

## FACSIMILE TRANSMISSION

**United Nations Development Programme**  
GLOBAL ENVIRONMENT FACILITY (GEF)

**To:** Mr. Avani Vaish/Ms. Song Li, GEF Secretariat  
Mr. Ravi Sharma, UNEP  
Mr. Madhav Gadgil, STAP  
Mr. Charles Feinstein, World Bank  
Ms. Claire N. Parker/Ms. Martha Perdomo,  
UNFCCC

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**from:** *for* Richard Hosier  
Principal Technical Adviser  
Climate Change

**Subject:** Submission of enabling activity proposal for Malta

Please find attached for your consideration and comments the Climate Change enabling activity proposal for Malta.

Thank you.

**UNITED NATIONS DEVELOPMENT PROGRAMME  
GLOBAL ENVIRONMENT FACILITY**

***Proposal for Review***

<b>Country:</b>	The Republic of Malta
<b>Project Title:</b>	Enabling The Republic of Malta to Prepare its First National Communication in Response to its Commitments to the UNFCCC
<b>GEF Focal Area:</b>	Climate Change
<b>Country Eligibility:</b>	[X] Eligible under financial mechanism of the UNFCCC [ ] Eligible under paragraph 9 (b) of the Instrument
<b>GEF Financing:</b>	US \$ 265,000
<b>Government Financing:</b>	(In kind)
<b>GEF Implementing Agency:</b>	UNDP
<b>Executing Agency:</b>	Ministry for the Environment
<b>GEF Operational Focal Point:</b>	Ministry of Foreign Affairs
<b>FCCC Focal Point:</b>	Ministry for the Environment
<b>Project Duration:</b>	18 months

## **BACKGROUND AND PROJECT CONTEXT**

### **Country's Geography**

The Maltese archipelago is centrally located in the Mediterranean Sea, and is comprised of six small islands. The main islands are Malta, Gozo and Comino. Filfa, Kemmnet and St. Paul's islands are three uninhabited islets.

The Maltese Islands have a total area of 320 square kilometers with a coastline perimeter of approximately 140 km. The central position of the land mass is approximately 1,836 kilometers distant from the Straits of Gibraltar to the West to and about 1,519 kilometers distant from the Suez Canal to the East. Malta is 93 kilometers to the South of Sicily and 290 kilometers North of the African Continent.

Malta's area totals 246 square kilometers. The general topography of the island can be described as a series of low hills in the northern areas with terraced slopes and plains on the southern aspect. There are no mountains or rivers.

Gozo is the second largest island and lies 6.4km to the NW of Malta. The total land cover is about 67sq.km. and the length of the shoreline is approximately 43 km. The topography is similar that of Malta.

### **Population**

Malta has one of the highest national population densities in the world. The current resident population is estimated to be 400,000. This is further accentuated by the annual inflow of tourists. The present growth rate is in the region of 0.75%. This small annual increase in the net population is primarily sustained by high life expectancy, and a low emigration rate.

### **Climate.**

The climate of the Maltese Archipelago is normally described as typically Mediterranean, with moist, mild winters and dry, hot summers.

Rainfall is almost restricted to very short periods in the autumn and winter (from October to March). The average annual precipitation stands at some 530 mm.

The air temperature in Malta generally ranges from 9.5 – 33°C. Exceptional extremes of 1.4 C (low) and 43.8C (high) have been recorded. The hottest period of the year runs from mid-July to mid-September, and the coldest months are January and February.

The sea temperature usually varies in conformity with the air temperature, with a yearly mean of 20C. From September to April the mean sea temperature is higher than of the air, and lower from May to August.

Relative humidity is usually high, with little seasonal variation. This rarely falls below 40%.

### **Agriculture and fisheries**

Of the total land area of Malta less than 40 per cent (about 13,500 hectares) are suitable for agriculture. The irrigated land covers only 700 hectares with the rest amounting to about 95 per cent of the total agricultural land receiving only over 500 mm of rain per year.

