



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

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PART I: PROJECT IDENTIFIERS

Project Title:	Development of Minamata Initial Assessments (MIA) in the Caribbean (Antigua and Barbuda, Dominica, Grenada, St. Vincent and the Grenadines)		
Country(ies):	Antigua and Barbuda, Dominica, Grenada, St. Vincent and the Grenadines	GEF Project ID: ¹	
GEF Agency(ies):	UN Environment	GEF Agency Project ID:	01596
Other Executing Partner(s):	The Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC-Caribbean)	Submission Date:	July 06, 2017
GEF Focal Area (s):	Chemicals and Wastes	Project Duration (Months)	24
Type of Report:	Minamata Initial Assessments	Expected Report Submission to Convention	24 months after receipt of the first cash advance

A. PROJECT FRAMEWORK*

Project Objective: Ratification and early implementation of the Minamata Convention contributes to the protection of human health and the environment from the risks posed by unintentional and intentional emissions and releases as well as unsound use and management of mercury			
Project Component	Project Outputs	(in \$)	
		GEF Project Financing	Confirmed Co-financing ²
1. Global technical support and capacity building for MIAs development	1.1 Technical assistance provided to participating countries to develop the MIAs while building sustainable foundations for their future implementation of the Minamata Convention	58,000	0
2. Development and validation of the Minamata Initial Assessments	2.1 Identified and strengthened Project Steering Committee and National Coordination Mechanisms dealing with mercury management that will guide the project implementation	51,000	0
	2.2 National institutional and regulatory frameworks and national capacities on mercury management assessed	77,000	0
	2.3 National inventories of mercury sources and releases developed using the UN Environment Mercury Toolkit Level II and strategies for the identification of mercury contaminated sites	164,500	0

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

² Co-financing for enabling activity is encouraged but not required.

	developed		
	2.4 Challenges, needs and opportunities to implement the Minamata Convention assessed and recommendations to ratify and implement the Minamata Convention developed	71,000	0
	2.5 MIA validated by national stakeholders	106,000	0
3. Monitoring and Evaluation	3.1 Status of project implementation and probity of use of funds accessed on a regular basis and communicated to the GEF	10,000	0
	3.2 Independent terminal evaluation developed and made publicly available	15,000	0
Subtotal		552,500	0
Project Management Cost		47,500	0
Total Project Cost		600,000	0

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

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

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Amount (\$)
N/A	N/A	N/A	N/A
Total Co-financing			0

C. GEF FINANCING RESOURCES REQUESTED BY AGENCY, COUNTRY AND PROGRAMMING OF FUNDS

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Programming of Funds	(in \$)		
					GEF Project Financing (a)	Agency Fee (b) ^{b)}	Total (c)=a+b
UN Environment	GEFTF	Grulac Region - Four (4) Caribbean Island Territories which are members of CARICOM	Chemicals and Wastes	Mercury	600,000	57,000	657,000
Total GEF Resources							657,000

a) Refer to the [Fee Policy for GEF Partner Agencies](#)

PART II: ENABLING ACTIVITY JUSTIFICATION

A. ENABLING ACTIVITY BACKGROUND AND CONTEXT

The Minamata Convention on Mercury is a global treaty to protect human health and the environment and will come into force on the 16 August 2016. The Minamata Convention on Mercury identifies and describes in its Article 13 the financial mechanism to support Parties from developing countries and countries with economies in transition to implement the Convention. It identifies two entities that will function as the Financial Mechanism:

- a) the Global Environment Facility Trust Fund, and;
- b) A specific international Programme to support capacity-building and technical assistance.

As such, the GEF Assembly, at its fifth meeting, held in May 2014, agreed to an allocation in its sixth replenishment of \$141 million for work under the Convention, out of which \$30 million to support enabling activities and promote their integration into national budgets and planning processes, national and sector policies and actions and global monitoring.

At its sixth session held in Bangkok, Thailand, from 3 to 7 November 2014 the INC applied a revised eligibility criterion in providing financial support to developing countries and countries with economies in transition for activities under the Minamata Convention on Mercury. It requested the eligibility for funding be extended for enabling activities to non-signatories to the Convention, provided that any such State is taking meaningful steps towards becoming a party. Such request was approved by the Council of the GEF in January 2015.

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

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

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

The project also contributes to the achievement of the expected accomplishment A under the UN Environment biennial Programme of Work (PoW) 2016-2017 “countries increasingly have the necessary institutional capacity and policy instruments to manage chemicals and waste soundly, including the implementation of related provisions in the multilateral environmental agreements”. More precisely, the project contributes to the PoW output 2 “secretariat support provided to the intergovernmental negotiating committee to prepare a global legally binding instrument on mercury (the Minamata Convention on Mercury) during the interim period, prior to its entry into force”. Through this

project UN Environment will provide national stakeholders with the policy and technical instruments needed to ratify the Minamata Convention and will strengthen the national institutional capacity to its early implementation.

ANTIGUA AND BARBUDA

(1) National Priorities:

The Government of Antigua and Barbuda, as part of its environmental strategy, in 2004 developed a National Environment Strategy Plan that serves as the management strategy governing the implementation of environment initiatives. Further, it provides a guiding strategy that outlines the national approach to the implementation of various international environmental agreements. The national strategy identifies priority actions and establishes inter-sectorial action.

The following are the identified objectives of the strategy:

- *Policy and Planning Framework* - To integrate environmental and natural resources management into development policies, plans, legislation and budget processes at all levels;
- *Improved legal and institutional frameworks* - To protect the environment and while improving the improve quality of development projects and programs;
- *Provide a framework for Sustainable Livelihood* - Provide the private sector with a framework for enhanced participation and maximization of economic benefit from natural resources;
- *Civil Society participation* - Ensuring meaningful participation by civil society in environmental decision-making;
- *Capacity Building* - To strengthen local expertise and technical ability in planning and implementing sustainable natural resource management programs and for negotiating multilateral environmental agreements through the development of appropriate tools and techniques, training, policy formulation, and cooperation in science and technology. To foster a culture of participation by Civil Society in decision-making and implementation and to build capacity to achieve this;
- *Economic incentives* - Develop a package of economic instruments that will provide incentives or disincentives and the necessary funds to protect and or restore the environment;
- *Environmental education, training and awareness* - To strengthen environmental education, raise awareness and provide training in support of environmental management and the sustainable use of natural resources.

(2) Activities on Mercury:

The Government of Antigua and Barbuda has participated in the following:

- The sub-regional Workshop for Caribbean countries in support the ratification and early implementation of the Minamata Convention on Mercury. Port of Spain, Trinidad 18 to 22 January, 2015;
- The Latin America and the Caribbean regional consultations in preparation for the seventh session of the intergovernmental negotiating committee on Mercury. Montevideo, Uruguay 7 to 13 February, 2016;
- The Seventh session of the Intergovernmental Negotiating Committee to prepare a global legally binding instrument on mercury. Dead Sea, Jordan 7 to 17 March, 2016;

- The aforementioned served to guide the process of development of awareness to policy makers and have resulted in the ratification of the Minamata Convention in the third quarter of 2016.

(3) Coordination with other Relevant Activities:

In recognition of the impact of mercury-added products, and duly recognizing the absence of artisanal small-scale gold mining, the Government of Antigua and Barbuda, shall seek to follow the guiding principles established in its National Environment Management Strategy. Therefore, established principles outlined in the National Implementation Plan (Stockholm Convention on Persistent Organic Pollutants) are deemed relevant to the process of protecting human health and the environment from the effects of mercury. The management of mercury containing waste also lends to natural synergies with the principles of utilizing the Best Available Technologies and Best Environmental Practices outlined with the Basel Convention on the transboundary movement of waste.

Table 1: The main source of mercury emissions in Antigua and Barbuda, according to the Technical Background to the Global Mercury Assessment 2013³

Sector Code	Activity	Estimate (min)	Emission estimate (Kg)	Estimate (max)
	Crematoria	0.015	0.06	0,201

(4) Legislation:

Antigua and Barbuda was not in a position to sign the Minamata Convention before it was closed for signature on 09 October 2014. However, Antigua and Barbuda is pleased to indicate that as of 23 September 2016, it has ratified the Convention.

There is no current overarching legislation that addresses the issue of mercury and mercury-containing products. However, the Pesticides and Toxic Chemicals Act (2008) provides general protection and regulatory protection. The development of Regulations is seen as critical to the improvement of the overall regulatory framework and institutional strengthening required to address pollutants in general.

The Environment Protection Act also addresses the issue of pollution and can be seen as an added mechanism to address pollutants of this nature.

