****

# 

# Section 1: Project Identification

## **1.1 Project title**

*Building National and Regional Capacity to Implement Multilateral Environment Agreements (MEA) by Strengthening Planning and State of Environment Assessment and Reporting in the Pacific* (the project).

## **1.2 Project number**

Global Environment Facility (GEF): 5195

PMIS: TBS

## 1.3 Project type

(FSP) Full Size Project

## 1.4 Trust Fund

GEF

## 1.5 Strategic objectives

GEF strategic long-term objectives: CCD2 and CCD5

Strategic programme for GEF 5: SP7

## 1.6 United Nations Environment Programme (UNEP) priority

Multi-focal areas/global

## 1.7 Geographical scope

Regional Multi-Country: Cook Islands, Federated States of Micronesia (FSM), Fiji, Kiribati, Republic of the Marshall Islands (RMI), Nauru, Niue, Palau, Papua New Guinea (PNG), Samoa, Solomon Islands, Tonga, Tuvalu, and Vanuatu

## 1.8 Mode of execution

External

## 1.9 Project executing organization

Secretariat of the Pacific Regional Environment Programme (SPREP)

## 1.10 Duration of project

48 months

Indicative Commencing: 1st July 2016

Completion: 31st December 2020

## 1.11 Cost of Project

**trust fund Resources Requested by agency, Focal Area and country**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **GEF Agency** | **Type of Trust Fund** | **Focal Area** | **Country Name/**  **Global** | **(in $)** | | |
| **Grant Amount** (a) | **Agency Fee** (b)2 | **Total** c=a+b |
| UNEP | GEFTF | Multi-focal | Global | 4,319,635 | 410,365 | 4,730,000 |
| **Total Grant Resources** | | | | | | **4,730,000** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Sources of Co-financing** | **Name of Co-financier (source)** | **Type of Co-financing** | **Co-financing Amount** ($) |
| Other Multi-National Agencies | IUCN | Grant | 225,500 |
| SPREP | In-kind | 2,050,776 |
| National Government | Participating PICS |  |  |
|  | Cook Islands | 200,000 |
| Federated States of Micronesia | 200,000 |
| Fiji Islands | 200,000 |
| Kiribati | 200,000 |
| Micronesia | 200,000 |
| Nauru | 200,000 |
| Niue | 200,000 |
| Palau | 200,000 |
| Papua New Guinea | 200,000 |
| Samoa | 200,000 |
| Solomon Islands | 200,000 |
| Tonga | 200,000 |
| Tuvalu | 200,000 |
| Vanuatu | 200,000 |
|  | Regional Organization |  |
| Donor | EU/ACP implemented through UNEP | In-Kind | 1,000,000 |
| GEF Agency | UNEP | In-Kind | 400,000 |
| **Total Co-financing** | | | **6,476,276** |

**Total Project Funds: $11,206,276**

**\*** This includes agency fees. Actual available budget for implementation is USD 10,795,911.

## 

## 1.12 Project Summary

1. This project will establish a Pacific Island Country (PIC) network of national and regional databases for monitoring, evaluating, and analysing environmental information to support environmental planning, forecasting, and reporting requirements at all levels.

2. This project contributes to GEF 5 capacity development objectives 2 and 5. The goals of this project are to:

* Strengthen the legal, policy, and planning frameworks to support collection and sharing of environmental data
* Establish a network of national and regional databases for monitoring the state of the Pacific’s environment
* Strengthen Convention reporting, policy development, and monitoring and evaluation requirements on the state of the global, regional, and national environment
* Facilitate the use of environmental data for national planning and sustainable development.
* Generate data through the planning and impact assessment processes.
* Assist PICs with meeting legislated national reporting requirements including State of Environment (SoE) reporting.
* Establish capacity at the national and regional levels to manage a network of national and regional databases.
* Build institutional capacities of governments to share data, information and knowledge to enable streamlines reporting and informed decision-making.

3. This project supports key deliverables:

* A National Reporting System that stores data and/or connects to existing databases.
* Improvements in monitoring and reporting capacities for environmental data to better guide decision making and development planning in PICs.
* Improvement of capacity of PICs to monitor, review, and report on national development plans.
* Improvement of the capacity of PICs for national reporting to Multilateral Environment Agreements (MEA).

4. The project addresses the following common problems and vulnerabilities:

* + A lack of historical and current evidence of the status and trends of various environmental resources and drivers of environmental change
  + Information management problems, including lack of standard procedures for collecting and aggregating relevant environmental data
  + Dissemination problems where available information does not always get into the hands of local technical staff, governments, or citizens

5. There are four project components (PC). Details are provided in section 3.3.

* *PC 1*: A national reporting system for monitoring the state of the environment in the Pacific region by making accessible national and regional data easy through a web-based system. Ensure participating PICs and partner institutions have functional monitoring databases that are networked so users are able to depend on them for environmental monitoring, reporting and planning needs.
* *PC 2*: Environmental data are efficiently and effectively used for environmental planning and reporting at all levels (national to regional). This will be done using the national reporting system which contains datasets, indicators and reporting templates to assist countries with producing national communications for MEAs. Provide guidance on how data generated can be used for different purposes, such as national and regional SoE reporting and environment and sustainable development policy and planning. Significantly decrease reporting burden on participating PICs compared to the baseline situation at the start of the project.
* *PC 3*: Capacity development to support the technical facility. Address regional and national capacity requirements for supporting the system.
* *PC 4*: Project monitoring and evaluation. Provide effective management and delivery of the project, meeting agreed measurable output and outcome indicators.The role of the Secretariat of the Pacific Regional Environment Programme (SPREP) is that of Executing Agency (EA). In this role, SPREP will foster national and Pacific-wide strategies consistent with international best practices; this is consistent with SPREP’s mandate and existing skills and networks. The project aligns with the SPREP Strategic Plan 2011-2015 and will aid with implementing MEAs. It will support *The Future We Want*, *SAMOA Pathway*, Sustainable Development Goals (SGD), and agreements made by leaders of the PICs (plus New Zealand, Australia, USA, and France), especially the Forum (Cairns) Compact on strengthening development coordination in the Pacific region.

6. The PICs will receive support from the project in order to contribute to the following key *Forum Compact Deliverables*: “tracking implementation of national and regional obligations under these various instruments and development efforts in progressing achievement of Forum Island Countries’ (FIC) development data to guide better decision making and development planning; enhancing collection, analysis, and dissemination of FIC development data to guide better decision making and development planning; [and] review and reporting on national development plans”.

7. This project will address issues identified through the PICs’ National Capacity Self Assessments (NCSA). A review of the 10 NCSA reports completed in the Pacific region by 2012 (<http://www.sprep.org/attachments/Publications/NCSA_PacReg.pdf>) noted the following common problems and vulnerabilities:

* + A lack of historical and current evidence of the status and trends of various environmental resources and drivers of environmental change
  + Information management problems, including lack of standardized procedures for collecting and aggregating relevant environmental data
  + Dissemination problems, with available information not always getting into the hands of local technical staff, local government officials, or local citizens

8. The NCSA findings for each PIC were verified during the Project Preparation Grant (PPG) phase of the project through in-country consultation missions. This is a necessary part of the process and a requirement by the Global Environment Facility (GEF) to ensure the project meets current and future capacity needs identified through the NCSA process. Thus, the project will respond to the latest capacity needs as articulated by the PICs during the project period and at the same time take into account inevitable changes in specific circumstances which will happen between the publication of the this document and the actual implementation of this project.

9. SPREP has also been implementing the European Union (EU)-funded African, Caribbean, and Pacific (ACP) MEAs over the last five years aimed at strengthening capacity for national implementation of MEAs. This work will provide a solid foundation for the work to be carried out through this project.

Table of Contents

[Section 1: Project Identification 1](#_Toc442450687)

[1.1 Project title 1](#_Toc442450688)

[1.2 Project number 1](#_Toc442450689)

[1.3 Project type 1](#_Toc442450690)

[1.4 Trust Fund 1](#_Toc442450691)

[1.5 Strategic objectives 1](#_Toc442450692)

[1.6 United Nations Environment Programme (UNEP) priority 1](#_Toc442450693)

[1.7 Geographical scope 1](#_Toc442450694)

[1.8 Mode of execution 1](#_Toc442450695)

[1.9 Project executing organization 1](#_Toc442450696)

[1.10 Duration of project 1](#_Toc442450697)

[1.11 Cost of Project 2](#_Toc442450698)

[1.12 Project Summary 3](#_Toc442450699)

[Section 2: Background analysis and baseline situation 11](#_Toc442450700)

[2.1. Background and context 11](#_Toc442450701)

[2.2. Global significance 15](#_Toc442450702)

[2.3. Institutional, sectoral, and policy context 17](#_Toc442450703)

[2.4 Threats, root causes, and barrier analysis 20](#_Toc442450704)

[2.5. Stakeholder mapping and analysis 24](#_Toc442450705)

[2.6. Baseline analysis and gaps 30](#_Toc442450706)

[2.7. Linkages with other GEF and non-GEF interventions 31](#_Toc442450707)

[Section 3: Intervention Strategy 34](#_Toc442450708)

[3.2. Project rationale, policy conformity and expected global environmental benefits 35](#_Toc442450709)

[3.3. Project goals and objectives 40](#_Toc442450710)

[3.4. Project components and expected results 42](#_Toc442450711)

[3.5. Intervention logic and key assumptions 48](#_Toc442450712)

[3.6. Risk analysis and risk management measures 49](#_Toc442450713)

[3.7. Consistency with national priorities or plans 51](#_Toc442450714)

[3.8. Incremental cost reasoning 51](#_Toc442450715)

[3.9. Sustainability 52](#_Toc442450716)

[3.10. Replication 54](#_Toc442450717)

[3.11. Public awareness, communications and mainstreaming strategy 55](#_Toc442450718)

[3.12. Environmental and social safeguards 55](#_Toc442450719)

[Section 4: Institutional Framework and Implementation Arrangements 56](#_Toc442450720)

[Section 5: Stakeholder Participation 58](#_Toc442450721)

[Section 6: Monitoring and Evaluation Plan 60](#_Toc442450722)

[Section 7: Project Financing and Budget 64](#_Toc442450723)

[7.1 Financing Plan 64](#_Toc442450724)

[7.2 Cost-Effectiveness 68](#_Toc442450725)

[7.3 Co-Financing 66](#_Toc442450726)

[7.4 In Kind Financing 67](#_Toc442450727)

[7.5 Project Audits 67](#_Toc442450728)

[Appendix 1: Budget by project components and UNEP budget lines 70](#_Toc442450729)

[Appendix 2: Co-Financing by source and UNEP budget lines 73](#_Toc442450730)

[Appendix 3: Overall Project Budget and Co-finance by Outcome, Output, and Activity 76](#_Toc442450731)

[Appendix 3: Project Results Framework 87](#_Toc442450732)

[Appendix 4: Summary of Incremental Cost Analysis 96](#_Toc442450733)

[Appendix 5: Project Work Plan 101](#_Toc442450734)

[Appendix 6: Key Deliverables and Benchmarks 103](#_Toc442450735)

[Appendix 7: Costed M&E Plan 108](#_Toc442450736)

[Appendix 8: Pacific Environment Ministerial Declaration 122](#_Toc442450737)

[Appendix 10: Environmental and Social Issues 125](#_Toc442450738)

[Checklist for Environmental and Social Issues 125](#_Toc442450739)

**List of Acronyms and Glossary**

ACP African, Caribbean, and Pacific (Group of States)

BIOPAMA Biodiversity and Protected Areas Management Programme

BoM Bureau of Meteorology (Australia)

CCCD Cross Cutting Capacity Development

CD Capacity Development

CROP Council of Regional Organizations in the Pacific

CSIRO Commonwealth Scientific and Industrial Research Organization

CSO Civil Society Organization

DEPI Division of Environmental Policy Implementation (UNEP)

DELC Division of Environmental Law and Conventions (UNEP)

DEWA Division of Early Warning and Assessment (UNEP)

DSA Daily Subsistence Allowance

EA Executing Agency

EEZ Exclusive Economic Zone

EIA Environmental Impact Assessments

EMG Environmental Monitoring and Governance

EOU Evaluation and Oversight Unit

ESIS Environmental Spatial Information Service

EU European Union

FA Focal Area

FIC Forum Island Countries

FSP Full Size Project

FSM Federated States of Micronesia

GEB Global Environmental Benefits

GEF Global Environment Facility

GEFPAS GEF Pacific Alliance for Sustainability

IA Implementing Agency

IEA Integrated Environmental Assessment

IRIS Indicator Reporting Information System

IUCN International Union for Conservation of Nature

IW Inception Workshop

IWRM International Waters Resource Management

LD Land Degradation

LDC Least Developed Country

LDCF/SCCF Least Developed Countries Fund/Special Climate Change Fund

LRWG Land Resources Working Group

M&E Monitoring and Evaluation

MDG Millennium Development Goal

MEA Multilateral Environment Agreements

MSP Medium Size Project

MSWG Marine Sector Working Group

MTE Mid-Term Evaluation

MTR Mid-Term Review

NAP National Action Programme

NAPA National Adaptation Programmes of Action

NBSAP National Biodiversity Strategy and Action Plan

NCC National Coordinating Committee

NCSA National Capacity Self-Assessment

NEMS National Environmental Management Strategies

NIP National Implementation Plan

NOAA National Oceanic and Atmospheric Administration

NSDP National Sustainable Development Plan

NSSD National Strategy for Sustainable Development

ODS Ozone-Depleting Substances

OOEM Office of Environment and Emergency Management

OPF Operational Focal Point

PACCSAP Pacific and Australia Climate Change Science and Adaptation Programme

PC Project Component

PCCP Pacific Climate Change Portal

PCHN Pacific Clearing House Mechanism

PEIN Pacific Environment Information Network

PES Payment for Ecosystem Services

PI-CPP Pacific Island Climate Prediction Project

PICS Pacific Island Countries

PIF Project Identification Form

PIFS Pacific Island Forum Secretariat

PIPAP Pacific Islands Protected Area Portal

PIR Project Implementation Review/Report

PNG Papua New Guinea

POP Persistent Organic Pollutants

PPCR Pilot Program for Climate Resilience

PPG Project Preparation Grant

PMU Project Management Unit

QA Quality Assured

R2R Ridge to Reef

SAICM Strategic Approach to International Chemicals Management

SAP Strategic Action Program

SDG Sustainable Development Goal

SDS Strategy for the Development of Samoa

SDWG Sustainable Development Working Group

SEA Strategic Environmental Assessment

SFM Sustainable Forest Management

SFM/REDD+ Sustainable Forest Management/ Reducing Emissions from Deforestations and Forest Degradation.

