and Tobago.</li> </ul>

### **Socioeconomic benefits including consideration of gender dimensions**

Reduction of mercury use will have an especially positive impact in poor populations. The financially disadvantaged (and specifically women and children) are often those most affected by these adverse impacts. Addressing the environmental and health hazards associated with mercury is therefore crucial to ensure that hard won development gains are not compromised.

Through the inventory process, and the mapping of key mercury pollution sources, the project will define at-risk populations across participating countries, together with the development of national priority actions to address such risks. Project activities will also involve consultation with at risk communities with the aim of increasing their understanding about the dangers of mercury exposure, providing communities at risk with clear, practical information to protect themselves. This is likely to involve, but not be limited to poor communities living in close proximity to gold mines and non-ferrous metal production facilities.

Regarding gender, the project will ensure there are opportunities for women to contribute to, and benefit from, the project outcomes. Specifically the project executor will work with national coordinators to ensure women are well represented on national coordinating committees, and that consultation with at-risk communities targets both women and men.

Pregnant women and children are also more susceptible to mercury and heavy metals in general. Communities nearby mercury sources are more vulnerable to contamination, the project will advocate for a national regulatory framework targeting the protection of these two vulnerable groups. Workers are also a vulnerable group; the project will include the active participation of workers associations and medical associations where they exist. Through these two important groups, the project will sensitize the general population and targets groups about the risks of mercury.

### **C. DESCRIBE THE ENABLING ACTIVITY AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION**

The enabling activity is described under item B.

**Implementing Agency (IA):** This project will be implemented by UNEP and executed by the BCRC-Caribbean. As Implementing Agency, UNEP will be responsible for the overall project supervision, overseeing the project progress through the monitoring and evaluation of project activities and progress reports, including on technical issues. In close collaboration with the Executing Agency, UNEP will provide administrative support to the Executing Agency.

UNEP will support Execution of this project, as part of the Mercury Partnership Programme, and will provide assistance to signatories to the Minamata Convention and countries taking significant measures to become parties to the Minamata Convention such as organizing regional/global awareness raising/training workshops, reviewing technical products, sending technical experts to key meetings, etc. Furthermore, through its Programme of work, UNEP will identify suitable Divisions and Branches that can provide additional support to participating countries and complement project activities.

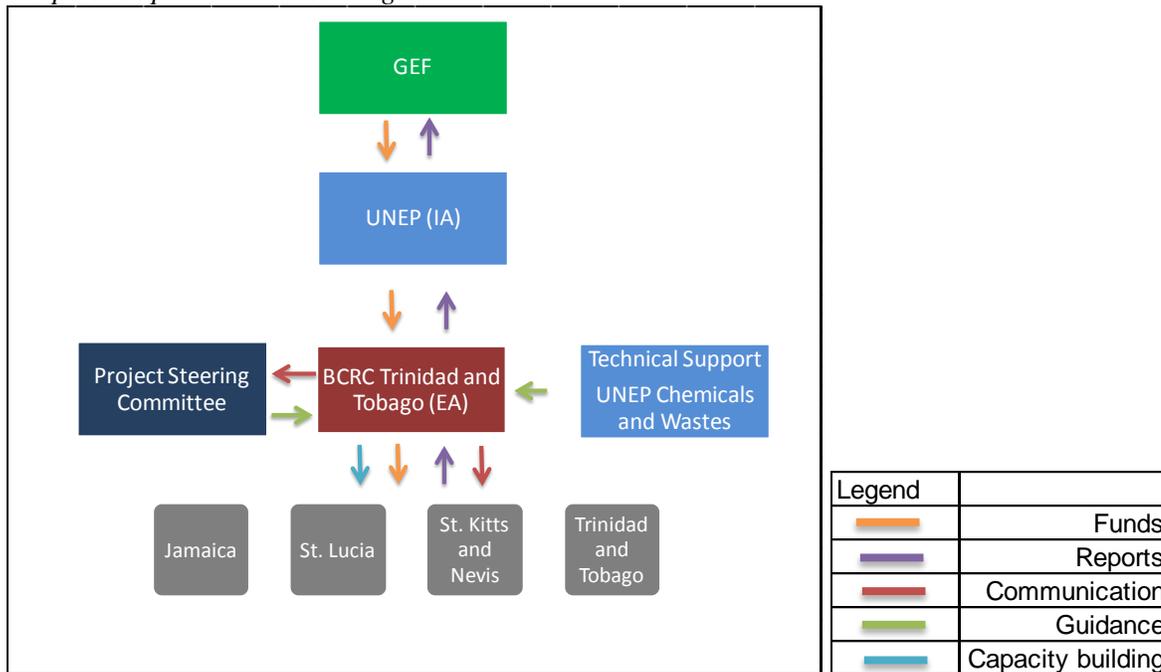
**Executing Agency (EA):** as EA, the BCRC-Caribbean will execute, manage and be responsible for the project and its activities on a day-to-day basis. It will establish the necessary managerial and technical teams to execute the project. It will search for and hire the regional consultants necessary for technical activities and supervise their work. It will also organize independent audits in order to guarantee the proper use of GEF funds. Financial transactions, audits and reports will be carried out in accordance with UNEP procedures, and the BCRC-Caribbean will provide regular administrative, progress and financial reports to UNEP. The Project Coordinator recruited by the BCRC-Caribbean will be located in the Port-of-Spain where the Executing Agency is based.