DOMINICA

(1) National Priorities:

The Commonwealth of Dominica is renowned for its pristine environment and has been coined with the epithet *The Nature Isle*. As such, Dominica must take actions to ensure that its environment maintains this pristine status. Dominica is a fragile island with many hazards being imposed on it, ranging from climate change to hazardous waste management. Dealing with hazardous chemicals and waste is essential for the country's future. As far as chemicals are concerned,

³ <http://www.amap.no/documents/doc/technical-background-report-for-the-global-mercury-assessment-2013/848>

Dominica has designed a project plan under a proposed National Chemicals Management Program, which is pending approval, for dealing with chemicals in general, including mercury as it is one of the most hazardous elements. The proposed plans concerning mercury include the following:

- Conduct an inventory to map importation, in what activities and where mercury is being used and how it is disposed of. Being a very hazardous element, mercury is one that should be phased out as quickly as possible;
- Conduct a risk assessment to detect level of risk and where there is risk of leakage;
- Design and implement a chemicals database which will be vital in the administration and monitoring of hazardous chemicals and elements, such as mercury;
- Conduct a legal assessment to do a gap analysis and amend the areas that are not covered to ensure that the requirements of the Minamata Convention have legal grounds and thus may be enforced;
- Conduct sensitization training of officers, both within various governmental agencies and non-governmental agencies, that will come into contact with the implementation of the Minamata Convention;
- Develop a National Chemicals Management Policy for the sound management of chemicals in general and mercury in particular;
- Develop a National Chemicals Management Program in detail, which will include mercury;
- Develop a plan for phasing out mercury according to the requirements in the Minamata Convention.

The Growth and Social Protection Strategy (GSPS) 2014 – 2018 is the leading guiding document in which Dominica stipulates the strategic framework for sustainable development and economic transformation over the next five years. The government will seek to reduce environmental vulnerability through a combination of risk reduction, impact mitigation and other measures, includes effective implementation of the National Environmental Management Strategy and Action Plan for Dominica. This Plan articulates the environmental management priorities of Dominica and aims at improved management of land and sea space, (forest reserves, national parks, marine parks and diving areas, fisheries conservation zones), waste management, disaster management and mitigation and adaptation to climate change. It contains the steps, resource requirements, and time frames for implementation and envisages the use of environmental impact assessments for large public and private investment projects.

(2) Activities on mercury:

Dominica was not in a position to sign the Minamata Convention before it was closed for signature on 09 October 2014. Dominica is however taking meaningful steps to ratify the Convention, as stated in letter addressed to UN Environment and the Global Environment Facility.

Dominica acknowledges the hazard of heavy metals such as mercury, but little work has been done due to the lack of funding and resources. Realizing the imminent danger of keeping a “business-as-usual” scenario concerning the poor waste management of hazardous waste, Dominica has started taking steps toward dealing with chemicals and chemicals waste on a whole. Dominica’s activities on mercury include the following:

The Dominica Bureau of Standards is the Strategic Approach to International Chemicals Management (SAICM) focal point and has developed a National Chemicals Management Program project proposal. The proposal has been written with the intent to seek funding from SAICM and other relevant bodies. Although the project proposal addresses the management of all chemicals, it is planned that specific requirements of how to deal with individual chemicals such as

mercury will be considered. The program will address all the different chemical conventions to ensure that each chemical is dealt with and monitored as requested in the conventions articles. There is a National Chemicals Management Board currently being set up to deal with the particulars of implementing such a program, once funding has been allocated.

Dominica is party to the Basel, Rotterdam and Stockholm Conventions, which address chemicals management and are relevant to mercury management.

Dominica attended the BCRC-Caribbean Sub-Regional Workshop for the Caribbean in support the ratification and early implementation of the Minamata Convention on Mercury from 19 to 21 January 2015, at the Hilton Trinidad Hotel and Conference Centre in Port-of-Spain, Republic of Trinidad and Tobago.

(3) Coordination with other relevant activities in Dominica:

The Dominica Solid Waste Management Corporation (DSWMC) is currently implementing a UNDP project aiming to collect and properly dispose of lightbulbs containing mercury. The crusher has been installed, but training of personnel is still in effect, so operations have not yet begun.

The Dominica Bureau of Standards is setting up a National Centre of Testing Excellence (NCTE), an accredited laboratory that will be set up as five (5) individual labs. One of these labs will be an environmental lab, in which it will test levels of harmful chemicals and substances in the environment, as well as foods and drinking water. Setting up this lab is essential in the implementation of sound management of chemicals, as there is a need to be able to detect the levels of the hazardous chemicals in order to know what measures to take.

Dominica has a Pesticides Control Board, which administers the importation, use and disposal of pesticides. The Pesticides Control Board is also the body who has the mandate to ban harmful pesticides. Some pesticides contain mercury and it is the aim to get these off of the market as soon as possible. In the POPS-NIP of 2006, which was developed by the Environmental Coordinating Unit, it is stated as part of the policy statement 11, that The Commonwealth of Dominica will ban the import, manufacture, sale, use and/or distribution of 31 chemical substances, which includes mercury compounds.

The DSWMC is also looking into developing another project with regards to radioactive material. This is very much in its early stage, but it is worth mentioning, as radioactive materials are also hazardous substances.

Table 2: The three main sources of mercury emissions in Dominica, according to the Technical Background to the Global Mercury Assessment 2013⁴

Sector Code	Activity	Estimate (min)	Emission estimate (Kg)	Estimate (max)
	Waste and other losses due to breakage and disposal in landfill etc	0,361	1,390	4,588
	Crematoria	0,013	0,052	0,173

⁴ <http://www.amap.no/documents/doc/technical-background-report-for-the-global-mercury-assessment-2013/848>

Waste Incineration	0,001	0,004	0,014
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(4) Legislation:

Dominica has approximately thirteen (13) pieces of legislation relating to the environment. None is specifically dealing with hazardous chemicals and mercury and therefore it was decided to draft a new piece of legislation called the *Climate Change, Environment and Natural Resources Bill* (2015), which is expected to be approved by Cabinet by the end of 2017. This bill addresses hazardous substances; hence the management of mercury is considered.

GRENADE

(1) National Priorities:

Grenada is at the forefront of adaptation and mitigation initiatives for more than a decade. The National Environmental Strategy Summary (NES) in 2010 for Grenada identified the environmental priorities as effects of climate change in the form of droughts, pollution, land degradation coastal erosion, contamination of drinking water supplies, incompatible coastal development invasive species and solid waste management. Grenada is challenged since most of its policy dealing with the aforementioned are in draft over extended periods of time. If existing policies are to be updated and implemented rather than remaining in draft over extended periods of time this will assist in responding to the many environmental issues highlighted herein. Coordination, cooperation and clear mandate of and among the agencies are bottle necks to the management and the partnership with civil society to increase awareness *at* the community level.

Grenada's main concern as it relates to uses and sources of mercury emissions and releases is, the import of manufactured goods containing mercury which after use is not properly disposed of.

Grenada's main areas of concern regarding mercury are as follows:

- Sensitize all the relevant national stakeholders and general public about the Minamata Convention;
- Introduce a communications program and utilize communications tools to gather and disseminate information;
- Conduct an inventory to identify individual stocks of mercury or mercury compounds as well as identify sources of mercury supply stocks that are located within its territory;
- Assess national infrastructure and capacity for management of mercury including legislation;
- Lobby political directorate for accession to the convention pointing out the advantages of accession;
- Seek financial support for implementation from donor agencies;
- Implement convention prior to the deadlines set out in the convention.

(2) Activities on Mercury:

Grenada has participated in the following:

- The sub-regional Workshop for Caribbean countries in support the ratification and early implementation of the Minamata Convention on Mercury. Port of Spain, Trinidad 18th to 22nd January, 2015;

- The Latin America and the Caribbean regional consultations in preparation for the seventh session of the intergovernmental negotiating committee on Mercury. Montevideo, Uruguay 7th – 13th February, 2016;
- The Seventh session of the Intergovernmental Negotiating Committee to prepare a global legally binding instrument on mercury. Dead Sea, Jordan 7th to 17 March, 2016.

(3) Coordination with other Relevant Activities:

The Caribbean Development Bank (CDB), the German Agency for International Coordination (GIZ) and the Caribbean Community Climate Change Centre (CCCCC) are providing support to the Government of Grenada to strengthen its readiness capacity to access climate financing. Preparation of project for submission to the Green Climate Fund has already commenced.

Grenada’s marine and coastal areas and their ecosystems like mangroves, beaches and reefs are our main economic asset – and at the same time key defenses against the impacts of climate change. Cognizant of this fact, the Government has pledged to protect 20% or more of its marine resources by 2020, at the Caribbean Challenge Initiative (CCI) summit in 2013. The Government has also developed a Coastal Zone Management Policy as part of a sustainable, climate resilient development approach. A first pilot project was initiated, from which a community in the Telescope area benefits in terms of mangrove protection and livelihood and income opportunities.