Agriculture accounts for some 3% of the GDP and caters for the employment of some 2% of the total workforce. The main crop products are potatoes, cauliflower, grapes, wheat, barley, tomatoes, citrus fruits, green peppers, while swine, poultry and eggs and milk are the produce of animal husbandry. About 30% of the territorial area is considered as agricultural land.

Fishing plays a very limited role in the Maltese economy. A study of 1991, indicated that there were only 235 full-time and 1,000 part-time fishermen in Malta. About 800 tones of fish were caught by professional fishermen and around three or four tones of fish was landed by part-time fishermen.

### **Economy**

The economy of Malta is highly dependent on foreign trade and services. The only abundant natural resource available is limestone, which is used for building construction purposes. The synergy of the favorable geographical location of the islands, (which are well endowed with fine harbors), coupled to an industrious labor force is the winning asset in the context of productivity. Manufacturing accounts for 27% of the GDP. Total production in manufacturing in 1995 stood at Lm 994.3 million.

### **Industry**

The main types of industries in Malta, besides tourism includes electronics, ship construction/repairs, food manufacturing, textiles, footwear, clothing, beverages and tobacco. More than 180 international firms operate locally and 77% of Malta's global exports are for the European market. The principal trading partners are Italy (27%), Germany (14%), The United Kingdom (13%) and the United States (9%).

### **Energy**

Primary energy in Malta derives from the burning of fossil fuels. Rapid economic growth has led to the rise in national energy consumption of 520,000 kilotons of oil equivalent in 1980 to some 819,000 kilotons of oil equivalent in 1997. More than 30% of this increase is attributable to water production and to the satisfying of the needs of the tourism sector

Enemalta Corporation is the parastatal company entrusted with the generation, distribution and sale of energy in Malta since 1977.

Electricity is generated by two inter-linked power stations at Marsa (235MW) and the more recent plant at Delimara which is located at Marsaxlokk Bay (190 MW). All urban and rural areas in the Maltese islands are served with electricity supply and the number of registered consumers connected to the system in 1997 was more than 195,000.

The main user of electricity is the industrial sector, which accounts for the consumption of some 39% of the total generated electricity. This is followed by the domestic and water production sectors, which account for a further 31% and 30%, respectively of the total national consumption.

There is currently an increased awareness regarding the use of solar heating to reduce the carbon dioxide emissions, which stand at 8 tones per capita. This figure is marginally higher than the European average of 7.3 tones per capita.

### **National institutions dealing with climate change related issues**

The Ministry for the Environment is responsible for the management of the environment in Malta and it coordinates all the Climate Change activities with the different ministries, university, NGO's and other relevant institutions. Recently, the Environment Protection Department of the Ministry for the Environment, decided to appoint a National Board on Climate Change in order to further develop and consolidate this area.

Within the Environment Protection Department, the Pollution Control Unit has the responsibility to provide an administrative management base for those provisions in the Environment Protection Act and other legislation and International Conventions, such as the UNFCCC, which deal with pollution prevention and control. Also it is active in Air Pollution, Marine (Chronic) Pollution, Chemicals Control, semi-operational Module for managing and coordinating efforts for responding to accidental marine oil pollution.

The Pollution Control Unit manages and co-ordinates systems of control of the quality of the environment, carries out monitoring activities to assess the state of the environment and provide advice, encourages research in relation to the nature, transportation, dispersion and effects of pollution as well as methods for its prevention and control, evaluates changes and disturbances provoked by pollution on habitats and ecosystems, maintains useful and participatory contacts with overseas interlocutors working in the fields that are germane to the Unit's activities and in particular with those United Nations Agencies that are directly or indirectly involved in environmental work, serves as focal point for a number of international Conventions and their protocols.