SGP Small Grants Programme

SLM Sustainable Land Management

SPC Secretariat of the Pacific Community

SPSLCMP South Pacific Sea Level and Climate Monitoring Project

SPREP Secretariat of the Pacific Regional Environment Programme

SoE State of Environment

STAR System of Transparent Allocation of Resources

TOR Terms of Reference

UNCCD United Nations Convention to Combat Desertification

UNCED UN Conference on Environment and Development

UNDAF United Nations Development Assistance Framework

UNEP United Nations Environment Programme

UNFCCC United Nations Framework Convention on Climate Change

USD United States Dollars

WCMC World Conservation Monitoring Centre

WDPA World Database on Protected Areas

# [Section 2: BackgrounD Analysis AND Base line S](#_Toc278382485)Ituation

## [2.1. Background and context](#_Toc278382486)

10. The Pacific is the world’s largest ocean, covering nearly one-third of the Earth’s surface. The14 PICs participating in the project account for over 28,400,000 sq km of this area [land area plus Exclusive Economic Zones (EEZ] of countries included in the project) The PICs support diverse cultures and are rich in natural resources, including thousands of unique species that inhabit coral reefs and forests. Because the PICs are so isolated, they support more rare and endangered species per capita than anywhere else on Earth.

11. There has been a long history of ecosystem modification, species extinction, and introduction of non-native invasive species across the region. This trend has accelerated with modern development pressures. Climate change is at the forefront of international concerns, but sustainable development in the region also needs to consider ongoing issues of:

* Biodiversity and ecosystem management
* Pollution and waste management
* Environmental monitoring and governance
* Deforestation and other negative land use changes
* Population growth
* Marine resource depletion

12. Sustainable development has been identified as a priority for all PICs and regional partners. The PIC governments either have, or are in the process of developing, sectoral policies with national targets that link to regional and international goals. The majority of the PICs have already incorporated sustainable development requirements into their national policies, priorities and targets, and strategies.

13. SPREP [[1]](#footnote-1) is the regional organization mandated to assist with implementing and reporting on MEAs. All 14 PICs are members of SPREP, along with seven Pacific Island Territories and five developed countries. SPREP is governed by its members through its annual governing council at the SPREP Meeting.

14. Most of the PICs are signatory parties to the three Rio Conventions including other regional MEAs in the Pacific region that complement articles of the Rio Conventions. For the Pacific region the sustainable development context has been defined through various multi-lateral environmental agreements such as: the United Nations (UN) Conference on Environment and Development (UNCED) and Rio Conventions, Millennium Development Goals (MDG), and the World Summit on Sustainable Development

15. The recent outcomes of global processes – The Future We Want, the SAMOA Pathway, and the SDGs – all suggest approaches and modalities for implementation at the national and regional level. All these processes will require and generate data for informed decision making. An essential facilitation tool for this decision making is the establishment of a network of national and regional environmental databases with agreed indicators to track implementation.

16. Over the three decades following the Stockholm Conference, environmental awareness at the highest level of decision-making in the Pacific region has greatly increased. For some PICs, progress in dealing with environmental issues at the national, regional, and international levels has been significant. Environmental portfolios have gained status and progressed from being on the periphery of conventional revenue-generating ministries to being ministries in their own right. An appreciation within the Pacific region of the impact of human activities on the natural environment and hence the well-being of future generations has been articulated for over 30 years. This is reflected in various regional agreements including the *Noumea Convention*, the *Waigani Convention*, the *Forum Compact*, and declarations made by many PIC leaders and ministers related to environment, climate change, and sustainable development.

17. In conjunction with these developments in environmental policy and management in PICs, MEAs are useful instruments to support improvement in environmental performance at the national and regional levels. The 14 PICs covered under this project, which include four Least

Developed Countries (LDC), are parties to many MEAs. However, there still remains an implementation deficit in terms of MEA commitments within the region.

18. Within the Pacific region, studies have shown the participating states are in different stages of maturity with respect to national environmental governance frameworks. In general, commonalities exist with respect to the basic institutional architecture for environmental management, including MEA implementation: for example, an Environment Ministry has either primary responsibility or plays a central coordinating role with technical functions decentralized to other technical agencies. In all instances, several ministries and other government agencies make up the framework at the national level, and this tendency towards dispersal of functions creates challenges for coordination, efficiency, effectiveness, and synergy of solutions at the national level. Further, action plans and programmes to strategically implement and mainstream MEAs across all the agencies involved are often lacking or are inappropriately addressed at the national level. Robust functional systems and processes to support environmental monitoring and reporting are non-existent in all PICs.

19. The lack of financial resources available to PICs to implement their obligations under MEAs has further aggravated these problems. Taking into consideration that the Pacific region is composed of small island developing states with small populations and few environmental experts in government agencies, synergetic implementation of MEAs in a coherent and integrated manner could provide a viable solution to effectively implement the commitments PICs have made under the various MEAs to which they are parties. An area that could be particularly affected is the strengthening of monitoring and data management systems to assist with implementation and reporting. This reporting burden will only increase with the ongoing discussions on indicators for the new SDGs and the need to track global and regional plans like the *SAMOA Pathway*.

20. For over 20 years PICs have not revised their National Environment Management Strategies (NEMS) because there has been a focus on single MEA plans such as National Adaptation Programmes of Action (NAPA), National Biodiversity Strategy and Action Plans (NBSAP), and National Action Plans (NAP) for UNCCD. This does not facilitate integration and coordination of implementation of MEAs at the national level and the focus on MEAs does not necessarily reconcile with national priorities. Similarly, for the past 20 years SoE reports have not been prepared by PICs. There are no environmental databases that facilitate the easy preparation of SoE reports, so countries need to find money to pay consultants to prepare these reports. The fact that reporting has not been done for 20 years highlights the need to have databases in place and build capacity to generate SoE and other reports using national and regional agency staff.

21. SPREP, through the EU-funded ACP MEAs Project, has begun to pilot processes to integrate MEA implementation documents into a single NEMS. The formulation is carried out through a number of national consultation processes involving multiple MEA stakeholders to ensure all MEAs are addressed and national priorities reconciled and integrated into a national document. The NEMS serves as the primary resource document for the environment pillar when formulating the National Sustainable Development Strategies (NSDS). The work of the project has also assisted in the formation of a regional NSDS support partnership to help countries with the formulation, implementation and review of their NSDS.

22. The first phase of the ACP MEA project has been completed. It emphasized ways to use information at the ‘higher end’ of the range of uses (policy, negotiations, meeting MEA commitments, and so forth); it developed a regional approach for implementation planning documents like the NEMS and its integration into the NSDS and piloted them in two PICs. SPREP, through the same project, has also developed a regional SoE report template that is being piloted in a number of PICs.

23. The second phase of the project, started in mid-2014, will replicate this approach in the remaining PICs. The funding under the ACP MEA Project will only allow the generation of NEMS and SoE based on information and data that is already collected and available from different sources. The formulation of SoE reports is difficult because data are located in many different agencies or held by individuals. Much of these data are unconsolidated or validated. This lack of consolidation and verification highlights the urgent need for validated national environment databases (now incorporated under the Indicator Reporting Information Systems - IRIS). The SoE work will help to identify indicators that need to be part of the national and regional databases, as well as verify the capacities within each PIC to populate and maintain such databases.

24. What remains is the establishment of national environmental reporting system together with the associated protocols for monitoring, data collection, and sharing. There also needs to be continued capacity building in these areas using key planning tools such as environmental impact assessment (EIA) and integrated spatial planning. This capacity building is what this project aims to do to supplement and build on the ACP MEA project. Pacific Island Countries currently have no or very little capacity for the collection and analysis of environmental data with meteorological data being the only exception. The project is also designed to bring sub-regional technical support to countries over the life of the project to not only establish the database but to collect the data and build the capacity in terms for both personnel and equipment to carry out data collection for monitoring, their analysis and interpretation for practical use.

25. Through the project we aim to establish legal and institutional frameworks that can be used by countries to establish national responsibilities, arrangements and protocols to enable the collection, management and sharing of environmental data. These data will be managed through the national databases and used to generate national data and statistics for national planning and reporting against MEAs. The timing of the project implementation will also allow for the integration within the database design of the Sustainable Development Goals (SDG) and collection of data for its agreed indicators.

26. All pacific island countries have regulated development control and environmental management processes such as the development permits and environmental impact assessment that generate and need for environmental data. The project will establish guidelines and build the capacity of PICs to integrate data needs within these processes.

27. SPREP’s *Strategic Plan 2012-2015*, formally approved by SPREP member countries through decisions made in the *Annual SPREP Governing Council Meetings*, identifies environmental monitoring and governance as one of four strategic priorities. SPREP’s Secretariat has been reorganized to include a new Division of Environmental Monitoring and Governance to facilitate implementation of activities under the strategic priority. For the first time in SPREP’s history, there is a division dedicated to assisting countries with their environmental governance, including national implementation and reporting on MEAs.

28. At the 23rd SPREP Meeting held in Noumea, New Caledonia in 2012, the SPREP Governing Council Meeting approved a regional framework for SoE monitoring and reporting that included setting up a network of national environment databases linked to a regional database housed at the SPREP Secretariat. The Secretariat was instructed to seek funds to implement this SPREP meeting decision. The Project Identification Form (PIF) was formulated and submitted to GEF as a response to this decision. The PIF received formal technical clearance on 20 February 2013, making way for the development of this comprehensive project document.

29. All 14 PICs were part of the NCSA exercise that undertook to gauge the status of national capacities to implement MEAs. The report, *Synthesis of National Capacity Self-Assessment Reports in the Pacific Region* (Mitchell 2012) summarised the finding of the PIC NCSAs. These NCSAs provided the baseline information on which this project will build. Each priority identified in the Mitchell report is either directly addressed or otherwise supported by this project. Technical information relating to the SoE is required to fulfill these priorities. This project specifically answers the majority of declared country and regional needs, including those for MEAs.

30. This project builds on existing national and regional systems which handle environmental information in order to begin creating a centralised network to serve the Pacific region in its demands for standardised monitoring, evaluation and analysis, and forecasting to support national and regional planning, reporting, and forecasting. The project includes setting up hardware, incorporating software, policy, legislation, management systems, developing planning tools, and providing personnel training.

31. The final result will be the establishment of a network of environmental databases and the building of national and regional capacity to enable regular formulation of national environment planning documents and SoE reporting. This will facilitate PICs and the Pacific region to meet implementation and reporting obligations of MEAs.

32. Common regional needs for MEA implementation, monitoring, and reporting were initially identified through the NCSA process undertaken through GEF and captured in SPREP's *Synthesis of the National Self-Assessment Reports for the Pacific Island Countries* (Mitchell, 2012). These include:

* Limited knowledge of the magnitude and nature of some (though not all) problems that include:
* A lack of historical and current evidence of the status of various environmental resources
* Trends in that status
* The drivers of changes in that status
  + Information management problems, including lack of standardised procedures for collecting, storing, and aggregating relevant environmental data
  + Dissemination problems, with available information not always getting into the hands of local technical staff, government officials, decision makers, or citizens
  + Uncoordinated planning and implementation of MEAs
  + Slow or in most cases non-reporting on MEAs where most PICs are not able to fulfil their national reporting obligations

33. There is often limited public awareness and action about environmental problems, even where knowledge of the problem exists among local technical staff and government officials.

34. The *SPREP Strategic Plan* confirms this by including the strengthening of environmental monitoring and governance as one of its four strategic priority areas alongside biodiversity conservation, climate change, and waste management. The current work SPREP has been doing through the ACP MEA project and the round of national consultations undertaken as part of the project formulation continue to highlight these as regional priorities. New areas have been identified through this process: the need to strengthen the enabling environment --in particular the legal, policy and planning frameworks and processes to ensure they provide backing for the generation and sharing of data and also are able to use the data from the national and regional databases to facilitate informed decision making and effective monitoring and reporting.

35. SPREP and the region have for many years been advocating for streamlined, efficient reporting to MEAs and PICs continue to ask at all COPs. However any change will need to come specifically through the MEA COPs and the MEA secretariats. It is encouraging that the MEA secretariats have taken notice and there is now synergistic reporting to the chemicals MEAs and also on line for UNCCD. This project contributes to this effort by making national data more readily available. The consolidation of what currently resides in many agency and sector databases into a national database should facilitate reporting to MEAs. The consolidation of environmental data into evidence based SoEs should encourage consolidated or synergistic reporting to MEAs. At the very least the SoEs should allow countries to take the data and submit in the required MEA reporting format as well as clearly showing linkages and benefits to other MEAs. The integrated approach of the SDGs and its indicators will hopefully also facilitate streamlined reporting for both categories of activities.

36. This project will also encompass the facilitation and tracking of activities to implement new global initiatives -- in particular *The Future We Want*, the *SAMOA Pathway*, and SDGs.

## [2.2. Global significance](#_Toc278382487)

37. Globally significant resources are found across the Pacific region: -- in particular, highly endemic biodiversity, commercial fisheries, minerals, hydrocarbons, cultural heritage assets, and carbon sinks (such as tropical forests, mangroves, and the Pacific Ocean itself). Effective management of these resources is critical because it will contribute globally to a sound environment and help address risks arising from threats such as climate change. Small island developing states are globally recognized as having special considerations and needs when it comes to working towards achieving sustainable development.

38. The management of these globally significant resources is something that PICs are committed to but they are seriously challenged to do this successfully. This is particularly so because of the lack of capacity to implement, monitor, and report against agreed national commitments and global obligations. The contribution of PICs and the Pacific region to global monitoring and reporting initiatives is severely limited by lack of national and regional monitoring and reporting platforms and networks. This needed capacity becomes even more significant with the advent of the SDGs and their associated indicators. Experience with monitoring against the MDGs shows that this will be a major challenge for PICs.

39. This project will support national, regional, and global environmental values. These are intertwined and inextricably linked. Through this project, the PICs and the region as a whole will receive support to strengthen conservation and sustainable use of natural resources (such as water, land, forest, and marine) through revitalizing SoEs and NEMS.

40. Strengthening SoE reporting and NEMS will enhance the PICs’ overall capacity to regulate and plan for sustainable development. This also applies to supporting better information and data management -- achieved through setting up national and regional environmental management databases to analyze trends and patterns for effective decision making. The project will assist the PICs by strengthening information systems and data storage, which will in turn support environmental decision making. It will also help with the development of reports on the three Rio Conventions, other MEAs, and national reports such the updating and monitoring of SoE reporting and NEMS plus contributing to the sixth Global Environment Outlook (assisted by UNEP Live – see below).

41. Pacific Island Countries do not feature in global assessments and outlooks and are also slow in the submission of their MEA reports because data are not easily accessible. The establishment and maintenance of national environment data bases should help ensure that the pacific data are more accessible and that MEA reports are more timely and generated with less effort.