The Health sector has made its new sector policy climate proof and already started the implementation of the plan, through the link of epidemiological and meteorological data. Grenada will be amongst the first countries in the world to establish this link, which supports climate-sensitive surveillance – and hence enables better preparation for outbreaks of diseases which might be affected by droughts or severe rainfall and flooding events.

The Government has started the first community rainwater harvesting project in Grenada – to supply not only individual houses, but a whole community with rainwater, professionally managed by the National Water and Sewerage Authority (NAWASA).

Table 3: The three main sources of mercury emissions in Grenada, according to the Technical Background to the Global Mercury Assessment 2013⁵

Sector Code	Activity	Estimate (min)	Emission estimate (Kg)	Estimate (max)
	Waste and other losses due to breakage and disposal in landfill etc.	0.460	1.770	5.839
	Crematoria	0,016	0,064	0,214
	Waste incineration	0,001	0,005	0,018

(4) Legislation:

Grenada was not in a position to sign the Minamata Convention before it was closed for signature on 09 October 2014. Grenada is however taking meaningful steps to ratify the Convention, as stated in letter addressed to UN Environment

⁵ <http://www.amap.no/documents/doc/technical-background-report-for-the-global-mercury-assessment-2013/848>

and the Global Environment Facility sent on 21 March 2017. Moreover, there are already a number of regulations that governs environmental issues in Grenada which includes mercury such as:

- Litter Abatement Act of 1973, which has been supplemented by the passage of the waste management Act of 2001, addressing pollution control and abatement of litter;
- Waste Management Act No 16 of 2001, to provide for the management of waste in conformity with best environmental practices and related matters;
- Solid waste management act No 11 of 1995, which established the Solid Waste Management Authority, charged with the duty of developing the solid waste management facilities, and improving the coverage and effectiveness of solid waste storage, collection and disposal facilities of Grenada;
- National parks and Protected Areas Act of 1991, for the designation and maintenance of National Parks and protected areas;
- Fisheries Act of 1986, which provides for the protection of the marine resources in Grenada.

SAINT VINCENT AND THE GRENADINES

(1) National Priorities:

Saint Vincent and the Grenadines was not in a position to sign the Minamata Convention before it was closed for signature on 09 October 2014. Saint Vincent and the Grenadines is however taking meaningful steps to ratify the Convention, as stated in letter addressed to UN Environment and the Global Environment Facility sent on 3 April 2017.

(2) Activities on Mercury:

Saint Vincent and the Grenadines has participated in the following:

- The sub-regional Workshop for Caribbean countries in support the ratification and early implementation of the Minamata Convention on Mercury. Port of Spain, Trinidad 18 to 22 January, 2015;
- The Latin America and the Caribbean regional consultations in preparation for the seventh session of the intergovernmental negotiating committee on Mercury. Montevideo, Uruguay 7 to 13 February, 2016;
- The Seventh session of the Intergovernmental Negotiating Committee to prepare a global legally binding instrument on mercury. Dead Sea, Jordan 7 to 17 March, 2016.

(3) Coordination with other Relevant Activities:

Several intervention efforts are undertaken address environmental contamination:

- Good agricultural practices, soil conservation and management of pesticide use;
- Implementing the Global Program of Action (GPA) for the protection of Marine;
- Resources from land-based activities. This programme provides guidelines to minimize LBS of pollution by promoting integrated management;
- Implemented a series of measures via a management plan in the Tobago Cays to avoid pollution which are endangering critical habitats and species.

Table 4: The three main sources of mercury emissions in St. Vincent and the Grenadines, according to the Technical Background to the Global Mercury Assessment 2013⁶

Sector Code	Activity	Estimate (min)	Emission estimate (Kg)	Estimate (max)
	Waste and other losses due to breakage and disposal in landfill etc.	0.509	1.959	6.465
	Crematoria	0,019	0,079	0,264
	Waste incineration	0,002	0,006	0,020

(4) Legislation:

Saint Vincent and the Grenadines has enacted legislation for the management of chemicals, unacceptable risk to health, safety, and environmental quality. However these laws and regulations are often fragmented across sectoral boundaries (e.g. transport, agriculture, health, Bureau of Standards and environment). Some such acts are as follows:

- Precursor Chemical Act;
- Pesticides Control Act (Note: While the Pesticide Control Act deals mainly with importation it does not respond to the issue of pesticide contamination.);
- Plant Protection Act;
- Waste Management Act;
- Environmental Health Services Act.

It is anticipated that participation in this Minamata Convention Initial Assessments in the Caribbean-Enabling Activity, will fill the gap of empirical data on mercury and the existing infrastructure, challenges and needs within the various countries.

The project was developed in partnership with the UN Environment - Geneva and the BCRC-Caribbean will be implemented by UN Environment –Economy Division which will provide technical advice and political support.

B. ENABLING ACTIVITY GOALS, OBJECTIVES, AND ACTIVITIES

Project Objective: Ratification and early implementation of the Minamata Convention contributes to the protection of human health and the environment from the risks posed by unintentional and intentional emissions and releases of mercury, as well as the unsound use and management of mercury.

Project Components and Activities: The development of the MIAs provides support to participating countries for the ratification and early implementation of the Minamata Convention and has three components indicated below.

Component 1: Global technical support for MIA development

⁶ <http://www.amap.no/documents/doc/technical-background-report-for-the-global-mercury-assessment-2013/848>

Participating countries will benefit from and contribute to the work the Global Mercury Partnership is already accomplishing under other Minamata Initial Assessments. The technical expertise and tools provided will respond directly to country needs identified. With this additional support, participating countries will be able to obtain feedback and ensure rapid response to its queries on the development of the MIAs and will also make full use of the existing capacities and expertise in the region and globally.

Expected outputs and planned activities:

1.1 Technical assistance provided to participating countries to develop the MIAs while building sustainable foundations for their future implementation of the Minamata Convention.

1.1.1 Quality check of final MIA developed;

1.1.2 Enhancement of the UN Environment Hg toolkit, including translation to other UN languages;

1.1.3 Undertake knowledge management and information exchange through the Global Mercury Partnership website.

Component 2: Development and validation of the Minamata Initial Assessment

This component seeks to establish a Project Steering Committee (PSC) which will facilitate oversight of the project. It is envisaged that the PSC will evaluate the overall progress of the project, provide technical backstopping and take the necessary measures to ensure that the project is achieving its objectives. The PSC will comprise of a national focal point representative from each of the participating countries and the BCRC-Caribbean Project Management Unit.

The PSC will meet on an as-needed basis throughout the course of the project. It is anticipated that the PSC meetings will utilise technology such as SKYPE or WebEx in order to facilitate remote meetings.

Participating countries will also establish National Coordination Mechanisms for Mercury in the form of a National Working Group (NWG) in each country (such as the mechanisms already in existence for current chemicals management like the National Coordination Group for POPs and/or for SAICM) to coordinate and guide the project implementation. The NWGs will seek synergies and join activities with existing and relevant planned chemical related activities. Additionally, it will identify existing competencies and roles of institutions and organizations in chemicals management, particularly on mercury. Sectors to participate in the process as part of the Minamata NWG will include representatives from emergencies, health, environment, labor, finance, economy, industry, mining and energy, external affairs and planning sectors, trade unions and civil society organizations.

During this project component implementation, the MIA NWGs and their Terms of Reference will be formalized and reinforced in participating countries. The Terms of Reference will include information on members, the frequency of meetings and the modality of work and roles in the project. The Terms of Reference for the NWGs will seek for a balanced structure, including representatives from the civil society and mercury affected communities. A gender specialist will be identified in the country to participate actively in the NWGs. This project component also aims at enhancing stakeholders' involvement and commitment to the development of the MIAs and gaining political support for the ratification and early implementation of the Minamata Convention on Mercury in participating countries.

After the establishment of the NWGs, this component will also review and assess the national capacities (technical, administrative, infrastructure and regulatory) on mercury management. This will be aided by a legal consultant who will analyze the policy, legislative and regulatory framework related to mercury management. This review and assessment will result in a preliminary identification of national needs and gaps for the ratification and early implementation of the Minamata Convention. The assessments produced under this component will provide countries with strong arguments for the ratification of the Minamata Convention and prioritization of mercury management on the national agendas. Once the Convention is ratified, this component's outputs will be essential to comply with the reporting obligations of the Convention and to monitor its implementation. This component will ensure that the gender issues and the interests of vulnerable populations are fully taken into account in the assessments.