**Project Steering Committee (PSC)** will be established, and will meet at the beginning, mid-point and prior to the end of the project. This committee will be formed by representatives of the EA and IA, bilateral donors, United Nations Country Teams, the BCRC-Caribbean and interested IGOs and other organizations and national coordinators from participating countries. The PSC will evaluate the progress of the project, giving advice, assessing progress made and taking the necessary measures to guarantee the fulfillment of the goals and objectives. Decisions from the Steering Committee are to be implemented in the project. Each country representative will bring their concerns and will discuss with the Project Steering Committee. The Project Steering Committee will meet at least two times during project duration (back to back with technical meetings) and can consider meeting through electronic means if needed. Funding for Project Steering

Committee Meeting is to be provided by co-finance in kind.

A **Project Team (PT)** will be established within the EA, staffed by a Project Coordinator. The Project Team will be formed by the National Coordinator, technical Advisor/Assistant and Administrative Officer and will be based within the premises of the BCRC-Caribbean. The team will be in charge of the execution and management of the project and it will report to UNEP and to the PSC. A national focal point, responsible for national level activities, will be nominated by each participating country, and report regularly to the Project Coordinator.

Graph 1: Implementation Arrangements



**D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT:**

Cost-effectiveness is the provision of an effective benefit in relation to the cost involved. The design of this project is based around country specific activities, complemented by regional activities. The approach of using regional consultants for key sectors, is considered cost-effective, as it reduces transaction costs, and will ensure unified application of the Level 2 Toolkit. The approach will also provide a valuable-addition in the opportunities provided for peer-to-peer cooperation among participating countries at the platform (component 6).

The Lessons Learned developed and available in the Mercury: Learn Platform that has been included in the project design will ensure that the outcomes of the project can be easily shared among participating countries, but also among other Countries not participating in the project. The platform will facilitate the replication of project activities among non-participating countries, again reducing transaction costs, and increasing cost effectiveness. UNITAR will ensure that the platform is still in operation after the lifespan of the project.

Four countries undertaking similar activities offers ground for common learning, networking and cooperation. This can then be used as a model for similar activities to be undertaken in the other 16 countries of the Caribbean. This results in the identification of common solutions to common problems. It also increases opportunities for the Convention's ratification and successful early implementation of the Minamata Convention i.e. through peer to peer support as considered in the design -instead hiring international consultants.

**E. DESCRIBE THE BUDGETED M&E PLAN:**

Day-to-day management and monitoring of the project activities will be the responsibility of the Executing Agency and

the various Ministries of Environment of the four participating countries. The BCRC-Caribbean will coordinate among the various Ministries of Environment of the four participating countries to submit half-yearly progress reports and quarterly financial reports to UNEP. The various Ministries of Environment of the four participating countries will be responsible for the recruitment of local/international staff and consultants and the execution of the activities in according with the work plan and expected outcomes.

The half-yearly reports will include progress in implementation of the project, financial report, a work plan and expected expenditures for the next reporting period. When necessary, it will discuss the obstacles that occurred during the implementation period and the steps taken to overcome them.

An independent terminal evaluation (TE) will take place at the end of project implementation, latest 6 months after completion of the project. The Evaluation Office of UNEP will be responsible for the TE and liaise with the UNEP Task Manager at DTIE Chemicals Branch throughout the process. The TE will provide an independent assessment of project performance (in terms of relevance, effectiveness and efficiency), and determine the likelihood of impact and sustainability. It will have two primary purposes: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote learning, feedback, and knowledge sharing through results and lessons learned among UNEP and executing partners – the BCRC-Caribbean in particular). The direct costs of the evaluation will be charged against the project evaluation budget. The TE report will be sent to project stakeholders for comments. Formal comments on the report will be shared by the Evaluation Office in an open and transparent manner. Project performance will be assessed against standard evaluation criteria using a six point rating scheme. The final determination of project ratings will be made by the Evaluation Office when the evaluation report is finalised. The evaluation report will be publically disclosed and will be followed by a recommendation compliance process.