42. More specifically, the project will contribute to the realization of the GEF 5 Cross Cutting Capacity Development (CCCD) Strategy which inevitably addresses preserving global environmental values. The project complies with CCCD objectives 2 and 5 as it targets the improvement of management information and decision support systems for the national, regional and global environment. The outcome of the large size project (LSP) under the GEF 5 CCCD Strategy seeks to improve decision making for the global environment through improved use of information and knowledge.

43. This project will assist effective resource management in the Pacific region by:

* Strengthening the legal, policy, and planning frameworks to enable effective environmental monitoring and reporting
* Providing technical information to allow PICs to measure their progress towards national environmental management objectives.
* Supporting environmental indicator reporting relevant to regional and global sustainable development targets and plans -- in particular the *Pacific Plan*, MDGs, SDGs, and the *SAMOA Pathway*.
* Streamlining and facilitating reporting to MEAs, including the biodiversity, climate change, and chemicals conventions clusters.
* Supporting major global, regional, and sub-regional initiatives, especially the *Global Partnership for Oceans*, the *Pacific Oceanscape Framework*, the *Strategy for Resilient Development in the Pacific*, and the *Pacific Framework for Regionalism*.
* Empowering local communities to gather and use environmental information to support informed decision making.

## [2.3. Institutional, sectoral, and policy context](#_Toc278382489)

44. The project is a regional undertaking involving 14 PICs, including four LDCs. The PICs have a long history of working cooperatively to address common regional goals, priorities, and issues. As part of the process of addressing regional priorities, the Pacific region has established a number of regional organizations with mandates to address specific issues and sectors. One of these is SPREP, with a mandate to address environmental issues. SPREP, along with other sister regional agencies, belongs to the Council of Regional Organizations in the Pacific (CROP). CROP coordinates the activities of its member agencies through a network of working groups in specific sectors. These CROP working groups have taken on an extended membership to include UN agencies and non-governmental organizations (NGO). The key working groups for this project are the Sustainable Development Working Group (SDWG), the Marine Sector Working Group (MSWG) and the Land Resources Working Group (LRWG).

45. All of the PICs have national enabling legislation in the form of regulations, acts, policies, procedures, and other legislative or policy directives to ensure the sustainable development takes place and is in consonance with the MEAs. The PICs are in different stages of maturity with respect to national environmental governance frameworks. In general, commonalities exist with respect to the basic institutional architecture for environmental management, including MEA implementation, -- for example, an Environment Ministry has either primary responsibility or plays a central coordinating role with technical functions decentralized to other technical agencies. In all instances, several ministries and other government agencies make up the framework at the national level. This tendency towards dispersal of functions creates challenges for coordination, efficiency, effectiveness, and synergy of solutions at the national level. Each technical ministry establishes its own policies and plans, and in some cases have their own monitoring and data management systems.

46. While a few PICs have specific requirements in their national legislation for environmental monitoring and reporting, no PIC has a policy relating to the overall collection and management of environmental data. No national protocols exist to govern the exchange, use, and confidentiality requirements that could facilitate exchange of data and information.

47. All PICs see the need to establish these policy and institutional frameworks. The National Statistical offices have the necessary policy backing and mandate to set and oversee collection and management of development related data. In the past they did not see environmental data as part of their responsibility but recently they have started to see this as part of their role and mandate. The obligations under the wider global sustainable development plans and agendas such as the *SAMOA Pathway* and SDGs should provide the impetus for National Statistical offices to include environmental data within their work programmes. During consultations with the PICs there were numerous requests for the project to assist in strengthening their legal, policy, and institutional frameworks to enable establishment of national environment databases. To address these requests a new project component has been added.

48. During the period 2007 through 2012, *NCSA Action Plans* were developed and endorsed by governments of the following PICs and LDCs: Cook Islands, Fiji, Kiribati, Niue, Palau, PNG, Samoa, the Solomon Islands, Tonga, and Vanuatu. FSM, Nauru, Micronesia, and Tuvalu have not yet performed their NCSA or developed their action plans. The NCSAs identified some or all of the following key priority areas to assist with meeting PIC and regional obligations under the Rio Conventions -- see (http://www.sprep.org/attachments/Publications/NCSA\_PacReg.pdf):

* Review and formulate relevant legislation and policies through proper participatory processes to prevent legislative duplication and promote raising awareness of SoE, EIA, IEA, and SEA concerns and issues
* Promote cross-sector linkages and cooperation
* Establish a research and monitoring system that will strengthen information and database management
* Establish a sustainable financing mechanism to assist with ratifying and implementing MEA obligations
* Strengthen communication and awareness raising on MEAs so PIC governments and regional partners appreciate their roles in policy formulation and implementation
* Strengthen institutional capacity and infrastructure to assist MEA reporting
* Strengthen and enforce environmental policies and legal frameworks
* Set up adequate institutional data and information management and dissemination mechanisms
* Establish and implement communication strategies for MEAs
* Provide capacity building training for key staff responsible for mobilizing national actions towards meeting the Rio Conventions
* Formulate relevant national policies, legislation, and organizational arrangements for environmental protection and management
* Develop information management systems to store and protect knowledge, inform and educate, and provide a basis for decision making
* Develop techniques, methodologies, and systems to support the implementation of the Rio Conventions and other MEAs
* Strengthen environmental education and outreach programs to inform and raise awareness among the young and old, and to prepare them for an active role in environmental protection and management
* Build organizational and individual capacity for systematic observations, surveys, and scientific research
* Improve the EIA process and its mandatory application as required by government policy and legislation
* Enhance the level of personal/individual qualifications and expertise for environmental protection and management at the ministerial, national, and provincial levels and across all relevant sectors

49. This Pacific region project will add to and complement the work already being undertaken by the PICS and regional partners. It will address gaps identified from the NCSA project and support effective implementation of the Rio Conventions, other MEAs, and national policies and programmes.

50. The main institutional, sectoral, and policy issues identified during the NCSA process are:

*Systemic*

* Inadequate legal framework currently in force in many of the PICs to facilitate the Rio Conventions implementation
* Inadequate financial resources for national implementation of MEAs in many of the PICs
* Inadequate economic incentives to catalyze Rio Convention implementation
* Lack of a comprehensive approach to the strategic implementation of the Rio Conventions and creation of synergies

*Institutional*

* Lack of effective national programmes and institutional mechanisms to ensure a homogeneous framework for allocation of responsibilities, so as to transform the political environmental objectives into services to final users
* Inadequate systems for environmental monitoring -- lack of an information platform to facilitate the systematization, research and awareness activities related to environmental commitments
* Inadequate mechanisms for enforcing the fulfillment of each PIC’s obligations under MEAs
* Weak organizational capacity and lack of effective coordination and management at all levels to support Rio Convention implementation
* Inadequate tools and indicators to assess Rio Convention implementation
* Inadequate institutional capacities to address sustainable development policies that go beyond the environmental sector

*Individual*

* Poor awareness on the part of state officials, specialists, and the public at large about national responsibilities associated with the Conventions and their benefits
* Inadequate training of decision makers and planners about existing legislation, resulting in poor enforcement by PIC officials
* High turnover of the knowledge base/staff

51. All of the PICs have, or are in the process of developing and implementing, national enabling legislation in the form of regulations, acts, policies, procedures, and other legislative or policy directives to ensure the sustainable development takes place and is in consonance with the MEAs. Some national legislation has specific provisions that require periodic national reports on the environment – for example is Fiji, Palau, Samoa, Kiribati, and the Marshall Islands. During the project formulation consultation process all the PICs raised the need to continue to revise and strengthen their national regulatory instruments to facilitate the collection, management, and reporting of environmental data.

52. Data collection, monitoring, management, and reporting are highly fragmented in all the PICs. In most PICs there is no legal requirement to collect environmental information and no mandated institution to collect, manages, and maintains this information. Most PICs collect their own environmental information for planning and implementation purposes but the information is rudimentary at best with no systematic management, analysis, and/or reporting to inform national planning.

## [2.4 Threats, root causes, and barrier analysis](#_Toc278382488)

53. Pacific island countries have small administrations and the environment departments are typically the smallest departments within PICs. This means that these officers have multiple responsibilities and do not specialize in a technical area of work and are often away from their countries on duty travel to attend global and regional conferences, workshops and other activities. There is also typically high turnover of staff as they are posted to other roles, leave the service or migrate overseas.

54. We will need to design the framework and systems for data collection and management as a collaborative network that does not depend solely on the small environment departments to function. The first step is to work with the countries’ other bigger established and more “mature” ministries such as the Ministries responsible for agriculture, fisheries, forests and meteorology and in particular the National Statistics Offices. Many countries also have significant numbers of NGOs and CSOs as well as universities and in some cases research organisations. These all need to become involved in this national effort to establish, collect and maintain environmental data.

55. The key government agencies to engage at the outset are the National Planning and National Statistics Offices. The ultimate success and guarantee of sustainability for the project is when the environment indicators and data collected through the project and the network it establishes becomes integrated into the planning and statistics framework of the national government. In some countries this is starting to happen as Samoa recently established an Environment Statistics Unit and Fiji has been considering doing the same. The work of the project should help facilitate this happening in all PICs as the demand for environmental data is increasingly mainstreamed into national planning, particularly with the new reporting obligations under the Samoa Pathway and SDG’s.

56. Notwithstanding the above there is no systematic collection, analysis, management and reporting of environmental data in any of the 14 PICs. No government has set up a system where environmental data has been managed in a way that facilitates updating, sharing, and/or analysis of environmental data to facilitate effective planning and management for sustainable development. The only exception is the well-developed climate related data collected through the meteorological services.

57. Although there is some data collected by individual departments for their own purposes, it is often for only a very short time and often not managed well or shared so it can be used for other relevant planning and reporting needs. None of the National Statistical offices apart from the newly established Environment Statistics Unit in Samoa currently collects environmental statistics specifically and on an ongoing basis.

58. The absence of these data weakens the case for making sound sustainable development choices when decision makers must nevertheless make choices. There is little environmental information available to enable valuing of natural capital, the estimation of environmental costs and benefits, and the loss of natural resources with their associated ecosystem services. On the economic development side, indicators and data collection and analysis are well developed and many tools are available to demonstrate in quantitative terms the benefits of economic development. Most decisions are made on the basis of quantitative analysis. Until the PICs are able to generate the same quantitative data for the environment, decision makers will find it difficult to make sustainable development choices.

59. Fragile PIC ecosystems and the Pacific Ocean’s waters will continue to degrade. This impacts environments, the economy, and livelihoods along with the very social and cultural fabric of PIC nations and communities. What is needed are frameworks and systems that allow for the collection and analysis of environmental data and indicators to inform the decision making process.

60. The imperatives for generating the need for this project are motivated by the fact that many of the PICs stand to lose the most and at the earliest time. From a global point of view, the Pacific Ocean is the single biggest environment unit driving climate change, acting as a carbon sink, moderating ocean acidification, and serving as the home for the largest remaining global fish stocks.

61. PIC ecosystems and communities are unique and need to be conserved and sustainably managed. The need for a coordinated environmental monitoring and evaluation system in the Pacific region is a critical need for the PICs, the Pacific region, and global communities. Overall, environmental monitoring, evaluation, reporting and forecasting are fragmented within and between PICs and across the Pacific region as a whole.

62. This project seeks to build on national and regional systems which handle environmental information in order to create a system to serve the Pacific region in its needs for standardized monitoring, evaluation/analysis, and forecasting for national and regional planning, reporting, and forecasting.

63. The project will include setting up the hardware, software, and personnel training required to establish a system for permanent use.

64. The project will assist the PICs to strengthen the enabling legal, policy, and institutional frameworks to enable effective data collection, management, and reporting of environmental indicators.

65. The long term viability of national environmental data bases and networks ultimately rests on building a national demand for environmental data. Many countries now have in their national legislation the need for periodic reporting on the environment and have set national environmental standards that need to be monitored. The environment is now a key consideration in most national sectors. They require data for evidence-based planning and management. The national obligations against MEAs and other regional and global plans such as the *SAMOA Pathway* and the many regional sector plans require quality, organized environmental data. The National Statistical offices are prepared to make environmental data part of their mandate. This will be further strengthened by the new SDGs. There is now sufficient national demand for PICs to establish national environmental data bases.

66. PICs do not have the financial resources to meet the capital costs to design, establish, and build capacity for individual national environment databases and networks. The project will provide these resources and support and will work to establish national environment databases and networks in each PIC to suit their needs, capabilities, and financial ability to maintain for the long term. The national demand for environmental data should mean PICs will provide the maintenance and update of these national environmental databases.

67. The MEA cluster of reporting has a suite of individual processes, all similar, which duplicate effort and administrative load on already over-taxed tiny administrations in the PICs. For years the PICs have been requesting a rationalised system to enable them to respond to their obligations and a single system for SoE monitoring and evaluation. The PICs have formally requested SPREP facilitate delivering the latter. Over the past two years SPREP has started to develop national templates for SoE reporting and determine regional environmental indicators. SPREP has also started to develop partnerships with institutions such as regional universities and regional research institutions and linkages to the UN and other global organizations to assist in developing national and regional environment databases that are networked and generating the information required for informed decision making and evidence-based planning and management.

68. Through a number of other the projects, SPREP has built its capacity to manage and maintain environmental databases. The Secretariat of the Pacific Community (SPC) has strong database management capabilities in natural resource management, economic statistics, and health areas. These two agencies have partnered to support PICs with building data management capacities.

69. The National Statistical offices in the PICs have varying levels of database management and maintenance capacities. In some PICs this capacity is well advanced and can provide support in the maintenance of databases. The project will need to build and design these databases and then work with the Environment Departments and National Statistical offices to build capacity for the support and maintenance of each PIC’s national environment database.

70. The project will work with national and technical focal points to deliver the design for the databases in all 14 PICs. It will provide the opportunity to network with other partners with similar databases, especially coordinating the collection and collating of raw data. At the same time, national government staff will receive a suite of tools and training on how to use and manage the database in-country. A data-sharing protocol will be developed in a consultative manner to manage the sensitivities around data within and between PICs and partner institutions.

71. While the project aims to set in motion key activities that would strengthen national planning, SoE assessments, and MEA reporting, it will undoubtedly experience some degree of difficulty in defining and measuring success. The success of the project depends on the PICs’ commitment to maintaining the environmental database and more importantly, their perception of it as a useful tool to support their work to fulfill agency mandates and core responsibilities. The creation of sustained national demand for environmental data is the key for overall success of the project. At the end of the project period, Government Ministries and/or Departments will evaluate the success of this project and determine its continuation through support from their national budget for the continuation of the national databases.