The national assessment will be complemented by improved data on national mercury sources, emissions and releases. The UN Environment Toolkit for Identification and Quantification of Mercury Releases has been revised in 2013. Participating countries will apply the Level II version, which is a comprehensive description of all mercury sources, as well as a quantitative analysis of mercury. More specifically, the mercury toolkit will assist participating countries to address: a) Mercury supply sources and trade (Article 3); (b) Mercury-added products (Article 4); (c) Manufacturing processes in which mercury or mercury compounds are used (Article 5); (d) Artisanal and small-scale gold mining (Article 7); (e) Emissions (Article 8); and (f) Releases (Article 9). It will also include a description of mercury storage conditions. An international/regional consultant will analyse the inventory data in a timely fashion and will train National Project Coordinators (Inventory) (NPCs) in each of the participating countries throughout the whole inventory process. The NPCs' main role will be to carry out the on-the-ground daily activities involved in the collection and input of data into the inventory. Their Terms of Reference will be formalized and reinforced in participating countries. The aim is to ensure the high quality and comparability of the final inventory with others produced by other countries and build national capacity to use the UN Environment Toolkit. This project component will also analyse existing information on mercury contaminated sites and will formulate a strategy to identify and assess mercury contaminated sites, using internationally agreed or any existing criteria successfully used elsewhere.

Taking into consideration the assessment of national capacities, infrastructure and regulatory framework, and the mercury inventory, this project component will be completed by an assessment of the challenges, needs and opportunities to implement the Convention on priority sectors. The main output under this project component is a needs assessment and further recommendations to implement the Minamata Convention on Mercury, taking into consideration the role of all key players and their responsibilities, in particular gender concerns, and the special needs of vulnerable groups. The MIAs will have a chapter with the main findings and recommendations to approach the social and gender aspects of mercury exposure.

Finally, during this project component the draft MIAs will be reviewed and validated by national stakeholders. This process of wide consultation will likely include NWG meetings, workshops with key sectors and stakeholders, written communications and discussions leading to a final MIA document that will allow the Government to ratify the Convention based on a sound national assessment of the mercury situation. Awareness raising and dissemination of key MIA outputs will also be performed under this project component under activity 2.6. Lessons learned identified throughout this project and, in particular in the final results/lessons learned workshops, will also be made available and will assist in identifying opportunities for regional/global cooperation and synergies between countries working on their MIAs.

Expected outputs and planned activities:

2.1 Identified and strengthened Project Steering Committee and National Coordination Mechanisms dealing with mercury management that will guide the project implementation.

2.1.1 Organize one (1) Regional Training and Inception workshop and four (4) National Inception Workshops to raise awareness and to define the scope and objective and to have common understanding of the MIA process, including:

- a) Develop Terms of References for the National Coordination Mechanisms;*
- b) Develop and implement national awareness-raising and outreach strategies to enhance understanding of the need for sound mercury management and for dissemination of the validated results of the MIA Reports;*
- c) Identify key stakeholders and assign roles.*

2.1.2 Conduct a national assessment on existing sources of information (studies), compile and make them publicly available;

2.1.3 Organise one (1) regional lessons learned workshop and identify regional priorities for the early implementation of the Minamata Convention.

2.2 National institutional and regulatory framework and national capacities on mercury management assessed.

2.2.1 Assess key national stakeholders, their roles in mercury management and monitoring and institutional interest and capacities;

2.2.2 Analyze the existing regulatory framework, identify gaps and identify the regulatory reforms needed for the sound management of mercury in each of the participating countries.

2.3 National inventories of mercury sources and releases developed using the UN Environment Mercury Toolkit Level II and strategy for the identification of mercury contaminated sites developed.

2.3.1 Develop a qualitative and quantitative inventory of all mercury sources, emissions and releases;

2.3.2 Develop a national strategy to identify mercury-contaminated sites.

2.4 Challenges, needs and opportunities to implement the Minamata Convention assessed and recommendations to ratify and implement the Minamata Convention developed.

2.4.1 Conduct a national and sectoral assessment on challenges, needs and opportunities to implement the Convention in key priority sectors;

2.4.2 Develop a report on recommendations to ratify and implement the Minamata Convention on Mercury.

2.5 MIA validated by national stakeholders.

2.5.1 Draft and validate MIA Report;

- a. Draft National MIA Reports;*
- b. Organise four (4) National Results Workshops for dissemination of results to relevant stakeholders for validation;*
- c. Validate National MIA Reports;*

Component 3: Monitoring and Evaluation

Day-to-day project management and monitoring will be the responsibility of the Executing Agency. The project monitoring will start with the regional inception workshop and the development of a detailed work-plan, budget and detailed monitoring and evaluation plan with key stakeholders. The Executing Agency will develop and submit to UN Environment technical and financial reports every quarter describing the progress according to the work-plan and budget, identifying obstacles that occurred during implementation and the remediation actions to be taken.

UN Environment will monitor the project progress according to the work-plan on a regular basis and provide guidance to the Executing Agency to progress according to the work-plan. Yearly during the GEF Project Implementation Review (PIR), UN Environment will provide information about the status of the project implementation and the disbursements made.

The terminal report and final statement of accounts developed by the Executing Agency at the end of the project closes the Executing Agency monitoring activities for this project. The final financial audit will review the use of project funds against budget and assess probity of expenditure and transactions. The final audit is to be developed by an independent audit authority (a recognized firm of public accountants or, for governments, a government auditor). The final audit is to be sent to UN Environment up to six months after the technical completion of the project.

Templates for the quarterly progress and financial report, terminal report and final statement of accounts will be provided by UN Environment. There is no template for the final financial audit.

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

Expected outputs and planned activities:

3.1 Status of project implementation and probity of use of funds accessed on a regular basis and communicated to the GEF.

3.1.1 Executing Agency develops and submit technical and financial reports quarterly to UN Environment using UN Environment's templates;

3.1.2 UN Environment communicate project progress to the GEF yearly during the PIR using GEF's template;

3.1.3 Develop and submit terminal report and final statement of accounts to UN Environment at project end;

3.1.4 Submit final financial audit to UN Environment.

3.2 Independent terminal evaluation developed and made publicly available.

3.2.1 Terminal evaluation is carried out and made publicly available in the UN Environment website

The Monitoring and Evaluation Plan is detailed below:

Table 5: Monitoring and Evaluation Budget

M&E activity	Purpose	Responsible Party	Budget (US\$)*1	Time-frame
Regional inception workshop	Awareness raising, building stakeholder engagement, detailed work planning with key groups, defining key sectors in each participating country	UN Environment Economy Division Chemicals and Health, BCRC-Caribbean	Included in budget for Inception Workshop	Within two (2) months of project start
Inception report	Provides implementation plan for progress monitoring	BCRC-Caribbean PMU	Included in budget for Inception Workshop	Within four weeks of the Inception Workshop
Technical Progress reports	Describes progress against annual work plan for the reporting period and provides activities planned for the next period	BCRC-Caribbean	Included in Project Management Fee	Bi-annually
Financial Progress reports	Documents project expenditure according to established project budget and allocations	BCRC-Caribbean	Included in Project Management Fee	Bi-annually
Project Review by Project Steering Committee	Assesses progress, effectiveness of operations and technical outputs; Recommends adaptation where necessary and confirms implementation plan.	BCRC-Caribbean	Included in Project Management Fee	Month 1 or 2, 12 (TC) and 24
Terminal report	Reviews effectiveness against implementation plan highlights technical outputs identifies lessons learned and likely design approaches for future projects, assesses likelihood of achieving design outcomes	BCRC-Caribbean	Included in Project Management Fee	At the end of project implementation (Month 24)
Independent Terminal evaluation	<ul style="list-style-type: none"> • Reviews effectiveness, efficiency and timeliness of project implementation, coordination mechanisms and outputs; • Identifies lessons learned and likely remedial actions for future projects; • Highlights technical achievements and assesses against prevailing benchmarks. 	UN Environment – Economy Division, Independent external consultant	15,000	At the end of project implementation (Month 24)
Independent Financial Audit	Reviews use of project funds against budget and assesses probity of expenditure and transactions.	BCRC-Caribbean	10,000	At the end of project implementation (Month 24)
Total indicative Monitoring & Evaluation cost*1			25,000	

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

Project Stakeholders:

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

At the national level, relevant national stakeholders, international intergovernmental agencies, as well as donors, private sectors, national representations of WHO and UN organizations NGOs, etc, will be invited to participate in the project (e.g. as part of the National Coordination Mechanism). In addition, participating ministries with responsibility for the environment will be regularly briefed on the progress made on the project and will also be requested to take action on key project activities (e.g. validation of MIA). All these measures will ensure adequate and effective coordination as well as continuous information exchange among the Implementing Agency (IA), the Executing Agency (EA) and the National co-Executing Partners, donors, and domestic stakeholders in participating countries and to link to the broader national chemicals management agenda. Table 6 below shows a preliminary list of domestic stakeholders in participating countries.