### **Environmental legislation and Activities**

The Government is fully committed to several international agreements and conventions, the most important of which are:

- Convention on Climate Change;
- Convention on Biological Diversity;
- Vienna Convention for the Protection of the Ozone Layer;
- Montreal Protocol on Substances that Deplete the Ozone Layer;
- Convention on Long-Range Transboundary Air Pollution (CLRTAR);
- International Convention on Oil Pollution Preparedness, response and Co-operation MARPOL
- United Nations Convention on the Law of the Sea
- The Barcelona Convention for the Protection of the Mediterranean Sea against Pollution and related Protocols

At the national level the Government adopted the Environment Protection Act in 1991, which represents the main legislative framework of environmental protection and strives to take all those measures, proactive or otherwise, to safeguard the environment (land, air and water). It consists of eleven parts: 1) Monitoring and Information, 2) Toxic substances, 3) Noise and energy control, 4) Discharges into the sea, 5) Disposal and dumping on land, 6) Protection to the flora and fauna, 7) The Historical Heritage, 8) Environmental impact assessments, 9) Authority of review, 10) Civil damages and punishments in Criminal law, 11) Operation, Repeal, Interpretation.

#### **Measures undertaken to fulfill country's commitments to the United Nations Framework Convention on Climate Change**

The Republic of Malta, as an active and committed participant of the UNFCCC, has carefully analyzed its role and potential to realize a positive contribution to the Convention as well as to fulfil its obligation towards the Convention.

While doing this, the country has recently established a National Board on Climate Change, chaired by the Ministry of the Environment. In this context, a process of sensitization and awareness raising at the highest political and technical level is currently being undertaken.

The Republic of Malta not only deems importance to this issue but also to other programme areas that have become of great interest. Areas such as the analysis for project feasibility and identification of sectorial project potential (e.g. energy, transport, industry, as well as national capacity building and awareness raising at all levels) remain to be effectively realized through specific projects.

As non-annex I developing country, it is clear that substantial work needs still to be done in the area of climate change, specially towards the identification of major vulnerabilities and adaptation procedures to Global Climate Change, as well as, the update of the National greenhouse gas inventory in order to develop the best possible alternatives for the National Mitigation Strategy

The Republic Malta ratified the United Nations Framework Convention on the 17 of March 1994 and is committed to preparing a national communications, as required under Article 12 with the assistance of the GEF. This project will assist the Government of the Republic of Malta in meeting these reporting requirements.

## **PROJECT OBJECTIVES**

The immediate objective of the project is to facilitate the preparation of the first national communication of the country to the Conference of the Parties (CoP) in accordance with Article 12 of the UN Framework Convention on Climate Change, and following the guidelines adopted by the CoP for the preparation of initial national communications by Parties not included in Annex I to the Convention.

The project can also be seen as an essential exercise to enhance general awareness and knowledge of climate change related issues in the country thus enabling it to take those issues into account in general planning and strategy formulation for different economical and technical sectors, and to strengthen its role in the international scientific forums and negotiation processes related to climate change. A part of this task is to facilitate the dialogue, information exchange and co-operation among all the relevant players in the field including governmental, non-governmental, academic, private and other sectors.

Last but not least, the project will establish an institutional framework, and build endogenous capacity, preparing ground for eventual additional communication obligations, and for further development and implementation of the identified response measures addressing climate change and its adverse impacts.

## **PROJECT DESCRIPTION**

During project preparation the following components were identified to respond to the objectives of the project, and to implement the project successfully:

1. Organize the work by: (i) establishing the Project Implementation Unit and Working Groups; (ii) organizing a project initiation workshop with participants from all the relevant sectors to present the objectives of the project, to clarify links to other relevant ongoing national and international activities, and to clarify the institutional and other practical arrangements to facilitate a successful implementation of the project.; and (iii) preparing a detailed work plan for the project.
2. Strengthen links to both national and international sources of information, and eventually establish an information center/network with adequate equipment and personnel to facilitate an effective exchange of information between the participating institutions at the national level, as well as to assist them in gaining internationally available information on climate change related issues (e.g., from the USCSP and other bilateral programmes, UNEP, IPCC, CC:TRAIN, international research institutes, ongoing enabling activities in other countries

etc.). The potential to use Internet/World Wide Web is used to the full extent. In that context, the project will cooperate, as appropriate, UNDP's SDNP (Sustainable Development Network Programme) and UNFCCC Secretariat's CC:INFO/Web initiatives at the outset of project operations.