72. The PICs have differing abilities with respect to monitoring, evaluating, and reporting on the SoE. All would fall short of current needs in terms of their national requirements, obligations to report under the various international environmental conventions (such as MEAs), and regional and global SoE-related needs for the Pacific region. In order to most efficiently and effectively meet these national, regional, and global needs, PICs and the wider international community have a critical need for quick and reliable access to national and pooled data of high quality and reliability.

73. The NCSA exercises revealed significant capacity constraints faced by PICs when implementing their MEA obligations. In 2012, SPREP conducted a regional analysis of the *NCSA Action Plans* of 10 PICs. The final report recommended development of a “citizen science” program to simultaneously collect and organize data, promote education, raise awareness, prompt more environmentally-friendly behavior, and further develop a “regional expert networks” to promote “learning exchanges” amongst SPREP countries.

74. There is great difficulty obtaining up-to-date and relevant data to establish national environmental baselines. With the exception of NCSA Reports and individual MEA reports, NEMS and SoEs are outdated since they were last updated in 1992. Their revitalization is important for streamlining reporting by countries to MEAs.

75. Under the current *SPREP Strategic Plan 2010-2015*, SPREP works with PICs on an on-going basis to revitalize NEMS and SoE Reporting including strengthening the use of EIA as an effective planning tool for better decision making and reporting. During national consultations for this project, it was determined some databases with links to environmental reporting have either existed in the past but are now discontinued or are located in different ministries other than the Ministry of Environment.

76. Many staff with institutional knowledge of previous work on databases, NEMS, SoEs and EIAs are no longer available. High staff turnover and lack of contingency planning make it difficult to obtain an accurate description of the national baseline for NEMS or information about a Ministry’s work and experience regarding databases, NEMS, SoEs, and EIA.

77. As a way forward, the project builds on the notion that each PIC’s context is different and thus requires a case-by-case approach to assist each PIC to progress with their NEMS, SOEs, EIAs, database networks, and so forth. This project provides regional support for building national capacities to implement MEAs -- in particular through strengthened capacities for environmental monitoring and reporting.

78. At the regional level, the project will deliver to each PIC a homogenous support package providing training on EIA and technical backstopping to NEMS and SoE report production. This is intended to strengthen overall reporting to MEAs. Despite a strong policy and legal framework, supported by activities of a number of Government Ministries and partners, achievement of global environmental objectives has been inadequate due to many barriers.

79. Poor institutional networking and collaboration within Governments and with external partners, along with limited systematic research and monitoring, has contributed to poor policy implementation and decision making processes. This is worsened by weak institutional capacity and infrastructure of key stakeholders such as regulatory agencies and other Government agencies.

80. Furthermore, there are many policies, legal frameworks, and strategic plans that need to be revised, updated, and further developed. Weak coordination between government institutions, the private sector, NGOs, and other organizations makes synergistic implementation of MEAs difficult at best.

81. Shortages in trained manpower, physical infrastructure, and facilities also may limit the extent to which PICs can fulfill their obligations under various MEAs. The most direct cause for these deficiencies can be traced to inadequate funding. The lack of environmental information gathering, data storage systems, and technically skilled staff are critical barriers. This has contributed to poor MEA and national report writing.

82. There is also a lack of understanding and knowledge about MEAs and their purposes in all levels of society but particularly amongst the private sector and the general public. The complexity of information involved with MEAs and inadequate integration of this information into formal and informal education has left most institutions ill-prepared to effectively handle MEA issues.

83. Often there is a lack of coherent and effective coordination between various institutions, and they are overburdened by the excessive number of redundant and often contradictory documents in the budgeting and planning process. Furthermore, there are many policies, legal frameworks, and strategic plans needing to be implemented, or revised and updated. Strong coordination between Government institutions, the private sector, NGOs, and so forth is fundamental to ensure synergistic implementation of MEAs. Along with improved coordination, the mandates of key institutions should be updated to incorporate the achievement of national obligations for MEAs.

## [2.5. Stakeholder mapping and analysis](#_Toc278382490)

84. The GEF IA for this project is UNEP. UNEP has recently established a Pacific Office based within the SPREP Campus to strengthen its ability to implement activities in the pacific and partnership with SPREP.

85. The GEF EA is SPREP, which has the regional mandate for leading sustainable environmental management including climate change, biodiversity conservation, waste management, and environmental governance. SPREP also serves as a regional node for MEAs. SPREP has a number of projects that will complement this project.

86. The EU-UNEP project *Capacity Building related to MEAs in ACP Countries* (ACP MEA project) has completed phase I and started phase II. t. The ACP MEA project phase II will include capacity building for information and data management, as well as in the processes required to feed up and into the national and regional data management framework.

87. Within the realm of environmental monitoring and projection with respect to climate change, this has been done by the Pacific Island Meteorological services with support from the Australian Bureau of Meteorology (BoM) and Australia’s Commonwealth Scientific and Industrial Research Organization(CSIRO) through the AusAID-funded PACCSAP [(Pacific and Australia Climate Change Science and Adaptation Programme) -- this was previously the PCCSP (Pacific Climate Change Science Programme)]. Under PACCSAP, Pacific Island Meteorological Services are also working with BoM to get the fundamental climate variables (e.g., temperature and rainfall) into a common database (CliDE – Climate Data for the Environment). This may serve as a prototype database for general environmental data.

88. AusAID also fund the newly initiated COSPPac (Climate and Oceans Support Programme in the Pacific), which follows up the previous South Pacific Sea Level and Climate Monitoring Project (SPSLCMP) and the Pacific Island Climate Prediction Project (PI-CPP) and adds a capacity building branch. The SPSLCMP has been particularly successful in building a time series of sea level changes across the Pacific.

89. The Finnish Meteorological Service provided 3.0 million Euros to Pacific Island Meteorological Services through the SPREP implemented Finland-Pacific project in-order to upgrade some of the meteorological monitoring equipment and enhance communication of meteorological information to appropriate sectors.

90. The U.S. National Oceanic and Atmospheric Administration (NOAA) also offers climate services to U.S. territories through the Climate Prediction Centre (CPC) and the Climate Programme Office (CPO).

91. This project will not duplicate the preceding initiatives nor provide or facilitate these networks interacting. This project will proactively engage existing related initiatives during the planning and design phase to ensure maximum leveraging between all related projects. These synergies will be sought in academic institutions (especially those already networked in the Pacific such as the University of the South Pacific and the College of Micronesia) plus in NGO’s which similarly work in the Pacific such as Conservation International and The Nature Conservancy who have ongoing Pacific programmes. These linkages will be sought after the appropriate associations are made with the key national stakeholders or at the same time. Opportunities to link with the private sector will also be explored.

92. Within the realm of environmental data management and generation, there are key SPREP internally-hosted projects which increase data and information usability. These projects include:

* PEIN (Pacific Environment Information Network) which hosts 40,000 Pacific environment-related documents and resources as well as serving as the central hub for the 14 member national libraries
* PCHM (Pacific Clearing House Mechanism) which provides access to Pacific MEA support materials and status of various MEAs within individual PICs
* PIPAP (Pacific Islands Protected Areas Portal which serves as the protected areas community and data hub for the region
* PCCP (the Pacific Climate Change Portal) which functions as the go to site for all climate change related discussion and resources within the Pacific.

93. The project will leverage these existing platforms and data sources to fully populate and inform the database development.

94. The SPC has established a development database for the Pacific region called the National Minimum Development Indicators Database. SPC will work with SPREP through this project to enhance this database with a national minimum environmental indicators database. This database will meet national environmental reporting needs of PICs and MEAs.

95. The Pacific Island Forum Secretariat (PIFS) is the regional institution responsible for reporting on the proposed SDGs under the 2030 Agenda for Sustainable Development. It is also responsible for the implementation and monitoring of the Forum (Cairns) Compact that provides a framework for regional sustainable development and aid coordination.

**National Leads and Coordination Mechanisms**

96. The project’s national leads for each PIC will be their SPREP focal points. National coordination will use existing national mechanisms as much as possible to facilitate national ownership and sustainability beyond the project. These national mechanisms were put in place to coordinate similar national initiatives and will be used as outlined in Table 1.

|  |  |  |
| --- | --- | --- |
| **Table 1: National Coordination Mechanisms** | | |
| **Country** | **Lead Agency** | **Coordination Mechanism** |
| Cook Islands | National Environment Service | National Environment Strategic Action Framework Working Groups |
| Federated States of Micronesia | Office of Environment and Emergency Management (OEEM) | OEEM coordination mechanisms with State Environment Protection Agencies |
| Fiji | Department of Environment | National Environment Council |
| Kiribati | Environment and Conservation Division | Kiribati integrated Environment Policy Working Groups |
| Marshall Islands | Office of Planning and Policy Coordination | Coastal Management Advisory Council |
| Nauru | Department of Commerce, Industry and Trade | Department of Commerce, Industry and Trade |
| Niue | Department of Environment | Department of Environment |
| Palau | Ministry of Natural Resources, Environment and Tourism | National Environment Planning Council |
| Papua New Guinea | Conservation and Environment Protection Authority | Conservation and Environment Board |
| Samoa | Ministry of Natural Resources and Environment | Cabinet Coordinating Committee  Land Board  PUMA Board |
| Solomon Islands | Department of Environment | Department of Environment |
| Tonga | Department of Environment | Joint National Action Plan Task Force |
| Tuvalu | Department of Environment | National Development Plan Framework Working Groups |
| Vanuatu | Department of Environment | National Development Plan Working Groups |

97. The SPREP PMU will work with the national lead agencies through the national coordination mechanisms to finalize national needs and implementation plans. A number of PICs have national GEF Capacity Building projects. During national consultations it was agreed that national coordination for both the national and regional projects will be carried out through the same lead agencies. The implementation plans will start with verifying the needs, scope, and activities; establishing capabilities and time considerations; and then formulating detailed national work plans for implementation.

98. As part of the project formulation we have conducted an initial assessment of the status of environmental data management within the PICs (Table 2). We utilised the relevant findings of the NCSAs, the ongoing implementation of the SPREP Strategic *Plan* and the ACP MEAs Project’s. The ratings assigned are subjective and based on feedback from these consultation processes.

99. The rating scale is:

1: Good Progress some minor strengthening and capacity building required albeit, mostly maintenance

2: Some Progress but substantive specific strengthening and capacity building is needed

3: Little Progress need to establish framework for implementation, monitoring and reporting and major capacity building

**Table 2: Baseline Analysis of Institutional, Sectoral and Policy Framework**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Cook  Islands | FSM | Fiji | Kiribati | Marshall Islands | Nauru | Niue | Palau | PNG | Samoa | Solomon  Islands | Tonga | Tuvalu | Vanuatu |
| **Legal and Policy Frameworks** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Review/recommend relevant legislation & policies | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| * Strengthen environmental policies and legal frameworks | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| * Formulate relevant national policies, legislation, and organizational arrangements for environmental data | 2 | 3 | 1 | 3 | 3 | 3 | 3 | 1 | 2 | 2 | 3 | 3 | 3 | 3 |
| * Strengthen communication about MEAs and legislation | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| * **Institutional Context** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Designate coordinating agency for MEA implementation | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| * Designate Lead agency for delivering project outputs, reporting on substantive project results & providing financial reporting | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| * Designated national coordinating mechanism responsible for MEA coordination and overseeing and managing the use and disbursement of funds | 2 | 1 | 1 | 2 | 2 | 2 | 2 | 1 | 2 | 1 | 2 | 2 | 2 | 2 |
| * **Planning and Implementation** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Raise awareness of SoE, EIA, IEA, and SEA concerns & issues | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| * Improve the EIA process & application | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| * Strengthen SoE & NEMS capacity | 2 | 3 | 2 | 2 | 3 | 3 | 3 | 2 | 3 | 2 | 3 | 3 | 3 | 3 |
| * Linkages to national sustainable development plans | 1 | 2 | 1 | 1 | 2 | 3 | 2 | 1 | 1 | 1 | 3 | 2 | 1 | 2 |
| * Promote cross-sector linkages/cooperation | 2 | 1 | 1 | 2 | 2 | 2 | 2 | 1 | 2 | 1 | 2 | 2 | 2 | 2 |
| * Establish sustainable financing mechanism | 2 | 3 | 2 | 3 | 3 | 3 | 3 | 1 | 2 | 2 | 3 | 3 | 3 | 3 |
| * **Monitoring and Reporting** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| * Strengthen information and database management | 3 | 3 | 2 | 3 | 3 | 3 | 3 | 2 | 3 | 2 | 3 | 3 | 3 | 3 |
| * Improve information & data management through establishment of national & regional environmental management databases | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Strengthen information systems & data storage | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| * Aid development of reports: MEAs, Rio Conventions, & national reports for updating & monitoring SoE and NEMS | 3 | 3 | 2 | 3 | 3 | 3 | 3 | 3 | 3 | 2 | 3 | 3 | 3 | 3 |
| * Strengthen networking of databases | 3 | 3 | 2 | 3 | 3 | 3 | 3 | 2 | 3 | 2 | 3 | 3 | 3 | 3 |

## [2.6. Baseline analysis and gaps](#_Toc278382491)

100. Common environmental information and data related needs across the Pacific region have been consistently identified as limited knowledge of the magnitude and nature of environmental issues that include:

* No systematic collection and management of environmental data
* A lack of historical and current evidence of the status of various environmental resources to facilitate evidence base planning and management
* Trends in that status to allow for longer term strategic planning
* The identification of drivers of changes in that status to be able to address the root causes
  + Information management problems, including lack of standardised procedures for collecting, storing, and aggregating relevant environmental data at the sectoral, national, and regional level
  + Dissemination challenges, with available information not always getting into the hands of local technical staff, government officials, decision makers, or citizens
  + Uncoordinated planning and implementation of MEAs
  + Slow or in most cases non-reporting to MEAs where most PICs are not able to fulfil their national reporting obligations

101. Where information and indicators have been compiled for a national reporting requirements, there are no national level databases designed or maintained to contain and manage the results of these efforts. There is also the need to strengthen the enabling environment -- in particular the legal, policy, and planning frameworks and processes to ensure they provide backing for generation and sharing of data and are able to use data from national and regional databases to facilitate informed decision making and effective monitoring and reporting. This project will also encompass the facilitation and tracking of activities to implement new global initiatives -- in particular *The Future We Want*, the *SAMOA Pathway*, and SDGs.

102. The main focus of the NCSA is to identify cross-cutting capacity needs for the three Rio Conventions and MEAs for climate change (UNFCCC), biodiversity (UNCBD) and land degradation (UNCCD). The UN Development Programme (UNDP) and UNEP commissioned a synopsis in 2010 titled *National Capacity Self-Assessments: Results and Lessons Learned for Global Environmental Sustainability*. This review identified the results generated by applying the NCSA methodology at locations around the world. This analysis revealed that the top five capacity development needs expressed by countries to achieve and sustain global environmental outcomes are:

* Public awareness and environmental education
* Information management and exchange
* Development and enforcement of policy and regulatory frameworks
* Strengthening organizational mandates and structures
* Economic instruments and sustainable financing mechanisms

103. An overarching concern for many countries is the need for specialised training and longer term capacity building programmes. Local government staff have a mix of educational and experiential backgrounds, multiple responsibilities, and/or poor understanding of best practices.

