Project title: GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management		
Country: Republic of Belarus	**Implementing Partner:** Ministry of Natural Resources and Environmental Protection (MNREP)	**Management Arrangements:** National Implementation Modality (NIM)
UNDAF/Country Programme Outcome*: This project will contribute to achieving the UNDP Belarus Country Programme 2016-2020 (Output3.1: Solutions developed at national and subnational levels for the sustainable management of natural resources, ecosystem services, chemicals and waste) and UNDAF for Belarus for 2016-2020 (Outcome 3.1: By 2020, policies will have been improved and measures will have been effectively implemented to increase energy efficiency and the production of renewable energy, to protect landscape and biological diversity, and to reduce the anthropogenic burden on the environment).*		
UNDP Strategic Plan Output: *See description above*		
UNDP Social and Environmental Screening Category: *Low*	**UNDP Gender Marker:** *1*	
Atlas Project ID/Award ID number: 00090218	**Atlas Output ID/Project ID number:** 00096097	
UNDP-GEF PIMS ID number: 5532	**GEF ID number:** 8017	
Planned start date: *1 January 2018*	**Planned end date:** *31 December 2021*	
LPAC date: *The LPAC meeting must be held after CEO endorsement.*		
Brief project description: *The objective of the Project is the protection of health and environment through elimination of retained POPs legacies and development of sustainable POPs management capacity within a sound chemicals management framework in the Republic of Belarus. This objective will be achieved through 3 components: i) Sustainable PCB Management; ii) Elimination of Obsolete Pesticide Legacies; iii) Capacity Strengthening and Planning for Sound Chemicals Management. The Project will be implemented over a 4-year period and involve the environmentally sound elimination of existing PCB equipment stockpiles (estimated 1,100 t), progressive environmentally sound elimination of PCB equipment as generated in accordance with the nationally mandated PCB phase out plan during the project period (estimated 1,270 t) and repackaging, transport and environmentally sound elimination of 1,900 t from of the remaining 88 rural stored OP obsolete pesticide stores stockpiles in the country. Additionally the project provides support and capacity strengthening for various aspects of POPs and hazardous waste management infrastructure, environmental monitoring, sound chemicals management, gender mainstreaming, updating of the Stockholm Convention National Implementation Plan (NIP) and enhanced public consolidation and awareness in the subject area.*		

FINANCING PLAN	
GEF Trust Fund *or LDCF or SCCF or other vertical fund*	8,400,000 USD
(1) Total Budget administered by UNDP	**8,400,000 USD**
PARALLEL CO-FINANCING (*all other co-financing that is not cash co-financing administered by UNDP)*	
UNDP	704,880 USD
Government	32,423,010 USD
Private Sector	1,190,000 USD
Donors	16,480,000 USD
Civil Society	10,000 USD
(2) Total co-financing	**50,807,890 USD**
(3) Grand-Total Project Financing (1)+(2)	**59,207,890 USD**

SIGNATURES		
Signature: print name below	**Agreed by Government**	**Date/Month/Year:**
Signature: print name below	**Agreed by Implementing Partner**	**Date/Month/Year:**
Signature: print name below	**Agreed by UNDP**	**Date/Month/Year:**

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LIST OF ACRONYMS AND ABBREVIATIONS

AOX	Adsorbable organic halides
CPAP	UNDP Country Programme Action Plan
CPD	UNDP Country Programme Document
CSO	civil society organization
EA	environmental assessment
EMP	environmental management plan
EU	European Union
FAO	Food and Agriculture Organization of the United Nations
FSP	Full Sized Project
GEF	Global Environment Facility
GEFSEC	Global Environment Facility Secretariat
GIS	geographic information system
HTI	high temperature incineration
HW	hazardous wastes
IA	Implementing agency
IRFF	UNDP Strategic Plan Integrated Results and Resources Framework
KM	Knowledge Management
M&E	Monitoring and Evaluation
MNREP	Ministry of Natural Resources and Environmental Protection of the Republic of Belarus
MSP	Medium Sized Project
NEFCO	Nordic Environment Finance Corporation
NEMS	National Environmental Monitoring System
NGO	nongovernmental organization
NIM	national implementation modality
NIP	National Implementation Plan for Implementation of the Stockholm Convention
NPC	National Project Coordinator
OB/GYN	obstetrician/gynecologist clinics
OP	obsolete pesticides
PB	Project Board
PCB	polychlorinated biphenyls
PD	project document
PIF	Project Identification Form
PIR	GEF Project Implementation Report
PM	Project Manager
PMU	Project Management Unit
POPP	Programme and Operations Policies and Procedures
POPs	persistent organic pollutants
PPG	Project Preparation Grant
SBAA	Standard Basic Assistance Agreement
SC	Stockholm Convention on Persistent Organic Pollutants
SC COP	Conference of Parties of the Stockholm Convention on Persistent Organic Pollutants
SCCF	Special Climate Change Fund GEF
SESP	Social and Environmental Screening Procedure
SGP GEF	Small Grants Program GEF
STAP	GEF Scientific Technical Advisory Panel
UNDP	United Nations Development Programme
UNDP CO	UNDP Belarus Country Office

UNDP-GEF	UNDP Global Environmental Finance Unit
UNIDO	United Nations Industrial Development Organization
WB	World Bank
WHO	World Health Organization

II. DEVELOPMENT CHALLENGE

Belarus joined the SC in 2004. POPs stockpiles inherited by the country from the Soviet Union include OP and PCB containing equipment as well as PCB contaminated soils and liquids in small quantities, and POPs pesticides principally DDT and HCH. Belarus is an active participant of the SC and strives to implement its obligations as manifested by its leading positions in this area among post-Soviet countries. Guided by Belarus' obligations under the SC, the Government has put POPs under a separate category of hazardous wastes and is undertaking rigid control of the management of these chemicals at all stages in an effort to prevent their release. Historical OP storage and disposal arrangements have included rural storehouses and a number of controlled burial sites. Currently, 88 rural OP storehouses owned by agricultural enterprises and 5 subsurface storage sites established in Soviet times remain. The country has developed a facility for hazardous waste storage in Chechersk rayon of Gomel Oblast. The facility's design and construction provides for a possibility of setting up an installation for destruction of POPs wastes in its territory. There are approximately 700 entities owning PCB containing equipment across the country. The national legislation requires the owners to ensure environmentally secure storage of equipment removed from service and prohibits any commercial transactions with PCB containing equipment.

To date, the country has successfully eliminated a significant amount of the historical stockpiles of POPs as well secured remaining stockpiles of PCBs and OPs and maintains a comprehensive inventory of these along with remaining in service PCB equipment. During the period 2009-2013, a GEF/World Bank project eliminated 1,800 t of POPs pesticide waste and 823 t of PCB based equipment from priority higher risk holders' stockpiles. An additional 14.7 t of PCB equipment from small holders was eliminated by an innovative NGO "Green Economy" administered program in framework of SGP GEF in the 2015-2016 period. 330 tons of OPs were eliminated in 2016 under an EU/FAO project.

Baseline

The tables below provide a summary of currently identified POPs and OP waste inventories in the country.

Table 1. Summary of PCB Inventories (2016)

Equipment Type	In-service/Out of Service	Status	# of Holders	# of Units	Total Wt(t)	PCB Wt(t)
Transformers	In-service	Targeted for Phase out 2017-20	32	180	996	465
		Remainder	19	50	665	141
		Total	32	230	1,661	606
	Out of service/Stockpiles	Decommissioned-Containing Oil	14	50	225	80
		Decommissioned w/o Oil2	0	0	0	0
		PCB Liquid	1	6	1.2	1.2
		Total	15	56	226.2	81.2
Power Capacitors	In-service	Targeted for Phase out 2017-20	545	21,255	941	307
		Remainder	0	0	0	0
		Total	545	21,255	941	307
		Decommissioned	426	18,940	874	287
Small Capacitors	Out of service/Stockpiles	Total	5	4,996	1.8	0.5
	Stored as Waste	Total	5	4,000	1.6	0.4
PCB Contaminated Material	Soil	Total	15	n/a	40	<1
	Misc. Waste	Total	1	n/a	8.8	<1
Totals					3,752.8	1,281.2

Table 2. Summary of Obsolete Pesticide Inventories (2016)

Rural Store Houses			Chechersk HW Facility (t)		Burial Sites (t)		
Oblast	# of Stores	OPs (t)	OP from Closed Rural storehouses	OP/ Contaminated soil from Burial sites	Oblast	Site	OP/ Contaminated soil
Brest	0	0	1,755.2	2,158.7	Brest	Brestsk	0
Vitebsk	19	550.5			Vitebsk	Verknedvinsk	454.5
Gomel	0	0				Postav	100.0
Grodno	2	420.3				Gordok	411.4
Minsk	67	919.6			Gomel	Petrikov	2,861.3
Mogilev	0	0			Grodno	Slonim	0
					Mogilev	Dribin	530
Totals	88	1,890.4	1,755.2	2,158.7			4,357.2

National development priorities

Belarus has a long standing national policy commitment and priority regarding meeting its obligations under the SC as evidenced in its early accession to the SC, and inclusion of practical measures for implementation through it inclusion in key national strategic documents and direct inclusion in National programs beginning in 2007. These National Programs for the periods 2007-2010, 2011-2015 and the current program for 2016-2020, each of which had and continues to have allocated pre-approved state budget funding allocated to it (1,906,726 USD for the period 2007-2010; 17,191,650 USD for 2011-2015; 6,359,040 USD for 2016-2020). In the case of the current National Program, this is now embedded in the overall State Program "Environmental Protection and Sustainable Natural Resource Management" for 2016-2020 thus strengthening linkage to the high priority the country applies to environmental protection generally.

Additionally the - National Strategy for Sustainable Development until 2030 (main long-term country strategic document) lists the measures relevant to the Project, namely to destroy POPs stockpiles; reduce POP emissions from unintentional sources in accordance with the requirements of SC. This is also linked to the main country middle-term document covering the Socioeconomic Development Program of the Republic of Belarus for 2016 - 2020) that emphasizes the importance of protection of the environment and human health from the impacts of POPs. It specifically mandates the phase out of 100% capacitors and 60% of transformers containing PCBs till 2020. Further, underlining the policy level commitment to the project and linkage to national priorities, the project is integrated with the Program of the Electric Power Development for 2016-2020 such that modernization of electrical infrastructure supports the accelerated phase out of PCB based equipment.

Barriers

National financial capacity remains the main barrier. Financial capacity limitations are the primary barrier that the Project can address by effectively incentivizing the rapid elimination of readily available PCB/OP stockpiles and accelerating phase-out of in-service PCB equipment that otherwise would not be addressed in the near future.

Given that at the moment the country does not have facilities for environmentally sound treatment of POPs and associated chemical wastes, the only feasible option of POPs elimination is export, in line with the Basel Convention, for destruction. At the same time, Belarus is taking steps and allocates national funding and is striving to attract investors for creation of capacities for POPs treatment at the Chechersk Facility.

A continuing barrier to sustaining progress and moving into the broader scope of sound chemicals management activities into the future is *national technical capacity*. There remains the need to upgrade skills and tools to deal with challenges associated with remaining legacies and broader sound chemicals management requirements.

Awareness of stakeholders remains fundamental to sustaining progress and commitment.

The **specific Development Challenge** being addressed by this Project relates to the general enhancement of public health and environmental protection in Belarus through sustaining implementation of the country's ambitious long term National Program on addressing POPs and related chemical waste legacies with the targeted objective of substantially eliminating such legacies to a level equivalent to that achieved in OECD countries. This is consistent with: i) national development priorities as reflected in the direct integration of the Project in both operational and financial terms with the above referenced National Program framework on the issue and the country's broader environmental policy objectives; ii) the achievement of global environment benefits (GEB) as reflected in the objectives of the SC and other international chemicals conventions, overall GEF objectives respecting targeted GEB and particularly the specific objectives of the GEF-6 Chemicals and Waste Focal Area (See GEF CEO Endorsement); and iii) SDGs generally and specifically targets related to reduction of deaths from hazardous chemicals and air, water and soil pollution and contamination (Under Goal 3 – Good Health and Wellbeing), improvement of water quality by reducing pollution and eliminating dumping and minimizing the release of hazardous chemicals (Goal 6 – Clean Water and Sanitation), upgrading infrastructure and retrofit industries with clean and environmentally sound technologies and industrial processes (Goal 9 – Industry, Innovation and Infrastructure), and environmentally sound management of chemicals and waste (Goal 12- Responsible Production and Consumption).

III. STRATEGY

Theory of change

As introduced above under Development Challenge, the task presented by this project is to provide key support and resource inputs to a strongly committed country with a demonstrated track record and significant existing capacity in pursuing the overall objective of addressing its POPs and related chemicals waste legacies. This will allow Belarus to sustain this commitment in both the immediate period and beyond as it attains equivalence to developed countries in this key area of environmental management. This development challenge directly parallels the Project Objective as endorsed by the GEF in terms of its Global Environment Benefit (GEB) mandate, namely "To protection of health and environment through elimination of retained POPs legacies and development of sustainable POPs management capacity within a sound chemicals management framework in the Republic of Belarus".

The overall strategy for addressing this challenge and accomplishing the targeted result and GEF Project Objective is founded on the principle that it would be built on what has been successfully accomplished in the past and more specifically the highly successful GEF/World Bank POPs elimination project, noting that in fact UNDP effectively inherited this Project concept and the country's endorsement when the World Bank withdrew from this business in the region. On that basis, the Project design detailed in the following section uses a combination of both proven and where appropriate new or innovative approaches in addressing the specific barriers noted above. As is described in more detail in the results section below and in the GEF CEO Endorsement Document Project Framework and Description, the Project design framework contains two large investment components (Outcomes 1 and 2) that undertake major elimination of PCBs and OPs respectively along with supporting Technical Assistance bringing applied international experience to future aspects that will be addressed (OP burial sites, completing PCB phase out, hazardous waste management infrastructure development). The third component (Outcome 3 - Capacity Building and Planning for Sound Chemicals Management) addresses key institutional, convention compliance, general human resource and technical capacity, public consultation gaps looking forward to ensuring sustainability of national capacity. The following details the strategy for achieving these Outcomes in the context of the approach to overcoming these barriers as applicable and in effecting as required change required. Per UNDP and GEF practice a fourth Outcome covering Knowledge Management, and Monitoring and Evaluation is also included.

Outcomes 1 and 2: These Outcomes involve the bulk of the GEF project investment (US$7.2 million or 86% of the GEF grant) and as well as the substantive part of project co-financing of the committed co-financing being supplied from national sources. The results in terms of the physical amounts of POPs and OPs eliminated also represent the primary metrics by which the GEF will judge Project outcomes hence is the primary M&E metric. There are no substantive technical, physical or human resource capability barriers to achieving this result given that that market based competitive service providers are available internationally. They offer demonstrated environmentally sound and generally cost effective technology and operational capability, and have a proven ability to operate in Belarus (unlike some other CIS countries where this is a major barrier). The major barrier in being able to achieve this primary project result is the ability to mobilize the required immediate financial resources and particularly being able to secure required co-financing that the GEF grant will leverage. The strategy and approach to doing this is to focus the GEF funds on the contracting of priority stockpiles PCBs and concentrated OPs that are immediately available or are reliably committed to be will be available during the Project period. This is estimated to cover all OP stockpiles in remaining 88 rural storehouses, and all PCB equipment from existing stockpiles and new stockpiles from currently in-service equipment committed for phase out during the project period. Based on the precedent and experience of the previous project, the planning of national program expenditures has seen the prospect of this leveraging of disposal cost as a key input into national program planning and proving of secure budget commitments. More specifically as a consequence of this anticipatory financial planning, the project will integrate the GEF Project funds (used largely for external hard currency financial requirements) with funding from approved and committed existing national program funding, both directly related to POPs and addressing such legacies and one addressing the modernization of the national electrical system. A major example of this is the interrelationship between having financial capacity for disposal of PCBs providing an incentive for accelerated phase out of old, inefficient equipment, something that requires significant capital investment in replacement equipment and electrical system modernization generally. Marrying these two aspects through this project addresses broader national development priorities as well as those more specific global environmental benefits target by GEF in a manner that also meets the critical qualifying co-financing requirements applied by GEF. While of lesser magnitude, a similar leveraging

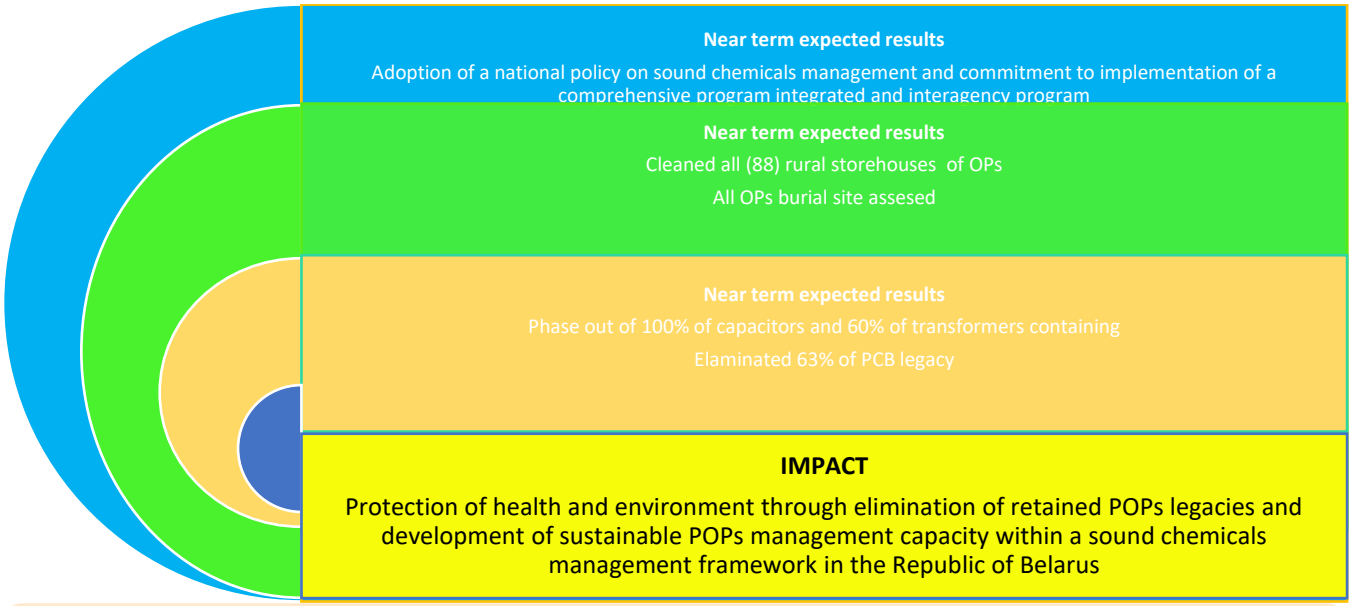
incentive is provided by coordination of MNREP program and Oblast Government funding for OP management and elimination activities and development investment in national hazardous waste management capability to support this.

While technical capacity barriers are not critical for elimination of POPs/OP stockpile legacies internationally, there are such barriers at the national level in relation to longer term management of residual POPs/OP legacies and broader chemical legacies. The strategy integrated into the project design to address this is to make provision for GEF funding for technical support in development and qualification of such capacities in critical areas, subject to being closely aligned to the primary funding of such development using national resources. A main example of this is support for the qualification of hazardous waste destruction capability at the Chechersk facility in support of a substantial national investment being made by Gomel Oblast and the National Program on POPs. This would be expected to substantially contribute to creditable national capability being in place to complete elimination of already secured remaining OP stockpiles and to potentially supporting longer term contaminated site management.

Outcome 3: The general design of this component and its five Outputs takes into consideration the interrelated barriers and challenges involved with Policy and Regulatory Implementation, national technical capacity, and Information and Awareness, as well as the fact that GEF financial capacity within a Project having primarily an investment focus is limited. Recognizing the strong track record in these areas and relatively advanced and well established and accepted policy and regulatory framework for POPs and SC Convention compliance in Belarus, the approach is essentially to target gaps resulting from development of more recent international priorities and in supporting technical capacity areas linked where appropriate to supporting the overall project investment focus. These were conceptually defined at the PIF stage of project development and have been refined and agreed based on both MNREP's work formulating and funding from the current national program and the targeted research work funded in the PPG stage. Additionally, a strategy of using the limited GEF resources to promote longer term sustained policy and regulatory interest into the future is adopted, particularly with respect to broader sound chemicals management, systematic control and management of contaminated sites, and expansion of chemicals related environmental monitoring capability. A specific component outcome on Gender Mainstreaming is included to underline this priority in the context of such a project. A priority is identified as being attraction of substantive targeted bilateral program resources, noting that this already includes substantive EU program funding related to environmental monitoring and potentially sound chemicals management in terms of harmonization with EU approaches in this area. One potentially innovative approach under consideration for further investigation during implementation is to involve NGO's in this component's supervision.

Figure 1 summarizes the theory of change of the project, showing the hierarchy of expected results of the project, from outputs to outcomes to overall impact.

Figure 1. Theory of Change: hierarchy



Assumptions

Funding Availability

Implementation of phase out as mandated.