It is foreseen that the network will continue to operate also after the project, facilitating interested parties in the country to learn about other national or international activities, and assisting interested individuals and institutions outside Malta to obtain information on ongoing, planned or finalized climate change related activities in the country.

3. Update the national inventory of greenhouse gases from 1990 to a GHG inventory for 1994 for both the energy and non-energy sectors using the latest IPCC guidelines and following the guidelines adopted by the CoP. The atmospheric gases to be addressed in the study will include carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O). Other greenhouse gases included in the IPCC methodology will be addressed as seen appropriate. Review and finalize the GHG inventory in a national workshop and decide which elements to be included in the national communications.
4. Organize and undertake an analysis of potential options to abate the increase in greenhouse gas emissions and to enhance removals by sinks.
5. Review the potential impacts of climate change on the following sectors: agriculture, water resources, forestry and natural ecosystems.
6. By building on the results of the analysis of potential impacts of climate change in the country (vulnerability assessment), organize and undertake an analysis of potential options to adapt to climate change with respect to the specific geographical and climatic characteristics of Malta.
7. Organize a workshop (with wide local participation and relevant international partners) to present the results of the project, together with results or status of other ongoing national projects relevant to the issue, and to discuss the results with an objective of formulating a national program / action plan for effective response measures to climate change (focusing on "win-win" abatement and adaptation measures).
8. Prepare and finalize a national program / action plan for effective response measures to climate change, including measures to facilitate adaptation to climate change, as well as measures to abate the increase in greenhouse gas emissions and to enhance removals by sinks.
9. Based on the results of the studies, compile and prepare the additional information that the country wants to present in its national communication including, *inter alia*: a) financial and technological needs and constraints associated with the



implementation of the Convention under Articles 4 and 12; b) projects for financing; and c) material relevant for calculation of global emission trends.

10. Using the outputs of this project as well as results of other ongoing projects, prepare, translate (as appropriate), and publish the first national communication of the country following the guidelines adopted by the CoP.

## **PROJECT IMPLEMENTATION**

The Implementing Agency of the project will be the Ministry for the Environment, Environment Protection Department, Pollution Control Coordinating unit. To facilitate co-ordination, participation and sustainability of the results of the project, a Project Steering Committee (PSC) will be established with a balanced representation from the key government ministries, academic institutions, environmental NGOs, and private sector representatives. The final composition of the PSC will be decided during the further preparation of the project, but a "short list" of potential candidates for the PSC have been identified as follows:

### **Steering Committee**

	<b>Institutions</b>
1	Ministry for the Environment (chair)
2	Ministry of Foreign Affairs
3	Ministry of Health
4	Ministry of Agriculture and Fisheries
5	Enemalta Corporation
6	National Meteorological Service
7	The University of Malta
8	An NGO representative

The Project Steering Committee will be charged with overseeing and advising the project execution and will have decision making power over all aspects of the project. The project will collaborate closely with the National Board on Climate Change, as well as, all the other relevant ongoing projects in Malta, both through the Project Steering Committee and between the research teams in order to enable an effective information exchange between the projects and full utilization of their results.

Regarding international collaboration, working links with relevant regional and international expert institutions will be created, and they will be consulted when selecting the methodologies for, and implementing the specific activities of the project. The project will also utilise results and lessons learnt from other ongoing or finalised international projects like UNEP Country Case Studies on Climate Change Impacts and Adaptation Assessment, CC:TRAIN and US Country Study Programme to avoid duplication of effort. Links to other countries in the region with ongoing or finalised enabling activities, or ones about to start will be created, and areas for collaboration such as regional training or information exchange workshops will be identified.

The activities will be carried out in sequence so that tasks building on the results of prior activities will only be undertaken if these prior steps have been taken. For instance, the GHG abatement analysis will build on the results of the inventory, and the adaptation analysis will build on the results of the vulnerability assessment. Based on the results of the studies, a national action plan for effective response measures to climate change will be formulated. In implementing the different activities, the project will follow the internationally adopted guidelines and use the existing methodologies and tools whenever available. Technical assistance will be provided by regional and local experts whenever possible.