The ToR for the Terminal Evaluation will include specific questions on issues such as: stakeholder management in project countries; anchor of project results in UNDAF; knowledge sharing and management among project countries; assessment of vulnerable group and gender and synergies with ongoing projects.

*Table 3: Monitoring and Evaluation Budget*

<b>M&amp;E activity</b>	<b>Purpose</b>	<b>Responsible Party</b>	<b>Budget (US\$)*1</b>	<b>Time-frame</b>
Regional inception workshop	Awareness raising, building stakeholder engagement, detailed work planning with key groups, defining key sectors in each participating country	UNEP DTIE Chemicals, BCRC-Caribbean	0	Within two months of project start
Inception report	Provides implementation plan for progress monitoring	Project coordinator BCRC Caribbean	Included in budget for Inception Workshop	Within four weeks of the Inception Workshop
Technical Progress reports	Describes progress against annual work plan for the reporting period and provides activities planned for the next period	BCRC Caribbean	0	Biennial
Financial Progress reports	Documents project expenditure according to established project budget and allocations	BCRC Caribbean	0	Biennial
Project Review by Project Steering Committee	Assesses progress, effectiveness of operations and technical outputs; Recommends adaptation where necessary and confirms implementation plan	BCRC Caribbean	0	Month 1 or 2, 12 (TC) and 24

Terminal report	Reviews effectiveness against implementation plan highlights technical outputs identifies lessons learned and likely design approaches for future projects, assesses likelihood of achieving design outcomes	BCRC Caribbean	0	At the end of project implementation (Month 24)
Independent Terminal evaluation	<ul style="list-style-type: none"> <li>• Reviews effectiveness, efficiency and timeliness of project implementation, coordination mechanisms and outputs;</li> <li>• Identifies lessons learned and likely remedial actions for future projects;</li> <li>• Highlights technical achievements and assesses against prevailing benchmarks.</li> </ul>	UNEP DTIE Chemicals, Independent external consultant	15,000	At the end of project implementation (Month 24)
Independent Financial Audit	Reviews use of project funds against budget and assesses probity of expenditure and transactions	BCRC Caribbean	10,000	At the end of project implementation (Month 24)
<b>Total indicative Monitoring &amp; Evaluation cost*<sup>1</sup></b>			<b>25,000</b>	

\*Project steering committee meetings (3) and inception workshop (1) will be carried out back to back with other technical meetings, such as the regional initial training and inception workshop (1) and regional lessons learned workshop (1) and through teleconference, therefore cost will be considered as “zero”.

**F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE):**

**PART III: APPROVAL/ENDORSEMENT BY GEF OPERATIONAL FOCAL POINT(S) AND GEF AGENCY(IES)**

**A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S):**  
(Please attach the [Operational Focal Point endorsement letter\(s\)](#) with this template).

NAME	POSITION	MINISTRY	DATE (Month, day, year)
Gillian Guthrie	Senior Director	Ministry of Water, Land, environment and Climate Change	12/11/2015
Lavern Queeley	Director	Ministry of Sustainable Development	12/11/2015
Caroline Eugene	Chief Technical Officer	Ministry of Sustainable Development, Energy, Science and Technology	12/15/2015
Gayatri Badri Maharaj	Managing Director (Ag.)	Environmental Management Authority	12/11/2015

**B. CONVENTION PARTICIPATION**

CONVENTION	DATE OF RATIFICATION/ ACCESSION (mm/dd/yyyy)	NATIONAL FOCAL POINT
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	<b>DATE SIGNED (MM/DD/YYYY)</b>	<b>NATIONAL FOCAL POINT</b>	<b>DATE OF NOTIFICATION UNDER ARTICLE 7 TO THE MINAMATA CONVENTION SECRETARIAT</b>
MINAMATA CONVENTION (JAMAICA)	10/10/2013		N/A
MINAMATA CONVENTION (ST.KITTS AND NEVIS)	N/A	SUSTAINABLE DEVELOPMENT AND ENVIRONMENT DIVISION	N/A
MINAMATA CONVENTION (ST.LUCIA)	N/A	SUSTAINABLE DEVELOPMENT AND ENVIRONMENT DIVISION	N/A
MINAMATA CONVENTION (TRINIDAD AND TOBAGO)	N/A		N/A