Drivers

Multi-stakeholder involvment\ownership

Interagency coordination

Assumptions

Funding Availability

Drivers

Highly motivated stakeholders to solve problems of OPs shortly

Assumptions

Sustained policy commitment to pursuing sound chemicals management agenda

Drivers

Project partnerships

Capacity of national experts to implement measures

Outcome1: Sustainable PCB Management	Outcome 2: Elimination of Obsolete Pesticide Legacies	Outcome 3: Capacity Strengthening and Planning for Sound Chemicals Management
• **Outputs** • PCB phase out plan implementation support for sustainable and accelerated PCB phase out • Sustainable PCB/Chemical waste management infrastructure developed and operational in the Republic of Belarus serving national and regional markets • Environmentally sound elimination of present equipment PCB stockpiles and accelerated phased out of PCB equipment during the Project	• **Outputs** • Environmentally sound elimination of remaining rural OP storage site stockpiles • Obsolete pesticide burial site assessment and containment (5 sites)	• **Outputs** • Legal, institutional and regulatory review of national chemicals management system with updates consistent with current sound chemicals management practice including EU legislation and regional trade agreements • Implementation of gender mainstreaming practices for project activities and sound chemical management initiatives generally • Expanded national program for monitoring chemicals in the environment developed and implemented updated, prepared, endorsed and submitted in accordance with SC obligations • Supporting public and stakeholder awareness and information exchange for measures on POPs and sound chemicals management

IV. RESULTS AND PARTNERSHIPS

i. Expected Results:

The primary Global Environmental Benefits attributed to this project remain associated with the elimination and/or secure containment of POPs and OPs that would otherwise be subject to release into the broader environment with associated environmental and human health impacts. This is summarized as follows:

- Direct environmentally sound elimination of an estimated 2,370 t of PCB equipment containing approximately 1,025 t of PCBs themselves.
- Provision for removal from service (phase out), capture, secure consolidated storage to prevent near and medium-term release of PCBs chemicals of an additional 730 t of PCB equipment during the project, and provision for future systematic accelerated phase out of remaining PCB equipment in service (estimated 665 t) consistent with SC convention obligations.
- Direct environmentally sound destruction of 1,900 t of OPs and development of national capability for future elimination of 3,913.9 t of OPs and associated contaminated soil.
- Primary secure containment and monitoring of an estimated 3,827.2 t of OPs and contaminated soils in burial sites including detailed site assessment and design for future site remediation work.

As is described in Section V (i) below in addressing cost effectiveness (CE) and efficiency, the Project GEB of eliminating 4,270 t of PCB and OPs gives a GEF grant CE of US$1,967/t which, when compared to similar GEF POPs stockpile elimination projects recently approved, under implementation and completing, is among the most, if not the most cost effective in the current GEF portfolio.

The overall socio economic benefits derived from the project are the substantial elimination of critical and high risk POPs and OP stockpiles from the country over the project period and supporting national capacity in terms of expertise and infrastructure to complete residual elimination and more generally to manage future current and legacy chemical wastes, all in a cost effective fashion. In addition to the direct global environmental benefits, this provides significant socio-economic benefit through the elimination of long term fiscal liabilities that if not addressed will grow and have a negative effect on national finances into the future. Likewise, this also substantially mitigates the potential human health impacts something that is also enhanced by the creation of robust national environmental monitoring capability. An additional socio-economic benefit from the Project is the aggressive adoption of gender equity and empowerment initiatives as a fully integrated part of the Project design, something that should serve as a model for both future national and international initiatives.

The following details the expected results by Outcome, Output and Activity, noting that these correspond to the Component/Outcome/Output terminology used in the GEF CEO Endorsement Document Project framework.

Outcome 1- Sustainable PCB Management.

Output 1.1*- PCB phase out plan implementation support for sustainable and accelerated PCB phase out.*

Activity 1.1.1. Expands on previous work related to establishing and implementing comprehensive technical procedures applicable to both stockpiles and in-service equipment on registration, labelling and reporting inclusive of supporting coordination of prioritization for phase out and further stockpile consolidation and ongoing training/awareness activities with PCB holders.

Activity 1.1.2 Would expand the evaluation of possible PCB cross-contamination in non-PCB equipment as a standard practice by major operators of such equipment during maintenance cycles, inclusive of training as required.

Activity 1.1.3 Would seek to further strengthen the existing PCB inventory and tracking system more widely distributed sources of PCBs, as well as ensuring reporting of results to the Global POPs network.

Output 1.2 *- Sustainable PCB/chemicals waste management infrastructure developed and operational in Belarus.*

*Activity 1.2.1.*Will focused on supporting the technical qualification of a destruction facility being developed at Chechersk. The work funded by the GEF will involve support for facility commissioning and demonstration testing work targeting the qualification a unit indended to destroy legacy stockpiles of OPs and potentially POPs (PCBs and POPs pesticides) having lower contaminant contamination levels as well as hazardous chemical wastes generally.

*Activity 1.2.2.*Will assess and potentially develop in-country PCB equipment pre-treatment capability that will allow the overall volumes of PCB waste requiring final environmentally sound destruction out of the country to be minimized in the future as part of the PCB phase out plan. The primary target of this will be development of PCB equipment draining and dismantling capability inclusive of decontamination of recyclable component parts and separation of PCB waste components requiring destruction. In terms of location again these activities may occur at holder's sites or potentially the Chechersk facility.

Output 1.3*- Environmentally sound elimination of present equipment PCB stockpiles and accelerated phased out equipment during the Project*.

*Activity 1.3.1.*Environmentally sound elimination of consolidated existing PCB equipment stockpiles (estimated 1,100 t) completed. At least 300 PCB based equipment owners will involved in the project implementation as partners and will provide finance contribution to activities environmentally sound elimination of PCBs.

Activity 1.3.2. Progressive environmentally sound elimination of PCB equipment as generated in accordance with the PCB phase out plan during the project (estimated 1,270 t) completed, and with an additional 637 t of PCBs mandated for phase out being securely stored.

Outcome 2 – Elimination of Obsolete Pesticide Legacies.

Output 2.1 *– Environmentally sound elimination of remaining OP storage site stockpiles.*

*Activity 2.1.1.*Similar to the approach taken to existing PCB stockpiles above, for purposes of cost estimating at this stage, it is assumed that dealing with these stockpile sites under Activity 1.3.1 will be the packaging, export and destruction by high temperature incineration (HTI) in Western Europe, although the option of using domestic capability at Chechersk would be considered if competitive (with GEF financial exposure being limited to a market determined commercial cost) and available. It is anticipated that this domestic capability could be used to eliminate OP and contaminated soil stockpiles now securely stored at Chechersk using national funding, either during the Project or in the future. Repackaging, transport and environmentally sound destruction of 1,900 t of currently stored OP stockpiles will be completed, with the 1,755 t of OPs from now closed rural storehouses securely stored (closed during the PPG in anticipation of the project). 77 rural storages owners operating 88 individual sites will be involved in the project implementation as partners and will provide finance contribution to activities on elimination of OP stockpiles.

*Activity 2.1.2.*Will address any residual contamination associated with the sites and infrastructure where eliminated stores are taken from. Cleanup and restoration of an estimated 88 obsolete pesticide stores completed.

Output 2.2 *– Obsolete pesticide burial site containment.*

*Activity 2.2.1.*This will involve, front end site assessment to better defining the extent and impact of the 5 burial sites before devoting major resources to their excavation. Such analytical site assessment would better define the location of concentrated OP deposits and be able to prioritize impacts. This would entail application of several

advanced techniques such as using ground penetration radar and digital mapping/modelling along with a comprehensive environmental and public health risk assessment.

Activity 2.2.2. Would pursue design options for selective containment, excavation, and adoption of optimium combinations of lower cost on-site active and/or passive treatment, as well as hydrological monitoring.

Outcome 3 – Capacity Strengthening and Planning for Sound Chemicals Management.

Output 3.1 - Legal, institutional and regulatory review of national chemicals management system with updates consistent with current sound chemicals management practice including EU and Eurasian Customs Union legislation:

Activity 3.1.1.Will support a facilitation initiative under the auspicies of engaged civil society organizations along with MNREP and key stakeholder institutions to develop a comprehensive and integrated sound chemicals management framework. It will address options and approaches including harmonization and linkage within this area with GEF funding support specifically directed to ensuring consistency with current international practice as reflected in progress with the EU policies (e.g. EU REACH Directive) and regulations of the Eurasian Customs Union.

Activity 3.1.2.Will specifically address the legislative, institutional and regulatory implementation aspects of this framework covering chemicals management. In particular, it will support developing a system for identifying and registration of lands contaminated by chemicals with its integration into the lands GIS-system of the Republic of Belarus.

Output 3.2 – Implementation of gender mainstreaming practices for project activities and sound chemical management initiatives generally:

Consistent with UNDP and GEF policy direction a dedicated outcome has been integrated into the Project design for purposes of supporting the implementation of the Gender Mainstreaming Action Plan developed during the PPG (Annex 2). It involves supporting activities related to three Outputs/Activities namely: i) increased awareness respecting PCBs in small scale closed applications among households and specifically women; ii) increased awareness respecting rural OPs among local women; and iii) achieving gender equity in Project employment at a supervisory and technical direction level. The first two outputs will involve community based meetings/workshops and distribution of information materials. The third will result from direct interventions in hiring practices and in application of contracting of services to maximize the participation of qualified women.

Output 3.3 - Expanded national program for monitoring chemicals in the environment developed and implemented:

Activity 3.3.1. Under this activity it is expected to develop the database of POPs monitoring in environment media with the option of follow-up data processing with GIS and transmission into the POPs single automated database. It is intended to investigate the degree of contamination of environment media in the vicinity of for OP and weed chemicals and OP burial sites. It is expedient to conduct measurements of a concentration level of organochlorine pesticides, N.P-pesticides and mercury. Training of staff involved in organization and conducting POPs monitoring in environment media will be organised.

Activity 3.3.2. Under this activity it is expected to be develop of a updated national program of POPs monitoring in environment media with the purpose of further integration of POPs monitoring into the National Environmental Monitoring System (NEMS). Based on the updated monitoring program and given the inclusion of new chemicals in the list of the Stockholm Convention with an account for implementation practices, it is intended to enter changes and additions in the Technical Code of Common Practice “Environmental protection and natural resource management” and some other regulatory technical documents and standards.

Activity 3.3.3. Under this activity it is intended to undertake procurement of analytical equipment for determination of priority hazardous chemicals (for example, adsorbable organic halides (AOX) etc.) in environment media, and

support equipment for sample collection and preparation including bottom sediment. Besides, it is desirable to procure test solutions for determination of POPs in environment media. It is expected to organize participation of the Belarusian laboratory in the qualification verification (cross-laboratory comparison) by international providers.

Output 3.4 – NIP Update prepared, endorsed and submitted in accordance with SC obligations.

Activity 3.4.1. POPs inventories inclusive of current U-POPs tool kit methodology and for "new" POPs updated.

Activity 3.4.2. NIP in GEF/SC format based on the POPs National Program developed and submitted.Will be engaged civil society organizations along with MNREP and key stakeholder institutions to participation on the NIP development.

Output 3.5 - Supporting public and stakeholder awareness and information exchange for measures on POPs and sound chemicals management.

Activity 3.5.1. It is intended to develop a set of print information materials (manual, information posters and leaflets, etc): i) understandable for secondary and upper secondary school and university students, ii) women in reproductive age explaining significance of the POPs issue and how to prevent POPs induced diseases . The materials will be published, disseminated and posted on thematic websites. In addition to a set of print materials it is expected to develop a computer game and a training application for Android and iOS. At least 2 social video reels will be developed and demonstrated in public places, on TV and in Internet. The information campaign targeting this groups will include at least one talk show on TV preceded by production and demonstration of the thematic video reel. At least one training covering the POPs issue and methods of outreaching the target group will be held in each Oblast and in Minsk City for doctors of OB/GYN clinics. At least 25 workshops intended to raise awareness about POPs storage and disposal will be held for employees of POPs owning enterprises. The representatives of MNREP and other government bodies and organizations will attend foreign events aimed at improving knowledge about POPs management. Efficiency of the events for the target audience will be evaluated through interviewing the representative sample of respondents about improvement of POPs related knowledge.

Activity 3.5.2. Continuous support, administration and search optimization of websites http://soz.minpriroda.gov.by/and http://www.popsbelarus.by/. It is also expected to develop the thematic forum where women in reproductive age could discuss with MoH specialists POPs related problems and methods of preventing POPs induced diseases. One of the referred websites will be used as the Project website; for this purpose its software will be upgraded. Facilitation of broader access to POPs in Belarus Register of the Belarusian Research Center "Ecology" will be supported and provided, the software for maintenance of registers will be upgraded to enable remote data collection from POPs owners, to present collected information in Internet and to update it.

Activity 3.5.3. The Project will enagage a NGOs to close collaboration with for development and implementation of the plan of proactive support to POPs owners, regulatory and control bodies. The NGO will be awarded a contract for the implementation of this plan.

Outcome 4 – 4.0 Knowledge Management and M&E: Consistent with UNDP practice the Project design has component addressing Knowledge Management and Monitoring and Evaluation (M&E), both of which are part of dedicated plans prepared during the PPG stage and detailed below. The M&E scope also covers safeguard monitoring as part of UNDP's supervision activities. This Component's implementation is supported by GEF grant, UNDP and MNREP cash and in-kind funds.

ii. Partnerships:

In terms of coordination with other relevant GEF financed projects and other initiatives, it is noted that the project itself represents an example of coordination with other GEF initiatives in that it directly builds on the highly successful initial World Bank GEF-4 POPs Stockpile Management Project in Belarus addressing priority POPs

stockpiles and legacies. The current project is basically a continuation of that project which will effectively move Belarus into a position of largely having addressed its Soviet era POPs and OP legacies.

The GEF Small Grant Program in the Republic of Belarus which provides funding up to $50,000 per project for community actions and aligns its operational phase strategies to that of the GEF. Of the 126 projects involving more than US$10 million implemented in Belarus since 2006, 11% of resources have been directed to POPs. In OP-6, SGP in Belarus target certain geographic landscape of significant importance (Mogilev region), where greater strategic impacts can be achieved with limited resources. The current GEF-6 SGP operations are focusing on multi-focal themes including Local to Global Chemical Management Coalitions which will be coordinated with this project.

Beyond UNDP's own activities, close coordination is being maintained with two developing UNIDO projects in the region. One of these projects is a Regional GEF-5 Initial Technical Assistance for the Regional Demonstration Project for Coordinated Management of ODS and POPs Disposal in the, Ukraine, Belarus, Kazakhstan and Armenia (Under Preparation) that is understood to potentially involve development of longer term future POPs management capability in Belarus The second project is the Russian Federation GEF-5 Environmentally Sound Management and Disposal of PCBs for the Russian Railway and other PCB Owners (Implementing) in cooperation with UNIDO. The specific objective of this coordination would be to ensure there is no duplication of GEF funding activities, something that has already been considered in the project design and also leave the option open for the utilization of regional capability by this project which might be developed under these projects and assuming they offer competitive commercial treatment and destruction services.

The project is also being coordinated with several bilateral initiatives in Belarus and neighboring countries. Within Belarus, the substantial EU commitment to environmental monitoring support represents a significant parallel initiative that through Output 3.3 the project is coordinating GEF investments in training, technical assistance and upgrading of sampling and laboratory capability. Likewise the facilitation of a national sound chemicals management is being coordinated with a pending bilateral program on ratification and implementation of the Rotterdam Convention. Regionally two investment projects being undertaken by NEFCO in Russia on behalf of the Arctic Council related to development of POPs and chemicals management infrastructure also have linkages. These involve development of specialty commercial capability for management of both OPs and PCB based equipment.

iii. **Stakeholder engagement**. The following identifies the principle institutional, industry, academic, international and civil society stakeholders with whom initial consultations have occurred to date and will be sustained through Project implementation. This specifically includes continued expanded engagement with the national network of ENGOs that have been involved in the development and implementation of previous POPs projects including the original NIP, and who would be involved in the NIP update. These organizations will be directly engaged in the facilitation of the a national sound chemical management initiative (Output 3.1), mainstreaming gender equity and empowerment within the project (Output 3.2), NIP update development (Output 3.4) and the implementation of public awareness and consultation activities (Output 3.5) as well as direct local consultation as applicable related to elimination of rural OP storehouses, and PCB equipment in publically sensitive locations.
The Stakeholder Response Mechanism will be using in the project as appropriate.
The following stakeholders were identified:

Stakeholder Organization	Role
Institutional Stakeholders	
Ministry of Natural Resources and Environmental Protection	National Executing Agency, GEF, Basel Convention and SC focal Points, national policy and project implementation coordination
Ministry of Energy	Coordination of PCB Phase out activities of subordinated national electrical utilities including allocation of state budget resources
Ministry of Industry	Coordination of PCB Phase out activities of subordinated national industrial enterprises including allocation of state budget resources
Ministry of Transportation and Communication	Coordination of PCB Phase out activities of subordinated national transportation companies and Belarussian Railways including allocation of state budget resources

Ministry of Agriculture and Food	Coordination of regional and local agricultural organization on the management of OP stores.
Ministry of Emergency Situations	Acts as a government agency responsible for regulation of provisions for the transport of dangerous goods (ADR) and works with hazardous chemicals Service provider for hazardous waste cleanup particular for OPs burial sites
Ministry of Healthcare	Input and participation related to the development of a national sound chemical management program and associated health impact regulation and monitoring activities
State Custom Committee	Coordination related to export\import issues of hazardous waste
Ministry of Finance	Confirmation of co-financing commitments during project registration.
Other line ministries, governmental and regional entities	Coordination of PCB Phase out activities of subordinated legal entities including allocation of own resources
Republican Center for Analytical Control in the Field of Environmental Protection	Operation of national POPs and chemicals Monitoring programs and implementation of project, National Program and EU financed initiatives.
Belarussian Scientific and Research Center "Ecology" under the aegis of the Ministry of Natural Resources and Environmental Protection	Main information and analytical center of the National System for Monitoring the Environment of the Republic of Belarus Maintenance and update of the register of PCB owners and OP storage (electronic POPs database)
Institute of Nature Use of the National Academy of Science	Monitoring in the field of handling of POPs additionally included into SC
Principle Industrial Stakeholders	
SE "BelEnergo" and associated electrical transmission and distribution utilities	Ownership, administration and custody of PCB stockpiles and in-service equipment
Belarussian Railways	Ownership, administration and custody of PCB stockpiles and in-service equipment
Industrial and other PCB holders	Ownership, administration and custody of PCB stockpiles and in-service equipment
Agricultural enterprises and other OP storages owners	Ownership, administration and custody of OP stores and burial sites
Gomel City Executive Committee – Complex for Processing and Disposal of Toxic Waste of the Gomel Region	Service provider for storage and potentially future treatment/disposal of OPs and PCBs with the latter supported by a technical assistance partnership with the project
International Organizations	
World Bank	IA for the previous GEF-4 Project
FAO	IA for current EU Regional OP project
UNIDO	IA for GEF-5 PCB project for Russian Railways and Regional POPs/ODS project.
European Union	Bilateral donor in the area of environmental monitoring and prospectively in sound chemicals management initiatives
Nordic Environment Finance Corporation	Potential donor partner in chemicals management initiatives
Civil Society	
Green Cross Belarus	ENGO active in public consultation activities related to OPs
NGO "Ecological Initiative"	ENGO active in public awareness activities in the POPs area, Stockholm, Basel and Minamata Conventions
NGO "Green Economy"	ENGO active in area collaboration PCB owners

Green Cross Switzerland	Potential participation in Component 3 with mobilized donor support

ii. Mainstreaming gender:

This section summarizes the gender mainstreaming issues and action steps for the project. A full analysis and action plan regarding gender mainstreaming is presented in Annex 2.

In terms of direct project impacts as served by its objectives related to the protection of human health and the environment, the main gender considerations relate to the overall issue of the higher risks generally associated with women from exposure to POPs and chemicals generally being distributed in the broader environment, specifically related to their bioaccumulation, transfer through breast milk and potential reproductive impacts. This along with the occurrence of other chemicals in both humans and the food supply has been an active field of monitoring, specifically by the Ministry of Health, in Belarus for a number of years. The project's support directly and through the partnership with a major EU program on monitoring of chemicals in the environment will further this initiative. At a local level in rural areas there are potential gender issues associated with the presence of rural OP stores, noting the general demographic reality that rural populations have a high proportion of older women who have a higher consequence risk of exposure. The project's prioritization of elimination of these stockpiles will substantially mitigate these gender specific risks. Not only appropriate capacity and safety knowledge will be built in better handling PCBs in various facilities' settings where women might be employed in different functional roles. Occupational hazards will be minimized through such work at specific target sites through the actual removal of PCB equipment from the facilities and reducing direct exposure during material leakages. PCB occurrence in closed applications in obsolete household products (fluorescent light ballasts and small appliance electrical devices) involve potential exposure disproportionally for women. This can be mitigated by dedicated awareness initiatives in this area. Similarly, the operational requirements as reflected in the technical assistance support for PCB and OP management as well as provisions in GEF financed contracting involving exposure to PCBs and OPs will specifically ensure adequate personal exposure protection, medical monitoring and consider exclusion of vulnerable populations such as at risk women.