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

Table 6: Preliminary list of stakeholders

KEY STAKEHOLDERS	ROLE IN THE PROJECT
ANTIGUA AND BARBUDA	
The National Solid Waste Management Authority	Guidance on the disposal and development of system for the management of mercury containing products
Central Board of Health	Coordination of medical facilities and healthcare providers and establishment of health objectives.
Pesticides and Toxic Chemicals Board	Regulatory guidance and management strategy
Department of the Environment	Regulatory guidance and management strategy and policy development.
Antigua Public Utilities Authority	Identification and management of mercury containing implements.
Ministry of Works	Identification and management of mercury containing implements
DOMINICA	
The Dominica Air and Sea Ports Authority (DASPA)	Responsible for co-ordinated and integrated systems of airports,

	<p>seaports and port services which is port of entry for mercury. DASPA staff is the first line on interfacing the imports of mercury and mercury contained goods.</p>
<p>Customs</p>	<p>Will together with DASPA enforce any regulations pertaining to mercury</p>
<p>The Pesticides Control Board</p>	<p>Responsible for developing guidelines and ensuring a phase out of mercury containing pesticides.</p>
<p>Ministry of Health and Environment</p>	<p>Responsible for the monitoring of mercury levels in the environment and food sources, the development of regulations addressing safe guards</p>
<p>Ministry of Legal Affairs:</p>	<p>Responsible for drafting of legislation to address mercury including requirements of the Minamata convention.</p>
<p>Environmental Coordinating Unit</p>	<p>This unit has technical staff which is knowledgeable in the effects of mercury, and will carry out the implementation of this project.</p>
<p>Laboratories within the country</p>	<p>Labs may be users of mercury goods and some labs may be testers for mercury levels in soil, waters, foods, air etc</p>
<p>Health facilities and hospitals</p>	<p>Users of mercury goods and the staff must be trained in the effects of mercury and proper handling of such goods.</p>
<p>Dominica Solid Waste Management Corporation (DSWMC)</p>	<p>Will develop their management to handle mercury waste and support in sensitization of the public</p>
<p>Private sector: importers, retailers, distributors and users of mercury goods</p>	<p>Need to be sensitized about the risks of mercury to human health and environment and the importance of regulations of the usage of mercury</p>
<p>Bureau of Standards</p>	<p>Focal point for SAICM, developing standards, policies and guidelines for the handling, distribution, use and safe disposal of mercury</p>
<p>Ministry of Establishment, Personnel and Training Department,</p>	<p>Responsible for developing training programs for staff within different sectors in mercury management</p>

<p>The affected Unions and key users (for example dentists)</p> <p>Ministry of Agriculture and Fisheries (Agriculture, Fisheries and Forestry divisions)</p> <p>Ministry of National Security</p>	<p>Workers handling mercury or goods containing mercury must be sensitized and trained in proper management of such until phaseout is complete.</p> <p>Management of monitoring and reporting on mercury statistics for their sectors.</p> <p>Responsible to prevent and treat larger contamination events</p>
<p>GRENADA</p>	
<p>Ministry of Labour, Economic Development, Trade & Planning</p> <p>Ministry of Agriculture, Lands, Forestry & Fisheries</p> <p>Ministry of Health, Social Security & International Business</p> <p>Ministry of Legal Affairs</p> <p>Grenada Solid Waste Management</p> <p>Customs</p> <p>Private Sector: importers, retailers, distributors and users of mercury goods</p>	<p>Management of monitoring and reporting on mercury statistics for their sectors.</p> <p>Management of monitoring and reporting on mercury statistics for their sectors.</p> <p>Mercury is used in the health sectors and the ministry must aid in development of and proper handling of equipment containing mercury</p> <p>Aid in the review of legislation with respect to mercury.</p> <p>Guidance on the disposal and development of system for the management of mercury containing products</p> <p>Will aid in the regulation of importation of mercury and mercury containing products and in providing statistics</p> <p>Need to be sensitized about the risks of mercury to human health and environment and the importance of regulations of the usage of mercury</p>
<p>ST. VINCENT AND THE GRENADINES</p>	
<p>Ministry of Health, Wellness and the Environment</p> <p>Ministry of Economic Planning, Sustainable Development, Industry, Information and Labour, Sustainable Development Unit</p> <p>Pharmaceutical Council/Association</p>	<p>Mercury is used in the health sectors and the ministry must aid in development of and proper handling of equipment containing mercury</p> <p>Management of monitoring and reporting on mercury statistics for their sectors.</p> <p>Management of monitoring and reporting on mercury used in pharmaceuticals and cosmetics.</p>

Pesticide Control Board	Management of the regulations on pesticides and chemicals containing mercury.
Water and Sewage Authority	Management of monitoring and reporting on mercury statistics for their sectors.
Bureau of Standards	Development of standards, policies and guidelines for the handling, distribution, use and safe disposal of mercury.
St. Vincent Electricity Services (VINLEC)	Management of monitoring and reporting on mercury statistics for their sectors.
Ministry of Transport and Works	Management of monitoring and reporting on mercury statistics for their sectors.
Ministry of Agriculture	Management of monitoring and reporting on mercury statistics for their sectors.
Chamber of Industry and Commerce	Management of monitoring and reporting on mercury statistics for their sectors.
Central Water and Sewerage Authority	Management of monitoring and reporting on mercury statistics for their sectors.
Port Authority	Responsible for co-ordinated and integrated systems of airports, seaports and port services which is port of entry for mercury.
Customs	Will aid in the regulation of importation of mercury and mercury containing products and in providing statistics.
Attorney General's Office	Aid in the review of legislation with respect to mercury.
Science Teachers' Association	Aid in the public awareness campaign and need to be sensitized about the risks of mercury to human health and environment.
Private Sector: Local Jewelers	Mercury may be used in cleaning of gold. Jewelers must be sensitized to the issues that arise from this.
Medical Sector: Laboratories	Mercury may be used in laboratory equipment and chemicals and laboratories will aid in the management of monitoring and reporting on mercury statistics in this sector

Socioeconomic benefits including consideration of gender dimensions

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

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

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

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

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

The institutional framework for this project is as follows:

Implementing Agency – This project will be implemented by the UN Environment and executed by the BCRC-Caribbean. As the implementing agency UN Environment will be responsible for the overall project supervision, overseeing the project progress through the monitoring and evaluation of project activities and progress reports, including backstopping on technical issues. In close collaboration with the Executing Agency the UN Environment will provide administrative support to the Executing Agency.

UN Environment will support the execution of this project as part of the Mercury Partnership Programme and will provide assistance to signatories to the Minamata Convention and countries taking significant measure to become parties to the Minamata Convention, such as organizing regional/global awareness raising and training workshops and attendance at key meetings. Furthermore, through its programme of work, UN Environment will identify suitable divisions and branches that can provide additional support to participating countries which will complement their activities.

Executing Agency – The BCRC- Caribbean will execute and manage the project. The BCRC – Caribbean will be responsible for the day to day activities of the project. The Project Management Unit (PMU) has been established as of April 2016 to deal with the management of all projects undertaken by the BCRC-Caribbean. The BCRC-Caribbean will also be responsible for the recruitment of consultants and facilitate audits of the project. All financial transactions will be carried out in accordance with UN Environment procedures and the BCRC – Caribbean will provide regular administrative, progress and financial reports to the UN Environment. The Project Management Unit will be based at the BCRC – Caribbean office located in Port of Spain, Trinidad.

Project Steering Committee – This committee will be established and meet during the course of the project and will comprise members from the BCRC- Caribbean, the National Project Coordinators (Inventory) from participating countries and a national focal point representative from each participating country. The Project Steering Committee will evaluate the progress of the project, providing advice, assessing progress and taking the necessary measures in order to ensure the achievement of the objectives of this project. National Coordinating Mechanisms will be established by participating countries to facilitate work in the individual countries.

Project Management Unit (PMU) – was established within the BCRC- Caribbean and is staffed with a Head and three (3) Project Assistants. This PMU is based at the BCRC-Caribbean offices and will oversee the execution and management of the project.

National Coordination Mechanisms (National Working Groups) will meet regularly during project implementation. The NWGs will include key national stakeholders and will evaluate the progress of the project and will take the necessary measures to guarantee the fulfillment of its goals and objectives. The NWGs will take decisions on the project in line with the project objectives and these decisions will be implemented by the Executing Agency.

Global Mercury Partnership (GMP): the partnership works closely with stakeholders to assist in the timely ratification and effective implementation of the Minamata Convention. Reducing mercury use in products and processes and raising awareness of mercury-free alternatives is one of the partnership areas and it supports countries by providing information on best available techniques and best environmental practices and on the conversion of mercury-based processes to non-mercury based processes, among other initiatives. The partnership will ensure participating countries have access to all the expertise and experience of its members to implement the project.