**C. GEF AGENCY(IES) CERTIFICATION**

This request has been prepared in accordance with GEF policies and procedures and meets the standards of the GEF Project Review Criteria for Chemicals and Wastes Enabling Activity approval in GEF 6.					
Agency Coordinator, Agency name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	E-mail Address
Brennan Van Dyke Director, UNEP GEF Coordination Office		March 18, 2016	Kevin Helps, Senior Programme Officer - UNEP - DTIE	+254-20- 762-3140	Kevin.helps@unep.org

**ANNEXES:**

- A. CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY WITH GEF FUNDING**
- B. OFP ENDORSEMENT LETTERS AND NOTIFICATIONS FROM NON-SIGNATORIES**
- C. ENVIRONMENTAL AND SOCIAL SAFEGUARDS**
- D. ACRONYMS AND ABBREVIATIONS**
- E. SUPERVISION PLAN**
- F. GEF APPROVED BUDGET**

**ANNEX A: CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY**

<i>Position Titles</i>	<i>\$/ Person Week*</i>	<i>Estimated Person Weeks**</i>	<i>Total</i>	<i>Tasks To Be Performed</i>
<b>For Project Management</b>				
<b>Regional/International</b>				
Project coordinator	500	50	25,000	Day to day supervision and coordination of the project - provision of guidance and advice
Project Financial Officer	500	50	25,000	Financial management of the project and preparation of financial reports
Subtotal	1000	100	50,000	
<b>Technical support</b>				
<b>International</b>				
International Consultants	2500	18	45,000	Technical support and advice throughout the project
Subtotal	2500	18	45,000	
<b>Total</b>	3500	118	95,000	
Justification for travel, if any: Consultants and project coordinator will travel throughout the country to develop the mercury inventory and conduct the national assessments.				

**ANNEX B: OFP ENDORSEMENT LETTERS AND NOTIFICATIONS FROM NON-SIGNATORIES**

**Annex C: Environmental and Social Safeguards checklist**

As part of the GEFs evolving Fiduciary Standards that Implementing Agencies have to address 'Environmental and Social Safeguards'. To fill this checklist:

- STEP 1: Initially assess E&S Safeguards as part of PIF development. The checklist is to be submitted for the CRC.
- STEP 2 : Check list is reviewed during PPG project preparation phase and updated as required
- STEP 3 : Final check list submitted for PRC showing what activities are being undertaken to address issues identified

**UNEP/GEF Environmental and Social Safeguards Checklist**

<b>Project Title:</b>	Development of Development of Minamata Initial Assessment in the Caribbean (Trinidad and Tobago, Jamaica, St Kitts and Nevis, St Lucia)		
<b>GEF project ID and UNEP ID/IMIS Number</b>		<b>Version of checklist</b>	
<b>Project status (preparation, implementation, MTE/MTR, TE)</b>	Preparation/ Submission	<b>Date of this version:</b>	14.12.2015
<b>Checklist prepared by (Name, Title, and Institution)</b>	Kevin Helps – Senior Programme Officer GEF Operations - UNEP DTIE Chemicals		

In completing the checklist both short- and long-term impact shall be considered.

**Section A: Project location**

If negative impact is identified or anticipated the Comment/Explanation field needs to include: Project stage for addressing the issue; Responsibility for addressing the issue; Budget implications, and other comments.

	<i>Yes/No/N.A.</i>	<i>Comment/explanation</i>
- Is the project area in or close to -		The project will assess the situation with regard to mercury across the participating countries. It will not take direct action on the ground but inventories prepared to address priority issues will take socio-economic and environmental considerations into account
- densely populated area	N.A:	
- cultural heritage site	N.A:	
- protected area	N.A:	
- wetland	N.A:	
- mangrove	N.A:	
- estuarine	N.A:	
- buffer zone of protected area	N.A:	
- special area for protection of biodiversity	N.A:	
-will project require temporary or permanent support facilities?	N.A:	

*If the project is anticipated to impact any of the above areas an Environmental Survey will be needed to determine if the project is in conflict with the protection of the area or if it will cause significant disturbance to the area.*

### **Section B: Environmental impacts**

If negative impact is identified or anticipated the Comment/Explanation field needs to include: Project stage for addressing the issue; Responsibility for addressing the issue; Budget implications, and other comments.