In terms of gender equality and empowerment, the project work to date has reflected a deliberate policy of ensuring a high level of involvement of highly qualified professional women in the direction and implementation of work to date on the project. Of the 8 professionals directly contracted to undertake preparation work, 4 (50%) have been women. Of the 35 stakeholders representatives involved in preparation 23 (65%) have been women. It is also noted that the main champion directing the project at the most senior level in MNREP is a woman in the role of First Deputy Minister as well as acting as the national and regional GEF political and operational focal point. In all instances, such professional level perspectives helped guide the project preparation process.

v. South-South and Triangular Cooperation (SSTrC): This project will draw directly from the successful experiences of recent UNDP-supported projects funded by GEF on POPs for appliances and lighting in Jordan and Turkey. The UNDP Regional Hub for Europe and the CIS will provide broader contacts and coordination, especially with other projects in sharing experience, best practices, and lessons learned. UNDP will invite representatives of all these projects to attend in the training events of the project in Belarus, and to deliver presentations and disseminate their own materials.

V. FEASIBILITY

i. Cost efficiency and effectiveness.

The project is generally conventional in terms of application of approaches and techniques that have been proven and are well established for the management of POPs, building on the experience of an effective previous GEF/World Bank project and on the mounting experience accumulating in the region. Its use of lessons learned from this involves some innovation through the prioritization of POPs and chemicals issues, notable high impact stockpiles for elimination while utilizing a risk assessment approach to deal with other stockpile (burial site) issues to maximize global environmental benefit and use of financial resources. Additionally the way of developing appropriately scaled national infrastructure and appropriate technology transfer allows an incremental approach to the developing chemical waste management in the country, while also allowing for potential scaling up to potentially serve regional requirements as market, resource availability and political/public policies may permit. In particular it will offer synergies with the parallel UNIDO regional project addressing POPs elimination. This underpins Project's sustainability.

In terms of cost effectiveness, the project is predicted to be one of, if not the most, cost effective of comparable GEF recently approved, implementing and completed GEF financed POPs stockpile legacy projects. Using the current specified GEF cost effectiveness methodology based on the total GEF grant and quantity of POPs (PCBs and OPs) eliminated as a declared project target, the project has a CE of US$1,967/t. This is more cost effective that all recent comparable UNDP approved, implementing and completed project as well as the previous World Bank project in Belarus in the same field. This comparison is elaborated in the companion GEF CEO Endorsement Request document under the Global Environmental Benefits analysis section.

During the PPG stage, development of the project has been coordination with a number of completing and implementing relevant UNDP GEF projects in the region and globally something that will be maintained, specifically with respect to ensuring the transfer of experience to and from this project as part of a South-South Cooperation strategy for experience sharing and replication. Specific examples of such linkages are: i) Vietnam GEF-4 Building Capacity for POPs Pesticide Elimination (Completed) – provides reference experience in cost effective POPs and OP pesticide site assessment and remediation technologies; ii) Vietnam GEF-4 Environmental Remediation of Dioxin Contaminated Hot Spots (Completed) – demonstration of soil remediation technologies; iii) Georgia GEF-4 Disposal of POPs Pesticides and Initial Steps for Containment of Dumped POPs Pesticides (Completed) – site assessment, POPs export, and containment methodologies; iv) Turkey GEF-5 POPs legacy Elimination and POPs Release Reduction Project (Implementing) – elimination of POPs pesticide/PCB stockpiles and POPs destruction facility qualification; v) Kyrgyzstan GEF-4 Management and Disposal of PCBs (completed) – storage and trans-border export issues; and vi) Kazakhstan GEF-4 Design and Execution of a Comprehensive PCB Management Plan (Completed) - PCB airlifting demonstration due to POPs transit challenges).

ii. Risk Management.

As per standard UNDP requirements, the Project Manager will monitor risks quarterly and report on the status of risks to the UNDP Country Office. The UNDP Country Office will record progress in the UNDP ATLAS risk log. Risks will be reported as critical when the impact and probablity are high (i.e. whenimpact is rated as 5, and when impact is rated as 4 and probability is rated at 3 or higher). Management responses to critical risks will also be reported to the GEF in the annual PIR.

Project risks					
Description	**Type**	**Impact & Probability**	**Mitigation Measures**	**Owner**	**Status**
Government policy and financial commitment is not	Political	I = 2 P =1	The Government of Belarus has a proven track record of a strong and proactive commitment to dealing with environmental issues particularly those	PM	

sustained for the project life			associated with man-made releases and legacies, noting the country's particular history related to a global scale industrial accident in the 1980s. Specific to the POPs issue their early preparation of an NIP and sustained implementation of state-funded and periodically renewed National Programs on the issue are evidence of this. Building on the positive experience of the previous GEF/WB project, this project's design is specifically tailored to matching and facilitating the National Program implementation inclusive of direct integration of the substantial state budget resources to be dedicated to it.		
Institutional risks associated with poor coordination among institutional stakeholders at the national and international level	Organizational	I = 2 P = 1	A well developed and stable institutional structure in the government with well-defined responsibilities and working relationships was put in place under the National Program for Implementation of the SC and utilized in a similar GEF-4 project between 2009 and 2014. Within the main executing agency (MNREP), there is policy supervision provided by the First Deputy Minister, interagency oversight is provided by the Coordination Council on Implementation of the SC, and operational day to day involvement will be with a project's focal point in the Waste Management Department experienced in working with a resident PMU structure and international organizations on such projects. Similarly, virtually all the major stakeholders come with direct experience on international projects of this type and have good working relationships with all principle stakeholders. At the international level the project involves a GEF Agency with a long successful track record of GEF and other project implementation in the country, a strong portfolio of like projects in the region and globally and good working relationships with other IAs undertaking related activities in the immediate region and major bilateral donors, particularly the European Union.	PM	
Cost risks associated with POPs legacy elimination	Financial	I = 3 P = 1	There are always some uncertainties associated with the cost of eliminating POPs stockpiles, being subject to free market pricing for disposal and specific to this region at this time's exchange rate variability. However, the well-defined inventories already established, the use of current market pricing in cost estimating and contracting in hard currencies in bulk over the project period will all serve to mitigate these risks.	PM	
Industrial sector commitment to the project in terms of technical support and co-financing.	Operational	I = 2 P = 2	The principle risk in this area relates to the inevitable potential that fiscal constraints will prevent major holders of PCBs from being able to undertake the anticipated accelerated replacement programs associated with the project. At this point, positive and proactive action including having a mandated national PCB phase out plan in place along with the required forward and financial planning serves to mitigate this risk.	MNREP	
Level of capacity (technical, institutional) is underestimated	Organizational	I = 2 P = 1	Belarus has demonstrated solid technical capacity developed over the last decade dealing with POPs issues and this depth along with the directed training and capacity strengthening measures designed in to project should substantively mitigate this risk.	UNDP CO	
Climate risks associated with	Environmental	I = 2	The location of current storehouse, PCB stockpile, and OP burial sites have no identified unique	MNREP, PM	

extreme events impacting project activities associated with burial sites and storehouses		P = 1	exposure to extreme climate events but activities undertaken at these sites, including planning for potential excavation activities in the future will take the possibility into consideration in determining the containment/remediation design approach.		

iii. Social and environmental safeguards

Environmental and social grievances will be reported to the GEF in the annual PIR. During the PPG stage, a preliminary environmental assessment (EA) study was undertaken on the principle PCB and OP removal and disposal activities proposed for the project including undertaking the required risk assessment under the UNDP Social and Environmental Screening Procedure (SESP). The results of this risk assessment included in the Annex F.

As described in the SESP the environmental release risks are low and readily mitigated. In addition to the comprehensive specification of practices, international standards and environmental performance requirements, a key tool ii management of this risk is the specification of an environmental management plan (EMP) binding service providers to specific actions and their monitoring as provided in the PD.

An environmental management plan (EMP) with a basic operational risk assessment component will be designed in the project tender specifications and contracts for all expected HW management operations. This will cover the design of PCB equipment draining procedures, needed infrastructure and the sequencing of local works at PCB and OP storage locations.

Pure PCB and obsolete pesticide materials will be transported by qualified/licensed carriers meeting national and international standards to certified hazardous waste facilities outside the country for treatment/destruction/disposal, likely located in Western Europe, and work will be undertaken by experienced and qualified service providers contracted by UNDP using specifications requiring current level of international standards and with substantive due diligence independent oversight and supervision by UNDP. All operations, once the project is approved by the GEF, will be undertaken using rigorous but well established and documented international hazardous waste and dangerous goods management practices and procedures and standards, including those set out by Basel and SC convention and GEF STAP guidelines, and internationally referenced OHS procedures for on-site workers. No direct social impacts are associated with this operation and public consultation in the local community will be provided for during future project's implementation.

For all Outcomes, capacity building and training programmes will ensure the provision of internationally available expertise and advisory support, and specifically to local personnel involved in direct work on project sites. GEF STAP guidance on international standards and technologies provided at the time of the PIF approval, and reflected in the project documentation, will thoroughly be applied during the project implementation.

iv. Sustainability and Scaling Up.

The implementation of the Project activities is closely linked to the fulfillment of the National Program process which itself has a strong history of sustainability. Besides, the outputs of the Project activities will be preparation of the National Plan consistent with the requirements set forth in the Stockholm Convention. Given that completion of the Project coincides with completion of the country's five-year planning period, there are sound grounds to believe that the Project outputs including considerable reduction of PCBs and OPs, lessons learned and implementation experience will be taken into account in preparation of the National Action Plan for 2021-2025 and that initiated efforts will continue. Commissioning of national facilities for hazardous waste treatment consistent with international requirements will enable to dispose national stockpiles of POPs in the territory of the country including recovery of pesticides from burial sites assessed under the Project. Piloted model of financial partnership for elimination of POPs stockpiles can be used for planning further joint activity at the national level.

Effective continuation of the activity of the Conventions Coordinating Council under MNREP will help ensure consistency and coordination of the activity of stakeholders in the country as regards the implementation of obligations under Conventions.

Engagement of NGOs in the Project, enhancement of their capacity for outreaching stakeholders on such issues as raising awareness and POPs monitoring will lay a solid foundation for using capacity generated by the Project in future activity of NGOs in this area.

VI. PROJECT RESULTS FRAMEWORK

This project will contribute to achieving the following Country Programme Outcome as defined in CPAP or CPD: 3.1: Solutions developed at national and subnational levels for the sustainable management of natural resources, ecosystem services, chemicals and waste: 3.2: Legal and regulatory frameworks, policies and institutions able to ensure the conservation and sustainable use of natural resources, biodiversity and ecosystems, in line with international conventions and national legislation					
Country Programme Outcome Indicators: 3.1.1 Number of new jobs created through management of natural resources, ecosystem services, chemicals and waste, disaggregated by sex: 3.2.2: Number of policies/regulatory frameworks that incorporate requirements of international environmental conventions					
Primary applicable Key Environment and Sustainable Development Key Result Area (same as that on the cover page, circle one): Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded					
Applicable GEF Strategic Objective and Program: GEF-6 Chemicals and Waste: Objective CW-1 Program 2: Support enabling activities and promote their integration into national budgets and planning processes, national and sector policies and actions and global monitoring, CW-2 Program 3: Reduction and elimination of POPs					
Applicable GEF Expected Outcomes: Outcome 2.3: All countries have completed their NIP updates under the Stockholm Convention and have established a sustainable mechanism to update them in the future Outcome 3.1: Quantifiable and verifiable tonnes of POPs eliminated or reduced.					
Applicable GEF Outcome Indicators: Indicator 2.3.1: Number of NIP updates completed Indicator 2.3.2: Number of countries that have integrated the NIP updated process into their own budget. Indicator 3.1: Amount and type of POPs eliminated or reduced					
	Objective and Outcome Indicators	**Baseline**	**Targets**		**Assumptions**
			Mid-term	**End of project**	
Objective: Protection of health and environment through elimination of retained POPs legacies and development of sustainable POPs management capacity within a sound chemicals management framework in the Republic of Belarus	Mandatory Indicator 1. Indicator 1.3.1 of IRFF the 2014-2017 Number of new partnership mechanisms with funding for sustainable management solutions of natural resources, ecosystem services, chemicals and waste at national and/or sub-national level , disaggregated by partnership type	Institutional partnership - Inter-Agency Coordination Council on implementation of Basel, Stockholm, Rotterdam, Minamata conventions established in 2017 and operates. Engaged 26 representatives of governmental bodies, CSOs, scientific No finance partnerships on management of PCBs and OPs	Institutional partnership - Inter-Agency Coordination Council on implementation of Basel, Stockholm, Rotterdam, Minamata conventions act provide inter-conventions support for the project on the country level 150 finance partnership agreements on PCBs management between PCB based equipment owners and the project conducted 77 finance partnership agreements on PCBs management between rural storages owners and the project conducted	Inter-Agency Coordination Council on implementation of Basel, Stockholm, Rotterdam, Minamata conventions act provide inter-conventions support for the project on the country level At least 300 finance partnership agreements on PCBs management between PCB based equipment owners and the project conducted and implemented 77 finance partnership agreements on PCBs management between rural storages owners and the project conducted	• Sustained commitment to initiate coordinated interagency action on the subject. • Official intentions declared on outstanding joining/sustaining international conventions

	Mandatory Indicator 2. # of direct project beneficiaries.	700 PCB based equipment owners 77 rural storages owners 59 institutional stakeholders (22 ministries \ governmental entities and 37 regional entities) 5 CSOs	150 PCB based equipment owners participated in the project as partners 77 rural storages owners participate in the project as partners 59 Institutional Stakeholders engaged to the project decision making 5 CSOs involved in the project activities	At least 300 PCB based equipment owners taken part in the project as partners 77 rural storages owners taken part in the project as partners 59 Institutional Stakeholders taken part into the project decision making 5 CSOs increased capacity in POPs	Direct project beneficiaries motivated to take part in the project
	Indicator 3. Amounts of legacy of PCB and obsolete pesticides	3,752.8t of PCB based equipment 10,174 t of OPs remaining in Belarus	• Environmentally sound destruction of 1,100 t of currently stockpiled PCB equipment and waste. • 1,900 t of OPs packaged, transported and disposed of in an environmentally sound manner	Environmentally sound destruction of 63% of total country legacy of PCB (2,370 t) Environmentally sound cleaning of all 88 rural storages and destruction of 1,990 t of OPs stored there	Financing of elimination targeted supported by GEF financing and co-financing
Outcome 1 \ - Component 1: Sustainable PCB Management	Indicator 4. Technical procedures and practice manuals for PCB equipment holders covering registration, labelling, reporting, handling and tracking of PCB equipment in-service and as stockpiled pending elimination and as applicable to screening for cross contamination during maintenance developed and applied	• PCB holders identified and general initial technical assistance provided during previous GEF/WB project • Generally good awareness of PCB issues exists with major PCB holders within formal sectors under government oversight (large majority of holders). • Limited awareness among peripheral industrial holders. • Within the national POPs inventory reporting system, annual reporting of PCBs by sector, regional and major holder in place. • International reporting current and web accessible • Survey of extent of cross contamination undertaken in GEF/WB project.	• Best practice guidance manuals developed and distributed to all major PCB holders. • 3 workshop training events completed • Compliance with mandated PCB phase out targets for current mandated program • Technical procedure documentation on cross contamination and screening developed and disseminated • Expanded reporting at the holder level developed. • PCB inventory and its reporting maintained. • Public data access maintained	• Best practice technical procedures adopted by all major holders and imbedded in relevant nation technical standards. • 60 technical staff operationally applying best practices. • Planning for next mandated PCB phase out scheduling beyond 2020 in place • Cross contamination screening embedded in operations of at least 4 major holder transformer maintenance practice. • 60 Technical staff trained and equipped with screening capability • National PCB inventory and tracking fully integrated	• No regulatory barriers exist to undertaking the work. • Sufficient resources available • Beneficiary commitment and interest established • Basic system and resources in place at the outset. • Supported by mandated phase out under legislated national program

		• No operational screening yet established for transformer maintenance operations		into national POPs inventory system. • PCB inventory and its reporting maintained. • Public data access maintained	
	Indicator 5. Development of qualified capability to treat and dispose of HW at the at Chechersk facility in Gomel Oblast and for national capability for environmentally sound management of PCB equipment.	• Chechersk facility provides basic infrastructure to host HW treatment/disposal capability • Core capital financial funding dedicated by Gomel Oblast • Feasibility studies on technology selection initiated • With the exception of secure storage at holder sites and the Chechersk facility national PCB management does not exist.	• Selection of treatment/disposal technology completed/procured • GEF supported technical assistance for this process delivered • Completion of a need and option assessment related to PCB equipment management capability requirements	• Treatment/Disposal capability commissioned at Chechersk. • GEF funded qualification/ demonstration testing completed and documented. • Development and business planning completed to have resulted in the selection and implementation of required PCB equipment management options.	• Environmental approval process established under national regulations. • Commitment to sustained Gomel Oblast core capital funding/external financing available • Facility economic viability can be established. • Need/market can be verified for nation PCB equipment management • Waste import issues do not present barriers • Competing facilities under development in region do not impact PCB facility development
	Indicator 6. Amount of currently stockpiled PCB equipment/waste and newly phased out PCB equipment shipped and eliminated.	• 1,100 t of currently stockpiled equipment immediately available for shipping and environmentally sound disposal. • 2,602 t of PCB based equipment remaining in service • Removal of 1,937 t of PCB based equipment and waste mandated under National Program from service	• Environmentally sound destruction of 1,100 t of currently stockpiled PCB equipment and waste.	• Environmentally sound destruction of 1,270 t of PCB equipment phased out over the project for total PCB elimination over project of 2,340 t	• Timely export/transit country/import approvals for destruction received. • Competitive current market pricing for required contracted services • Implementation of phase out as mandated.
Outcome 2 \ Component 2: Elimination of Obsolete Pesticide Legacies	Indicator 7. Amount of OP removed from rural OP storage sites and number of rural storehouses where OPs are eliminated and sites restored	• 1,900 t of OPs stored in 88 rural stockpile sites. • Environmental conditions on the sites are largely unassessed	• 1,900 t of OP packaged, transported and disposed of in an environmentally sound manner in accordance with international standards.	• 100% of rural storehouse sites assessed and cleaned up in accordance with national standards.	• Timely export/transit country/import approvals for destruction received. • Competitive current market pricing for

			• 50% of sites assessed and required cleanup completed in accordance with national standards.		required contracted services
	Indicator 8. Number of site assessment reports and containment/cleanup action plans with financial commitments identified for containment and clean up	• 5 remaining burial sites nominally monitored • Periodic excavation of Petrikov site ongoing • No new financial commitments to address remaining sites	• 3 basic site assessments completed • 2 preliminary containment/cleanup action plans completed	• 5 basic site assessments completed • 5 preliminary containment/cleanup action plans completed • Core long term financial resources for containment and clean up mobilized	• Public priority for action sustained • Ability to identify and mobilize required financial resources.
Outcome 3 \ Component 3: Capacity Strengthening and Planning for Sound Chemicals Management	Indicator 9. Legal, institutional and regulatory review of national chemicals management system with updates consistent with current sound chemicals management practice including EU legislation and regional trade agreements completed	• Fragmented and dated regulatory regime for chemicals management exists across multiple institutional agencies. • No current direct policy, legislative and regulatory initiatives in place. • Negative trade and economic implications in relation to regional trade developments. • Outstanding ratification of chemicals related conventions • Basic national environmental monitoring system in place and operation. • Aging sampling and analytical capability limiting effectiveness • Scope limitations related to monitoring of new POPs and broader chemical releases • Human resource capacity limitations	• Active interagency facilitation on sound chemicals management established. • At least 2 interagency workshops/training events • Legislative/ regulatory gap analysis respecting general sound chemicals management completed. • At least 1 public consultation event • Assessment of environmental monitoring program completed • One training program for staff completed. • Identification and procurement of sampling and analytical equipment initiated • EU program finalized and under implementation	• 5 interagency workshops/training events • At least 2 public consultation events. • National policy on and framework for sound chemicals management adopted and initiation initiated on a coordinated interagency basis. • Ratification of Rotterdam and Minamata Conventions • Upgraded national environmental monitoring program implemented • 2 training programs completed • GEF financed sampling and analytical equipment operational	• Sustained policy commitment to pursuing sound chemicals management agenda • Interagency cooperation • Sustained state budget support under current national program • Timely implementation of parallel EU funded initiative • High level of national technical staff capability maintained
	Indicator 10. Current POPs inventories (old and new POPs) updated and updated NIP prepared and submitted per country obligations	• Parallel national program on POPs in place • Inventories of "old" POPs current • Inventories on "new" POPs initiated.	• All inventories completed • NIP prepared, endorsed and submitted	• SC reporting on POPs current	• Sustained country commitment to SC • Availability of national resources to prepare NIP

	Indicator 11. Number of public awareness events, information products (including web accessible) produced on POPs and sound chemicals management, as implemented thru active NGO/Civil society partnerships.	• Regular but limited public information and awareness undertaken by MNREP • Maintained Web site on POPs in place • No directed public information/awareness on broader sound chemicals management issues. • Active engagement of a robust NGO/civil society community in MNREP activities. • Currently no gender specific policies in effect associated with POPs management and chemicals management	• 16 public awareness events undertaken • 50 public information products released for dissemination • Upgraded web based platform operational • 2 NGO/civil society organizations directly engaged in project activities • 5 awareness events related to household exposure to PCBs targeting urban women • 5 awareness events related OP exposure targeting rural women • 2 awareness events on chemicals management targeting women • 40% of supervisory and technical directions in project activities held by women	• 16 public awareness events undertaken • 20 public information products released for dissemination • Web based platform operational and sustained • 3 NGO/civil society organizations directly engaged in project activities • 5 awareness events related to household exposure to PCBs targeting urban women • 5 awareness events related OP exposure targeting rural women • 2 awareness events on chemicals management targeting women • 40% of supervisory and technical directions in project activities held by women.	• Sustained public policy support for engagement of public and civil society in environmental issues • Acceptance of UNDP/GEF gender equity and empowerment policies by project counterparts sustained
Outcome 4 \ Component 4: Knowledge Management and M&E	Indicator 12. Knowledge management applied to project in response to needs and opportunities including mid-term and final evaluation findings with lessons learned extracted.	• Knowledge management not part of project baseline situation • Limited M&E applied to project issues and baseline activities	• Knowledge development integrated into project activities • M&E plan adopted and implemented • Mid-term-evaluation of project outputs and outcomes conducted with lessons learnt at 30 months of implementation.	• Knowledge management results reported • Final evaluation report ready in the end of project	• Availability of reference material and progress reports • Cooperation of stakeholder agencies and other organizations.