A schematic of the proposed implementation arrangements is illustrated below:

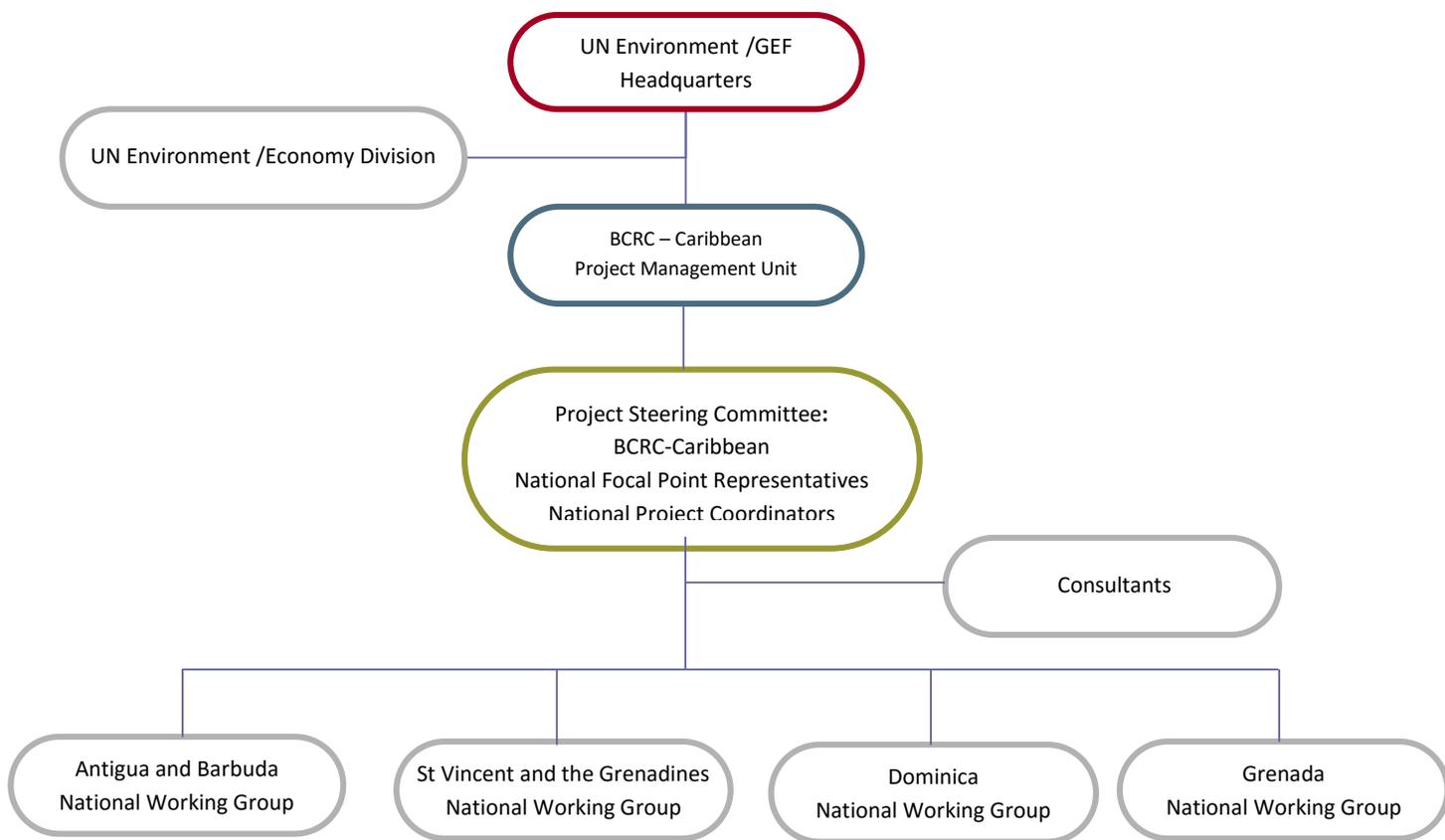


FIGURE 1: Implementation Arrangements

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

This proposal for funding is a replication of a previously approved project being developed in the Caribbean Region. This project seeks to cover four (4) countries and the previous project covered four (4) countries and will therefore position the region to ratify the Minamata Convention and ultimately meet the objectives.

The development of this proposal for funding will draw upon the previous experiences of the already approved project.

By increasing the regions ability to inventory its mercury sources and quantities, the requested funding will be applied in a cost effective way. A key element to increase the cost effectiveness of this project capitalization on institutional networks built during the development of the previous project and through other waste and chemical projects.

The project will partner with and build on the projects detailed below:

1. Development and Implementation of a Sustainable Management Mechanism for Persistent Organic Pollutants (POPs) in the Caribbean – GEF 5558

2. Mercury Storage and Disposal in the Caribbean: Jamaica, Suriname, Trinidad and Tobago – (SSFA/2016/DTIE/Chemicals Branch/BCRC Caribbean)

E. DESCRIBE THE BUDGETED M&E PLAN:

More detailed information about project monitoring and evaluation can be consulted in the project component 3 monitoring and evaluation.

F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE):N/A

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

A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S): (PLEASE ATTACH THE OPERATIONAL FOCAL POINT ENDORSEMENT LETTER(S) WITH THIS TEMPLATE).

NAME	POSITION	MINISTRY	DATE (Month, day, year)
Antigua and Barbuda Her Excellency Mrs. Diann Black Layne	Director of the Environment	MINISTRY OF HEALTH AND THE ENVIRONMENT	MARCH 23, 2017
Dominica His Excellency Mr. Lloyd Pascal	Director, Environmental Coordinating Unit	MINISTRY OF HEALTH AND ENVIRONMENT	FEBRUARY 6, 2017
Grenada Mr. Fitzroy James	Director of Economic and Technical Cooperation	MINISTRY OF ECONOMIC DEVELOPMENT, PLANNING, TRADE, COOPERATIVES AND INTERNATIONAL BUSINESS	MARCH 21, 2017
St. Vincent and the Grenadines Mrs. Janeel Miller-Findley	Director of Environmental Management (Sustainable Management Unit)	MINISTRY OF ECONOMIC PLANNING, SUSTAINABLE DEVELOPMENT, INDUSTRY, INFORMATION AND LABOUR.	APRIL 3, 2017

B. CONVENTION PARTICIPATION

CONVENTION	DATE OF RATIFICATION/ ACCESSION (mm/dd/yyyy)	NATIONAL FOCAL POINT
ANTIGUA AND BARBUDA		
UNCBD	09/03/1993	H.E. MS. DIANN BLACK-LAYNE
UNFCCC	02/02/1993	H.E. MS. DIANN BLACK-LAYNE
UNCCD	06/06/1997	H.E. MS. DIANN BLACK-LAYNE
BASEL CONVENTION	05/04/1993	H.E. MS. DIANN BLACK-LAYNE
ROTTERDAM CONVENTION	23/08/2010	H.E. MS. DIANN BLACK-LAYNE

STOCKHOLM CONVENTION	10/09/2003	H.E. MS. DIANN BLACK-LAYNE	
DOMINICA			
UNCBD	06/04/1994	H.E. MR. LLOYD PASCAL	
UNFCCC	21/06/1993	H.E. MR. LLOYD PASCAL	
UNCCD	08/12/1997	H.E. MR. LLOYD PASCAL	
BASEL CONVENTION	05/05/1998	H.E. MR. LLOYD PASCAL	
ROTTERDAM CONVENTION	30/12/2005	DIRECTOR OF PESTICIDE CONTROL BOARD	
STOCKHOLM CONVENTION	08/08/2003	H.E. MR LLOYD PASCAL	
GRENADA			
UNCBD	11/08/1994	MRS. MERINA JESSAMY	
UNFCCC	11/08/1994	MR. KEVIN ANDALL	
UNCCD	28/05/1997	MR. TREVOR THOMPSON	
SAINT VINCENT AND THE GRENADINES			
UNCBD	06/03/1996	MS NYASHA HAMILTON	
UNFCCC	12/02/1996	MS NYASHA HAMILTON	
UNCCD	03/16/1998	MR FITZGERALD PROVIDENCE	
BASEL CONVENTION	12/02/1996	BRENTON QUAMMIE	
ROTTERDAM CONVENTION	10/29/2010	BRENTON QUAMMIE	
STOCKHOLM CONVENTION	09/15/2005	BRENTON QUAMMIE	
	DATE SIGNED (MM/DD/YYYY)	NATIONAL FOCAL POINT	DATE OF NOTIFICATION UNDER ARTICLE 7 TO THE MINAMATA CONVENTION SECRETARIAT
MINAMATA CONVENTION (ANTIGUA AND BARBUDA)	23/09/2016 (ACCESSION)	H.E. MRS. DIANN BLACK LAYNE	N/A
MINAMATA CONVENTION (DOMINICA)	N/A	H.E. MR. LLOYD PASCAL	N/A
MINAMATA CONVENTION (GRENADA)	N/A	MR. FITZROY JAMES	N/A
MINAMATA CONVENTION (ST. VINCENT AND THE GRENADINES)	N/A	MRS. JANEEL MILLER-FINDLEY	N/A