As means of identifying and disseminating information, the project will utilise, to the extent feasible, electronic networks such as Internet and co-operate with the CC:INFO/Web initiative of the FCCC Secretariat

The detailed content and target audience for the workshops will be determined during the further preparation of the project. However, a general strategy is to open the “policy oriented” workshops for a broader audience, including both policy makers and technical experts from the governmental as well as from the independent sector, while targeting the technical training/co-ordination workshops more for the people who are actually conducting the studies or who need to be involved as providers of the data for the studies.

### **Monitoring and evaluation**

After the detailed work plan has been prepared, an external review on it will be undertaken. The purpose of the review is to identify in the early stages of the project the eventual gaps, overlaps and other risks to successful implementation, as well as to identify potential partners and sources of information from which the project could benefit.

The executing agency, together with the National Board on Climate Change, will be responsible for monitoring the project on a continuous basis. In order to do this, the project manager, with the help of the leaders of the working groups, will prepare regular reports on the progress of the project as whole and the different sub-tasks under it.

For the remaining part, the project will rely on common UNDP monitoring and evaluation practices, including a midterm evaluation and a tripartite review to be held within the first 12 months of the start of the full implementation of the project.

### **PROJECT FINANCING AND BUDGET**

As an enabling activity related to the communication obligations of Malta under the UNFCCC, the “agreed full costs” of the project will be funded by GEF. The Government of the Malta is requesting US\$265,000 of funding from GEF in order to complete its initial national communications to the UNFCCC. A detailed project budget for expedited processing of the proposal is presented as Annex II.

**COVERAGE OF THE ACTIVITIES IN THE REPUBLIC OF MALTA TO PREPARE  
THE INITIAL NATIONAL COMMUNICATION**

Information to be included into the national communication	Enabling activity to produce the information needed	Type of Activity <sup>1</sup>		
		Planning <sup>2</sup> & Execution	Capacity Building	
			Institutional	Human
<b>1. National circumstances</b>	Compilation of the information from existing sources		-	-
<b>2. Greenhouse gas inventory (incl. CO<sub>2</sub>, CH<sub>4</sub> and N<sub>2</sub>O) for:</b> - all energy sources - industrial processes - agricultural processes - land use change & forestry - other sources	Data gathering and inventory Of GHG emissions from: - all energy sources - industrial processes - agricultural processes - land use change & forestry - other sources	X	X	X
<b>3. General description of steps</b>				
(a) programs related to sustainable development, research, public awareness, etc.;	An assessment of potential impacts of climate change in the country	GOV	GOV	GOV
(b) policy options for monitoring systems and response strategies for impacts;	An analysis of potential options to adapt to the impacts of climate change.	X	X	X
(c) policy frameworks for implementing adaptation measures and response strategies;	An analysis of potential options to abate the increase in GHG emissions and enhance the sinks.	X	X	X
(d) building capacity to integrate CC concerns into planning;	Formulation of programs and policy frameworks for implementing the identified response measures.	X	X	X
(e) programs to address climate change and its adverse impacts, including the abatement of increase in GHG emissions and enhancement of sinks				
<b>4. Other information including, as appropriate:</b>				
a) Financial and technological needs and constraints associated with the implementation of the Convention under articles 4 and 12.	Based on the results of the studies compilation and preparation of the additional information that the country wants to present in its national communication	X	X	X
b) projects for financing				
c) material relevant for calculation of global emission trends				
<b>5. Compilation and production of the initial national communication</b>	Preparation, translation (as appropriate), and publication of the national communication	X	X	X

X activities covered by the proposed project

GOV activities already undertaken by the Government under the Mediterranean Action Plan

## ANNEX II

### BUDGET FOR EXPEDITED PROCESSING OF THE ENABLING ACTIVITY PROPOSAL FOR PREPARING THE INITIAL NATIONAL COMMUNICATION OF THE REPUBLIC OF MALTA