VII. MONITORING AND EVALUATION (M&E) PLAN

The project results as outlined in the project results framework will be monitored annually and evaluated periodically during project implementation to ensure the project effectively achieves these results. *Supported by Outcome 4/Component: Knowledge Management and M&E, the project monitoring and evaluation plan will also facilitate learning and ensure knowledge is shared and widely disseminated to support the scaling up and replication of project results.*

Project-level monitoring and evaluation will be undertaken in compliance with UNDP requirements as outlined in the UNDP POPP and UNDP Evaluation Policy. While these UNDP requirements are not outlined in this project document, the UNDP Country Office will work with the relevant project stakeholders to ensure UNDP M&E requirements are met in a timely fashion and to high quality standards. Additional mandatory GEF-specific M&E requirements (as outlined below) will be undertaken in accordance with the GEF M&E policy and other relevant GEF policies[1].

In addition to these mandatory UNDP and GEF M&E requirements, other M&E activities deemed necessary to support project-level adaptive management will be agreed during the Project Inception Workshop and will be detailed in the Inception Report. This will include the exact role of project target groups and other stakeholders in project M&E activities including the GEF Operational Focal Point and national/regional institutes assigned to undertake project monitoring. The GEF Operational Focal Point will strive to ensure consistency in the approach taken to the GEF-specific M&E requirements (notably the GEF Tracking Tools) across all GEF-financed projects in the country. This could be achieved for example by using one national institute to complete the GEF Tracking Tools for all GEF-financed projects in the country, including projects supported by other GEF Agencies.[2]

M&E Oversight and monitoring responsibilities:

Project Manager: The Project Manager is responsible for day-to-day project management and regular monitoring of project results and risks, including social and environmental risks. The Project Manager will ensure that all project staff maintain a high level of transparency, responsibility and accountability in M&E and reporting of project results. The Project Manager will inform the Project Board, the UNDP Country Office and the UNDP-GEF RTA of any delays or difficulties as they arise during implementation so that appropriate support and corrective measures can be adopted.

The Project Manager will develop annual work plans based on the multi-year work plan included in Annex A, including annual output targets to support the efficient implementation of the project. The Project Manager will ensure that the standard UNDP and GEF M&E requirements are fulfilled to the highest quality. This includes, but is not limited to, ensuring the results framework indicators are monitored annually in time for evidence-based reporting in the GEF PIR, and that the monitoring of risks and the various plans/strategies developed to support project implementation (e.g. gender strategy, KM strategy etc..) occur on a regular basis.

Project Board: The Project Board will take corrective action as needed to ensure the project achieves the desired results. The Project Board will hold project reviews to assess the performance of the project and appraise the Annual Work Plan for the following year. In the project's final year, the Project Board will hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and to highlight project results and lessons learned with relevant audiences. This final review meeting will also discuss the findings outlined in the project terminal evaluation report and the management response.

Project Implementing Partner: The Implementing Partner is responsible for providing any and all required information and data necessary for timely, comprehensive and evidence-based project reporting, including results and financial data, as necessary and appropriate. The Implementing Partner will strive to ensure project-level M&E is undertaken by national institutes, and is aligned with national systems so that the data used by and generated by the project supports national systems.

[1] See https://www.thegef.org/gef/policies_guidelines

[2] See https://www.thegef.org/gef/gef_agencies

UNDP Country Office: The UNDP Country Office will support the Project Manager as needed, including through annual supervision missions. The annual supervision missions will take place according to the schedule outlined in the annual work plan. Supervision mission reports will be circulated to the project team and Project Board within one month of the mission. The UNDP Country Office will initiate and organize key GEF M&E activities including the annual GEF PIR, the *independent mid-term review* and the independent terminal evaluation. The UNDP Country Office will also ensure that the standard UNDP and GEF M&E requirements are fulfilled to the highest quality.

The UNDP Country Office is responsible for complying with all UNDP project-level M&E requirements as outlined in the UNDP POPP. This includes ensuring the UNDP Quality Assurance Assessment during implementation is undertaken annually; that annual targets at the output level are developed, and monitored and reported using UNDP corporate systems; the regular updating of the ATLAS risk log; and, the updating of the UNDP gender marker on an annual basis based on gender mainstreaming progress reported in the GEF PIR and the UNDP ROAR. Any quality concerns flagged during these M&E activities (e.g. annual GEF PIR quality assessment ratings) must be addressed by the UNDP Country Office and the Project Manager.

The UNDP Country Office will retain all M&E records for this project for up to seven years after project financial closure in order to support ex-post evaluations undertaken by the UNDP Independent Evaluation Office (IEO) and/or the GEF Independent Evaluation Office (IEO).

UNDP-GEF Unit: Additional M&E and implementation quality assurance and troubleshooting support will be provided by the UNDP-GEF Regional Technical Advisor and the UNDP-GEF Directorate as needed.

Audit: The project will be audited according to UNDP Financial Regulations and Rules and applicable audit policies on NIM implemented projects.[3]

Additional GEF monitoring and reporting requirements:

Inception Workshop and Report: A project inception workshop will be held within two months after the project document has been signed by all relevant parties to, amongst others:

a) Re-orient project stakeholders to the project strategy and discuss any changes in the overall context that influence project strategy and implementation;

b) Discuss the roles and responsibilities of the project team, including reporting and communication lines and conflict resolution mechanisms;

c) Review the results framework and finalize the indicators, means of verification and monitoring plan;

d) Discuss reporting, monitoring and evaluation roles and responsibilities and finalize the M&E budget; identify national/regional institutes to be involved in project-level M&E; discuss the role of the GEF OFP in M&E;

e) Update and review responsibilities for monitoring the various project plans and strategies, including the risk log; Environmental and Social Management Plan and other safeguard requirements; the gender strategy; the knowledge management strategy, and other relevant strategies;

f) Review financial reporting procedures and mandatory requirements, and agree on the arrangements for the annual audit; and

g)Plan and schedule Project Board meetings and finalize the first year annual work plan.

The Project Manager will prepare the inception report no later than one month after the inception workshop. The inception report will be cleared by the UNDP Country Office and the UNDP-GEF Regional Technical Adviser, and will be approved by the Project Board.

GEF Project Implementation Report (PIR): The Project Manager, the UNDP Country Office, and the UNDP-GEF Regional Technical Advisor will provide objective input to the annual GEF PIR covering the reporting period July (previous year) to June (current year) for each year of project implementation. The Project Manager will ensure

[3] See guidance here: https://info.undp.org/global/popp/frm/pages/financial-management-and-execution-modalities.aspx

that the indicators included in the project results framework are monitored annually in advance of the PIR submission deadline so that progress can be reported in the PIR. Any environmental and social risks and related management plans will be monitored regularly, and progress will be reported in the PIR.

The PIR submitted to the GEF will be shared with the Project Board. The UNDP Country Office will coordinate the input of the GEF Operational Focal Point and other stakeholders to the PIR as appropriate. The quality rating of the previous year's PIR will be used to inform the preparation of the subsequent PIR.

Lessons learned and knowledge generation: Results from the project will be disseminated within and beyond the project intervention area through existing information sharing networks and forums. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to the project. The project will identify, analyse and share lessons learned that might be beneficial to the design and implementation of similar projects and disseminate these lessons widely. There will be continuous information exchange between this project and other projects of similar focus in the same country, region and globally.

GEF Focal Area Tracking Tools: The following GEF Tracking Tool(s) will be used to monitor global environmental benefit results: *list the required GEF Tracking Tool(s), as agreed with the UNDP-GEF Regional Technical Advisor.* The baseline/CEO Endorsement GEF Focal Area Tracking Tool(s) – submitted as Annex D to this project document – will be updated by the Project Manager/Team (not the evaluation consultants hired to undertake the *MTR* or the TE)*(indicate other project partner, if agreed)* and shared with *the mid-term review consultants* and terminal evaluation consultants before the required *review/*evaluation missions take place. The updated GEF Tracking Tool(s) will be submitted to the GEF along with the completed *Mid-term Review report* and Terminal Evaluation report.

Independent Mid-term Review (MTR): An independent mid-term review process will begin after the second PIR has been submitted to the GEF, and the MTR report will be submitted to the GEF in the same year as the 3rd PIR. The MTR findings and responses outlined in the management response will be incorporated as recommendations for enhanced implementation during the final half of the project's duration. The terms of reference, the review process and the MTR report will follow the standard templates and guidance prepared by the UNDP IEO for GEF-financed projects available on the UNDP Evaluation Resource Center (ERC).As noted in this guidance, the evaluation will be 'independent, impartial and rigorous'. The consultants that will be hired to undertake the assignment will be independent from organizations that were involved in designing, executing or advising on the project to be evaluated. The GEF Operational Focal Point and other stakeholders will be involved and consulted during the terminal evaluation process. Additional quality assurance support is available from the UNDP-GEF Directorate. The final MTR report will be available in English and will be cleared by the UNDP Country Office and the UNDP-GEF Regional Technical Adviser, and approved by the Project Board.

Terminal Evaluation (TE): An independent terminal evaluation (TE) will take place upon completion of all major project outputs and activities. The terminal evaluation process will begin three months before operational closure of the project allowing the evaluation mission to proceed while the project team is still in place, yet ensuring the project is close enough to completion for the evaluation team to reach conclusions on key aspects such as project sustainability. The Project Manager will remain on contract until the TE report and management response have been finalized. The terms of reference, the evaluation process and the final TE report will follow the standard templates and guidance prepared by the UNDP IEO for GEF-financed projects available on the UNDP Evaluation Resource Center. As noted in this guidance, the evaluation will be 'independent, impartial and rigorous'. The consultants that will be hired to undertake the assignment will be independent from organizations that were involved in designing, executing or advising on the project to be evaluated. The GEF Operational Focal Point and other stakeholders will be involved and consulted during the terminal evaluation process. Additional quality assurance support is available from the UNDP-GEF Directorate. The final TE report will be cleared by the UNDP Country Office and the UNDP-GEF Regional Technical Adviser, and will be approved by the Project Board. The TE report will be publically available in English on the UNDP ERC.

The UNDP Country Office will include the planned project terminal evaluation in the UNDP Country Office evaluation plan, and will upload the final terminal evaluation report in English and the corresponding management response to the UNDP Evaluation Resource Centre (ERC). Once uploaded to the ERC, the UNDP IEO will undertake

a quality assessment and validate the findings and ratings in the TE report, and rate the quality of the TE report. The UNDP IEO assessment report will be sent to the GEF IEO along with the project terminal evaluation report.

Final Report: The project's terminal PIR along with the terminal evaluation (TE) report and corresponding management response will serve as the final project report package. The final project report package shall be discussed with the Project Board during an end-of-project review meeting to discuss lesson learned and opportunities for scaling up.

Mandatory GEF M&E Requirements and M&E Budget:

M&E requirements	Primary responsibility	Costs to be charged to the Project Budget[4] (US$)		Time frame
		GEF grant	Co-financing	
Inception Workshop	UNDP CO	10,000	*5,000*	Within two months of project document signature
Inception Report	PM	None	None	Within two weeks of inception workshop
Standard UNDP monitoring and reporting requirements as outlined in the UNDP POPP	UNDP CO	None	None	Quarterly, annually
Monitoring of indicators in project results framework	PM	10,000	*5,000*	Annually
GEF Project Implementation Report (PIR)	PM and UNDP CO and UNDP-GEF team	None	None	Annually
NIM Audit as per UNDP audit policies	UNDP CO	10,000	*None*	Annually or other frequency as per UNDP Audit policies
Lessons learned and knowledge generation	PM	6,040	*15,000*	Annually
Monitoring of environmental and social risks, and corresponding management plans as relevant	PM UNDP CO	None	*20,000*	On-going
Addressing environmental and social grievances	PM UNDP CO BPPS as needed	None for time of project manager, and UNDP CO	*10,000*	Costs associated with missions, workshops, BPPS expertise etc. can be charged to the project budget.
Project Board meetings	PB UNDP CO PM	5,000	*5,000*	At minimum annually
Supervision missions	UNDP CO	None[5]	*5,000*	Annually
Oversight missions	UNDP-GEF team	None5	*5,000*	Troubleshooting as needed
Knowledge management as outlined in Outcome 4	*PM*	48,960	*20,000*	On-going

[4] Excluding project team staff time and UNDP staff time and travel expenses.

[5] The costs of UNDP Country Office and UNDP-GEF Unit's participation and time are charged to the GEF Agency Fee.

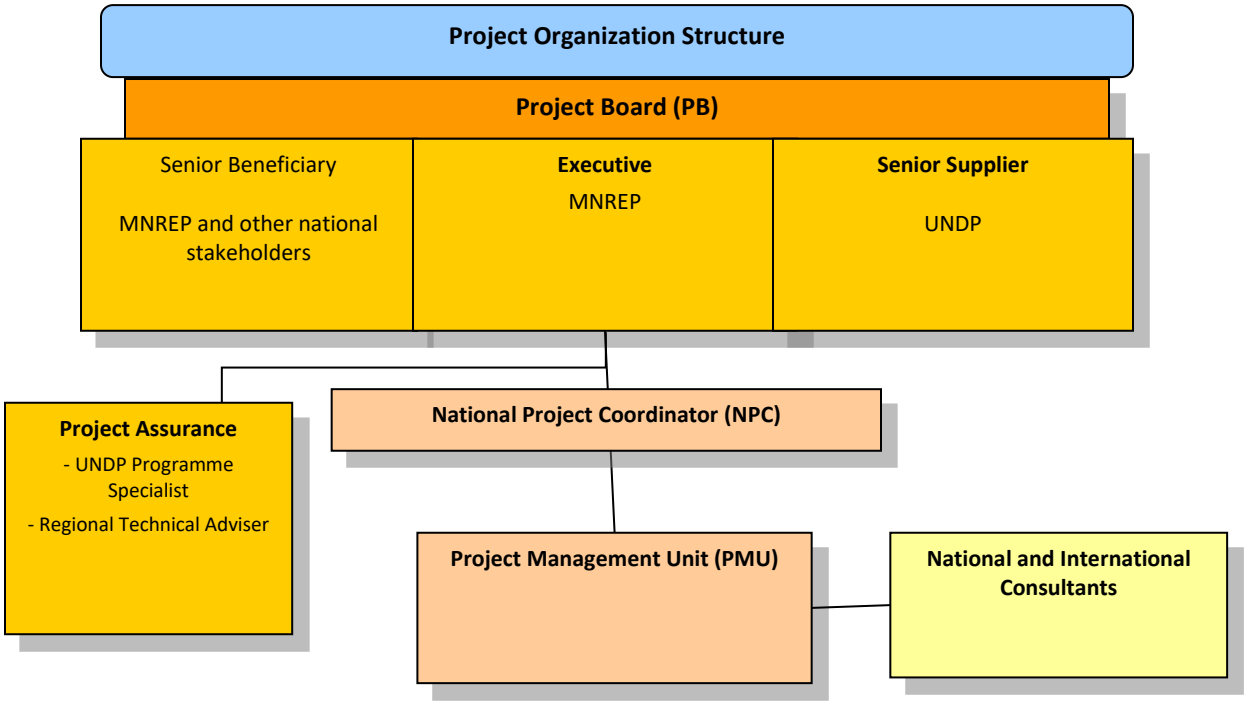
M&E requirements	Primary responsibility	Costs to be charged to the Project Budget[4] (US$)		Time frame
		GEF grant	Co-financing	
GEF Secretariat learning missions/site visits	UNDP CO and PM and UNDP-GEF team	None	*None*	To be determined.
Mid-term GEF Tracking Tool to be updated by Project Manager	*PM*	*None*	*None*	Before mid-term review mission takes place.
Independent Mid-term Review (MTR) and management response	*UNDP CO and PMU and UNDP-GEF team*	20,000	*10,000*	Between 2nd and 3rd PIR.
Terminal GEF Tracking Tool to be updated by Project Manager	Project Manager	None	*None*	Before terminal evaluation mission takes place
Independent Terminal Evaluation (TE) included in UNDP evaluation plan, and management response	UNDP CO and PMU and UNDP-GEF team	30,000	*10,000*	At least three months before operational closure
Translation of MTR and TE reports into English	*UNDP CO*	10,000	*None*	As required. GEF will only accept reports in English.
TOTAL indicative COST Excluding project team staff time, and UNDP staff and travel expenses		150,000	*110,000*	

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The project will be implemented following UNDP's national implementation modality, according to the Standard Basic Assistance Agreement between UNDP and the Government of Belarus, and the Country Programme.

The institutional arrangements for the project will be based on MNREP acting in the capacity of Executing Agency with overall policy direction being provided by the MNREP officially assigned representative with responsibility for the project's implementation. The overall supervisory oversight within the Government is provided by the Coordination Council on Implementation of the Stockholm Convention who oversee the implementation of the National Program. Operational coordination of project implementation is provided by an assigned focal point in the MNREP Waste Management Department who maintains day to day coordination with UNDP and the Project Implementation Unit (PMU).

The Executing Entity will assign a senior official as the National Project Coordinator (NPC)[6] who will provide general coordination and support to the project on behalf of the MNREP. The Project organization structure, as shown in the figure below, will consist of a Project Board, Project Assurance, and PMU.



Project Board: The Project Board (also called Project Steering Committee) is responsible for making by consensus, management decisions when guidance is required by the Project Manager, including recommendations for UNDP/Implementing Partner approval of project plans and revisions, and addressing any project level grievances. In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance with standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition. In case a consensus cannot be reached within the Board, final decision shall rest with the UNDP Programme Manager.

[6] The NPC will not be paid from the project funds; the NPC's time is an in-kind contribution from the government to the project.

Specific responsibilities of the Project Board include:

· Provide overall guidance and direction to the project, ensuring it remains within any specified constraints;

· Address project issues as raised by the project manager;

· Provide guidance on new project risks, and agree on possible countermeasures and management actions to address specific risks;

· Agree on project manager's tolerances as required;

· Review the project progress, and provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans;

· Appraise the annual project implementation report, including the quality assessment rating report; make recommendations for the workplan;

· Provide ad hoc direction and advice for exceptional situations when the project manager's tolerances are exceeded; and

· Assess and decide to proceed on project changes through appropriate revisions.

The Project Board (PB) will be established at the Project inception phase to monitor progress, guide its implementation and support the Project in achieving its listed outputs and outcomes. It will be chaired by the NPC and include representatives from the main stakeholders including the MNREP, Ministry of Emergency Situations, Ministry of Agriculture and Food, Ministry of Energy, Ministry of Industry, Ministry of Healthcare and UNDP Belarus. Other members can be invited at the decision of the PB on an as-needed basis, but taking due regard that the PB remains sufficiently lean to be operationally effective. The Project Manager (PM) will participate as a non-voting member in the PB meetings and will also be responsible for compiling a summary report of the discussions and conclusions of each meeting. The final list of the PB members will be completed at the outset of Project operations and will be approved by UNDP and MNREP. The first PB meeting will take place within 6 months from the Project registration date. The PB will meet at least twice a year to discuss the issues related to Project implementation. The PB could meet more often if it will be deemed necessary.

The **Project Assurance** role supports the PB Executive by carrying out objective and independent project oversight and monitoring functions. The Project Assurance role will rest with the respective UNDP Belarus Programme Specialist and a UNDPs Regional Technical Advisor in Istanbul's UNDP Regional Hub.

A work plan for the first year of Project implementation will be developed and approved by the MNREP and UNDP during the inception phase. Work plans for the second and subsequent project implementation years will be prepared during the last month of the work year.

To successfully achieve the objective and outcomes of the Project, it is essential that progress of the different Project components be closely monitored both by the key local and international stakeholders using detailed component-specific work plans and implementation arrangements throughout the entire implementation period. This should facilitate early identification of possible risks to successful completion of the Project together with adaptive management and early corrective action, when needed. During implementation, proper care will be taken to ensure communication and co-ordination mechanisms are in place to address areas of common interest in a cost-efficient way.

UNDP **Direct Project Services** as requested by Government: The UNDP Belarus will maintain the project oversight and monitoring of project expenditures. It will be responsible for monitoring project implementation, timely reporting of the progress to the UNDP Regional Co-ordination Unit and GEF as well as organizing mandatory and possible complementary reviews and evaluations on an as-needed basis. It will also support the implementing agency in the procurement of the required expert services and other project inputs and administer the required contracts. Furthermore, it will support the co-ordination and networking with other related initiatives and institutions in the country. The description of UNDP Country Office support services is provided in Annex 1.