	<i>Yes/No/N.A.</i>	<i>Comment/explanation</i>
- Are ecosystems related to project fragile or degraded?	N.A.	The project will assess the situation with regard to mercury in participating countries It will not take direct action on the ground but assessments and mercury inventories will assist countries to identify priority issues in relation to human health and the environment, where socio-economic and environmental considerations will be identified
- Will project cause any loss of precious ecology, ecological, and economic functions due to construction of infrastructure?	No	
- Will project cause impairment of ecological opportunities?	No	
- Will project cause increase in peak and flood flows? (including from temporary or permanent waste waters)	No	
- Will project cause air, soil or water pollution?	No	
- Will project cause soil erosion and siltation?	No	
- Will project cause increased waste production?	No	
- Will project cause Hazardous Waste production?	No	
- Will project cause threat to local ecosystems due to invasive species?	No	
- Will project cause Greenhouse Gas Emissions?	No	
- Other environmental issues, e.g. noise and traffic	No	
<i>Only if it can be carefully justified that any negative impact from the project can be avoided or mitigated satisfactorily both in the short and long-term, can the project go ahead.</i>		

### **Section C: Social impacts**

If negative impact is identified or anticipated the Comment/Explanation field needs to include: Project stage for addressing the issue; Responsibility for addressing the issue; Budget implications, and other comments.

	<i>Yes/No/N.A.</i>	<i>Comment/explanation</i>
- Does the project respect internationally proclaimed human rights including dignity, cultural property and uniqueness and rights of indigenous people?	Yes	It will respect cultural aspects of participating countries
- Are property rights on resources such as land tenure recognized by the existing laws in affected countries?	N.A.	
- Will the project cause social problems and conflicts related to land tenure and access to resources?	N.A.	

- Does the project incorporate measures to allow affected stakeholders' information and consultation?	Yes	The project will form National Coordinating Committees including all relevant stakeholders. This group will assess project progress at the national level and will propose if necessary corrective actions. Additionally, the Project Executing Agency will provide technical feedback an assistance to countries
- Will the project affect the state of the targeted country's (-ies') institutional context?	Yes	A Mercury Management team will be established to deal with mercury within national chemicals efforts. In the medium to long-term it is expected that the national regulatory system will be revised to include provisions in compliance with the Minamata Convention, including ratification of the Convention.
- Will the project cause change to beneficial uses of land or resources? (incl. loss of downstream beneficial uses (water supply or fisheries)?	No	
- Will the project cause technology or land use modification that may change present social and economic activities?	No	The project might identify actions to change current practices towards the sound management of mercury
- Will the project cause dislocation or involuntary resettlement of people?	No	
- Will the project cause uncontrolled in-migration (short- and long-term) with opening of roads to areas and possible overloading of social infrastructure?	No	
- Will the project cause increased local or regional unemployment?	No	
- Does the project include measures to avoid forced or child labour?	No	
- Does the project include measures to ensure a safe and healthy working environment for workers employed as part of the project?	Yes	Those doing the inventory on the field will use protective equipment to avoid contamination with those chemicals
- Will the project cause impairment of recreational opportunities?	No	
- Will the project cause impairment of indigenous people's livelihoods or belief systems?	No	

- Will the project cause disproportionate impact to women or other disadvantaged or vulnerable groups?	No	
- Will the project involve and or be complicit in the alteration, damage or removal of any critical cultural heritage?	No	
- Does the project include measures to avoid corruption?	Yes	Close supervision of the expenditures will be done at the national level by the EA and overall by UNEP as IA. Cash advances will be related to outputs and held until proper justification of the expenditures and budget plans are provided.
<i>Only if it can be carefully justified that any negative impact from the project can be avoided or mitigated satisfactorily both in the short and long-term, can the project go ahead.</i>		

**Section D: Other considerations**

If negative impact is identified or anticipated the Comment/Explanation field needs to include: Project stage for addressing the issue; Responsibility for addressing the issue; Budget implications, and other comments.

	<i>Yes/No /N.A.</i>	<i>Comment/explanation</i>
- Does national regulation in affected country (-ies) require EIA and/or ESIA for this type of activity?	No	
- Is there national capacity to ensure a sound implementation of EIA and/or SIA requirements present in affected country (-ies)?	N.A.	
- Is the project addressing issues, which are already addressed by other alternative approaches and projects?	No	
- Will the project components generate or contribute to cumulative or long-term environmental or social impacts?	No	No negative impacts
- Is it possible to isolate the impact from this project to monitor E&S impact?	N.A.	