Information to be included into the national communication	Enabling activity to produce the information needed	Type of Activity			Total Costs in US \$
		Planning and Execution	Capacity Building		
			Inst.	Training	
1. <u>National circumstances</u>	Compilation of the information from existing sources				
2. <u>Greenhouse gas inventory</u>	Data gathering and an inventory of GHG emissions	20,000	60,000	20,000	100,000
3. <u>General description of steps</u> (a) programs related to sustainable development, research, public awareness, etc.; (b) policy options for monitoring systems and response strategies for impacts; (c) policy frameworks for implementing adaptation measures and response strategies; (d) building capacity to integrate climate change concerns into planning; (e) programs to address climate change and its adverse impacts, including the abatement of increase in GHG emissions and enhancement of sinks	An analysis of potential options to abate the increase in GHG emissions and enhance sinks.	15,000	5,000	10,000	30,000
	An assessment of potential impacts of climate change in the country	-	-	-	-
	An analysis of potential options to adapt to the impacts of climate change	15,000	10,000	10,000	35,000
	Formulation of programs and policy frameworks for implementing the identified response measures.	15,000	10,000	10,000	35,000
4. <u>Other information:</u> a) Financial and technological needs and constraints associated with the implementation of the Convention under art. 4 and 12 b) projects for financing c) material relevant for calculation of global emission trends	Based on the results of the studies, compilation and preparation of the additional information that the country wants to present in its national communication	10,000			10,000
5. <u>Compilation and production of national communication</u>	Preparation, translation (as appropriate), and publication of the national Communication.	20,000			20,000
Project management*		10,000		10,000	20,000
Monitoring/Evaluation		15,000			15,000
Subtotal		120,000	85,000	60,000	265,000
GRAND TOTAL					265,000

\* This is for national management of the project.

# Annex III

## Workplan Enabling The Republic of Malta to Prepare its Initial National Communications to the UNFCCC

Activity / Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Hiring Project Staff	X	X																
Prepare Workplan	X	X																
Project Workshops		X						X			X			X			X	
Project Steering Cttee	X			X		X			X			X			X			X
National Climate Website		X	X	X	X													
Public Awareness Activities	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
National GHG Inventory				X	X	X	X	X										
GHG Abatement Options							X	X	X	X	X							
Vulnerability and Adaptation							X	X	X	X	X	X	X	X				
National Action Plan															X	X	X	
National Communications																X	X	X
Monitoring and Evaluation												X						X

*Project endorsement by the **GEF operational focal point** in the country  
acknowledging project goal of sufficient capability in areas covered by the project”.*

## **A BRIEF SUMMARY OF THE GUIDELINES ADOPTED BY THE COP2 FOR THE CONTENT OF THE NATIONAL COMMUNICATIONS FROM NON-ANNEX I COUNTRIES**

The guidelines for the communications of non-annex 1 countries were adopted by the CoP in July 1996. In accordance with the article 12 of the UNFCCC, and following the detailed guidelines presented in the document FCCC/CP/1996/L.12, the communications of the Parties not included in Annex I should include the following elements:

- a) Information on national circumstances
- b) A national inventory of anthropogenic emissions by sources and removals by sinks of the following greenhouse gases: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O) , to the extent the Party's capacities permit. Other greenhouse gases may be included at the discretion of the Parties. The guidelines and simplified default methodologies adopted by the IPCC should be used to the extent possible, and the best available data should be provided, being either for the year 1994 or alternatively for the year 1990. The format of providing this information is presented in table II below.
- c) General description of steps taken or envisaged by the Party to implement the Convention including, as appropriate: (i) programmes related to sustainable development, research and systematic observation, education and public awareness, training, etc.; (ii) policy options for adequate monitoring systems and response strategies for climate change impacts on terrestrial and marine ecosystems; (iii) policy frameworks for implementing adaptation measures and response strategies in the context of coastal zone management, disaster preparedness, agriculture, fisheries and forestry, with a view to integrate climate change impact information, as appropriate, into national planning processes; (iv) in the context of undertaking national communications, building of national, regional and/or sub-regional capacity, as appropriate, to integrate climate change concerns in medium and long term planning; and (v) programmes containing measures the Party believes contribute to addressing climate change and its adverse impacts, including the abatement of increase in greenhouse gas emissions and enhancement of removals by sinks.
- d) Any other information that the country considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its communication. This may include: proposals for projects for financing, including specific technologies, materials, equipment, techniques or practices that would be needed to implement such projects, along with, if possible, an estimate of all incremental costs, of the reductions of emissions and increments of removals of greenhouse gases, as well as an estimate of the consequent benefits; material relevant for calculation of global emission trends; constraints and obstacles; etc.