For successfully reaching the objective and outcomes of the project, it is essential that the progress of different project components will be closely monitored both by the key local and international stakeholders and, starting with the finalization of the detailed, component-specific work plans and implementation arrangements and continuing through the project's implementation phase. The purpose of this is to facilitate early identification of possible risks

to successful completion of the project together with adaptive management and early corrective action, when needed. During the implementation, proper care will be taken to have adequate communication and co-ordination mechanisms in place to ensure that areas of common interest can be addressed in a cost-efficient way.

During the implementation, proper care will be taken to have adequate communication and co-ordination mechanisms in place to ensure that areas of common interest can be addressed in a cost-efficient way.

Governance role for project target groups:

The main Institutional Stakeholders will take part in the PB and will have opportunities to decision making for the process directly. At least 300 PCB based equipment owners ad 77 rural storages owners will be engaged in decision making for the project through conduction of specific finance partnership agreements for management of HW.

CSOs will engage for work with the population on awareness raising activities and participate in monitoring of the project activities. The population will have opportunities to participate in the decision-making through the feedback mechanism.

Agreement on intellectual property rights and use of logo on the project's deliverables and disclosure of information: In order to accord proper acknowledgement to the GEF for providing grant funding, the GEF logo will appear together with the UNDP logo on all promotional materials, other written materials like publications developed by the project, and project hardware. Any citation on publications regarding projects funded by the GEF will also accord proper acknowledgement to the GEF. Information will be disclosed in accordance with relevant policies notably the UNDP Disclosure Policy[7]and the GEF policy on public involvement[8].

Project management*:*

The day-to-day management of the Project will be carried out by the PMU under the overall guidance of the PB. The PMU will be located in the office in Minsk and include the PM, Administrative/ Financial Assistant and 2 Field Supervision/Coordination Consultants (one for each of components 1 and 2) and Communication Specialist. It will also be supported through the services of Procurement Specialist. The PMU staff will be selected through an open competitive process by the MNREP taking into account consultations with UNDP. Effectiveness of the PMU staff's work will be evaluated annually by the MNREP. Based on the evaluation results and consultations with UNDP, a decision will be made on renewal/ non-renewal of the PMU staff contracts. The Project will be supported by international and national expert assingments in the former case to provide due diligence and international level supervision to the safety of oeprations to stay in line with international benchmarks and harmonize activities with SESP parameters.

Both the PMU and the PB will implement mechanisms to ensure ongoing stakeholder participation and effectiveness with the commencement of the Project by conducting regular stakeholder meetings, the dedicated Project website, conducting feedback surveys, implementing strong project management practices.

[7] See http://www.undp.org/content/undp/en/home/operations/transparency/information_disclosurepolicy/

[8] See https://www.thegef.org/gef/policies_guidelines

IX. FINANCIAL PLANNING AND MANAGEMENT

The total cost of the project is *USD 59,207,890.* This is financed through a GEF grant of *USD* 8,400,000 to be administered by UNDP and *USD 50,807,890* in other co-financing. UNDP, as the GEF Implementing Agency, is responsible for the execution of the GEF resources and the cash co-financing transferred to UNDP bank account only.

Co-financing: The actual realization of project co-financing will be monitored during the mid-term review and terminal evaluation process and will be reported to the GEF. The planned co-financing will be used as follows:

Co-financing source	Co-financing type	Co-financing amount	Planned Activities/Outputs	Risks	Risk Mitigation Measures
UNDP	Cash	384,880	Access to environmental quality information and disposal of motor oils with POPs content. This supports the development of national hazardous waste Mgt. infrastructure in Outcome 1	Parallel UNDP programs requiring cooperation modalities with the GEF project	UNDP-Belarus at its management level will ensure cooperation is established
UNDP	In kind	320,000	Staff time and equipment use for the project implementation, Output 3.2	Staff assigned for the project implementation is overloaded by other tasks	HR plan of UNDP CO staff assignment cover of the project tasks
MNREP	Cash	5,074,010	Outputs 1.1, 1.2, 2.1, 2.2, 3.1, 3.3, 3.4, 3.5, Component 4	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by PM and UNDP CO
MNREP	In-Kind	150,000	Staff time and equipment use for the project implementation	Staff assigned for the project implementation is overloaded by other tasks	MNREP decision of assignment of staff to support of the project implementation
Ministry of Energy	Cash	19,772,000	Output 1.3	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by PM and UNDP CO
Gomel Oblast Administration	Cash	5,960,000	Outputs 1.2, 2.2	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by

					PM and UNDP CO
Grodno Oblast Administration	Cash	1,467,000	Output 2.1	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by PM and UNDP CO
PCB Holders	Cash	990,000	Output 1.3	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by PM and UNDP CO
DVCH Management company	Cash	200,000	Output 1.2	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by PM and UNDP CO
EU funded programs (administered by MNREP)	Cash	16,480,000	Outputs 2.1, 3.3, 3.5	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by PM and UNDP CO
Green Economy NGO	Cash	10,000	Output 3.5	Co-financing provided not on time or in limited amount	Monitoring of co-financing allocation by PM and UNDP CO

Budget Revision and Tolerance: As per UNDP requirements outlined in the UNDP POPP, the project board will agree on a budget tolerance level for each plan under the overall annual work plan allowing the project manager to expend up to the tolerance level beyond the approved project budget amount for the year without requiring a revision from the Project Board. Should the following deviations occur, the Project Manager and UNDP Country Office will seek the approval of the UNDP-GEF team as these are considered major amendments by the GEF: a) Budget re-allocations among components in the project with amounts involving 10% of the total project grant or more; b) Introduction of new budget items/or components that exceed 5% of original GEF allocation.

Any over expenditure incurred beyond the available GEF grant amount will be absorbed by non-GEF resources (e.g. UNDP TRAC or cash co-financing).

Refund to Donor: Should a refund of unspent funds to the GEF be necessary, this will be managed directly by the UNDP-GEF Finance Unit in New York.

Project Closure: Project closure will be conducted as per UNDP requirements outlined in the UNDP POPP.[9] On an exceptional basis only, a no-cost extension beyond the initial duration of the project will be sought from in-country UNDP colleagues and then the UNDP-GEF Executive Coordinator.

Operational completion: The project will be operationally completed when the last UNDP-financed inputs have been provided and the related activities have been completed. This includes the final clearance of the Terminal Evaluation Report (that will be available in English) and the corresponding management response, and the end-of-

[9] see https://info.undp.org/global/popp/ppm/Pages/Closing-a-Project.aspx

project review Project Board meeting. The Implementing Partner through a Project Board decision will notify the UNDP Country Office when operational closure has been completed. At this time, the relevant parties will have already agreed and confirmed in writing on the arrangements for the disposal of any equipment that is still the property of UNDP.

Transfer or disposal of assets: In consultation with the NIM Implementing Partner and other parties of the project, UNDP programme manager (UNDP Resident Representative) is responsible for deciding on the transfer or other disposal of assets. Transfer or disposal of assets is recommended to be reviewed and endorsed by the project board following UNDP rules and regulations. Assets may be transferred to the government for project activities managed by a national institution at any time during the life of a project. In all cases of transfer, a transfer document must be prepared and kept on file.

Financial completion: The project will be financially closed when the following conditions have been met: a) The project is operationally completed or has been cancelled; b) The Implementing Partner has reported all financial transactions to UNDP; c) UNDP has closed the accounts for the project; d) UNDP and the Implementing Partner have certified a final Combined Delivery Report (which serves as final budget revision).

The project will be financially completed within 12 months of operational closure or after the date of cancellation. Between operational and financial closure, the implementing partner will identify and settle all financial obligations and prepare a final expenditure report. The UNDP Country Office will send the final signed closure documents including confirmation of final cumulative expenditure and unspent balance to the UNDP-GEF Unit for confirmation before the project will be financially closed in Atlas by the UNDP Country Office.

X. TOTAL BUDGET AND WORK PLAN

Total Budget and Work Plan			
Atlas[10] Proposal or Award ID:	00090218	Atlas Primary Output Project ID:	00096097
Atlas Proposal or Award Title:	POPs Legacy and Sustainable Chemicals Management		
Atlas Business Unit	BLR10		
Atlas Primary Output Project Title	Belarus POPs management		
UNDP-GEF PIMS No.	5532		
Implementing Partner	*Ministry of Natural Resources & Environmental Protection (MNREP)*		

GEF Component / Atlas Activity	Responsible Party/ Implementing Agent	Fund ID	Donor Name	Atlas Budget Account Code	Atlas Budget Description	Amount Year 1 (USD)	Amount Year 2 (USD)	Amount Year 3 (USD)	Amount Year 4 (USD)	Total (USD)	*See Budget note:*
Component 1 \ Outcome I. Sustainable PCB Management	MNREP/ UNDP	62000	GEF	71200	International Consultants	50,000	50,000	25,000	0	125,000	1
				71300	Local Consultants	18,750	60,000	60,000	18,750	157,500	2
				71400	Contractual Services - Individ	28,800	37,800	39,000	33,810	139,410	3
				71600	Travel	12,600	12,600	12,600	10,000	47,800	4
				72100	Contractual services - companies	0	1,059,250	1,565,600	1,000,000	3,624,850	5
				74200	Audio Visual&Print Prod Costs	1,000	1,000	1,000	1,000	4,000	6
				74500	Miscellaneous Expenses	1,000	1,000	1,000	1,000	4,000	7
				75700	Training, Workshops and Confer	5,000	3,000	3,000	10,000	21,000	8
					Total Outcome1	**117,150**	**1,224,650**	**1,707,200**	**1,074,560**	**4,123,560**	
Component 2 \ Outcome II . Elimination of Obsolete Pesticide Legacies	MNREP/ UNDP	62000	GEF	71200	International Consultants	25,000	25,000	25,000	0	75,000	9
				71300	Local Consultants	0	17,000	16,750	15,000	48,750	10
				71400	Contractual Services - Individ	27,900	27,000	27,000	25,110	107,010	11
				71600	Travel	10,000	10,000	10,000	10,000	40,000	12
				72100	Contractual services - companies	0	2,000,000	600,000	150,600	2,750,600	13
				74200	Audio Visual&Print Prod Costs	1,000	1,000	1,000	1,000	4,000	14
				74500	Miscellaneous Expenses	1,000	1,000	1,000	1,000	4,000	15
				75700	Training, Workshops and Confer	5,000	3,730	3,730	10,000	22,460	16
					Total Outcome 2	**69,900**	**2,084,730**	**684,480**	**212,710**	**3,051,820**	

[10] See separate guidance on how to enter the TBWP into Atlas

Component 3 \ Outcome III. Capacity Strengthening and Planning for Sound Chemicals Management	MNREP/ UNDP	62000	GEF	71300	Local Consultants	17,000	46,000	39,400	29,000	131,400	17
				71400	Contractual Services - Individ	900	1,800	1,620	0	4,320	18
				71600	Travel	2,000	32,000	27,000	2,000	63,000	19
				72100	Contractual services - companies	14,000	150,000	125,100	20,000	309,100	20
				72200	Equipment and Furniture	0	100,000	0	0	100,000	21
				74200	Audio Visual&Print Prod Costs	0	7,000	12,000	5,000	24,000	22
				75700	Training, Workshops and Confer	7,000	12,000	12,000	12,000	43,000	23
					Total Outcome 3	**40,900**	**348,800**	**217,120**	**68,000**	**674,820**	
Component 4 \ Outcome IV . Knowledge Management and M&E	MNREP/ UNDP	62000	GEF	71200	International Consultants	0	0	20,000	30,000	50,000	24
				71300	Local Consultants	0	0	4,000	6,000	10,000	25
				71400	Contractual Services - Individ	6,300	15,000	14,160	13,500	48,960	26
				71600	Travel	0	0	2,500	3,540	6,040	27
				72100	Contractual services - companies	5,000	5,000	5,000	5,000	20,000	28
				75700	Training, Workshops and Confer	10,000	1,000	2,000	2,000	15,000	29
					Total Outcome 4	**21,300**	**21,000**	**47,660**	**60,040**	**150,000**	
Project management	MNREP/ UNDP	62000	GEF	71400	Contractual Services - Individ	51,480	51,480	51,480	51,480	205,920	30
				71600	Travel	5,000	5,000	5,000	5,000	20,000	31
				72200	Equipment and Furniture	10,000	0	0	0	10,000	32
				72800	IT Equipment	6,680	0	0	0	6,680	33
				72400	Communic&Audio Visual Equip	3,500	1,000	1,000	1,000	6,500	34
				73400	Rental & Maint of Other Equip	575	575	575	575	2,300	35
				72500	Supplies	200	200	200	200	800	36
				73100	Rental & Maint-Premises	10,000	10,000	10,000	10,000	40,000	37
				74500	Miscellaneous Expenses	900	900	900	900	3,600	38
				64397/74596	Services to Projects	26,000	26,000	26,000	26,000	104,000	39
					Total Project management	**114,335**	**95,155**	**95,155**	**95,155**	**399,800**	
					Project total	**363,585**	**3,774,335**	**2,751,615**	**1,510,465**	**8,400,000**	

Summary of Funds:

	Amount Year 1	Amount Year 2	Amount Year 3	Amount Year 4	Total
GEF	363,585	3,774,335	2,751,615	1,510,465	**8,400,000**
UNDP (administered)	100,000	100,000	100,000	84,880	**384,880**
UNDP (in-kind)	100,000	100,000	100,000	20,000	**320,000**
Government	10,000,000	15,000,000	7,000,000	423,010	**32,423,010**
Bilateral donors	5,000,000	5,000,000	5,000,000	1,480,000	**16,480,000**
NGOs	5,000	5,000			**10,000**
Private sector	500,000	500,000	190,000		**1,190,000**
TOTAL	**16,068,585**	**24,479,335**	**15,141,615**	**3,518,355**	**59,207,890**

Budget notes:

1 Services of international consultants for qualification of HW treatment/destruction facilities at Chechersk and technology evaluation - 25 weeks x $ 5,000 /week including travel costs

2 Services of local consultants for qualification of HW treatment/destruction facilities at Chechersk (1.2.1 and 1.2.2 Activities (550 working days x $ 150/day); develop technical procedures and practice manuals for PCB equipment holders covering registration, labelling, reporting, handling and tracking of PCB equipment in-service and as stockpiled pending elimination (100 working days x $ 150/day); development of standardized screening practices applicable to transformer maintenance respecting cross contamination (200 working days x $ 150/day); development of PCB inventory and tracking system integrated with national and global POPs inventory systems (200 working days x $ 150/day)

3 Pro rata cost (53%) of Procurement Specialist (40 months x $1,800/ month) and 100% of Field Supervision/Coordination Consultant for Outcome 1 (45 months x $2,250/ month)

4 Travel of local consultants for Outcome 1 and this includes DSA, tickets, vehicle rent

5 Cost of subcontracts for environmentally sound elimination of PCB based equipment (2,370 t x $ 1,500) and for qualification of HW treatment/destruction facilities at Chechersk (1.2.1 and 1.2.2 Activities)

6 Costs of printing and publishing information materials for dissemination of the results of Outcome 1

7 Procurement of protection items for visitors on the project HW sites

8 Costs and other training sessions and workshops, events for implementation of the Gender Mainstreaming Action Plan under Outcome 1 (including venue, catering, information materials, etc.)

9 Services of international consultants for site assessment and cost effective cleanup approach, technology evaluation - 15 weeks x $ 5,000 /week including travel costs

10 Services of local consultants for obsolete pesticide burial site assessment and containment (65 working days x 5 sites x $ 150/day)

11 Pro rata cost 100% of Field Supervision/Coordination Consultant for Outcome 2 (45 months x $2,250/ month), and - 8% of Procurement Specialist (40 months x $1,800/ month)

12 Travel of local consultants for Outcome 2 and this includes DSA, tickets, transportation

13 Cost of subcontracts for environmentally sound elimination of OPs (1,900 t x $ 1,430) and for obsolete pesticide burial site assessment and containment

14 Costs of printing and publishing information materials for dissemination of the results of the Outcome 2

15 Procurement of protection items for visitors on the project HW sites

16 Costs training sessions and workshops, events for implementation of the Gender Mainstreaming Action Plan under Outcome 2 (including venue, catering, information materials, etc.)

17 Services of local consultants on Legislative and regulatory gap analysis respecting general sound chemicals management bench marked against EU legislation and regional trade requirements (150 days x $150/ day); Implementation of gender mainstreaming practices for project activities and sound chemical management initiatives (100 days x $150/ day); NIP update in accordance with SC obligations (450 days x $150/ day); Supporting public and stakeholder awareness and information exchange for measures on POPs and sound chemicals management (176 days x $150/ day)

18 Pro rata cost - 6% of Procurement Specialist (40 months x $ 1,800/ month)

19 Travel costs of local consultants for Outcome 3 and this includes DSA, tickets, fuel, international travels of national experts involved in organization and conducting POPs monitoring in environment media for participation in trainings, participation of staff of national laboratories in the international programs for qualification verification as regards POPs determination organized by international providers, travels for supporting public and stakeholder awareness and information exchange for measures on POPs and sound chemicals management

20 Cost of following subcontracts: development a system for identifying and registration of lands contaminated by chemicals with its integration into the lands GIS-system of the Republic of Belarus, POPs inventories inclusive of current U-POPs tool kit methodology and for “new” POPs, Improvement of POPs monitoring program and regulatory and methodological framework, surveys for determination of POPs and other chemicals in environment media, development and maintenance in Internet and social networks of instruments supporting the program of raising public awareness about POPs, development and implementation of the plan of proactive support to POPs owners, regulatory and control bodies

21 Procurement of analytical equipment for determination of priority hazardous chemicals

22 Costs of printing and publishing information materials for dissemination of the results of the Outcome 3, producing of video

23 Costs of training sessions and workshops, events for implementation of the Gender Mainstreaming Action Plan under Outcome 3 (including venue, catering, information materials, etc.)

24 Cost of hiring International M&E Experts for independent mid-term and final evaluation of the project (fees + international travel costs)

25 Cost of hiring National M&E Experts for independent mid-term and final evaluation of the project (fees)

26 Pro rata cost 100% of Communication Specialist (36 months x $1,800 (half rate of $ 900 part-time/ month) and 23% of Procurement Specialist (40 months x $ 1,800/ month)

27 Travel within the country of the independent evaluation team for the mid-term and final evaluations.

28 Subcontracts for an annual audit and monitoring at $10,000 (see M&E), translation cost $10,000

29 Costs of hosting inception workshop and PB meetings (including venue, catering, information materials, etc.)

30 Pro rata cost 100% of Project Manager (48 months x $2,500/ month), 100% of AFA (48 months x $1,640/ month), 10% Procurement Specialist (40 months x $ 1,800/ month)

31 Management-related travel to project sites undertaken by project management unit staff

32 Equipment and furniture for PMU office

33 IT Equipment for PMU office

34 Video/photo equipment, telephone equipment, and other communication equipment for PMU, telephone and other communications services ($1,000 annually);

35 Technical services and maintenance of equipment for PMU office

36 Supplies for PMU office

37 Office rent and communal utility service expenses for running PMU office

38 Stationery for PMU office

39 Direct Project Cost: Operations and Programme

XI. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement (SBAA) between the Government of the Republic of Belarus and UNDP, signed on 24 September 1992.

Consistent with the Article III of the SBAA, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP's property in the Implementing Partner's custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:

a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;

b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the Implementing Partner's obligations under this Project Document and the Project Cooperation Agreement between UNDP and the Implementing Partner.

The Implementing Partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under/further to this Project Document".