104. There is high turnover of expert and specialized staff and those with long service experience and institutional knowledge due to either internal promotions or taking up of a new assignment with a different ministry. Overseas migration exacerbates the problem of not being able to hold on to experience staff. Countries with small administrations tend to rely on a small pool of local staff performing the work so when trained personnel leave there is no suitable replacement in the ranks.

105. The nature of this project will require significant investment in hardware and software, staff resources from the PICs and SPREP, and substantial levels of staff training. SPREP is investigating stationing a coordinator in a centrally located country for each group of 3-4 countries to facilitate data collection and analysis, equipment and software installation, and staff training. These specialists will also be available as resources to support implementation of the project at each PIC. Finally, stationing these resources in locations closer to the participating PICs will greatly reduce travel times and expenses.

## [2.7. Linkages with other GEF and non-GEF interventions](#_Toc278382492)

106. Most of the previously summarized Full Size Projects (section 2.5) have monitoring and reporting activities that may generate data and information that could be used in the national databases developed through this project. Within SPREP we have a GEF Working Group that coordinates activities between SPREP-executed GEF projects and data generated though these projects. This project will use the national and regional indicators that will be developed through this project. All GEF projects implemented by SPREP will contribute data to this project. This project should facilitate monitoring and evaluation of other GEF projects.

107. The intention of the project is to develop indicators, monitoring protocols, databases, and data sharing mechanisms that can be used by other GEF projects and non-GEF interventions including those by NGOs and academic institutions.

108. The non-GEF projects executed by SPREP which will be linked to the project include the following:

**PacWaste Regional Project**

109. The PacWaste Project, a Full Size Project (FSP) funded by the EU and implemented by SPREP, carried out a regional baseline survey between March and May 2014 to determine the current management of healthcare waste at 42 hospitals and health centers across 15 participating countries. Each of the 15 participating countries received individual country reports. These reports outline the findings from on-site audits and provide a range of recommended options to improve management and treatment of healthcare waste. The data from these reports will be used by SPREP to identify and prioritise regional and national interventions to be undertaken in the next stages of the PacWaste project. The report also provides hospitals and governments with current quantitative and qualitative healthcare waste data and can be used as a framework in the development of national and local policies. Raw data obtained from these surveys may inform and shape the definition of environmental data that will be captured in the environmental database that this FSP will develop with the PICs.

**Regional GEFPAS Pacific POPs Release Reduction From Improved Management of Solid and Hazardous Waste**

110. The GEF Pacific Alliance for Sustainability (GEFPAS) Persistent Organic Pollutants (POP) FSP is executed by SPREP and will operate from 2013 to 2018. It targets capacity development for 14 PICs in the field of solid, hazardous, and chemical waste management. A policy component will address the development of a chemical guideline and national unintentional POP strategy. The project will set up stewardship systems for both waste oil and pesticide container management.

111. This system supports the training of local Government staff on inventory management. The FSP will identify entry points for collaboration on database management using the system established by the GEFPAS POP project including linking data collection and collation to feed into national environmental databases.

**Ridge to Reef Umbrella Programme**

112. All 14 PICs have signed on to the GEF 5 Ridge to Reef (R2R) Umbrella Programme FSP which will commence in the near future. Under this programme, the PICs emphasise the need to focus on their own national priority activities that support their capacity development to implement MEAs. Although each country’s R2R project is different, they are aligned with the GEF strategic focal area objectives which contribute to the key outcomes of this FSP. It is expected that by the time the FSP is implemented, most if not all of the PICs will have their R2R projects well established and in full operation. Environmental data generated from individual projects across the region will assist greatly with the updating, synchronization, and maintenance of the database at the national and regional level.

**Access and Benefit Sharing (ABS) Project**

113. The GEF 5 ABS regional project is currently being developed for submission to the GEF. This project will assist PICs to ratify the Nagoya Protocol including catalytic activities to kick-start development of a genetic inventory. Naming of species and genetic coding including information about habitat, ecology, and status of natural assets will be most needed for capturing environmental data necessary for the database.

**BIOPAMA Project**

114. In September 2014, SPREP signed a Partnership Grant Agreement with the International Union for Conservation of Nature (IUCN) Regional Office for Oceania to host the Pacific Regional Observatory of the Biodiversity and Protected Areas Management (BIOPAMA) Programme. Financially supported by resources from the intra-ACP envelope of the European Commission's (EC) 10th European Development Fund (EDF), BIOPAMA aims to address threats to biodiversity in ACP countries, while reducing poverty in communities in and around protected areas.

115. BIOPAMA will establish a *Pacific Observatory* as a resource hub to support decision-making and effective protected areas management, and also facilitate networking of practitioners, experts and institutions. The project also strengthens existing SPREP information platforms including the PEIN (Pacific Environmental Information Network), the Environmental Spatial Information Service (ESIS), and the Pacific Islands Protected Area Portal (PIPAP).

**Council of Regional Organizations in the Pacific (CROP)**

116. CROP has established a number of working groups to address coordination in different thematic areas of work. These include the Sustainable Development Working Group, the Land Resources Working Group and the Marine Sector Working Group. Overtime the membership of these working groups have extended beyond CROP to also include UN agencies and NGOs. SPREP is a member of all these groups and will be use them to assist project implementation and provide advice and coordination of activities and regional inputs.

**Engagement of the NGOs and other partners**

117. SPREP has established networks with NGOs and other partners such as the Nature Conservation Roundtable, the Pacific Climate Change Roundtable, and the Pacific Invasives Learning Network working arm that will be used to engage them in the establishment of the national databases.

118. There are also a number of national GEF projects that will contribute to the building of capacity for environmental monitoring and reporting within PICs and at the regional level in SPREP. We have been in close consultation with the PICs to ensure complementarities and the national lead agencies and national coordination mechanisms for both are the same.

119. At the national level there will be other NGOs and agencies, including the private sector, which generate data that is useful for national development and environmental monitoring and reporting. Researchers do not currently have a platform in any PIC where data can be used for national planning purposes. The establishment of a national database and network could provide a platform to share and manage these data. The national lead agency will use the national coordination mechanisms to identify and link up with these NGOs and agencies.

**UNEP Live**

120. UNEP Live is a knowledge management platform that makes accessible national, regional and global data and knowledge on an on-going, timely, open access, transparent and neutral basis to support assessments of the state of the environment. UNEP Live also nurtures and sustains Communities of Practice (CoPs) on various topics to strengthen the pool of scientific knowledge and expertise and engage experts from around the world on an on-going basis. UNEP Live allows countries to link their national portals and datasets to dedicated country pages, making national data flows discoverable at the global level, directly contributing to the knowledge base of integrated environmental assessment and state of environment reporting at all levels.

121. While many countries are sharing their data both through national portals including UNEP Live, there is recognition of the need to support countries in further linking national databases, portals and datasets in a systematic way in-order to improve the flow of environmental data and its use in reporting.

122. To meet this need, UNEP has developed a national Indicator Reporting Information System (IRIS) that has the potential to support government Ministries and statistics agencies responsible for reporting on national, regional and global obligations, to collect, analyze and publish quality assured information in an effective and timely manner - thus relieving the often huge reporting burden faced by Pacific island countries.

123. This project will establish:

• using the IRIS as the tool for reporting on the state of the environment and to MEA’s. It will be owned and managed by each country and enable sharing of data between Ministries/agencies in the country.

• using UNEP Live to share national data that a country wishes to make accessible on open data portals.

# Section 3: Intervention Strategy

**3.1. United Nations Development Assistance Framework (UNDAF) 2013-2017**

124. The Pacific Regional UN Development Assistance Framework (UNDAF) 2013-2017 was approved in 2012. The United Nations Development Assistance Framework (UNDAF) for the Pacific Sub-Region is a five-year strategic programme framework that outlines the collective response of the UN system to development challenges and national priorities in 14 Pacific Island Countries and Territories (PICTs), namely Cook Islands, Fiji, Federated States of Micronesia, Kiribati, Nauru, Niue, Palau, Marshall Islands, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu and Vanuatu for the period 2013-2017. Its overarching ambition is to promote sustainable development and inclusive economic growth to address the social, economic and environmental vulnerabilities affecting society at all levels and to ensure human security in the Pacific, with a focus on the most vulnerable groups.

125. The Framework is the result of broad consultations with PICTs and partners around a number of development challenges identified in a Common Multi-Country Analysis (CMCA) developed by the UN Country Teams (UNCT) based in Fiji, Samoa and Papua New Guinea in consultation with national and regional stakeholders and partners. Among these challenges, the analysis highlighted physical isolation, small economies of scale, limited governance structures, small populations and markets, limited natural resources (in most cases), uneven infrastructure, the impact and variability of climate change, natural hazard risks, and the vulnerability to economic shocks. There are significant gaps with regard to service delivery capacity and gender equality, including limited political participation by women. Nearly a fifth of the region’s total population is young, which is both a challenge and an opportunity for governments to ensure access to quality education and health services, employment and the types of support services that will guide their transition to productive adulthood. Cultural heritage and diversity is at risk due to increasing urbanization and, in some countries, significant outmigration.

126. With the UNDAF 2013-2017 the UN system in the Pacific will draw on its comparative advantage to continue its work to address these challenges, build on the progress achieved during the previous programming cycle and reflect on the development needs beyond 2015. In line with the global imperatives and opportunities detailed in the UN Secretary-General’s Five Year Action Agenda of 2012, the UN system in the Pacific will focus its programming and advocacy efforts on five inter-related outcomes areas:

**1. Environmental management, climate and disaster risk management**, in support of an integrated approach to environmental sustainability and efforts by PICT governments and communities to adapt to climate change and reduce and manage disaster risk.

**2. Gender equality,** with the aim of fostering gender equality, women’s political and economic empowerment and participation, and enhance safety for women and children across the Pacific.

**3. Poverty reduction and inclusive economic growth,** where the UN system will promote the capacity to stimulate equitable growth, create economic opportunities and decent work especially for the youth, and promote sustainable livelihoods and social protection systems.

**4. Basic services (health and education).** The UN system aims to building capacity throughout society to improve the quality of and access to basic services in health, education, and protection; and strengthening the accountability of duty bearers.

**5. Governance and human rights,** where the aim is to improve the quality of governance, including the inclusion of vulnerable groups in decision-making processes in the political and economic spheres and advance compliance with international human rights norms and standards.

127. This project will primarily comply with UNDAF outcome 1: environmental management, climate and disaster risk management. However, the cross-cutting nature of the activities will mean that contributions could be made for outcomes 2 and 5. Establishing indicator reporting information systems (IRIS) or national environmental databases for improved analysis will ultimately improve decision making for sustainable development. Governance systems will be improved while at the same time, ensuring equal participation among men and women who will be consulted and trained under this project.

## [3.2. Project rationale, policy conformity and expected global environmental benefits](#_Toc278382494)

128. This project will strengthen the enabling legal, policy, institutional and planning framework and establish a network of national and regional databases for monitoring, evaluating, and analysing environmental information to provide for environmental planning, forecasting, and reporting requirements at all levels. These activities are essential to ensure environmental conditions in the Pacific region do not continue to deteriorate, but instead can be improved, monitored, and assessed. It will also contribute to better integration of environmental priorities into the national sustainable development planning process.

129. SPREP’s Strategic Plan 2012-2015, formally approved by SPREP Member countries through decisions made in the Annual SPREP Governing Council Meetings, identifies environmental monitoring and governance as one of four strategic priorities. SPREP’s Secretariat has been reorganized to include a new Division of Environmental Monitoring and Governance, to facilitate implementation of activities under the strategic priority. For the first time in SPREP’s history of, there is a division dedicated to assisting countries with their environmental governance, including national implementation and reporting on MEAs.

130. At the 23rd SPREP Meeting held in Noumea, New Caledonia in 2012 the SPREP Governing Council Meeting approved a regional framework for SoE monitoring and reporting that included the setting up of a network of national environment databases linked to a regional database housed at the SPREP secretariat. The secretariat was instructed to seek funds to implement this SPREP Meeting decision. The Project Identification Form (PIF) was formulated and submitted to GEF as a response to this decision. The PIF received formal technical clearance on the 20 February 2013, making way for the development of this comprehensive project document.

131. In 2012, SPREP commissioned a report titled the Synthesis of National Capacity Self-Assessment (NCSA) Reports in the Pacific Region that summarized the findings of 10 Pacific Islands' NCSAs Reports and highlighted environmental monitoring and reporting as one of the main gaps for effective environmental management in all 14 PICs.

132. The ACP MEA’s Project was designed to address some of the findings of the NCSAs. The now completed Phase one of this project has been mainly about how to use information at the “higher end” of the range of users (policy, negotiations, and meeting MEA commitments) and phase 2 of the project started in 2014 has developed SOE and NEMS templates that it is using to assist countries to revise their NEMS and SOEs. This project focuses on generating the technical SoE related information, developing environmental indicators and management and storage in national environmental databases to facilitate ongoing SOE and MEA reporting. The MEA Phase 2 project complements this project by putting an end-use to some of the information generated by this project – hence the co-finance/in-kind support included in this project document.

133. Currently PICs (and territories) have differing abilities with respect to monitoring, evaluating and reporting on their SoE. All would fall short of current needs in terms of their national requirements, obligations to report under the various international environmental conventions (MEAs), and regional and global SoE-related needs for the Pacific Region. In order to most efficiently and effectively meet these national, regional, and global needs, PICs and the wider international community badly need quick and reliable access to national and pooled data of high quality and reliability.

134. This project will build on substantial efforts being carried out by SPREP in the development of regional reporting frameworks to facilitate national and regional environmental assessment, funded by the ACP MEA project and funds from the Noumea Convention, as well as in kind support from SPREP staff. The current regional frameworks project has focused on top level indicators, at the Exclusive Economic Zone scale, has worked with PICs to develop key metrics and, in collaboration with the SPC, develop a centralized web site of these key indicators to facilitate use by countries in their reporting to MEAs as well as regional reporting needs. The overall framework endorsed by PICs at the 2012 SPREP Council meeting advocates the centralization of county data to support SoE reporting at national and regional scales, as well as allowing for more effective use of environmental data in national planning, decision making and policy setting. Another quantifiable outcome of the current efforts, which demonstrates the needs and scoping of the proposed effort, was to support Samoa in the development of their 2012 SoE and are currently revising the national SoEs of Fiji, Cook Islands, and the Marshall Islands.