C. GEF AGENCY(IES) CERTIFICATION

This request has been prepared in accordance with GEF policies⁷ and procedures and meets the standards of the GEF Project Review Criteria for Chemicals and Waste Enabling Activity approval in GEF 6.					
Agency Coordinator, Agency name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	E-mail Address

⁷ GEF policies encompass all managed trust funds, namely: GEFTF, LDCF, and SCCF

Kelly West, PhD Senior Programme Manager & Global Environment Facility Coordinator Corporate Services Division UN Environment			Kevin Helps Senior Programme Officer, Chemicals and Health Branch / GEF Operations Economy Division, UN Environment	+254-20- 762-3140	Kevin.Helps@unep.org
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ANNEXES:

1. CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY WITH GEF FUNDING
2. OFP ENDORSEMENT/CO-FINANCE LETTERS
3. ENVIRONMENTAL AND SOCIAL SAFEGUARDS CHECKLIST
4. ACRONYMS AND ABBREVIATIONS
5. PROJECT SUPERVISION PLAN
6. GEF APPROVED BUDGET

Annex 1: Consultants to be hired for the enabling activity with GEF funding

Position Titles	\$/	Estimated Person Weeks**	GEF (USD)	Tasks To Be Performed
	Person Week*			
For Project Management				
Local				
Project Coordinator	275	104	28,600	Project Supervision and Management
Project financial officer	225	52	11,700	Assistance with financial project management
For Technical Assistance				
Local				
National Project Coordinators (4) to assist with the mercury inventory and preparation of the MIA	375	156	58,500	Data collection for mercury inventory and national project coordination for MIA development
Regional/International				
Consultant to conduct training and to assist with developing the mercury inventory using the UNEP toolkit	3000	40	120,000	Conduct initial regional workshop and training on the UNEP Toolkit. Provide technical support to national project teams to develop a mercury inventory and overall guidance and preparation of MIA reports
Consultant to conduct policy, legal, regulatory and institutional strengthening	2750	24	66,000	Assessment of regulatory framework, identification of gaps and assessment of regulatory reforms needed for the sound management of mercury
Consultant for development and Implementation of Communication Strategy, Preparation and Production of Training Materials and Informational Materials for Circulation	2000	24	48,000	Development and Implementation of Communication Strategy, Preparation and Production of Training Materials and Informational Materials for Circulation in the Caribbean.
Justification for travel, if any: Consultants and project coordinator will travel throughout the country to develop the mercury inventory and conduct the national assessments.				

Annex 2: OFP Endorsement/ Co-finance letter

Annex 3: Environmental and Social Safeguards Checklist

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

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

UN Environment/GEF Environmental and Social Safeguards Checklist

Project Title:	Development of Minamata Initial Assessments (MIA) in the Caribbean (Antigua and Barbuda, Dominica, Grenada, St. Vincent and the Grenadines)		
GEF project ID and UN Environment ID/IMIS Number		Version of checklist	
Project status (preparation, implementation, MTE/MTR, TE)	Preparation/ Submission	Date of this version:	22.06.2017
Checklist prepared by (Name, Title, and Institution)	Kevin Helps – Senior Programme Officer GEF Operations – UN Environment Economy Division – Chemicals and Health Branch		

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

Section A: Project location

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

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

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

Section B: Environmental impacts

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

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

Section C: Social impacts

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

	Yes/No/N.A.	Comment/explanation
- Does the project respect internationally proclaimed human rights including dignity, cultural property and uniqueness and rights of indigenous people?	Yes	It will respect cultural aspects in the participating countries
- Are property rights on resources such as land tenure recognized by the existing laws in affected countries?	N.A.	
- Will the project cause social problems and conflicts related to land tenure and access to resources?	N.A.	
- Does the project incorporate measures to allow affected stakeholders' information and consultation?	Yes	The project will form a National Coordinating Committee including all relevant stakeholders. This group will assess project progress at the national level and will propose if necessary corrective actions. Additionally, the Project Implementing Agency will provide technical feedback and assistance to countries
- Will the project affect the state of the targeted country's (-ies') institutional context?	Yes	A Mercury Management team will be established to deal with mercury within national chemicals efforts. In the medium to long-term it is expected that the national regulatory system will be revised to include provisions in compliance with the Minamata Convention.
- Will the project cause change to beneficial uses of land or resources? (incl. loss of downstream beneficial uses (water supply or fisheries)?	No	
- Will the project cause technology or land use modification that may change present social and economic activities?	No	The project might identify actions to change current practices towards the sound management of mercury.
- Will the project cause dislocation or involuntary resettlement of people?	No	
- Will the project cause uncontrolled in-migration (short- and long-term) with opening of roads to areas and possible overloading of social infrastructure?	No	

- Will the project cause increased local or regional unemployment?	No	
- Does the project include measures to avoid forced or child labour?	No	
- Does the project include measures to ensure a safe and healthy working environment for workers employed as part of the project?	Yes	Those doing the inventory on the field will use protective equipment to avoid contamination with those chemicals.
- Will the project cause impairment of recreational opportunities?	No	
- Will the project cause impairment of indigenous people's livelihoods or belief systems?	No	
- Will the project cause disproportionate impact to women or other disadvantaged or vulnerable groups?	No	
- Will the project involve and or be complicit in the alteration, damage or removal of any critical cultural heritage?	No	
- Does the project include measures to avoid corruption?	Yes	Close supervision of the expenditures will be done at the national level by the EA and overall by UN Environment as IA. Cash advances will be related to outputs and held until proper justification of the expenditures and budget plans are provided.
<i>Only if it can be carefully justified that any negative impact from the project can be avoided or mitigated satisfactorily both in the short and long-term, can the project go ahead.</i>		

Section D: Other considerations

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

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

Annex 4. Acronyms and Abbreviations

BCRC-Caribbean	Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean
CARICOM	The Caribbean Community
CCCCC	Caribbean Community Climate Change Centre
CCI	Caribbean Challenge Initiative
CDB	Caribbean Development Bank
DASPA	Dominica Air and Sea Port Authority
DSWMC	Dominica Solid Waste Management Corporation
DTIE	Economy Division of UN Environment
EA	Executing Agency
GEF	The Global Environment Facility
GEF SEC	Global Environment Facility Secretariat
GEFTF	GEF Trust Fund
GIZ	The German Agency for International Coordination
GMP	Global Mercury Partnership
GPA	Global Programme of Action
GRULAC	Latin America and Caribbean group
GSPS	Growth and Social Protection Strategy
Hg	Mercury
IA	Implementing Agency
IGO	Intergovernmental Organisation
INC	Intergovernmental Negotiating Committee
M&E	Monitoring and Evaluation
MIA	Minamata Initial Assessment
NA	Not applicable
NAWASA	National Water and Sewerage Authority (Grenada)
NCTE	National Centre of Testing Excellence (Dominica)
NES	National Environmental Strategy Summary
NGO	Non-governmental Organisation
NIP	National Implementation Plan
NPCs	National Project Coordinators (Inventory)
NWG	National Working Group
PIR	Project Implementation Review
PMU	Project Management Unit
POPs	Persistent Organic Pollutants
PoW	Programme of Work
PPG	Project Preparation Grant
PSC	Project Steering Committee
ROLAC	ROLAC
SAICM	Strategic Approach to International Chemicals Management
SSFA	Small-Scale Funding Agreement
TE	Terminal Evaluation
UNCBD	United Nations Convention on Biological Diversity
UNCCD	United Nations Convention to Combat Desertification
UNDAF	United Nations Development Assistance Framework
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNEP - DTIE	United Nations Environment Programme - Division on Technology, Industry and Economics
UNFCCC	United Nations Framework Convention on Climate Change
UNIDO	United Nations Industrial Development Organisation
VINLEC	St. Vincent Electricity Services
WHO	World Health Organisation