## **JOB DESCRIPTIONS**

### **Project Manager**

#### **Duties:**

In consultation with the Executing Agency and the National Board Climate Change (NBCC) the Project Manager (PM) is responsible for day-to-day management, coordination and supervision of the implementation of the project. In specific, his/her responsibilities are:

- to prepare a detailed work plan for the project and draft terms of reference for the subcontracts (in consultation with the NBCC and UNDP);
- to organize and supervise the workshops and training needed during the project;
- to identify and hire/subcontract the national experts and institutions (in consultation with the NBCC and UNDP);
- to liaise with the relevant ministries, national and international research institutes, NGOs, and other relevant institutions in order to involve their staff in project activities, and to gather and disseminate information relevant to the project;
- to prepare periodic progress reports of the project;
- to control the expenditures and to ensure otherwise an adequate management of the resources provided for the project;
- to summarize the results of the project;
- to finalize the first national communication together with the government personnel and the national experts; and
- to initiate and mobilize resources for the potential follow-up activities.

#### **Qualifications:**

- an advanced degree (at least M.Sc. or equivalent) in energy, environmental management or other field relevant to the project;
- a minimum of 10 years of working experience in the area relevant to the project;
- a demonstrated ability in managing projects, and in liaising and cooperating with all project personnel including government officials, scientific institutions, NGOs and private sector;



## **Information Manager**

### **Duties:**

- to assist the project management team and working groups in evaluating and selecting appropriate data processing equipment and software for the different activities of the project;
- to evaluate and establish electronic network facilities for the project management team and for other participating institutions;
- to assist the project management team and working groups in identifying and gathering internationally available information relevant to the project;
- to organize and co-ordinate the information exchange between the participating institutions and internationally;
- to organize training for the project personnel in using the selected software and electronic networks; and
- to establish and maintain a national climate change home page for the project, establishing links to relevant national and international sources of information and disseminating the results of the project.

### **Qualifications:**

- extensive experience with computers, electronic networks and software used for data management and scientific work;
- experience with world wide web and preparation of the information to be presented there;
- good presentation and communication skills;
- familiarity with environmental issues and international sources of information on climate change related issues;

## **Administrative Assistant**

### **Duties:**

- to assist the PM in having an overall control of the execution and expenditures of the project;
- to organize the office work, and to schedule and control the contacts and meetings of all institutions/experts involved;
- to assist the PM in liaising with the relevant national and international institutions and organizations; and
- to assist the PM in preparing and translating documents and reports related to the project.

### **Qualifications:**

- familiarity with accounting and management of the budgets;
- good communication and presentation skills;
- good computer skills, especially with word processing;

MINISTERU  
GHALL-AMBJENT



MINISTRY  
FOR THE ENVIRONMENT

*Dipartiment Ghall-Harsien  
Ta' l-Ambjent*

**MALTA**

*Environment Protection  
Department*

28 October, 1999

*Mr. Carlos Tito Santos  
Programme Specialist  
UNDP-GEF*

**Re: Project Proposal concerning obligations unde UNFCCC**

Following your visit to Malta we have reviewed the draft project proposal.

I am submitting the reviewed document for submission to the GEF Secretariat for approval.

I send you my best regards.

*V. Gauci  
At Director  
GEF Focal Point*

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