**Scope of the Project**

135. The project, ‘Building National and Regional Capacity to Implement Multilateral Environment Agreements (MEA) by Strengthening Planning and State of Environment Assessment and Reporting in the Pacific’ is a regional multi-country project being implemented in 14 PICs: Cook Islands, Fiji, FSM, Kiribati, Micronesia, Nauru, Niue, Palau, PNG, Samoa, Solomon Islands, Tonga, Tuvalu, and Vanuatu. SPREP as the Executing Agency (EA) will provide project management, implement regional activities, and provide technical support for implementation of in-country activities. All these countries are members of SPREP. SPREP has a well-established network of national and technical focal points with all its member states that will be utilized for implementation of the project. National coordination mechanisms are already in place to coordinate implementation of environmental projects and this will be utilized by this project.

136. The PICs participating in the project can be divided into three sub regions Melanesia, Micronesia and Polynesia and vary in size – ranging from small low lying atolls to large high islands with complex terrain and varying in the size and capacity of their administrations. In addition, four of the participants are LDCs. SPREP as the Executing Agency has a well-established network of national and technical focal points with all these countries.

137. UNEP as the Implementing Agency (IA) will provide technical support and oversight to ensure the intended outcomes and outputs are consistent with global initiatives to improve national monitoring and reporting to MEAs. UNEP will work with SPREP to adapt the various tools and databases such as the Indicator Reporting Information System and UNEP Live to make them appropriate for use in PICs. UNEP will provide technical support and advice throughout the project to support setting up of the national and regional databases.

The project will last 48 months from signing of Project Cooperation Agreement (PCA).

**Development Strategy Focal Areas**:

138. In 2013, a GEF-5 PIF and PPG were formulated via workshops and country consultations including letters of endorsement and approval by the SPREP Meeting (SPREP Governing Council). The PIF and PPG were approved in 2013 by the GEF Secretariat.

139. This project document works towards CD Strategy Objectives 2 and 5, as identified in the GEF 5 Capacity Development Strategy. More specifically:

**CD 2**: Focal Area (FA)—Generating, Accessing, and Using Information and Knowledge. Expected outcomes are:

* Institutions and stakeholders will have skills and knowledge to research, acquire and apply information for collective actions.
* Country and regional information will be generated and kept in a coordinated and structured manner which meets all declared environmental monitoring and reporting needs and standards (at national and regional levels) with this information readily available to countries and relevant institutions on demand and and on a regular basis. The information will provide for baseline and yearly comparisons as required (e.g., MEAs and NBSAP reporting).

**CD 5**: Focal Area (FA)—Enhancing Capacities to Monitor and Evaluate Environmental Impacts and Trends. Expected outcomes are:

* Enhanced skills so national institutions are able to monitor environmental changes.
* The means to make monitoring and analytical processes and procedures institutionalised permanently within countries is established. Such processes would include feedback mechanisms so lessons learnt can be shared within each country and across the region/world.

**Project Development History**

140. SPREP’s Strategic Plan 2012-2015 identifies environmental monitoring and governance as one of four strategic priorities. The Environmental Monitoring and Governance Division was established in 2012 to lead the work on strengthening environmental governance including building capacity at the national level for implementation and reporting to MEAs. The findings of the NCSAs also highlighted the need to improve data collection, sharing, analyses, and management to support informed decision making, monitoring and reporting against implementation of planned activities.

141. This project will build on current efforts being carried out by SPREP in the development of regional reporting frameworks to facilitate national and regional environmental assessment. SPREP, through the European Union (EU)-funded African, Caribbean and Pacific (ACP) MEAs Project, has begun to pilot processes to integrate the MEA implementation documents into a single NEMS. The formulation is carried out through a national consultation process involving multiple MEA stakeholders to ensure all MEAs are addressed, national priorities reconciled and integrated into a national document. The NEMS serves as the primary resource document for the environment pillar when formulating the NSDS. The work of the project has also assisted in the formation of a regional NSDS support partnership to help countries with the formulation, implementation and review of their NSDS.

142. The first phase of the ACP MEAs project has been completed and emphasized ways to use information at the ‘higher end’ of the range of uses (policy, negotiations, meeting MEA commitments, and so forth); it developed a regional approach for implantation planning documents like the NEMS and SoE and piloted them in two countries. The second phase of the project, started in mid-2014, will replicate this approach in the remaining countries. What remains is the establishment of national environmental databases together with the associated protocols for monitoring, data collection, and sharing. There also needs to be continued capacity building in these areas using key planning tools such as environmental impact assessment and integrated spatial planning. This capacity building is what this project aims to do to supplement the ACP MEAs project.

143. The current regional frameworks project:

* Focuses on top level indicators, at the national scale
* Works with PICs to develop key metrics
* Develops a centralized website of these key indicators to facilitate use by countries in their reporting to MEAs as well as regional reporting needs, in collaboration with the Secretariat of the Pacific Community (SPC)

144. The overall framework, formally noted by PICs and territories at the 2012 SPREP annual meeting, is in <http://www.sprep.org/attachments/Publications/Streamlining_rep_brochure.pdf> and includes high-level regional reporting (current efforts) and the centralization of country data to support SOE reporting at national and regional levels. This framework allows for more effective use of environmental data in national planning, decision making, and policy setting.

145. The draft project document was presented to and endorsed by the 2014 SPREP governing council meeting. It was given the highest priority through a specific reference in the ministerial declaration:

**RECOGNISE** the work carried out by the Secretariat of the Pacific Regional Environment Programme (SPREP) to strengthen environmental management and governance in partnership with Pacific island countries and territories and encourage further collaboration through the EU funded ACP MEAs Phase 2 project, the proposed GEF MEA capacity building project, and other relevant initiatives.

**Consistency between the project document and the PIF**

146. This document is aligned with the PIF submitted in February 2013. The project, ‘Building National and Regional Capacity to Implement Multilateral Environment Agreements (MEA) by Strengthening Planning and State of Environment Assessment and Reporting in the Pacific’ (hereafter referred to as the ‘*National and Regional Capacity Building*’ project) will identify and carry out the activities necessary to meet the priorities identified in the PIF.

147. The round of national consultations undertaken as part of the PPG has identified the need to “strengthen the enabling environment” as an additional focal area under the project. This includes the legal, policy and planning frameworks and processes to ensure that they provide backing for the generation and sharing of data and also are able to use the data from the national and regional databases to facilitate informed decision making and effective monitoring and reporting. This project will also encompass the facilitation and tracking of activities to implement new global initiatives in particular *The Future We Want*, the *SAMOA Pathway*, and SDGs.

148. Expected global environmental benefit is the provision of data and information that can be used to effectively manage PIC environments, ecosystems and natural resources. Oceans resources in particular are globally significant. PIC reporting to MEAs and other global monitoring initiatives such as MDGs and SDGs should be improved greatly.

149. The GEF 5 CCCD strategy supports projects that provide resources for reducing, if not eliminating, institutional bottlenecks (e.g., barriers to data gathering) to the synergistic implementation of the Rio Conventions. The project complies with the expected outcomes of strengthening multi-sectoral processes that promote policy harmonization, realize cost-efficiency, and enhance operational effectiveness in Convention obligations. To this end, the FSP will focus on the environmental governance system of 14 PICs with intent to mainstream global environmental issues into national development programs which will be implemented through four programmatic frameworks.

150. The project complies with objectives CD 2 and CD 5 of the GEF 5 Capacity Development Result Framework:

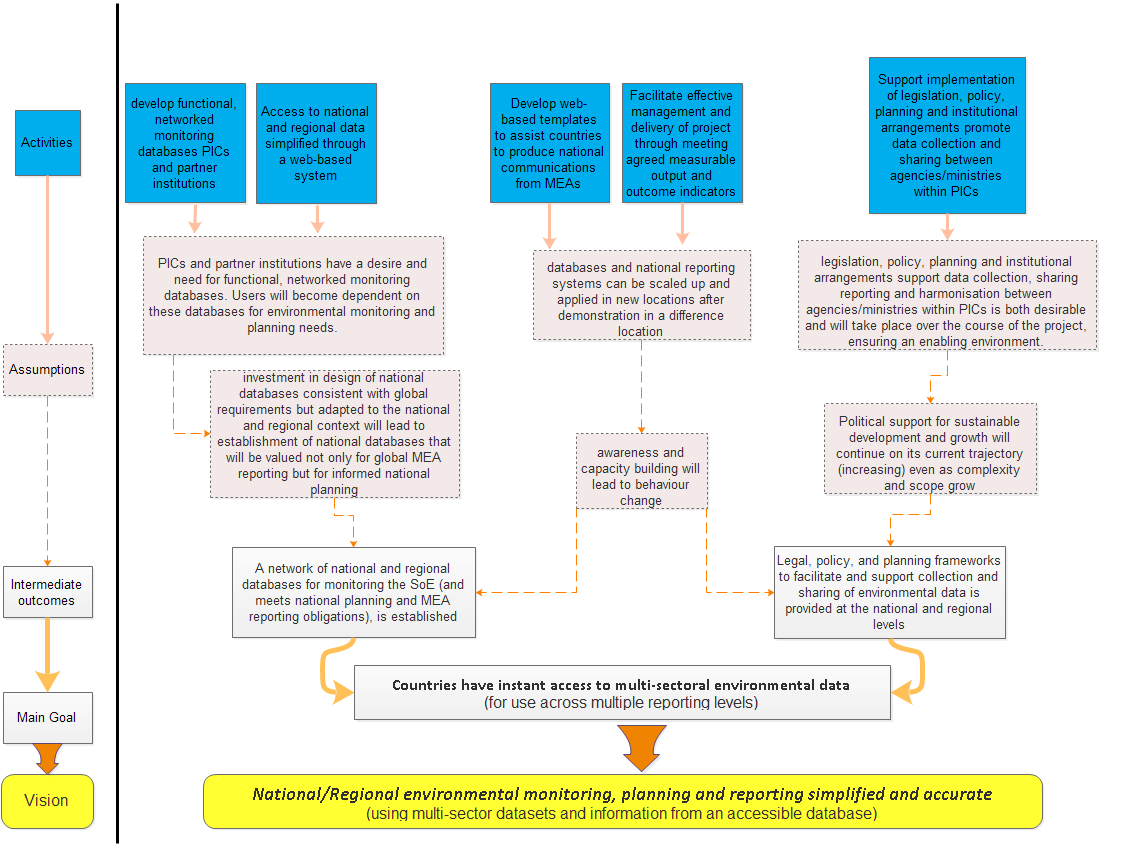
* CD 2: Generating, Accessing and Using Information and Knowledge
* CD 5: Capacities enhanced to monitor and evaluate environmental impacts and trends

151. To achieve these objectives, the project strategy encompasses complementary and mutually reinforcing outcomes which relate to this FSP:

* Institutions and stakeholders have skills and knowledge to research, acquire, and apply information collective actions
* Institutions and stakeholders have skills and knowledge to research, acquire, and apply information collective actions
* Increased capacity of stakeholders to diagnose, understand, and transform complex dynamic nature of global environmental problems and develop local solutions
* Public awareness raised and information management improved
* Enhanced skills of national institutions to monitor environmental changes
* Evaluation of programs and projects strengthened and improved against expected results
* Increased capacity for evaluation

**151a. Theory of Change (TOC)**

* The project embarks on a pathway for bringing transformation change in 14 Pacific Island Countries. The theory of change starts with the project vision where Pacific Island Countries have strong capacities to monitor and report on the health of their environment. This theory of change starts with a search for understanding the existing baseline of the 14 Pacific Island Countries capabilities to monitor and report on the health of the environment at the national and global level. Although each country is different, there are commonalities shared between countries such as limited institutional capacities, outdated, weak or no laws that govern the management of environmental information and data, in-adequate expertise found in-country to do monitoring and reporting of the environment, limited funding resources, lack of strategic partnership between agencies, and limited coordination and sharing of environmental data among end-users and decision makers. As a point of departure, the theory of change starts by injecting valuable technical assistance in all participating countries to bolster institutional, systemic and individual capacities to do proper monitoring and reporting functions either to meet national obligations or MEA obligations prescribed under the Rio Convention.
* There are four (4) stages of intervention for this project. These are: (1) set-up functional network of environmental databases; (2) accessing national and regional environmental data; (3) MEA reporting; (4) strengthening national laws for collecting environmental data.
* Changes will take place through improvements at the relevant government departments who have been identified as the lead for collecting and analysing sectoral data that are linked to the overall monitoring and reporting of national environmental health. To do this, the project will support the establishment of functional network of environmental databases in each Pacific Island Country. Technical assistance will be deployed to set the necessary hardware and software for these databases. Strategic partnerships will also be forged among key stakeholders at the national and regional levels in-order to network as widely as possible. Stakeholders such as department of environment, statistic bureaus, department of agriculture, forestry and fisheries to name a few will have the opportunity to link with regional organizations that are leading monitoring and reporting work in different sectors of society and these include, the secretariat of the pacific community (SPC), secretariat of the pacific regional environment programme (SPREP), university of the south pacific (USP), and the united national environment programme (UNEP). Supporting countries to network with regional partners mean that national and regional development trends in key sectors of society (economy and the environment) can be drawn to inform important policy decisions at the national and regional level. Moreover, it will help boost national capacities to meet reporting deadlines to MEA secretariats.



* An important aspect of this change theory is the legal improvements required to do effective collection and analysis of environmental data. Reporting is hampered if poor data or lack of it prevails which means that countries are unable to make better and more informed decisions about management their environment and influencing decisions in other key sectors that affect the environment health and condition as a whole. To this end, the project will support the review of national environmental laws to comply with MEAs or specifically, the Rio Conventions. Only then can we assure that proper monitoring and reporting functions are being carried out by the appropriate authorities. It will also look at putting in place proper data-sharing protocols to avoid ‘territorialism’ among many public and private sector entities – all in the hope of ensuring fluidity of sharing relevant, credible and up-to-date data need by the database.
* The realisation of the project vision, goals and outcomes will be achieved when countries are able to perform monitoring and reporting duties effectively. The project will re-introduce the use of state of the environment reporting (SOEs) and national environmental management strategies (NEMS) as a way of bringing together the data in a meaningful and comprehensive format but more importantly, allow countries to report on the health of its environment to national parliaments and to MEA secretariats. When this is achieved on a rolling basis, the vision for change will have taken place.

## 3.3. Project goals and objectives

**Project Goals**

152. The project goals are to:

* Provide the legal, policy, and planning frameworks to facilitate and support collection and sharing of environmental data at the national and regional level
* Establish a network of national and regional databases for monitoring the SoE, meeting national planning and MEA reporting obligations together with the capacity to maintain them.