Annex 5. Project Supervision Plan

Project Title:		Development of Minamata Initial Assessments (MIA) in the Caribbean (Antigua and Barbuda, Dominica, Grenada, St. Vincent and the Grenadines)																													
Project Executing Agency:		The Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC-Caribbean)																													
Project Implementation Period (add additional years as required):		2017				2018								2019								2020									
		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Executing Agency																															
UNEP/DTIE Chemicals (Implementing)	◊																														
Output	•																														
Activity/Task/Output																															
Output 1 Technical assistance provided to participating countries to develop the MIAs while building sustainable foundations for their future implementation of the Minamata Convention.																															
1.1.1 Quality check of final MIA developed																															
1.1.2 Enhancement of the UN Environment Hg toolkit, including translation to other UN languages																															
1.1.3 Undertake knowledge management and information exchange through the Global Mercury Partnership website																															
Output 2.1 Identified and strengthened Project Steering Committee and National Coordination Mechanisms dealing with mercury management that will guide the project implementation																															
2.1.1 Organize one (1) Regional Training and Inception workshop and four (4) National Inception Workshops to raise awareness and to define the scope and objective and to have common understanding of the MIA process																															
2.1.2 Conduct a national assessment on existing sources of information (studies), compile and make them available																															
2.1.3 Organise one (1) Regional lessons learned workshop and identify regional priorities for the early implementation of the Minamata Convention																															
Output 2.2 National institutional and regulatory framework and national capacities on mercury management assessed																															
2.2.1 Assess key national stakeholders, their roles in mercury management and monitoring and institutional interest and capacities																															
2.2.2 Analyze the existing regulatory framework, identify gaps and identify the regulatory reforms needed for the sound management of mercury in each of the participating countries																															
Output 2.3 National inventories of mercury sources and releases developed using the UN Environment Mercury Toolkit Level II and strategy for the identification of mercury contaminated sites developed																															
2.3.1 Develop a qualitative and quantitative inventory of all mercury sources, emissions and releases																															
2.3.2 Develop a national strategy to identify mercury contaminated sites																															
Output 2.4 Challenges, needs and opportunities to implement the Minamata Convention assessed and recommendations to ratify and implement the Minamata Convention developed																															
2.4.1 Conduct a national and sectoral assessment on challenges, needs and opportunities to implement the Convention in key priority sectors																															
2.4.2 Develop a report on recommendations to ratify and implement the Minamata Convention on Mercury																															
Output 2.5 MIA validated by national stakeholders																															
2.5.1 Draft and validate MIA reports, including hosting national validation workshops in each country																															
Output 2.6 MIA Communication Strategy Implemented by national stakeholders																															
2.6.1 Development of Communication Strategy, Preparation and Production of Training Materials and Informational Materials for Circulation																															
2.6.2 Implementation of Communication Strategy																															
Output 3.1 Status of project implementation and probity of use of funds accessed on a regular basis and communicated to the GEF																															
3.1.1 Executing Agency develops and submit technical and financial reports																															
3.1.2 UN Environment communicate project progress to the GEF yearly																															
3.1.3 Develop and submit terminal report and final statement of accounts to UN Environment at project end;																															
3.1.4 Submit final financial audit to UN Environment.																															
Output 3.2 Independent terminal evaluation developed and made publicly available																															
3.2.1 Terminal evaluation is carried out and made publicly available in the UN Environment website																															

Annex 6. GEF Approved Budget

RECONCILIATION BETWEEN GEF ACTIVITY BASED BUDGET AND UNEP BUDGET BY EXPENDITURE CODE (GEF FINANCE ONLY)												
Project No:							Total GEF funding:	657,000				
Project Name:		Development of Minamata Initial Assessments in the Caribbean (Antigua and Barbuda, Dominica, Grenada, St. Vincent and the Grenadines)					IA fee (9.5%):	57,000				
Executing Agency:		The Basel Convention Regional Centre for Training and Technology Transfer for the Caribbean (BCRC-Caribbean)					Project funding:	600,000				
Source of funding (noting whether cash or in-kind):		GEF Trust Fund Cash										
		BUDGET ALLOCATION BY PROJECT COMPONENT/ACTIVITY					ALLOCATION BY CALENDAR YEAR					
		Component 1	Component 2	Component 3		Total	2017	2018	2019	2010	Total	
		Global technical support for MIA development	Development and validation of the Minamata Initial Assessment	Monitoring and Evaluation	Project Management							
		US\$	US\$		US\$	US\$	US\$	US\$	US\$	US\$	US\$	
10	UNEP BUDGET LINE/OBJECT OF EXPENDITURE											
	PROJECT PERSONNEL COMPONENT											
	1100 Project Personnel											
	1161 1101 Project coordinator				28,600	28,600	4,767	14,300	9,533		28,600	
	1161 1102 Project assistant											
	1199 Sub-Total	0	0	0	28,600	28,600	4,767	14,300	9,533	0	28,600	
	1200 Consultants w/m											
	1161 1201 National Project Staff (Hg Inventory- one per country)- Supervised by the BCRC-C		58,500			58,500		58,500			58,500	
	1299 Sub-Total	0	58,500	0	0	58,500	0	58,500	0	0	58,500	
	1300 Administrative Support											
	1161 1301 Project financial officer				11,700	11,700	1,950	5,850	3,900		11,700	
	1600 Travel on official business (above staff)											
	1561 1601 Travel Project coordinator/National project staff		45,000			45,000	12,500	32,500			45,000	
	1699 Sub-Total	0	45,000	0	11,700	56,700	14,450	38,350	3,900	0	56,700	
	1999 Component Total	0	103,500	0	40,300	143,800	19,217	111,150	13,433	0	143,800	
20	SUB CONTRACT COMPONENT											
	2100 Sub contracts (UN Organizations)											
	2261 2101 Sub-contract for Review of MIA Development	10,000				10,000	10,000				10,000	
	2199 Sub-Total	10,000	0	0	0	10,000	10,000	0	0	0	10,000	
	2200 Sub contracts (SSFA, PCAs, non UN)											
	2201 Sub-contract Consultancy (Int'l Experts Retained by BCRC-C- Hg Inventory, Validation of Results and National MIA Reports)		120,000			120,000		120,000			120,000	
	2202 Sub-contract Consultancy (Regional Expert Retained by BCRC-C- Policy, Legal, Regulatory and Institutional Strengthening)		66,000			66,000		66,000			66,000	
	2203 Sub-contract Consultancy (Regional Expert Retained by BCRC-C- Development and Implementation of Communication Strategy, Preparation and Production of Training Materials and Informational Materials for Circulation)	48,000				48,000		48,000			48,000	
	2299 Sub-Total	48,000	186,000	0	0	234,000	0	234,000	0	0	234,000	
	2999 Component Total	58,000	186,000	0	0	244,000	10,000	234,000	0	0	244,000	
30	TRAINING COMPONENT											
	3200 Group training (field trips, WS, etc.)											
	3302 and 3303 3201 Regional Training and Inception Workshop		40,000			40,000	40,000				40,000	
	3202 National Training Workshops (one per country)		35,000			35,000	35,000				35,000	
	3299 Sub-Total	0	75,000	0	0	75,000	75,000	0	0	0	75,000	
	3300 Meetings/conferences											
	3302 and 3303 3301 National MIA Results Workshops (one per country)		35,000			35,000			35,000		35,000	
	3302 and 3303 3302 Final Regional MIA Lessons Learned Workshop and identification of priorities		40,000			40,000			40,000		40,000	
	3399 Sub-Total	0	75,000	0	0	75,000	0	0	75,000	0	75,000	
	3999 Component Total	0	150,000	0	0	150,000	75,000	0	75,000	0	150,000	
40	EQUIPMENT and PREMISES COMPONENT											
	4100 Expendable equipment (under 1,500 \$)											
	4261 4101 Operational costs				7,200	7,200	1,200	3,600	2,400		7,200	
	4102 Office premises					0	0	0			0	
	4199 Sub-Total	0	0	0	7,200	7,200	1,200	3,600	2,400	0	7,200	
	4200 Non expendable equipment											
	4261 4201 Computer, fax, photocopier, projector										0	
	4261 4202 Software (For National Project Steering Committees)		9,000			9,000		9,000			9,000	
	4299 Sub-Total	0	9,000	0	0	9,000	0	9,000	0	0	9,000	
	4999 Component Total	0	9,000	0	7,200	16,200	1,200	12,600	2,400	0	16,200	
50	MISCELLANEOUS COMPONENT											
	5200 Reporting costs (publications, maps, NL)											
	5161 5201 Summary reports, visualization and diffusion of results		10,000			10,000		5,000	5,000		10,000	
	5161 5202 Preparation of final report		10,000			10,000			10,000		10,000	
	5299 Sub-Total	0	20,000	0	0	20,000	0	5,000	15,000	0	20,000	
	5300 Sundry (communications, postages)											
	5161 5301 Communications (postage, bank transfers, etc)		1,000			1,000	200	400	400		1,000	
	5399 Sub-total	0	1,000	0	0	1,000	200	400	400	0	1,000	
	5500 Evaluation											
	5581 5501 Independent Terminal Evaluation			15,000		15,000				15,000	15,000	
	5161 5502 Independent Financial Audit			10,000		10,000				10,000	10,000	
	5599 Sub-Total	0	0	25,000	0	25,000	0	0	0	25,000	25,000	
	5999 Component Total	0	21,000	25,000	0	46,000	200	5,400	15,400	25,000	46,000	
	TOTAL	58,000	469,500	25,000	47,500	600,000	105,617	363,150	106,233	25,000	600,000	