ANNEX D: ACRONYMS AND ABBREVIATIONS	
BCRC	Basel Convention Regional Centre
BRS	Basel, Rotterdam and Stockholm Conventions
CARICOM	Caribbean Community and Common Market
CRC	Chemical Review Committee
DNRE	Department of Natural Resources and the Environment
DTIE	Division of Technology Industry and Economics
E&S	Environmental and Social
EA	Executing Agency
EHD	Environmental Health Department
GEF	Global Environment Facility
GEFSEC	Global Environment Facility Secretariat
GEFTF	Global Environment facility Trust Fund
IA	Implementing Agency
IGOS	Intergovernmental Organizations
IMA	Institute of Marine Affairs
INC	Intergovernmental Negotiating Committee
LED	Light emitting Diode
M&E	Monitoring and Evaluation
MEAs	Multilateral Environmental Agreements
MIA	Minamata Initial Assessment
MIIC	Ministry of Industry Investment and Commerce
MoH	Ministry of Health
MV	Mercury Vapour
MWLECC	Ministry of Water Land Environment & Climate Change
NA	Non applicable
NCM	National Coordination Mechanism
NEPA	National Environment & Planning Agency
NEVLEC	Nevis Electricity Company Ltd.
NGOS	Non-governmental Organizations
NIP	National Implementation Plan
OECS	Organisation of Eastern Caribbean States
PIF	Project Identification Form
PMC	Project Management Cost
POPs	Persistent Organic Pollutants
PPG	Project Preparation Grant
PRC	Project Review Committee
PSC	Project Steering Committee
PT	Project Team
QSPTF	Quick Start Programme Trust Fund
SAICM	Strategic Approach for International Chemicals Management
SKELEC	St. Kitts Electricity Company Ltd
SKN	Saint Kitts and Nevis
SKNBS	Ministry of International Trade, Industry, Commerce and Consumer Affairs (St. Kitts and Nevis Bureau of Standards)
T&TEC	Trinidad and Tobago Electricity Commission
TCL	Trinidad Cement Limited
TE	Terminal Evaluation
THA	Tobago House of Assembly
TPMP	Terminal Phase Out Management Plan
TTCIC	Trinidad and Tobago Chamber of Industry and Commerce
TTMA	Trinidad and Tobago Manufacturers Association
UN	United Nations
UNDAF	United Nations Development Assistance Framework
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNIDO	United Nations Industrial Development Organization
UNITAR	United Nations Training and Research Institute
USA	United States of America
WHO	World Health Organization