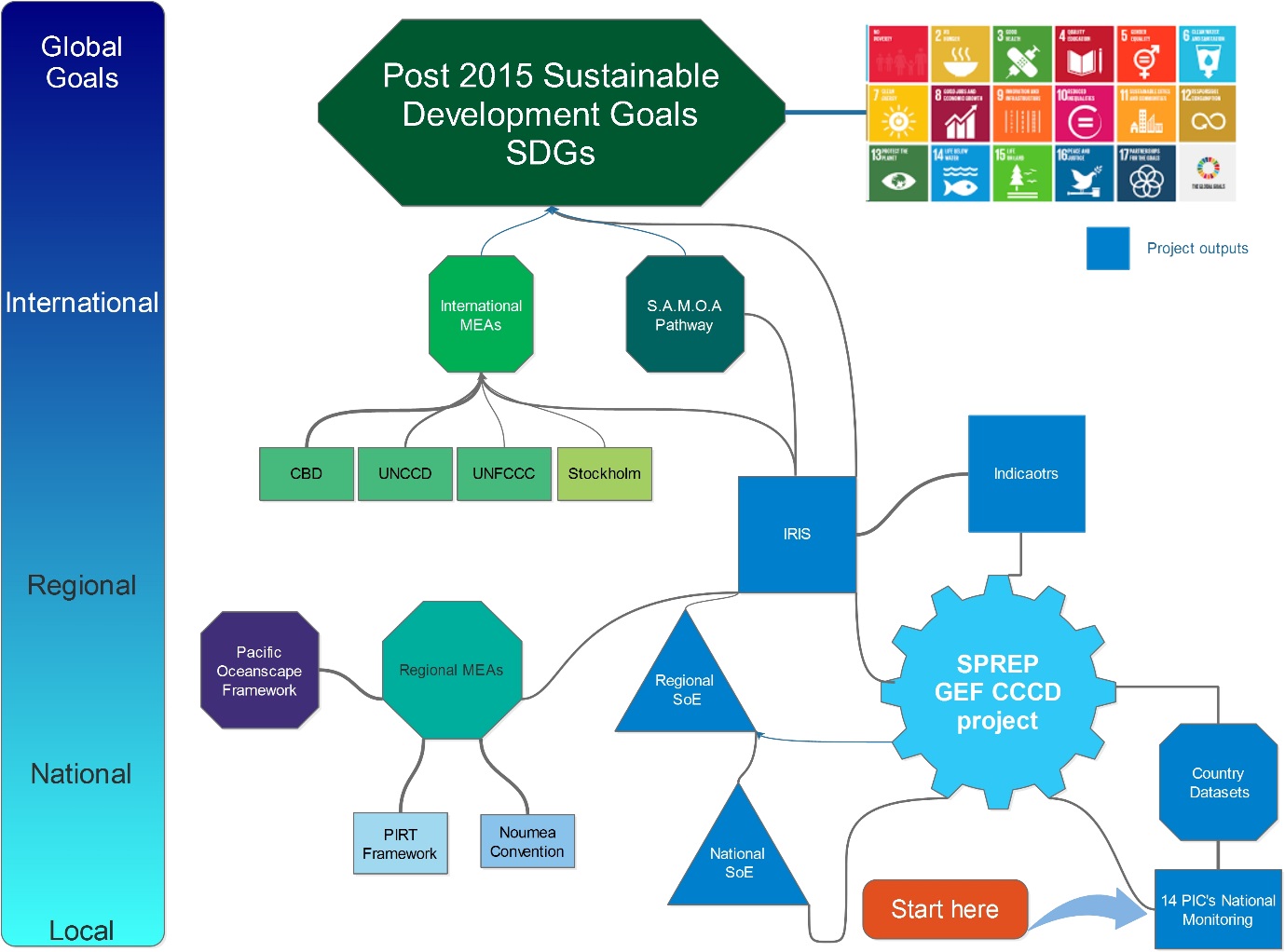
**Project Objectives**

153. The project objectives are to:

* Provide legal, policy, and planning frameworks to support data collection and sharing that are able to be adapted by PICs for national use.
* Establish functional monitoring databases for PICs and partner institutions. These databases will be networked, and users are largely dependent on them for their environmental monitoring and planning needs. Access to national and regional data is simplified through a web-based system (including pooling of information for regional and global reporting purposes through mechanisms such as UNEP Live and the national Indicator Reporting Information System).
* Provision of guidance on how data generated can be used for different purposes, such as national and regional SoE reporting, MEA reporting and environment and sustainable development policy and planning, including SDGs.
* Establish and strengthen capacity requirements to support the management and maintenance of national and regional databases.

## 3.4. Project components and expected results

The following diagram summarises how the project facilitates generating environmental data (new and existing) and their use at national, regional and global levels.



**154. Project Component 1*: Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment and expected results (Note – wherever possible data will be gender disaggregated)***

|  |
| --- |
| **DESIGN AND NETWORK** |
| ***COMPONENT 1: Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment.*** |
| **Outcome 1.1:** PICs and partner institutions have functional, networked monitoring databases. Users are largely dependent on these databases for environmental monitoring and planning needs. |

**155. Output 1.1.1**: Systematic assessments of existing technical capacity in-country using recent documentation and surveys of 14 PICs and regional institutions including SPREP, SPC-SOPAC, USP, and consultations to faciliate endorsement by the SPREP Meeting of regional environmental targets and indicators.

**156. *Expected Results***: Rapid desktop assessments of regional and national technical capacities for monitoring and reporting of environmental indicators completed. Recommended environmental indicators defined for SPREP Meeting endorsement.

**157. Output 1.1.2**: Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment. Assess the UNEP Indicator Reporting Information System (IRIS) as the data collection, sharing and SoE reporting tool.

**158. *Expected Results***: National and regional environmental databases designed in consultation with PIC established, active and networked.

**159. Output 1.1.3**: Guidance on data management and sharing protocols at national and regional levels (including data ownership and sharing, compatibility with existing national and regional systems),).

**160. *Expected Results***: Guidance on Data Sharing Protocol available for use in PICs and regional data sharing protocols endorsed and in use.

161. A key outcome for the project is assuring the PICs and partner institutions have access to functional monitoring databases that are networked, with users able to rely on these databases for their environmental monitoring and planning needs.

162. As part of this Project Component, SPREP will gather existing raw (meta) data (again noting wherever possible data will be gender disaggregated) and then establish a baseline of information on the status of national and regional environmental conditions. Possible examples of data which may be gathered separately by gender include – environmental disaster risk assessments, disaster impacts, anthropogenic impacts on the environment, use of ecosystem services etc. Other actions will include creating a programme for detecting change and tracking/determining trends, including emerging impacts on environmental planning and sustainable development. (Current data are not in a usable form.) The database(s) to be designed and developed will integrate information with convention reporting processes (Rio 20+ and others) and other databases.

163. Capacity development outcomes will develop the institutions, skills, infrastructure, technical support, information management, linkages, networks, and exchanges required to collect and manage SoE data effectively and efficiently. Under this Project Component, systems and processes for environmental monitoring in the Pacific region as a single entity and for individual PICs will be developed.

164. **Project Component 2: *Environmental data are efficiently and effectively used for environmental planning and reporting at all levels by strengthening national and regional legal, policy and planning frameworks.***

165. As part of this PC, SPREP will advocate that appropriate legislation, protocols, policies, and procedures be in place and operating, to underpin the effective management of capacity development.

166. A key outcome of this PC is ensuring access to national and regional data (including gender disaggregated data) is made easy through a web-based system. The resulting output will be to establish a web-based national minimum environment indicators interface.

167. Another outcome of this PC will be creating and making available web-based templates at national and regional levels to meet the MEA reporting needs of each PIC. The resulting output will be web-based templates to assist countries to produce national communications from MEAs.

168. National and regional access will be ensured by reducing metadata to usable form/database(s) at regional and national levels. These data will be used to improve planning and management of environmental planning and reporting during the activities of this project.

169. Reporting requirements can be burdensome for many of the PICs. An important outcome of this PC will be to significantly decrease the reporting burden on PICs compared to the situation at the start of the project.

170. SPREP will use an iterative process to continuously improve data collection, analysis, and management and build on this process to strengthen centralised and national databases and access to information used for environmental planning and management.

|  |
| --- |
| **ENABLING ENVIRONMENT** |
| ***PROJECT COMPONENT 2: Environmental data are efficiently and effectively used for environmental planning and reporting at all levels by strengthening national and regional legal, policy and planning frameworks.*** |
| **Outcome** **2.1** Legislation, policy, planning and institutional arrangements support data collection, sharing, reporting and harmonization between agencies/ministries within PICs. |

**171. Output 2.1.1**: Assess, strengthen and monitor of existing legislation, protocols, policies, and procedures that govern data collection and management for MEA reporting in PICs.

**172. *Expected Results***: Environmental data collection and management carried out effectively for MEA reporting by Pacific Island Countries. Note – this includes gender disaggregated data wherever possible.

**173. Output 2.1.2**: Establish and strengthen the institutional network of environmental data management agencies and organizations at the national and regional levels. ***Expected Results:*** Community of Practice collaborating to support robust environmental data management systems at the national and regional level.

**174. Output 2.1.3**: Monitoring guidelines developed and agreed for the capture of data for all national and regional environmental indicators.

**175. *Expected Results:*** Collection and collation of national and regional environmental data are managed in accordance with the approved monitoring guideline for capturing data from partners.

**176. Output 2.1.4**: Develop approaches and tools – (assessing the viability of using the IRIS) to assist countries to implement and monitor RIO +20 outcomes (*The Future We Want*) and *SAMOA Pathway* and SDGs.

***177. Expected Results:*** Adoption of approaches and tools for implementing and monitoring of RIO + 20 outcomes, SAMOA Pathway and SDGs through the indicator reporting information systems (IRIS)

**Project Component 3: *Capacity development to support the technical facility***

178. Capacity development is a key benefit of this project.

179. The project will address regional and national capacity requirements for supporting the system. The outputs will be improved national and regional training and capacity building in the areas of data capture, database management, data analysis and reporting, end-user interpretation, and uses for environmental planning and management.

180. Another outcome is identifying baseline information and indicators for agreed variables. SPREP will assist PICs with collecting valid baseline data against which to measure achievements towards global environmental objectives, aligned with MEAs. The outputs of this part of the project will be a validated set of baseline data for measuring regional and national achievements.

181. The project will support PICs in development of capacities at the individual and organizational level, strengthening technical skills to collect data and transform information into knowledge. The result will be rationalized databases at regional and national levels.

182. *Coordination and integration*: Improve management information and decision support systems for the national, regional, and global environments and develop effective strategies to use data.

183. *Management of PIC activities*: Identify baseline information and indicators for agreed variables. Assist PICs with collecting valid baseline data against which to measure achievements towards global environmental objectives, aligned with MEAs.

184. *Capacity development*: Support PICs in development of capacities at the individual and organizational level, strengthening technical skills to collect data and transform information into knowledge**.**

185. *Process improvement*: Establish mechanisms to institutionalize (including capacity development) and regularly upgrade the system.

186. *Change management*: Create and use a change management process.

|  |
| --- |
| **CAPACITY BUILDING** |
| ***COMPONENT 3. Capacity development to support the technical facility*.** |
| **Outcome 3.1 Access to national and regional data simplified through a web-based system.** |

**187. Output 3.1.1**: Identify equipment, software and hardware needs for each country and purchase to enable establishment of national environment database and network of data providers. Data collection

* Data capture
* Database management, including ongoing maintenance
* Data analysis and reporting
* End-user intepretation, including SoE formulation and reviews
* Train relevant staff on the use of the web-based tools including national minimum environment indicators interface

**188. *Expected Results***: National environmental database and indicators developed and managed effectively through a web-based system and offline alternative options.

|  |
| --- |
| ***COMPONENT 3. Capacity development to support the technical facility*.** |
| **Outcome 3.2** **Develop web-based templates to assist countries to produce national communications from MEAs.** |

Note – all training will as far as possible be provided equally to each gender

**189. Output 3.2.1**: Train relevant Government staff to use the indicator reporting information system and web-based templates for integrating SoE and NEMS with national MEA commitments drawing from national environmental reporting (*including SAMOA Pathway*, Rio + 20 outcomes, and SDGs).

**190. *Expected Results***: Pacific island countries effectively use their indicator reporting information system for national and regional reporting. Pacific island countries’ SoE and NEMS report are aligned with international MEA commitments.

**191. Output 3.2.2.** Develop and provide training for collection of national environment statistics and SoE Reporting templates for each country.

**192. *Expected Result:*** *SoE reporting templates and environmental statistics are available and used by each country.*

**193. Output 3.2.3**. Develop and provide training for NEMS which integrate national MEA commitments, and draw from national environmental reporting.

**194. *Expected Results:*** Relevant staff trained on how to integrate MEA commitments into NEMS reporting and format.

**195. Output 3.2.4.** Develop and provide training on EIA protocols and procedures based on regional EIA guidelines as well as EIA monitoring protocols that may contribute data that could be integrated into national environmental databases.

**196. *Expected Results:*** Relevant staff trained on EIA protocols and procedures based on the regional EIA guidelines and monitoring protocols for capturing data for use by the indicator reporting information systems.

* ***Expected Results***: Pacific island countries are using their national environmental database to prepare MEA reporting.

|  |
| --- |
| **PROJECT MONITORING** |
| ***COMPONENT 4: PROJECT MONITORING AND EVALUATION*** |
| **Outcome 4.1 *Effective management and delivery of project, meeting agreed measurable output and outcome indicators*.** |

197. Under this PC, the project will provide effective management and delivery of the project, meeting agreed measurable output and outcome indicators. The outputs will be:

• Creation of PMU

• Establishment of regional and national project steering committees

• Establishment of oversight structure and clear linkages to long term strategic plans

• Creating a project monitoring and evaluation methodology designed to align with GEF project and operating standards, including regular project audits

• Putting mechanisms in place to enable regular upgrading of systems and personnel involved at national and regional levels based on a well designed M&E system.

• Putting relevant statutes/regulations in place to institutionalize the systems and processes for the PICs and at the regional level.

**198. Output 4.1.1**: Effective management and delivery of the project, meeting agreed measurable output and outcome indicators.

**199. *Expected Results***: Project managed in accordance to the approved logical framework and budget.

**200. Output 4.1.2**: Project monitoring and evaluation methodology designed to align with GEF project and operating standards, including regular project audits.

**201. *Expected Results***: Project meets GEF reporting requirements for regular monitoring, evaluations and audit.

**202. Output 4.1.3**: Develop communication and visibility materials for education and awareness.

**203. *Expected Results***: Public awareness and knowledge about the project improved within each participating pacific island country.