XII. MANDATORY ANNEXES

A. Multi year Workplan
B. Monitoring Plan
C. Evaluation Plan
D. GEF Tracking Tool (s) at baseline
E. Terms of Reference for Project Board, Project Manager, Chief Technical Advisor and other positions as appropriate
F. UNDP Social and Environmental and Social Screening Template (SESP)
G. UNDP Project Quality Assurance Report
H. UNDP Risk Log

Other Annexes:

Annex 1. Description of UNDP Country Office Support Services in execution of the project "GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management Project"

Annex 2. Gender impact assessment report

ANNEX A: MULTI YEAR WORK PLAN:

Task	Responsible Party	Year 1				Year 2				Year 3				Year 4			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Component 1 / Outcome I - Sustainable PCB Management.																	
Output 1.1- PCB phase out plan implementation support for sustainable and accelerated PCB phase out.																	
Activity 1.1.1.	MNREP, UNDP, PCB Owners																
Activity 1.1.2	MNREP, UNDP, PCB Owners																
Activity 1.1.3	MNREP, UNDP,																
Output 1.2 - Sustainable PCB/chemicals waste management infrastructure developed and operational in Belarus.																	
Activity 1.2.1.	MNREP, UNDP, Gomel Oblast, Complex																
Activity 1.2.2	MNREP, UNDP, PCB Owners																
Output 1.3 - Environmentally sound elimination of present equipment PCB stockpiles and accelerated phased out equipment during the Project.																	
Activity 1.3.1.	MNREP, UNDP, PCB owners																
Activity 1.3.2.	MNREP, UNDP, PCB owners																

Task	Responsible Party	Year 1				Year 2				Year 3				Year 4			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Component 2 \ Outcome II – Elimination of Obsolete Pesticide Legacies																	
Output 2.1 – Environmentally sound elimination of remaining OP storage site stockpiles.																	
Activity 2.1.1.	MNREP, UNDP, Rural owners																
Activity 2.1.2.	MNREP, UNDP, Rural owners																
Outcome 2.2 – Obsolete pesticide burial site containment																	
Activity 2.2.1.	MNREP, UNDP, Rural owners																
Activity 2.2.2.	MNREP, UNDP, Rural owners																
Component 3 \ Outcome III – Capacity Strengthening and Planning for Sound Chemicals Management																	
Output 3.1 - Legal, institutional and regulatory review of national chemicals management system with updates consistent with current sound chemicals management practice including EU and Eurasian Customs Union legislation																	
Activity 3.1.1.	MNREP, UNDP, Stakeholder institutions, NGOs																
Activity 3.1.2.	MNREP, UNDP, Stakeholder institutions, NGOs																

Task	Responsible Party	Year 1				Year 2				Year 3				Year 4			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 3.2 – Implementation of gender mainstreaming practices for project activities and sound chemical management initiatives generally	MNREP, UNDP, NGOs																
Output 3.3 - Expanded national program for monitoring chemicals in the environment developed and implemented																	
Activity 3.3.1.	MNREP, UNDP																
Activity 3.3.2.	MNREP, UNDP																
Activity 3.3.3.	MNREP, UNDP																
Output 3.4 – NIP Update prepared, endorsed and submitted in accordance with SC obligations																	
Activity 3.4.1.	MNREP, UNDP																
Activity 3.4.2.	MNREP, UNDP																
Output 3.5 - Supporting public and stakeholder awareness and information exchange for measures on POPs and sound chemicals management																	
Activity 3.5.1.	MNREP, UNDP																
Activity 3.5.2.	MNREP, UNDP																
Activity 3.5.3	MNREP, UNDP																
Component 4 – 4.0 Knowledge Management and M&E	MNREP, UNDP																

Monitoring	Indicators	Description	Data source/Collection Methods	Frequency	Responsible for data collection	Means of verification	Assumptions and Risks
Objective: Protection of health and environment through elimination of retained POPs legacies and development of sustainable POPs management capacity within a sound chemicals management framework in the Republic of Belarus	Mandatory Indicator 1. Indicator 1.3.1 of IRFF the 2014-2017	# of new partnership mechanisms with funding for sustainable management solutions of natural resources, ecosystem services, chemicals and waste at national and/or sub-national level , disaggregated by partnership type	Conducted finance partnership agreements Supervisory consultant reports. Regulatory inspection reports Workshop/ training documentation Participant feedback surveys	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Sustained commitment to initiate coordinated interagency action on the subject. Official intentions declared on outstanding joining/sustaining international conventions
	Mandatory Indicator 2.	# of direct project beneficiaries	Supervisory consultant reports. Regulatory inspection reports Workshop/ training documentation Participant feedback surveys	At least three months before operational closure	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Direct project beneficiaries motivated to take part in the project

	Indicator 3.	Amounts of legacy of PCB and obsolete pesticides	Annual national PCB inventory reports Supervisory consultant reports. Regulatory inspection reports Workshop/ training documentation Participant feedback surveys Annual national PCB inventory reports	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Financing of elimination targeted supported by GEF financing and co-financing
Component 1: Sustainable PCB Management	Indicator 4.	Technical procedures and practice manuals for PCB equipment holders covering registration, labelling, reporting, handling and tracking of PCB equipment in-service and as stockpiled pending elimination and as applicable to screening for cross contamination during maintenance developed and applied	Supervisory consultant reports. Regulatory inspection reports Workshop/ training documentation Participant feedback surveys Annual national PCB inventory reports	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	No regulatory barriers exist to undertaking the work. Sufficient resources available Beneficiary commitment and interest established Basic system and resources in place at the outset. Supported by mandated phase out under legislated national program

	Indicator 5.	Development of qualified capability to treat and dispose of HW at the at Chechersk facility in Gomel Oblast and for national capability for environmentally sound management of PCB equipment.	Supervisory consultant reports. Regulatory inspection reports Independent due diligence peer review reports	At least three months before operational closure	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Environmental approval process established under national regulations. Commitment to sustained Gomel Oblast core capital funding/external financing available Facility economic viability can be established. Need/market can be verified for nation PCB equipment management Waste import issues do not present barriers Competing facilities under development in region do not impact PCB facility development
	Indicator 6.	Amount of currently stockpiled PCB equipment/waste and newly phased out PCB equipment shipped and eliminated.	Regulatory inspection reports and issued permits Supervisory consultant reports. Contract mandated tracking and destruction certification documents National report on SC implementation National POPs data register	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Timely export/transit country/import approvals for destruction received. Competitive current market pricing for required contracted services Implementation of phase out as mandated.

Component 2: Elimination of Obsolete Pesticide Legacies	Indicator 7.	Amount of OP removed from rural OP storage sites and number of rural storehouses where OPs are eliminated and sites restored	Regulatory inspection reports and issued permits Supervisory consultant reports. Contract mandated tracking and destruction certification documents National report on SC implementation National POPs data register	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Timely export/transit country/import approvals for destruction received. Competitive current market pricing for required contracted services
	Indicator 8.	Number of site assessment reports and containment/clean up action plans with financial commitments identified for containment and clean up	Regulatory inspection reports and issued permits Supervisory consultant reports	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Public priority for action sustained Ability to identify and mobilize required financial resources.

Component 3: Capacity Strengthening and Planning for Sound Chemicals Management	Indicator 9.	Legal, institutional and regulatory review of national chemicals management system with updates consistent with current sound chemicals management practice including EU legislation and regional trade agreements completed	Supervisory consultant reports. Records of workshops, training events Official endorsement adoption documents on policies and programs	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Sustained policy commitment to pursuing sound chemicals management agenda Interagency cooperation Sustained state budget support under current national program Timely implementation of parallel EU funded initiative High level of national technical staff capability maintained
	Indicator 10.	Current POPs inventories (old and new POPs) updated and updated NIP prepared and submitted per country obligations	Supervisory consultant reports. Inventory study reports NIP and feedback from SC POPs reports to SC	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Sustained country commitment to SC Availability of national resources to prepare NIP

	Indicator 11.	Number of public awareness events, information products (including web accessible) produced on POPs and sound chemicals management, as implemented thru active NGO/Civil society partnerships.	Feedback reports from public awareness events Public information products Information provided on the public web-site Feedback survey materials from NGO/Civil society organizations	Annually	PM, MNREP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Sustained public policy support for engagement of public and civil society in environmental issues Acceptance of UNDP/GEF gender equity and empowerment policies by project counterparts sustained
Component 4: Knowledge Management and M&E	Indicator 12.	Knowledge management applied to project in response to needs and opportunities including mid-term and final evaluation findings with lessons learned extracted.	Project document inception workshop report. Independent mid-term evaluation report. Project completion report	Annually	PM, MNREP, UNDP	PIR, Standard UNDP monitoring and reporting requirements, supervision & oversight missions, MTR&TE	Availability of reference material and progress reports Cooperation of stakeholder agencies and other organizations
Mid-term GEF Tracking Tool (if FSP project only)	N/A	N/A	Standard GEF Tracking Tool available at www.thegef.org Baseline GEF Tracking Tool included in Annex.	After 2nd PIR submitted to GEF	PM	Completed GEF Tracking Tool	National POPs data register operated
Terminal GEF Tracking Tool	N/A	N/A	Standard GEF Tracking Tool available at www.thegef.org Baseline GEF Tracking Tool included in Annex.	After final PIR submitted to GEF	PM	Completed GEF Tracking Tool	National POPs data register operated
Mid-term Review (if FSP project only)	N/A	N/A	To be outlined in MTR inception report	Submitted to GEF same year as 3rd PIR	Independent evaluator	Completed MTR	National POPs data register operated

ANNEX C: EVALUATION PLAN:

Evaluation Title	Planned start date Month/year	Planned end date Month/year	Included in the Country Office Evaluation Plan	Budget for consultants[11]	Other budget (i.e. travel, site visits etc…)	Budget for translation
Mid-term and Terminal Evaluations	*Mid-term evaluation starts after the second PIR and TE starts 3 months before operation closure*	*Mid-term after the second annual PIR and TE at the project closure (to be submitted to GEF within three months of operational closure)*	Yes *Mandatory*	*USD 50,000*	*Randomly site visits to PCB and OP cleaned stockpiles*	*USD 10,000*
			Total evaluation budget	60,000 USD (please see the M&E section for the full budget related to the evaluation)		

[11] The budget will vary depending on the number of consultants required (for full size projects should be two consultants); the number of project sites to be visited; and other travel related costs. Average # total working days per consultant not including travel is between 22-25 working days.

ANNEX D: GEF TRACKING TOOL (S) AT BASELINE

MANAGEMENT AND DISPOSAL OF POPs

Project title	GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management Project
Country	Belarus
GEF Agency	UNDP
GEF PMIS #	8017

New tools and regulatory, and economic approaches

Indicators	Number	Qualitative comments from the project team or the GEF Agency
Indicator 1.1.1: Number of demonstrated tools for new POPs and waste issues	0	
Indicator 1.1.2: Prioritized list of actions for reducing/eliminating POPs and waste	1	National PCB plan implementation per national program objectives, and program to eliminate rural stockpiles
Indicator 1.2: Number of technologies demonstrated, deployed and transferred	0	

Enabling Activity

Indicators	Number	Qualitative comments
Indicator 2.3.1: Number of NIP updates completed	1	A dedicated project output involves updating the national NIP
Indicator 2.3.2: Number of countries that have integrated the NIP updated process into their own budget[.2]	1	Draft NIP will be developed and during its formulation national level consultations will be held on national budgetary aspects to support NIP update implementation.
Indicator 2.4: Number of baseline monitoring stations established and number of laboratories strengthened.	2	National environmental laboratory upgraded and expanded monitoring capability to be developed

Progress in update of NIPs

Implementation Status	Yes = 1 No = 0	Qualitative comments from the project team or the GEF Agency
NIP coordinating mechanism in place	1	
Inventories undertaken	1	
Draft updated NIP prepared	1	Planned during project implementation
Updated NIP submitted to the Stockholm Convention	1	Planned during project implementation

POPs elimination or reduction

Indicators	Quantity (tons)		Cost[1] ($ per ton)	Qualitative comments[2,3] from the project team or the GEF Agency
	Project target	Achieved to date		
Indicator 3.1: Amount and type of POPs eliminated or reduced PCB obsolete pesticides, including POPs pesticides	2,370 (plus 637 safeguarded) 1,900 (plus 1,755 safeguarded)	0 0	1,500 1,430	
Details				
Disposal of PCB concentrated oils	NA			
Disposal of PCB contaminated oils	NA			
Disposal of PCB capacitors	1,815	0	1,500	
Disposal of PCB contaminated equipment and wastes	555	0	1,500	
Safeguard of phased out PCBs equipment	637	637	t.b.d	This material mandated for phase out being securely stored by PCB owners awaiting disposal (30% participation in terms of cost from owners confirmed). Disposal prices may be similar to US$ 1,500/t with participation from owners.
Reduction of annual use of DDT	NA			
Reduction or avoidance of UP-POP through BAT/BEP application	NA			
Disposal of obsolete pesticides, including POPs pesticides	1,900	0	1,430	
Safeguard of obsolete pesticides, including POPs pesticides	1,755	1,755	t.b.d	Chechersk's facility OPs material with 0.5% content of POPs accumulated from rural storehouses for storage and future destruction. Disposal price depends on final technology development plan at Chechersk.
Elimination or restriction of the production and use of newly listed POPs		0	NA	

Regional approaches in LDCs and SIDS

Indicators	Number	Qualitative comments[1] from the project team or the GEF Agency
Indicator 6.1: The extent to which countries have successfully mainstreamed chemical priorities into national budgets.	NA	

Indicator 6.2: Number of regional/sub-regional level plans developed that account for chemicals and waste issues	0	

ANNEX E. TERMS OF REFERENCE FOR PROJECT BOARD, PROJECT MANAGER, AND OTHER POSITIONS

TERMS OF REFERENCE FOR THE PROJECT BOARD

The Project Board (PB) will be created to monitor the project implementation and advising on strategic project issues. It shall consist of representatives from the following organizations:

- 1 representative from the Implementing Partner (Executing Entity) – The Ministry of Natural Resources and Environmental Protection;
- 1 representative from the Ministry of Emergency Situations;
- 1 representative from the Ministry of Agriculture and Food;
- 1 representative from UNDP;
- 1 representative from Ministry of Energy;
- 1 representative from Ministry of Industry;
- 1 representative from Ministry of Healthcare.

Each organization above shall appoint its representative to the PB. Other members can be invited at the decision of the PB on an as-needed basis, but taking due regard that the PB remains sufficiently lean to be operationally effective. The National Project Coordinator from the MNREP performs the functions of the Chairperson. The members of the PB shall be convened by UNDP for an initial meeting after the project is approved.

Functions

The main function of the PB it is guide its implementation and support the Project in achieving its listed outputs and outcomes and will include:

- Analysis and elaboration of recommendations on the project implementation strategy and long-term planning.
- Support to implementation of the project.
- Consideration of project progress and final reports.
- Consideration of annual work plans and key Project documentation, *etc*.
- Evaluation of the attained project results.

Procedures

- The PB shall be convened as deemed necessary, but no less than twice a year.
- The first meeting of the PB members shall be organized immediately after project registration.
- The Project Manager shall act as the PB executive secretary. He/she shall also be responsible for the preparation of the materials required for the PB sittings. The executive secretary does not vote on the PB decisions but has an advisory function.
- The time and venue of the sittings shall be coordinated by the executive secretary with its members. Each PB member must be informed on the venue, time and agenda in advance.
- The PB sittings shall be legally competent if quorum is in place when at least half of the PB members are present.
- In exceptional cases, the PB members may be polled by telephone or email.
- All organizations involved in the project are entitled to submit proposals to the PB.
- The PB sitting minutes shall be signed by the Chairperson.
- The PB decisions shall be taken on the basis of the consensus of the participants.
- Representatives of appropriate state structures, business associations and CSOs can be invited to the PB sittings as deemed necessary.
- The decision on the recipient of equipment procured within the project will be taken by PB members during the PB sitting.

TERMS OF REFERENCE FOR THE PROJECT MANAGER

Duty Station: UNDP, Minsk, Belarus

Duration of Assignment: 1 year with possible extension (full time)

Scope of Assignment:

Background

The Project Manager assumes overall responsibility for the successful implementation of all project activities and the achievement of planned project outputs. He/she works under supervision of the National Project Coordinator assigned by the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus and in coordination with UNDP.

The objective of the assignment is to ensure effective project management and monitoring.

Duties

- Supervise and coordinate the project to ensure its results are in accordance with the Project Document and the rules and procedures established in the UNDP Programming Manual and national rules and procedures;
- Supervise and coordinate the work of the Project Management Unit, subcontracted individuals and legal entities;
- Assume primary responsibility for the daily project management - both organizational and substantive matters, budgeting, planning and general monitoring of the project;
- Prepare detailed annual work plans, to be approved by National Project Coordinator and the UNDP Resident Representative, ensure adherence thereto;
- Prepare terms of reference for national consultants and subcontractors in line with relevant national and UNDP procedures;
- Prepare annual project reports (APR), Project implementation reports (PIR) as well as any other reports requested by the MNREP or UNDP;
- Monitor the expenditures, commitments and balance of funds under the project budget lines;
- Assume overall responsibility for meeting financial delivery targets set out in the agreed annual work plans, reporting on project funds and related record keeping;
- Guide and coordinate the work of national and international consultants and subcontractors and oversee its compliance with the agreed work plan;
- Organize and supervise workshops and trainings needed during the project;
- Liaise with relevant ministries, national institutes and other relevant institutions in order to involve their staff in project activities as necessary and gather and disseminate information relevant to the project;
- Ensure adequate information flow, discussions and feedback among the various stakeholders of the project;
- Coordinate project activities with other related technical assistance projects\programs in Belarus;
- Maintain regular contact with UNDP Country Office and the National Project Coordinator on project implementation issues of their respective competence;
- Undertake any other actions related to the project as requested by UNDP or the National Project Coordinator.

Qualifications:

- University degree in environmental management, energy, sustainable development, public administration, or management; advanced degree or academic training in these areas would be considered an asset;
- Previous experience in the area of waste management, sustainable development, and local development planning is highly desirable;
- Working knowledge of national and UNDP rules and regulations is an asset;
- At least 2 years of relevant professional work experience in international project management;
- Computer literacy;

Excellent written and spoken English, Belarusian and\or Russian are required.

TERMS OF REFERENCE FOR THE FIELD SUPERVISION/COORDINATION CONSULTANT (PCB)

Duty Station: UNDP, Minsk, Belarus

Duration of Assignment: 1 year with possible extension (full time)

Scope of Assignment:

Background

The Field Supervision/Coordination Consultant (PCB) assumes overall responsibility for the successful implementation of component 1 and the achievement of planned project outputs. He/she works under supervision of the PM and in coordination with the MNREP and UNDP.

The objective of the assignment is to ensure effective implementation of activities of the Component 1 of the project including coordination, monitoring, and regular and exception reporting of the execution of work on the environmentally sound packaging and removal for subsequent destruction of PCB-containing waste

Duties

- Undertake overall coordination of the activities of the Component 1 of the project including drafting ToRs for all subcontractors and primary coordination and monitoring of contracts conducted under Component 1 execution;
- Undertake primary coordination of the activities of contractors and stakeholders working on PCB-containing equipment collection, transportation and disposal, and particularly owners/holders of PCBs and the international transportation/disposal contractor;
- In cooperation with the PMU and MNREP inform in due time the owners of the PCB equipment subject to collection and disposal of the schedule of the works on collection, transportation and disposal elaborated by the international contractor on PCB collection and disposal;
- Assist with the issues of customs clearance of PCB cargo, in particular the issues related to the national regulation of the hazardous cargo transportation, and the international regulation of hazardous waste transboundary transportation (Basel Convention provisions and similar);
- Monitor the packaging and loading works to ensure their compliance with the technical specifications of the Disposal contract and national regulations on the safety and procedure of such works;
- Inform immediately the MNREP of any cases of nonconformity of the operations with the technical specifications, schedule of works, national and international regulations on hazardous waste management and transportation (the form of information – a memo to the Project Manager);
- Monitor the process of preparation of the documents (permits, insurance and similar) required for transportation; render consulting assistance with obtaining necessary permits or preparing customs clearance documents to the PCB owners;
- Prepare regular reports on the completion of PCB collection, packaging, transportation and disposal, which shall also contain photographs documenting the process of collection, packaging and loading of PCB at the sites;
- Participate in preparation annual project reports (APR), Project implementation reports (PIR) as well as any other reports requested by the MNREP or UNDP on part of the Component 1;
- Undertake any other actions related to the project as requested by the PM.

Qualifications:

- University degree in environmental management, energy, sustainable development, public administration, or management; advanced degree or academic training in these areas would be considered an asset;
- Previous experience in the area of waste management is highly desirable;
- Working knowledge of national and international rules and regulations in the waste management sphere is an asset;
- At least 2 years of relevant professional work experience in international project management;
- Computer literacy;
- Excellent written and spoken Belarusian and\or Russian are required, English is an asset.

TERMS OF REFERENCE FOR THE FIELD SUPERVISION/COORDINATION CONSULTANT (OP)

Duty Station: UNDP, Minsk, Belarus

Duration of Assignment: 1 year with possible extension (full time)

Scope of Assignment:

Background

The Field Supervision/Coordination Consultant (OP) assumes overall responsibility for the successful implementation of the Component 2 and the achievement of planned project outputs. He/she works under supervision of the PM and in coordination with the MNREP and UNDP.

The objective of the assignment is to ensure effective implementation of activities of the Component 2 of the project including coordination, monitoring, and regular and exception reporting of the execution of work on the environmentally sound packaging and removal for subsequent destruction of obsolete pesticides

Duties

- Undertake overall coordination of the activities of the Component 2 of the project including drafting ToRs for all subcontractors and primary coordination and monitoring of contracts conducted under Component 2 execution;
- Undertake primary coordination of the activities of contractors and stakeholders working on OPs collection, transportation and disposal, and particularly owners/holders of OPs and the transportation/disposal contractor;
- In cooperation with the PMU and MNREP inform in due time the owners of the OPs subject to collection and disposal of the schedule of the works on collection, transportation and disposal elaborated by the international contractor on OPs collection and disposal;
- Assist with the issues of customs clearance of OPs cargo, in particular the issues related to the national regulation of the hazardous cargo transportation, and the international regulation of hazardous waste transboundary transportation (Basel Convention provisions and similar);
- Monitor the packaging and loading works to ensure their compliance with the technical specifications of the Disposal contract and national regulations on the safety and procedure of such works;
- Inform immediately the MNREP of any cases of nonconformity of the operations with the technical specifications, schedule of works, national and international regulations on hazardous waste management and transportation (the form of information – a memo to the PM);
- Monitor the process of preparation of the documents (permits, insurance and similar) required for transportation; render consulting assistance with obtaining necessary permits or preparing customs clearance documents to the OPs owners;
- Prepare regular reports on the completion of OPs collection, packaging, transportation and disposal, which shall also contain photographs documenting the process of collection, packaging and loading of OPs at the sites;
- Participate in preparation annual project reports (APR), Project implementation reports (PIR) as well as any other reports requested by the MNREP or UNDP on part of the Component 2;
- Undertake any other actions related to the project as requested by the PM.

Qualifications:

- University degree in environmental management, energy, sustainable development, public administration, or management; advanced degree or academic training in these areas would be considered an asset;
- Previous experience in the area of waste management is highly desirable;
- Working knowledge of national and international rules and regulations in the waste management sphere is an asset;
- At least 2 years of relevant professional work experience in international project management;
- Computer literacy;
- Excellent written and spoken Belarusian and\or Russian are required, English is an asset.