ANNEX E: PROJECT SUPERVISION PLAN																								
Project Title:	Development of Minamata Convention on Mercury Initial Assessments in the CARICOM Member States of Jamaica, St Kitts and Nevis, St Lucia and Trinidad and Tobago																							
Project executing partner:	The Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC-Caribbean)																							
Project implementation period (add additional years as required):	Year 1						Years 2																	
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Executing partner	[Green bar from month 1 to 12]																							
UNEP/DTIE Chemicals (Implementing)	[Green bar from month 1 to 12]																							
Output	[Green bar from month 1 to 12]																							
<b>Activity/Task/Output</b>																								
<b>Project Management, Coordination &amp; Sustainability</b>																								
Regional Inception workshop and report of meeting	[Green bar from month 1 to 3]																							
Four national inception meetings and report of meetings	[Green bar from month 1 to 3]																							
Progress report - (June 30 and Dec 31) + 30 days	[Green bar from month 6 to 7]																							
Establish M&E system	[Green bar from month 3 to 4]																							
Expenditure report-(31 March, June 30, 30 Sep and Dec 31) + 30 days	[Green bar from month 3 to 4]																							
Hiring of consultants	[Green bar from month 1 to 12]																							
GEFSEC communications	[Green bar from month 1 to 12]																							
Terminal report	[Green bar from month 11 to 12]																							
Training workshops/seminars	NA																							
Final audit	[Green bar from month 11 to 12]																							
Terminal evaluation	[Green bar from month 11 to 12]																							
<b>Outcome 1: Participating countries make full use of enhanced existing structures and information available dealing with mercury management to guide ratification and early implementation of the Minamata Convention.</b>																								
1.1 Organize one Regional Initial Training and Inception Workshop and four National Inception Workshops to raise awareness and to define the scope and objective of the MIA process	[Green bar from month 1 to 3]																							
<b>Milestone:</b> Key stakeholders and their roles identified, coordination mechanism for mercury management in place	[Green bar from month 1 to 3]																							
1.2 Conduct a national assessment on existing sources of information (studies), compile and make them available	[Green bar from month 3 to 6]																							
<b>Milestone:</b> Related mercury studies and reports on key sectors gathered and available to all national stakeholders	[Green bar from month 3 to 6]																							
<b>Outcome 2: Full understanding of comprehensive information on current infrastructure and regulation for mercury management enables participating countries to develop a sound roadmap for the ratification and early implementation of the Minamata Convention.</b>																								
2.1 Assess key national stakeholders, their roles in mercury management and institutional interest and capacities	[Green bar from month 6 to 7]																							
<b>Milestone:</b> National capacities for mercury management and monitoring assessed and national needs identified	[Green bar from month 6 to 7]																							
2.2 Analyse the regulatory framework, identify gaps and assess the regulatory reforms needed for the sound management of mercury in participating countries	[Green bar from month 7 to 10]																							
<b>Milestone:</b> Existing national regulatory framework and regulatory reforms assessed	[Green bar from month 7 to 10]																							
<b>Outcome 3: Enhanced understanding of mercury sources and releases facilitates the development of national priority actions</b>																								
3.1 Develop a qualitative and quantitative inventory of all mercury sources and releases	[Green bar from month 10 to 12]																							
<b>Milestone:</b> Qualitative and quantitative inventory of all mercury sources and releases developed	[Green bar from month 10 to 12]																							
3.2 Develop a national strategy to identify mercury contaminated sites	[Green bar from month 11 to 12]																							
<b>Milestone:</b> Strategies to identify and assess mercury contaminated sites developed	[Green bar from month 11 to 12]																							
<b>Outcome 4: Improved understanding of national needs and gaps in mercury management and monitoring enables a better identification of future activities</b>																								
4.1 Conduct a national and sectoral assessment on challenges and opportunities to implement the Convention in key priority sectors	[Green bar from month 11 to 12]																							
<b>Milestone:</b> Challenges and opportunities to implement the Convention identified, including legal and technical aspects	[Green bar from month 11 to 12]																							
4.2 Develop a report on recommendations to implement the Convention	[Green bar from month 11 to 12]																							
<b>Milestone:</b> Recommendations to implement the Convention proposed including impacts of proposed regulatory reform	[Green bar from month 11 to 12]																							
<b>Outcome 5: Participating countries and key stakeholders made full use of the MIA and related assessments leading to the ratification and early implementation of the Minamata Convention on Mercury.</b>																								
5.1 Draft and validate MIA Report	[Green bar from month 11 to 12]																							
<b>Milestone:</b> MIA Report validated and available to key stakeholders	[Green bar from month 11 to 12]																							
5.2 Develop a national MIA dissemination and outreach strategy	[Green bar from month 11 to 12]																							
<b>Milestone:</b> MIA initial dissemination strategy developed and outreach implemented	[Green bar from month 11 to 12]																							
5.3 Organize a regional lessons learned workshop	[Green bar from month 11 to 12]																							
<b>Milestone:</b> Final report on lessons learned	[Green bar from month 11 to 12]																							
<b>Outcome 6: Enhanced communication, support and training facilitate the development of the Minamata Initial Assessment by participating countries and build the basis for future cooperation and regional approaches for mercury management</b>																								
6.1: Upgrade the existing Mercury: Platform to serve as the tool to reinforce information exchange and training.	[Green bar from month 1 to 3]																							
<b>Milestone:</b> mercury learn training platform on mercury inventories upgraded	[Green bar from month 1 to 3]																							
6.2: Provide regional training support and encourage information exchange.	[Green bar from month 1 to 12]																							
<b>Milestone:</b> At least 1 webinar, 1 forum and 1 online training module in priority topics developed and delivered	[Green bar from month 1 to 12]																							
6.3: Develop country case studies and a synthesis document on lessons learned and good practices	[Green bar from month 11 to 12]																							
<b>Milestone:</b> at least 1 case study and 1 synthesis document on lessons learned and good practices	[Green bar from month 11 to 12]																							

APPENDIX 1 : APPROVED CEO ENDORSEMENT LETTER (INCLUDING ANNEXES)

ANNEX F: BUDGET BY PROJECT COMPONENT AND UNEP BUDGET LINES											Total GEF funding:		657,000					
RECONCILIATION BETWEEN GEF ACTIVITY BASED BUDGET AND UNEP BUDGET BY EXPENDITURE CODE (GEF FINANCE ONLY)											IA fee (9.5%):		57,000					
Project No:											Project funding:		600,000					
Project Name:											Development of Minamata Convention on Mercury Initial Assessments in the CARICOM Member States of Jamaica, St Kitts and Nevis, St Lucia and Trinidad and Tobago							
Executing Agency:											The Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC-Caribbean)							
Source of funding:											GEF Trust Fund Cash							
											BUDGET ALLOCATION BY PROJECT COMPONENT/ACTIVITY				ALLOCATION BY CALENDAR YEAR			
		Component 1	Component 2	Component 3	Component 4	Component 5	Component 6				Total	Year 1	Year 2	Total				
		Establishment of Coordination Mechanism and organization of process for the mercury management	Assessment of the national infrastructure and capacity for the management of mercury, including national legislation	Development of a mercury inventory using the UNEP mercury tool kit and strategies to identify and assess mercury contaminated sites	Identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury	Preparation, validation of National MIA report and implementation of awareness raising activities and dissemination of result	Information exchange, capacity building and knowledge generation	Project Management	Monitoring and evaluation									
UNEP BUDGET LINE/OBJECT OF		US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$				
10	<b>PROJECT PERSONNEL COMPONENT</b>																	
	<b>1100 Project Personnel</b>																	
	1101 Project coordinator								0		0	0	0	0				
	1199 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0				
	<b>1200 Consultants w/m</b>																	
	1201 Project coordinator							25,000			25,000	12,500	12,500	25,000				
	1202 International consultants			25,000	20,000						45,000	22,500	22,500	45,000				
	1299 Sub-Total	0	0	25,000	20,000	0	0	25,000	0	70,000	12,500	12,500	70,000					
	<b>1300 Administrative Support</b>																	
	1301 Project Financial Officer							25,000			25,000	12,500	12,500	25,000				
	<b>1600 Travel on official business (above staff)</b>																	
	1601 Travel Project coordinator/project staff	5,000	10,000	10,000	10,000	10,000				45,000	22,500	22,500	45,000					
	1699 Sub-Total	5,000	10,000	10,000	10,000	10,000	0	25,000	0	70,000	35,000	35,000	70,000					
	<b>1999 Component Total</b>	<b>5,000</b>	<b>10,000</b>	<b>35,000</b>	<b>30,000</b>	<b>10,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>140,000</b>	<b>47,500</b>	<b>47,500</b>	<b>140,000</b>					
20	<b>SUB-CONTRACT COMPONENT</b>																	
	<b>2100 Sub-contracts (UN organizations)</b>																	
	2101 Sub contract UNITAR		0	0	0	0	30,000	0	0	30,000	30,000			30,000				
	2199 Sub-Total	0	0	0	0	0	30,000	0	0	30,000	30,000	0	0	30,000				
	<b>2200 Sub-contracts (SSFA, PCA, non-UN)</b>																	
	2201 Subcontract consultancy companie 1	35,000			50,000					85,000	42,500	42,500	85,000					
	2202 Sub contract consultancy companie 2		110,000	140,000		70,000				320,000	160,000	160,000	320,000					
	2299 Sub-Total	35,000	110,000	140,000	50,000	70,000	0	0	0	405,000	202,500	202,500	405,000					
	<b>2999 Component Total</b>	<b>35,000</b>	<b>110,000</b>	<b>140,000</b>	<b>50,000</b>	<b>70,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>435,000</b>	<b>232,500</b>	<b>202,500</b>	<b>435,000</b>					
30	<b>TRAINING COMPONENT</b>																	
	<b>3300 Meetings/conferences</b>																	
	3201 Regional training and inception workshop									0	0	0	0					
	3202 Training workshops									0	0	0	0					
	3303 Lessons learned workshops									0	0	0	0					
	3399 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0					
	<b>3999 Component Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
40	<b>EQUIPMENT and PREMISES COMPONENT</b>																	
	<b>4100 Expendable equipment (under 1,500 \$)</b>																	
	4101 Operational costs									0	0	0	0					
	4199 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0					
	<b>4200 Non expendable equipment</b>																	
	4201 Computer, fax, photocopier, projector									0	0	0	0					
	4202 Software									0	0	0	0					
	4299 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0					
	<b>4999 Component Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
50	<b>MISCELLANEOUS COMPONENT</b>																	
	<b>5200 Reporting costs (publications, maps, NL)</b>																	
	5201 Summary reports, visualization and diffusion of results									0	0	0	0					
	5202 Translation and interpretation									0	0	0	0					
	5299 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0					
	<b>5300 Sundry (communications, postages)</b>																	
	5301 Communications									0	0	0	0					
	5399 Sub-total	0	0	0	0	0	0	0	0	0	0	0	0					
	<b>5500 Evaluation</b>																	
	5501 Independent Terminal Evaluation									15,000	15,000	0	15,000	15,000				
	5502 Independent Financial Audit									10,000	10,000	0	10,000	10,000				
	5599 Sub-Total	0	0	0	0	0	0	0	0	25,000	25,000	0	25,000	25,000				
	<b>5999 Component Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>				
	<b>TOTAL</b>	<b>40,000</b>	<b>120,000</b>	<b>175,000</b>	<b>80,000</b>	<b>80,000</b>	<b>30,000</b>	<b>50,000</b>	<b>25,000</b>	<b>600,000</b>	<b>0</b>	<b>275,000</b>	<b>600,000</b>					