TERMS OF REFERENCE FOR THE ADMINISTRATIVE/ FINANCIAL ASSISTANT

Duty Station: UNDP, Minsk, Belarus

Duration of Assignment: 1 year with possible extension (full time)

Scope of Assignment:

Background

The Administrative/ Financial Assistant (AFA) will be locally recruited based on an open competitive process. He/she will be responsible for the overall financial management of the project. The AFA will report to the PM. Generally, the AFA will be responsible for supporting the PM in meeting government obligations under the project, under the national implementation modality (NIM)

Duties

Administrative Duties and Responsibilities

- Monitor project budgets and financial expenditures;
- Assist in recruitment processes;
- Advise all project counterparts on applicable financial procedures and ensures their proper implementation;
- Contribute to the preparation and implementation of progress and financial reports;
- Support the preparations of project work-plans, budgets and operational and financial planning processes;
- Assist in the preparation of payments requests for operational expenses, salaries, insurance, etc. against project budgets and work plans;
- Work closely with financial counterparts on payment requests;
- Maintain data on co-financing commitments to the project;
- Perform other duties as required.

Finance Duties and Responsibilities

- Collect, register and maintain all information on project activities;
- Contribute to the preparation and implementation of progress reports;
- Advise all project counterparts on applicable administrative procedures and ensures their proper implementation;
- Assist in procurement and recruitment processes;
- Receive, screen and distribute correspondence and attach necessary background information;
- Prepare routine correspondence and memoranda for Project Managers signature;
- Assist in logistical organization of meetings, training and workshops;
- Prepare agendas and arrange field visits, appointments and meetings both internal and external related to the project activities and write minutes from the meetings;
- Maintain a project filing system;
- Maintain records over project equipment inventory.

Qualifications and experience

- A post-school qualification (diploma, or equivalent), preferably in bookkeeping (or equivalent);
- At least 5 years of relevant financial management experience;
    - Work experience in UNDP-GEF projects under the national implementation modality is highly desirable;
- Demonstrable ability to maintain effective communications with different stakeholders, and arrange stakeholder meetings and/or workshops;
- Demonstrable ability to administer project budgets, and track financial expenditure;
- Excellent computer skills, in particular mastery of all applications of the MS Office package;
- Excellent written communication skills; and
- A good working knowledge of Russian is a requirement, while knowledge of English will be an advantage.

ANNEX F: UNDP SOCIAL AND ENVIRONMENTAL AND SOCIAL SCREENING TEMPLATE (SESP)

Attached separately in PDF format.

PROJECT QA ASSESSMENT: DESIGN AND APPRAISAL

OVERALL PROJECT

EXEMPLARY (5) ◎◎◎◎◎	HIGHLY SATISFACTORY (4) ◎◎◎◎○	SATISFACTORY (3) ◎◎◎○○	NEEDS IMPROVEMENT (2) ◎◎○○○	INADEQUATE (1) ◎○○○○
At least four criteria are rated Exemplary, and all criteria are rated High or Exemplary.	All criteria are rated Satisfactory or higher, and at least four criteria are rated High or Exemplary.	At least six criteria are rated Satisfactory or higher, and only one may be rated Needs Improvement. The SES criterion must be rated Satisfactory or above.	At least three criteria are rated Satisfactory or higher, and only four criteria may be rated Needs Improvement.	One or more criteria are rated Inadequate, or five or more criteria are rated Needs Improvement.

DECISION

- **APPROVE** – the project is of sufficient quality to continue as planned**.** Any management actions must be addressed in a timely manner.
- **APPROVE WITH QUALIFICATIONS** – the project has issues that must be addressed before the project document can be approved. Any management actions must be addressed in a timely manner.
- **DISAPPROVE** – the project has significant issues that should prevent the project from being approved as drafted.

RATING CRITERIA

STRATEGIC

1. Does the project's Theory of Change specify how it will contribute to higher level change? (Select the option from 1-3 that best reflects the project): • **3:** The project has a theory of change with explicit assumptions and clear change pathway describing how the project will contribute to outcome level change as specified in the programme/CPD, backed by credible evidence of what works effectively in this context. The project document clearly describes why the project's strategy is the best approach at this point in time. • **2:** The project has a theory of change. It has an explicit change pathway that explains how the project intends to contribute to outcome-level change and why the project strategy is the best approach at this point in time, but is backed by limited evidence. • **1:** The project does not have a theory of change, but the project document may describe in generic terms how the project will contribute to development results, without specifying the key assumptions. It does not make an explicit link to the programme/CPD's theory of change. *Note: Management Action or strong management justification must be given for a score of 1	3 | 2 1 **Evidence**	
2. Is the project aligned with the thematic focus of the UNDP Strategic Plan? (select the option from 1-3 that best reflects the project): • **3:** The project responds to one of the three areas of development work[12] as specified in the Strategic Plan; it addresses at least one of the proposed new and emerging areas[13]; an issues-based analysis has been incorporated into the project design; and the project's RRF includes all the relevant SP output indicators. *(all must be true to select this option)* • **2:** The project responds to one of the three areas of development work[1] as specified in the Strategic Plan. The project's RRF includes at least one SP output indicator, if relevant. *(both must be true to select this option)* • **1:** While the project may respond to one of the three areas of development work[1] as specified in the Strategic Plan, it is based on a sectoral approach without addressing the complexity of the development issue. None of the	3 | 2 1 **Evidence**	

[12] 1. Sustainable development pathways; 2. Inclusive and effective democratic governance; 3. Resilience building

[13] sustainable production technologies, access to modern energy services and energy efficiency, natural resources management, extractive industries, urbanization, citizen security, social protection, and risk management for resilience

relevant SP indicators are included in the RRF. This answer is also selected if the project does not respond to any of the three areas of development work in the Strategic Plan.	
RELEVANT	
3. Does the project have strategies to effectively identify, engage and ensure the meaningful participation of targeted groups/geographic areas with a priority focus on the excluded and marginalized? (select the option from 1-3 that best reflects this project): • **3:** The target groups/geographic areas are appropriately specified, prioritising the excluded and/or marginalised. Beneficiaries will be identified through a rigorous process based on evidence (if applicable.)The project has an explicit strategy to identify, engage and ensure the meaningful participation of specified target groups/geographic areas throughout the project, including through monitoring and decision-making (such as representation on the project board) *(all must be true to select this option)* • **2:** The target groups/geographic areas are appropriately specified, prioritising the excluded and/or marginalised. The project document states how beneficiaries will be identified, engaged and how meaningful participation will be ensured throughout the project. *(both must be true to select this option)* • **1:** The target groups/geographic areas are not specified, or do not prioritize excluded and/or marginalised populations. The project does not have a written strategy to identify or engage or ensure the meaningful participation of the target groups/geographic areas throughout the project. *Note: Management Action must be taken for a score of 1, or select not applicable.	3 2 1 *Select (all) targeted groups: (drop-down)* **Evidence**
4. Have knowledge, good practices, and past lessons learned of UNDP and others informed the project design? (select the option from 1-3 that best reflects this project): • **3:** Knowledge and lessons learned (gained e.g. through peer assist sessions) backed by credible evidence from evaluation, corporate policies/strategies, and monitoring have been explicitly used, with appropriate referencing, to develop the project's theory of change and justify the approach used by the project over alternatives. • **2:** The project design mentions knowledge and lessons learned backed by evidence/sources, which inform the project's theory of change but have not been used/are not sufficient to justify the approach selected over alternatives. • **1:** There is only scant or no mention of knowledge and lessons learned informing the project design. Any references that are made are not backed by evidence. *Note: Management Action or strong management justification must be given for a score of 1	3 2 1 **Evidence**
5. Does the project use gender analysis in the project design and does the project respond to this gender analysis with concrete measures to address gender inequities and empower women? (select the option from 1-3 that best reflects this project): • **3:** A participatory gender analysis on the project has been conducted. This analysis reflects on the different needs, roles and access to/control over resources of women and men, and it is fully integrated into the project document. The project establishes concrete priorities to address gender inequalities in its strategy. The results framework includes outputs and activities that specifically respond to this gender analysis, with indicators that measure and monitor results contributing to gender equality. *(all must be true to select this option)* • **2:** A gender analysis on the project has been conducted. This analysis reflects on the different needs, roles and access to/control over resources of women and men. Gender concerns are integrated in the development challenge and strategy sections of the project document. The results framework includes outputs and activities that specifically respond to this gender analysis, with indicators that measure and monitor results contributing to gender equality. *(all must be true to select this option)* • **1:** The project design may or may not mention information and/or data on the differential impact of the project's development situation on gender relations, women and men, but the constraints have not been clearly identified and interventions have not been considered. *Note: Management Action or strong management justification must be given for a score of 1	3 2 1 **Evidence**
	3 2 1

6. Does UNDP have a clear advantage to engage in the role envisioned by the project vis-à-vis national partners, other development partners, and other actors? (select from options 1-3 that best reflects this project): • **3:** An analysis has been conducted on the role of other partners in the area where the project intends to work, and credible evidence supports the proposed engagement of UNDP and partners through the project. It is clear how results achieved by relevant partners will contribute to outcome level change complementing the project's intended results. If relevant, options for south-south and triangular cooperation have been considered, as appropriate. *(all must be true to select this option)* • **2:** Some analysis has been conducted on the role of other partners where the project intends to work, and relatively limited evidence supports the proposed engagement of and division of labour between UNDP and partners through the project. Options for south-south and triangular cooperation may not have not been fully developed during project design, even if relevant opportunities have been identified. • **1:** No clear analysis has been conducted on the role of other partners in the area that the project intends to work, and relatively limited evidence supports the proposed engagement of UNDP and partners through the project. There is risk that the project overlaps and/or does not coordinate with partners' interventions in this area. Options for south-south and triangular cooperation have not been considered, despite its potential relevance. *Note: Management Action or strong management justification must be given for a score of 1	**Evidence**
SOCIAL & ENVIRONMENTAL STANDARDS	
7. Does the project seek to further the realization of human rights using a human rights based approach? (select from options 1-3 that best reflects this project): • **3:** Credible evidence that the project aims to further the realization of human rights, upholding the relevant international and national laws and standards in the area of the project. Any potential adverse impacts on enjoyment of human rights were rigorously identified and assessed as relevant, with appropriate mitigation and management measures incorporated into project design and budget. *(all must be true to select this option)* • **2:** Some evidence that the project aims to further the realization of human rights. Potential adverse impacts on enjoyment of human rights were identified and assessed as relevant, and appropriate mitigation and management measures incorporated into the project design and budget. • **1:** No evidence that the project aims to further the realization of human rights. Limited or no evidence that potential adverse impacts on enjoyment of human rights were considered. *Note: Management action or strong management justification must be given for a score of 1	3 | 2 1 **Evidence**
8. Did the project consider potential environmental opportunities and adverse impacts, applying a precautionary approach? (select from options 1-3 that best reflects this project): • **3:** Credible evidence that opportunities to enhance environmental sustainability and integrate poverty-environment linkages were fully considered as relevant, and integrated in project strategy and design. Credible evidence that potential adverse environmental impacts have been identified and rigorously assessed with appropriate management and mitigation measures incorporated into project design and budget. *(all must be true to select this option)*. • **2:** No evidence that opportunities to strengthen environmental sustainability and poverty-environment linkages were considered. Credible evidence that potential adverse environmental impacts have been identified and assessed, if relevant, and appropriate management and mitigation measures incorporated into project design and budget. • **1:** No evidence that opportunities to strengthen environmental sustainability and poverty-environment linkages were considered. Limited or no evidence that potential adverse environmental impacts were adequately considered. *Note: Management action or strong management justification must be given for a score of 1	3 | 2 1 **Evidence**
9. Has the Social and Environmental Screening Procedure (SESP) been conducted to identify potential social and environmental impacts and risks? The SESP is not required for projects in which UNDP is Administrative Agent only and/or projects comprised solely of reports, coordination of events, trainings, workshops, meetings, conferences and/or communication materials and information dissemination. [if yes, upload the completed checklist. If SESP is not required, provide the reason for the exemption in the evidence section.]	Yes | No SESP Not Required
MANAGEMENT & MONITORING	

10. Does the project have a strong results framework? (select from options 1-3 that best reflects this project): • **3:** The project's selection of outputs and activities are at an appropriate level and relate in a clear way to the project's theory of change. Outputs are accompanied by SMART, results-oriented indicators that measure all of the key expected changes identified in the theory of change, each with credible data sources, and populated baselines and targets, including gender sensitive, sex-disaggregated indicators where appropriate. *(all must be true to select this option)* • **2:** The project's selection of outputs and activities are at an appropriate level, but may not cover all aspects of the project's theory of change. Outputs are accompanied by SMART, results-oriented indicators, but baselines, targets and data sources may not yet be fully specified. Some use of gender sensitive, sex-disaggregated indicators, as appropriate. *(all must be true to select this option)* • **1:** The results framework does not meet all of the conditions specified in selection "2" above. This includes: the project's selection of outputs and activities are not at an appropriate level and do not relate in a clear way to the project's theory of change; outputs are not accompanied by SMART, results-oriented indicators that measure the expected change, and have not been populated with baselines and targets; data sources are not specified, and/or no gender sensitive, sex-disaggregation of indicators. *Note: Management Action or strong management justification must be given for a score of 1	3 / 2 1 **Evidence**	
11. Is there a comprehensive and costed M&E plan in place with specified data collection sources and methods to support evidence-based management, monitoring and evaluation of the project?	Yes (3)	No (1)
12. Is the project's governance mechanism clearly defined in the project document, including planned composition of the project board? (select from options 1-3 that best reflects this project): • **3:** The project's governance mechanism is fully defined in the project composition. Individuals have been specified for each position in the governance mechanism (especially all members of the project board.) Project Board members have agreed on their roles and responsibilities as specified in the terms of reference. The ToR of the project board has been attached to the project document. *(all must be true to select this option)*. • **2:** The project's governance mechanism is defined in the project document; specific institutions are noted as holding key governance roles, but individuals may not have been specified yet. The prodoc lists the most important responsibilities of the project board, project director/manager and quality assurance roles. *(all must be true to select this option)* • **1:** The project's governance mechanism is loosely defined in the project document, only mentioning key roles that will need to be filled at a later date. No information on the responsibilities of key positions in the governance mechanism is provided. *Note: Management Action or strong management justification must be given for a score of 1	3 / 2 1 **Evidence**	
13. Have the project risks been identified with clear plans stated to manage and mitigate each risks? (select from options 1-3 that best reflects this project): • **3:** Project risks related to the achievement of results are fully described in the project risk log, based on comprehensive analysis drawing on the theory of change, Social and Environmental Standards and screening, situation analysis, capacity assessments and other analysis. Clear and complete plan in place to manage and mitigate each risk. *(both must be true to select this option)* • **2:** Project risks related to the achievement of results identified in the initial project risk log with mitigation measures identified for each risk. • **1:** Some risks may be identified in the initial project risk log, but no evidence of analysis and no clear risk mitigation measures identified. This option is also selected if risks are not clearly identified and no initial risk log is included with the project document. *Note: Management Action must be taken for a score of 1	3 / 2 1 **Evidence**	
EFFICIENT		
14. Have specific measures for ensuring cost-efficient use of resources been explicitly mentioned as part of the project design? This can include: i) using the theory of change analysis to explore different options of achieving the maximum results with the resources available; ii) using a portfolio management approach to improve cost	Yes (3)	No (1)

effectiveness through synergies with other interventions; iii) through joint operations (e.g., monitoring or procurement) with other partners.		
15. Are explicit plans in place to ensure the project links up with other relevant on-going projects and initiatives, whether led by UNDP, national or other partners, to achieve more efficient results (including, for example, through sharing resources or coordinating delivery?)	Yes (3)	No (1)
16. Is the budget justified and supported with valid estimates? • **3:** The project's budget is at the activity level with funding sources, and is specified for the duration of the project period in a multi-year budget. Costs are supported with valid estimates using benchmarks from similar projects or activities. Cost implications from inflation and foreign exchange exposure have been estimated and incorporated in the budget. • **2:** The project's budget is at the activity level with funding sources, when possible, and is specified for the duration of the project in a multi-year budget. Costs are supported with valid estimates based on prevailing rates. • **1:** The project's budget is not specified at the activity level, and/or may not be captured in a multi-year budget.	3	2
	1	
	Evidence	
17. Is the Country Office fully recovering the costs involved with project implementation? • **3:** The budget fully covers all project costs that are attributable to the project, including programme management and development effectiveness services related to strategic country programme planning, quality assurance, pipeline development, policy advocacy services, finance, procurement, human resources, administration, issuance of contracts, security, travel, assets, general services, information and communications based on full costing in accordance with prevailing UNDP policies (i.e., UPL, LPL.) • **2:** The budget covers significant project costs that are attributable to the project based on prevailing UNDP policies (i.e., UPL, LPL) as relevant. • **1:** The budget does not adequately cover project costs that are attributable to the project, and UNDP is cross-subsidizing the project. *Note: Management Action must be given for a score of 1. The budget must be revised to fully reflect the costs of implementation before the project commences.	3	2
	1	
	Evidence	
EFFECTIVE		
18. Is the chosen implementation modality most appropriate? (select from options 1-3 that best reflects this project): • **3:** The required implementing partner assessments (capacity assessment, HACT micro assessment) have been conducted, and there is evidence that options for implementation modalities have been thoroughly considered. There is a strong justification for choosing the selected modality, based on the development context. *(both must be true to select this option)* • **2:** The required implementing partner assessments (capacity assessment, HACT micro assessment) have been conducted and the implementation modality chosen is consistent with the results of the assessments. • **1:** The required assessments have not been conducted, but there may be evidence that options for implementation modalities have been considered. *Note: Management Action or strong management justification must be given for a score of 1	3	2
	1	
	Evidence	
19. Have targeted groups, prioritizing marginalized and excluded populations that will be affected by the project, been engaged in the design of the project in a way that addresses any underlying causes of exclusion and discrimination? • 3: Credible evidence that all targeted groups, prioritising marginalized and excluded populations that will be involved in or affected by the project, have been actively engaged in the design of the project. Their views, rights and any constraints have been analysed and incorporated into the root cause analysis of the theory of change which seeks to address any underlying causes of exclusion and discrimination and the selection of project interventions. • 2: Some evidence that key targeted groups, prioritising marginalized and excluded populations that will be involved in the project, have been engaged in the design of the project. Some evidence that their views, rights	3	2
	1	
	Evidence	

and any constraints have been analysed and incorporated into the root cause analysis of the theory of change and the selection of project interventions. • 1: No evidence of engagement with marginalized and excluded populations that will be involved in the project during project design. No evidence that the views, rights and constraints of populations have been incorporated into the project.		
20. Does the project conduct regular monitoring activities, have explicit plans for evaluation, and include other lesson learning (e.g. through After Action Reviews or Lessons Learned Workshops), timed to inform course corrections if needed during project implementation?	Yes (3)	No (1)
21. The gender marker for all project outputs are scored at GEN2 or GEN3, indicating that gender has been fully mainstreamed into all project outputs at a minimum. *Note: Management Action or strong management justification must be given for a score of "no"	Yes (3) **Evidence**	No (1)
22. Is there a realistic multi-year work plan and budget to ensure outputs are delivered on time and within allotted resources? (select from options 1-3 that best reflects this project): • **3:** The project has a realistic work plan & budget covering the duration of the project *at the activity* level to ensure outputs are delivered on time and within the allotted resources. • **2:** The project has a work plan & budget covering the duration of the project at the output level. • **1:** The project does not yet have a work plan & budget covering the duration of the project.	3 | 2 1 **Evidence**	
SUSTAINABILITY & NATIONAL OWNERSHIP		
23. Have national partners led, or proactively engaged in, the design of the project? (select from options 1-3 that best reflects this project): • **3:** National partners have full ownership of the project and led the process of the development of the project jointly with UNDP. • **2:** The project has been developed by UNDP in close consultation with national partners. • **1:** The project has been developed by UNDP with limited or no engagement with national partners.	3 | 2 1 **Evidence**	
24. Are key institutions and systems identified, and is there a strategy for strengthening specific/ comprehensive capacities based on capacity assessments conducted? (select from options 0-4 that best reflects this project): • **3:** The project has a comprehensive strategy for strengthening specific capacities of national institutions based on a systematic and detailed capacity assessment that has been completed. This strategy includes an approach to regularly monitor national capacities using clear indicators and rigorous methods of data collection, and adjust the strategy to strengthen national capacities accordingly. • **2.5:** A capacity assessment has been completed. The project document has identified activities that will be undertaken to strengthen capacity of national institutions, but these activities are not part of a comprehensive strategy to monitor and strengthen national capacities. • **2:** A capacity assessment is planned after the start of the project. There are plans to develop a strategy to strengthen specific capacities of national institutions based on the results of the capacity assessment. • **1.5:** There is mention in the project document of capacities of national institutions to be strengthened through the project, but no capacity assessments or specific strategy development are planned. • **1:** Capacity assessments have not been carried out and are not foreseen. There is no strategy for strengthening specific capacities of national institutions.	3 | 2.5 2 | 1.5 1 **Evidence**	
25. Is there is a clear strategy embedded in the project specifying how the project will use national systems (i.e., procurement, monitoring, evaluations, etc.,) to the extent possible?	Yes (3)	No (1)
26. Is there a clear transition arrangement/ phase-out plan developed with key stakeholders in order to sustain or scale up results (including resource mobilisation strategy)?	Yes (3)	No (1)

ANNEX H: UNDP RISK LOG

OFFLINE RISK LOG

(see Deliverable Description for the Risk Log regarding its purpose and use)

Project Title: GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management Project	Award ID:	Date:

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
1	Enter a brief description of the risk *(In Atlas, use the Description field. **Note: This field cannot be modified after first data entry)***	When was the risk first identified *(In Atlas, select date. Note: date cannot be modified after initial entry)*	Environmental Financial Operational Organizational Political Regulatory Strategic Other Subcategories for each risk type should be consulted to understand each risk type (see Deliverable Description for more information) *(In Atlas, select from list)*	Describe the potential effect on the project if this risk were to occur Enter probability on a scale from 1 (low) to 5 (high) P = Enter impact on a scale from 1 (low) to 5 (high) I = *(in Atlas, use the Management Response box. Check "critical" if the impact and probability are high)*	What actions have been taken/will be taken to counter this risk *(in Atlas, use the Management Response box. This field can be modified at any time. Create separate boxes as necessary using "+", for instance to record updates at different times)*	Who has been appointed to keep an eye on this risk *(in Atlas, use the Management Response box)*	Who submitted the risk *(In Atlas, automatically recorded)*	When was the status of the risk last checked *(In Atlas, automatically recorded)*	e.g. dead, reducing, increasing, no change *(in Atlas, use the Management Response box)*
2			Environmental Financial Operational Organizational Political Regulatory Strategic Other	Text P = I =					
3			Environmental Financial Operational	Text					

			Organizational Political Regulatory Strategic Other	P = I =					
4									

Annex I. Description of UNDP Country Office Support Services in execution of the project "GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management Project"

The UNDP country office may provide at the request of the Executing Entity the following support services for the activities of the project:

(a) Identification and/or recruitment of project personnel;

(b) Identification and facilitation of training activities;

(c) Procurement of goods and services;

The procurement of goods and services and the recruitment of project personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures.

Pursuant to the relevant provisions of the Standard Basic Assistance Agreement (SBAA) between the Government of Belarus and UNDP, signed on 24 September 1992, and provisions of the project document, the provisions on liability and privileges and immunities shall apply. The Government shall retain overall responsibility for the nationally managed project through MNREP. The responsibility of the UNDP country office for the provision of the support to the MNREP shall be limited to the services detailed in the table below.

Any claim or dispute arising under or in connection with the provision of support by the UNDP country office shall be handled pursuant to the relevant provisions of the SBAA.

In accordance with the provisions of the project document "GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management Project", the UNDP country office shall provide support at the request of the MNREP as described in the table below. Cost-recovery by UNDP country office for providing support services to the MNREP shall be funded from the project budget in a way specified in the Table below.

Fee based method, when UNDP Country Office charges the project for provided services based on number of transactions and transaction fee in accordance with the country office pricelist.

Schedule for the provision of the Support Services, cost and method are described in the table below.

If the requirements for support services by the country office change during the life of a project, the annex may be revised with the mutual agreement of the UNDP Resident Representative and the MNREP.

International Public Sector Accounting Standards are financial reporting standards used in UNDP.

Table: Description of UNDP Country Office Support Services in execution of the project "GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management Project"

Support Services	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
Processing of payments	Based on request for payment	In accordance with the country office pricelist	Amount of reimbursement is based on the quantity of transactions performed and reimbursed quarterly through the UNDP accounting system Atlas
Procurement of goods and services	Based on request and project annual work plan	In accordance with the country office pricelist	Amount of reimbursement is based on the quantity of transactions performed and reimbursed quarterly through the UNDP accounting system Atlas
Staff and consultants` selection and recruitment process	Based on request and project annual work plan	In accordance with the country office pricelist	Amount of reimbursement is based on the quantity of transactions performed and reimbursed quarterly through the UNDP accounting system Atlas
Travel arrangements	Based on request and project annual work plan	In accordance with the country office pricelist	Amount of reimbursement is based on the quantity of transactions performed and reimbursed quarterly through the UNDP accounting system Atlas
Administrative support service (pouch service, visa support, customs clearance, *etc.*)	Based on request and project annual work plan	In accordance with the country office pricelist	Amount of reimbursement is based on the quantity of requests and reimbursed through the UNDP accounting system Atlas periodically
IT support service	Based on request	In accordance with the country office pricelist	Amount of reimbursement is based on the quantity of requests, service timeframe and reimbursed through the UNDP accounting system Atlas periodically

The overall estimate for DPC is US$ 104,000.

ANNEX J. Gender impact assessment report

The project has a potential to contribute to the achievement of SDG 5 Gender Equality, specifically to the achievement of Target 5.5 'Ensure women's full and effective participation and equal opportunities for leadership at all levels of decision-making in political, economic and public life'; Indicator 5.5.2 Proportion of women in managerial positions.

Gender equality as a sustainable development goal is about:

1. Equal rights, responsibilities and opportunities of women and men.
2. Women's and men's rights, responsibilities and opportunities will not depend on whether they are born male or female (**not** 'women and men will become the same');
3. Interests, needs and priorities of both women and men are taken into consideration, recognizing the diversity of different groups of women and men.
4. Should concern and fully engage men as well as women (**not** a women's issue).

Gender equality in Belarus

Rights. Principles of equality and non-discrimination before the law in family relations, educational, professional, social and political, cultural, and other spheres are stated in the Constitution (Art. 22, 32, 42), the Family and Marriage Code (Art. 20), and the Labor Code (Art. 14, 19). Other legal documents of Belarus are gender neutral.

Responsibilities. Belarusian labour market is characterized by high level of women's participation: 86.7% of working-age women are employed, the proportion of women in the workforce corresponds to that in the population – 49%. Women in Belarus are well-educated: female-to-male ratio is 1.01 for secondary education and 1,35 for tertiary education. Women are responsible for productive labour (work for money) and reproductive labour (unpaid care after household, children, and elderly); men are responsible for productive labour. Combination of these factors results in a limited access for Belarusian women to economic *resources*, that is aggravated by the lack of *recognition* of women's productive and reproductive input into the economy (a gap in remuneration for equal work is 24% less for female workers).

Opportunities. Because of unequally distributed responsibilities and the cumulative workload, Belarusian women cannot compete for market opportunities on a par with men. Lifestyle choices and their economic consequences for Belarusians heavily depend on their gender: women occupy low-paying professions related to service and care provision, men hold high profile positions both in low- and in high-paying occupations. This results in women low *representation* in decision making.

Needs and priorities. Generally, development interventions aim to address the needs of a 'universal beneficiary'/population that usually represent a unified experience and needs of an abstract citizen that consistently happen to be a male adult.

Gender issues relevant to the project sector

The project GEF-6 Belarus POPs Legacy and Sustainable Chemicals Management aims to produce a definitive impact on the lives of Belarusian population – men and women. Gender impact assessment is relevant and will help to evaluate the foreseen impact of the project from a gender perspective.

The ultimate target group of the project are women and men of Belarus who will benefit from the project as its outcomes will facilitate the significant decrease of the risks associated with the human exposure to chemicals stockpiles, OPs and POPs, and other chemical pollutants to people's health and the environmental resources they use. Eliminating the hazardous

legacy and advancing the national system of sound management of chemicals in accordance with international safety standards will benefit the population of Belarus, children, women, and men alike.

The project does not explicitly address gender issues, however it operates within the heavily gender-marked sectors of economy and public service and gender aspects should be accounted for as part of the project cycle management. Within the project scope, environment and climate change sector is still an area influenced by a set of gender inequalities, which are mainly expressed in:

- Exposure to pollutants/Health hazards
- Management safety hazards
- Women's under-representation in environment decision-making institutions
- Pay gap

Exposure. a) The health implications arising from even low levels of POPs and hazardous chemicals for society in general is serious. Men and women have different health reactions when they are exposed to toxic chemicals. Genetic and other biological differences are known to contribute to differing susceptibility to chemicals between men and women. Therefore, patterns of cancer among women exposed to certain chemicals may differ from pattern observed among men. Gender considerations in POPs management plays a critical role also because of the transfer of POPs chemicals from child bearing mothers to unborn children, making this group as well as women intending to have children a particular risk group. Ministry of Health in Belarus has been monitoring the occurrence of chemicals in both humans and the food supply for several years.

b) Then, in rural areas, most chemical exposure is linked to pollution brought by polluted water sources as well as the use of pesticides in agriculture. Farmers and agricultural workers that are heavily exposed to pesticides suffer a range of acute and chronic health effects. But the health impact has been especially harmful for rural women and children, who are at risk of endocrine disruption, among others. Women in Belarus are outliving men in 11.8 years, with a high proportion of elderly women residing in rural areas and thus having a higher risk of exposure to chemicals. Within the project, the Ministry of Health is planned to provide its input and participation related to the development of a national sound chemical management program and associated health impact monitoring activities. The mentioned gender differences should be taken into account both during the program development and as a specific indicator in the monitoring system.

Management safety.

The workplace is a key setting where gender issues and organizational structures may influence occupational health and safety practices. The enactment of dominant norms of masculinity in high risk occupations can be particularly problematic, as it exposes men to significant risks for injuries and fatalities. Nowhere is the risk to men's health more apparent than in the workplace. In Belarus, men are more likely to die from work-related injuries than women: in 2015, 98% of all workplace fatalities in Belarus occurred amongst men. Non-fatal injuries occur for 0.2 and 0.7 per 1000 female and male workers respectively. Greater exposure to health and safety risks combined with limited support can place men in precarious positions when managing their occupational health and safety needs. Socialization processes is known to reinforce dominant masculine expectations of toughness, stoicism, fearlessness and self-reliance, and this in turn can influence experiences of workplace risks and men's occupational health and safety. The project should consider mitigating these risks during the training activities for engaged workers/specialists. However, the research suggests that the intensification of training in safety does not generate the desired the response; the incidence of accident and injury, compensation claims, and lost time, remain unacceptably high for workers. Rather than merely emphasizing the safety rules, the training should promote a different kind of masculinity that finds ways to not contradict the demands of safe work practices (e.g. safety can be seen as a 'female' characteristic, but is becoming a "male" competence, something that men should also be or have).

Participation and recognition. Project resources will be distributed through various activities, most of which will be carried out by the implementing partners – institutional and industrial stakeholders taking the biggest share. In Belarus, both industry and institutions engaged in the energy and environment sector follow the country's trend and demonstrate vertical

and horizontal segregation of labour and decision-making power within them, with women occupying lower and middle level positions and performing work that is perceived as being of less value. There is a risk that such segregation instances could be further supported through the project implementation if the project resources are distributed between the project participants in a gender-neutral manner (which is in fact gender-blind).

The project aims to achieve its targets through three components:

Project component 1.0: Sustainable PCB Management
Project component 2.0: Elimination of Obsolete Pesticide Legacies
Project component 3.0: Capacity Strengthening and Planning for Sound Chemicals Management

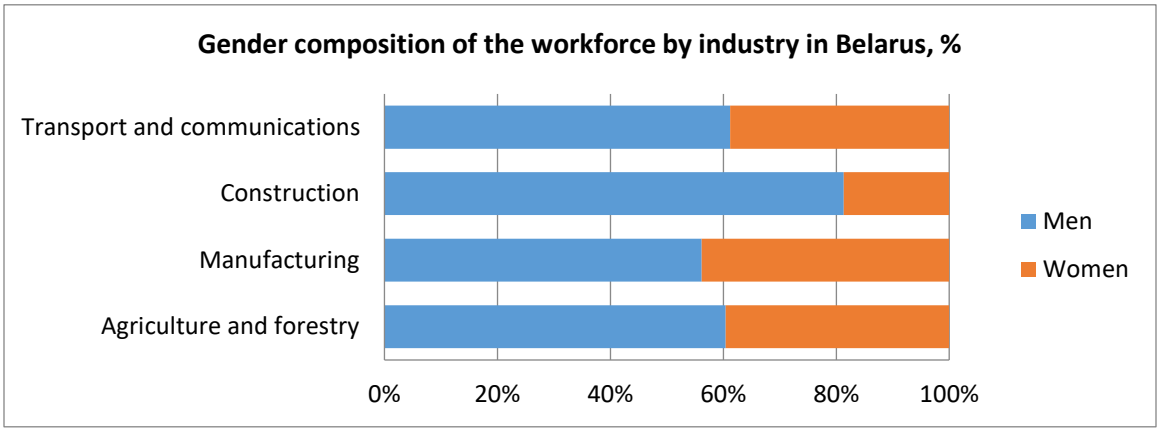
Under the project components, project activities make use of the service of indirect beneficiaries of the project: technical and management personnel of PCB holders under the Component 1.0; workers and specialists involved into packaging, export and destruction at the burial sites under the Component 2.0, and national legislators and policy analysts under the Component 3.0 The project assumes their equal participation in terms of access to project activities; labour, time, and skills contribution; and the reward received. However, in order for the project to benefit these indirect beneficiaries in the best manner possible, this assumption needs to be scrutinized with the help of gender specific data that would help to identify those beneficiaries who could face difficulties to contribute to and learn from the project .

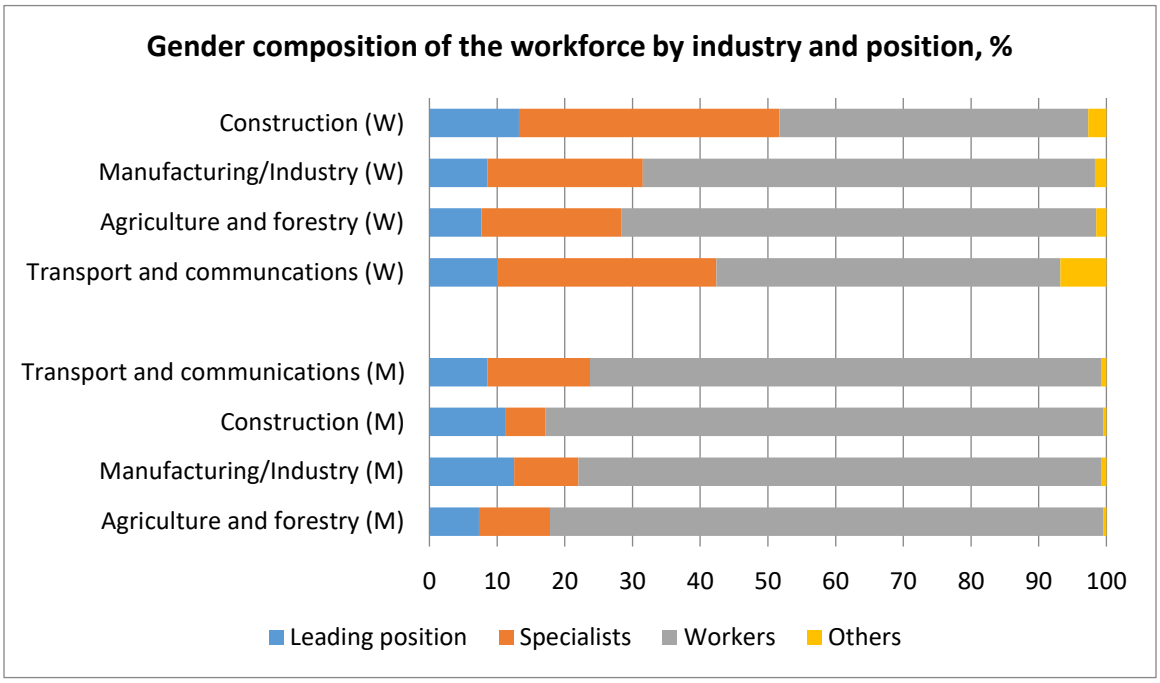
Access to participation and input provision within the project

The key implementing partners of the project are institutional stakeholders:

- Ministry of Natural Resources and Environmental Protection
- Ministry of Energy
- Ministry of Industry
- Ministry of Transportation and Communication
- Ministry of Agriculture
- Ministry of Emergency Situations
- Ministry of Health
- Oblast and local level agricultural organizations
- Belarusian Research Center “Ecology”
- National Academy of Science, Institute of Nature and industrial partners: BelEnergo and associated electrical transmission and distribution utilities, Belarussian Railways, Industrial and other PCB holders.

The graphs below highlight that both public service institutions and industries are formed by women and men, with different positions and usually in unequal situations, due to horizontal and vertical gender segregation typical for Belarusian economy. Although the industrial and manufacturing sectors are traditionally considered male domains, the involvement and contribution of women is far more significant than often assumed. Women are overrepresented in clerical and service positions. Also, research proves that male-dominated occupations pay more than female-dominated occupation yet women make less than men in median monthly earnings.





Employment opportunities in chemical disposal and management are not distributed fairly 'by nature'. There is often a marked division of labour in these various tasks between women and men. With a consideration of the specific barriers faced by women, chemical disposal initiatives that the project aims to develop could offer improved employment possibilities for women.

When introducing new technology for waste collection and disposal, gender-related questions are critical to project success. For example, are women-owned enterprises able to generate a higher work volume to pay for this, to the same extent as men-owned or mixed enterprises? Do women too have the managerial expertise required for a greater volume of work? Do women as well as men have equal access to the necessary training? Does the new technology create equal risks or offer equal protection against health risks? Leaving such issues to the existing forces of competition and inequality in a society will tend to reinforce, or even increase, women socio-economic disadvantage.

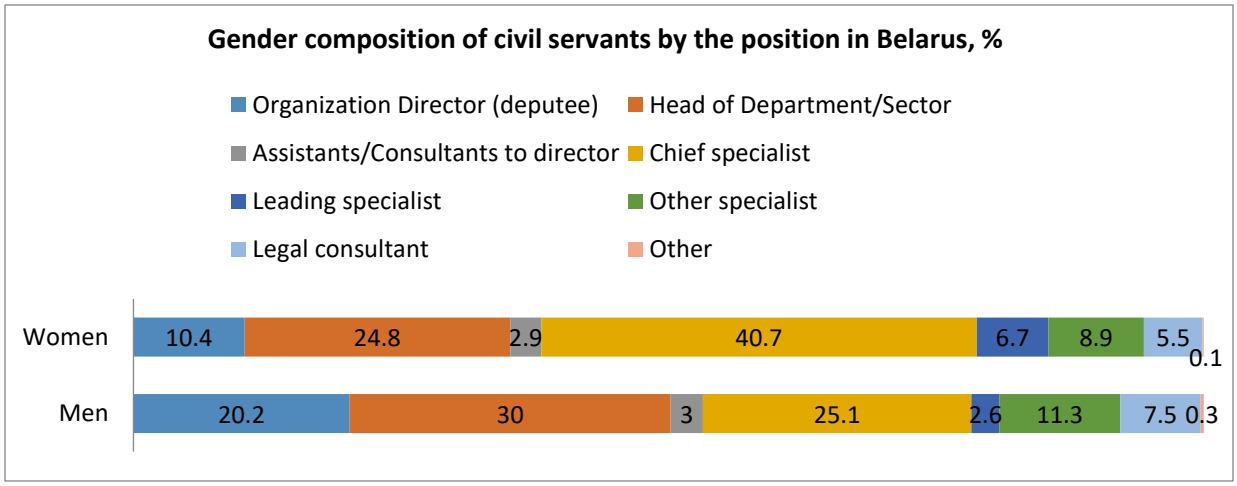
Note. Belarus legislation explicitly denies women's access to certain occupations for a variety of reasons. Currently, a list of 181 occupations includes jobs related to manipulations with hazardous materials. Even though modern approaches

encourage mitigation of risks for a worker regardless their gender rather than imposition of restrictions onto the labour market, the list is likely to present a barrier for women to participate as providers of certain service for the project (Project Component 2.0). Nonetheless, the project will perform transportation, treatment and destruction of chemicals in accordance with international environmental performance and release standards with direct exposure risks being mitigated and effectively eliminated by proven OHS practices and PPE protocols specified and enforced in contract documents – such approach may serve the basis for promoting non-discriminatory practices in the sector.

Access to decision-making within the project

Fostering gender equality implies promoting the participation of women in the public sphere. Gender statistics in Belarus proves that women are underrepresented in decision-making. Even though, women participate in all economy sectors on nearly equal footing, men hold most of the top positions in the civil service institutions. The proportion of women in decision-making increases as the level of power decreases, to reach gender parity at the local/village level.

The national statistics highlights that 50.2% of men engaged in public service provision occupy decision-making positions of an organization director or a department head, while 40.7% of women serve as chief specialists. Such distribution implies that women have unequal access to and control over the various material and non-material resources and assets of the society/community.



Data available through official Belarusian statistics are insufficient to reflect the whole picture: the measured categories generalize over the directors of enterprises and directors of departments, chief executive officers and key management personnel; it is difficult to present precise data on gender composition within the decision making processes.

Despite women's relatively high involvement at the local level, men are more likely to have access to committees that set priorities and make decisions regarding municipal infrastructure. Unless explicit measures are taken to ensure women's participation, their priorities, responsibilities and needs will not be heard; their 'supportive' and 'clerical' input will be unfairly remunerated.

The project has a potential to help to strengthen, maintain or reduce these inequalities. The official data is insufficient to display concrete misbalances in representation and recognition of input of workers of both genders. Still, the data available at a local level reflects into the country trend: a communal service provider of Chechersk responsible for national hazardous waste facility 'KZUP Checherskoe' that is likely to be engaged into the project currently has the following gender composition: director, two deputies, chief engineer are male (4 persons), heads of departments are female (4 persons), engineers – two males and one female, accountant is a female.