## 3.5. Intervention logic and key assumptions

204. The underlying logic central to this project is that the establishment of a network of environmental databases that form a national reporting system accompanied with enabling legal, policy, and institutional frameworks and capacity building to ensure its sustainability will lead to improved information for implementation and reporting of MEAs. It should also improve data availability and quality to facilitate informed national decision making on environmental and sustainable development priorities.

205. Addressing three different scales at the same time (sector, national, and regional) will ensure streamlined approaches and maximize benefits beyond the site of the intervention.

206. Detailed assumptions are included in the project log frame. Key assumptions driving the project design are:

* Investment in design of national databases consistent with global requirements but adapted to the national and regional context will lead to establishment of national databases that will be valued not only for global MEA reporting but for informed national planning.
* A positive equation exists in which sustainable development goals and environmental goals can both be realized in such a way that economic growth and positive returns for the environment are realized simultaneously.
* Awareness and capacity building will lead to behavior change.

Political support for sustainable development and growth will continue on its current trajectory (increasing) even as complexity and scope grow.

* The amount of information shared is a proxy for agreement and alignment.
* Databases and national reporting systems can be scaled up and applied in new locations after demonstration in a different location.

207. Under PC 1 we assume PICs and partner institutions have a desire and need for functional, networked monitoring databases (already in evidence from mandates recorded in SPREP Council proceedings). Users will become dependent on these databases for environmental monitoring and planning needs. This assumption is based on consultation and priorities for assistance listed by the PICs.

208. Under PC 2 we assume legislation, policy, planning and institutional arrangements support data collection, sharing, reporting and harmonization between agencies/ministries within PICs is both desirable and will take place over the course of the project. This process will ensure the necessary enabling environment.

209. Under PC 3 we assume:

* PICs will support creating a web-based system to improve/create access to national and regional data. This has been verified through direct consultations with each PIC.
* Databases and collected data will be used for purposes such as national and regional SoE reporting, and environmental and sustainable development policy and planning.
* Improved data collection and synthesis will enhance PICs meeting national goals, particularly in the area of sustainable development and be integrated into planning processes and tools

210. Under PC 4 we assume we will be able to effectively manage and deliver the project, meeting agreed measurable output and outcome indicators.

## 3.6. Risk analysis and risk management measures

211. The main risks to the project have been identified together with measures taken to manage these risks. There are a number of risks to this project, but all are relatively low. This project is designed from an apolitical stance in that it is not calling for any new policy instruments, but rather supporting targeted capacity building efforts at the mid- to high-levels of government where policy interventions, not policies themselves, are being decided. SPREP project oversight is structured to engage champions that will help mobilize political support at the highest possible level. The value of this project also lies in building the Pacific sub-region’s capacity for accessing new and additional support from the international community for advancing more complex strategies for meeting global environmental obligations under the various MEAs to which the government is a signatory.

212. Another low risk is the institutional resistance to change. There are comfort zones within which individuals operate and at times there may be an unwillingness to change the *status quo*. In extreme situations, this could result in concerted efforts against project implementation. This risk is low because of the careful and protracted consultations undertaken with stakeholders to develop this project. To address future potential resistance to change, project implementation arrangements were carefully structured to ensure a transparent and adaptive collaborative management approach.

213. Other low risks include the possibility insufficiency of financial resources, lack of conceptual clarity, and institutional bureaucracy to continue key project activities post-project implementation. These risks will be managed by the project’s hands-on approach by internal actors (decision-makers and planners), who themselves will agree on measured and incremental modification to the existing institutional structures and mechanisms.

214. Table 3 outlines the main risks and associated management measures.

**Table 3: Main Risks and Associated Management Measures**

| **RISK** | **RISK**  **RATING\*** | **RISK MANAGEMENT MEASURES** |
| --- | --- | --- |
| Government commitment to regional collaboration is reduced due to changes in the political environment | L | The region has a long history of regionalism and well established regional agencies with their respective governing councils to coordinate on sectoral issues. |
| Lack of cross-sectoral communication and coordination between agencies | M | The project uses existing coordination mechanisms at national and regional level. These mechanisms have been there for some time and are linked to national legislation or national priority programmes. Where coordination is weak, the project will strengthen it. |
| Key stakeholders do not agree to national strategies or participate in these strategies | L | Stakeholder workshops, liaison and networking will continue to be undertaken to ensure they are fully engaged and able to contribute to the development of the national strategies. |
| Public not receptive to environmental information and display no interest in environmental issues. | L | Awareness and mainstreaming efforts will be implemented, focusing on different target audiences in each country from pilot project support to politicians and school groups – we expect most audiences to be receptive. |
| Changing policies, laws, and regulations may be difficult or time-consuming | M | Awareness campaigns and information generated during this project and pro-actively fed back to the countries via the existing EA country networks plus the projects’ should enable better understanding of the issues and need for adoption of proposed policy and law changes |
| Small environment departments with multi responsibility and high staff turnover | H | Set up a national data management network that is part of national planning and national statistics framework incorporating non-government and academic stakeholders. Ultimately facilitate collection and management of national environmental statistics by national statistics offices. |
| Key personnel lost from key institutions and stakeholder groups | M | Three Sub-regional co-coordinators, funded by the project will oversee the project requirements for hardware, software, data collection, and training for an assigned group of 3-5 PICs. Robust, well-documented management systems will be established. |
| Unforeseen financial pressure due to current economic climate | M | All financing has been agreed and committed with all partners. However the value of local co- financing relative to GEF funding will be unavoidably affected by exchange rate fluctuations. Strengthened financial safeguards in SPREP. |

\*Risk Rating – H (High Risk), M (Medium Risk), and L (Low Risk)

## 3.7. Consistency with national priorities or plans

215. Relevant laws, priorities and conventions for each PIC are described in section 2.3. The institutional, sectoral, and policy context in that section only focuses on the policy context as it relates to this project.

## 3.8. Incremental cost reasoning

216. Section 2.6 detailed the Business-As-Usual and Proposed Alternative Scenarios for this project. A table showing incremental differences based on investment is included in Appendix 4. The anticipated global and incremental benefits to be achieved with GEF investment include:

* Establishing a network of national and regional reporting systems for monitoring, evaluating, and analysing environmental information to support environmental planning, forecasting, and reporting requirements at all levels to monitor the state of the Pacific’s environment; at this time no such network or database(s) exist.
* Ensuring participating PICs and partner institutions have functional monitoring databases that are networked so users are able to depend on them for environmental monitoring, reporting and planning needs.
* Validating the collected data and synthesizing these data into formats usable and understandable by the public at large, Government and Ministerial agencies, NGOs and agencies, stakeholders, and technical staff across the Pacific region and at each PIC.
* Strengthen environmental monitoring and reporting.
* Supporting national (PIC) and regional efforts to incorporate environmental data for national planning and sustainable development into policies, regulations, and environmental management.
* Enhancing SoE reporting at the PIC level.
* Filling knowledge gaps at PIC level through training and effective retention of staff.
* Training staff at all levels to manage and collate the data collected through various means including Ministries and Government agencies, stakeholders, NGOs and agencies, and other Pacific region organizations.

217. In summary, the GEF Alternative will support creation of a data collection and management system that is available across the 14 PICs in the Pacific region. This information will be entered into a database that is accessible by all the PICs and many NGOs and agencies, other Pacific region organizations (including learning institutions), and staff at various international, regional, and local levels. The anticipated results are access to and effective use of environmental data to support sustainable development across the Pacific region, and more particularly at each PIC.

## 3.9. Sustainability

218. Sustainability is understood as the likelihood of functionality continuing after the GEF project ends. The biggest barrier for sustainability is if there is no permanent national demand for environmental data. This would mean that once the project finishes there would be little likelihood of the governments allocating national resources to maintaining the database and capacities required to manage it. Other significant barriers are if the legal and institutional frameworks are not put in place, capacities are not maintained and the ongoing issue of staff retention. These however can all be overcome if we can demonstrate within the life of the project that environmental data are essential for good environmental management and sustainable development. It is encouraging that most PICs now have national environmental legislation and environmental management processes and take seriously their obligations for MEAs and the SDG reporting but have found it time consuming and expensive to meet their monitoring and reporting obligations. Their support and contribution to the project is the assurance that they see in this as a priority and that there is now a growing national demand for environmental data not only for MEA but also national reporting and management. The SDGs should also build the case for and demand for environmental data.

219. The sustainability of the project will be strengthened by the establishment of a community of practice through linking of regional networks of training institutes and training providers in the region and abroad. This community of practice will work to develop national capacity building and training programme focused on addressing the national environment data management needs. The community of practice will leverage resources within partners that would add-value to the project to train government and non-government stakeholder staff on how the MEA obligations can be effectively implemented, monitored and reported and also improve environmental legislation and management tools. The project will help establish a medium through which the various institutes may communicate and update the training programme as necessary to ensure its long-term effectiveness. Every opportunity will be given to academic institutions to join in the project – especially those located in the Pacific (e.g. University of the South Pacific which has campuses net-worked throughout the Pacific). Similarly, NGO’s will be invited to support the project - especially those active in the region such as Conservation International, The Nature Conservancy. Nonetheless, this project will need long-term project champions, which is why the project also focuses on improving awareness and strengthening stakeholders’ appreciation of the project strategy. Initial partners will include organizations that are performing developmental data collation and analysis such as the Secretariat of the Pacific Community, UNEP Live, University of the South Pacific, SPREP, and relevant Government agencies. Membership of the community of Practice will expand as the project rolls out and attracts interest from further organizations inside and outside the region. As the project progresses agencies which have business within the region such as academic institutions (e.g. University of the South Pacific, College of Micronesia) and NGO’s (e.g. Conservation International and The Nature Conservancy which have long-standing programmes throughout the region) will be invited to join and support the project. Private sector will also be offered the opportunity to support the project as it develops.

220. Another critical feature of the project’s sustainability is the project’s cost-effective strategy. By seeking to use existing environmental and natural resource management legislation to implement MEA obligations targeting current weaknesses in monitoring and compliance, this project builds upon an existing baseline of legislation and institutional capacities. The key to success will be in reducing bureaucratic inefficiencies by improving coordination amongst line ministries.

221. A feature of the project’s strategy is through the implementation arrangements. Most of the project activities are constructed as learn-by-doing activities, the rationale being that government and other stakeholders responsible for environmental planning, decision-making, monitoring and enforcement are the stakeholders that collaborate on the improved interpretation of environmental and natural resource management legislation from a heightened Rio Convention perspective. Having the government execute this project directly also builds their capacities for the long-term implementation of appropriate project activities, and indeed will contribute to their institutionalization because they should see for themselves the value of the systems and processes the project develops. Certainly, mistakes will occur and implementation may not always be smooth, but these problems should still be seen as opportunities for learning better practices. The project’s sustainability rests on the success and replicability of the pilots and demonstrations of these networks of databases and their synchronization between national and regional portals. Data matching and compatibility between national and regional reporting databases should result in producing meaningful analysis for country reporting to MEA secretariats.

222. The project will work towards establishing national and regional networks of environmental data management agencies and organisations. This should assist in sharing the load of data management and also provide strength in numbers when nodes within the network are weakened by high staff turnover and other factors. Training and capacity building will be provided to all stakeholders (again, observing gender equal opportunities) on an ongoing basis (at individual and institutional levels) so that a community of best practice is built up, maintained and all nodes strengthened. Having the network also facilitates the sharing of lessons learnt and experiences. Thus at the regional level, the project will establish a data repository within SPREP that provides as a back-up to storing data. This will guarantee that data losses occurring in any Pacific Island Country can be recovered for restoration and hence ensuring the continuity of the national environmental database for decision-making. At the national level, the project will sustain itself through regular training of government staff. Irrespective of the rate of staff turn-over, regular training will ensure that new staff will receive training on how to use and manage the database for sound decision-making.

223. Ultimately the sustainability of the project lies in adoption of the indicators, databases, networks and tools into national planning and statistics frameworks and management processes. This is subject to there being a national demand for environmental data and countries consider it as essential for their sustainable development and governance. When there is national demand then the collection and management of environment data will be fully part of the core work of the national statistical offices similar to what is currently done for social and economic statistics. National Statistics Offices already see this as part of their core role and some countries like Samoa and Fiji have already taken steps to establish Environment Statistics capacity within their offices. When this happens then resources are provided to manage and maintain the databases and capability through the national budget processes.

## 3.10. Replication

224. This project has certain limitations -- namely in being able to reconcile and undertake all the necessary institutional and legislative reforms identified as needed during project implementation. This project serves as catalyst for a long-term approach to Rio Convention implementation by strengthening targeted institutional arrangements through improved training and learn-by-doing exercises to catalyze action for the global environment. These trainings and learn-by-doing exercises, complemented by a process of reviewing lessons learned and best practices, will help improve future training and learn-by-doing exercises so they can be replicated on a regular basis.

225. The project continues the successful implementation and integration of core capacity building within the MEA support team at SPREP. The first phase of the ACP MEAs project has been completed and emphasized ways to use national and sectoral information for policy formulation, negotiations, meeting MEA commitments, and so forth; it developed a regional approach for implantation planning documents like the NEMS and SoE reports and piloted them in two PICs. The second phase of the project, started in mid-2014, will replicate this approach in the remaining PICs. What remains is the establishment of national environmental databases together with the associated protocols for monitoring, data collection, and sharing. There also needs to be continued capacity building in these areas using key planning tools such as environmental impact assessment and integrated spatial planning. This capacity building is what this project aims to do to supplement the ACP MEAs project.

226. Over time, applying lessons learned and training replication are going to ensure the institutional sustainability of best practices for mainstreaming and implementing the Rio Conventions within national sustainable development planning frameworks. A strong baseline of technical capacities should be built through the institutionalization of training curricula and methodologies.

227. For its part, the project has been designed to ensure its actions can be widely replicated within PICs and at least other Small Island Developing States outside of the Pacific. The cost-effectiveness, as well as institutional, social, and environment sustainability already discussed are expected to contribute to the replication of the project’s approaches. In addition, the project will develop clear communication and outreach products that will link into SPREP's web portal and UNEP Live for disseminating key lessons learned, project progress, and overall impacts so they can be accessed by PICs, taking into account any special needs related to making sure gender equality in delivery.

228. Part of the catalytic role of the project is to demonstrate the value of this approach early in project implementation. The consortium of training institutes (lead by SPREP) will prepare a national education/training programme that will be implemented as a set of technical workshops, regional and stakeholder consultations, policy negotiating meetings, and drafting of appropriate institutional reforms. The ultimate goal of the programme is to ensure government staff are adequately sensitized to the role of natural resource management and national obligations under the Rio Conventions. Through this training, capacity will be enhanced to develop and implement local actions to deliver global environmental benefits.

## [3.11. Public awareness, communications and mainstreaming strategy](#_Toc278382503)

229. The project is aimed at putting in place data management systems and databases that will assist in collecting, collating, analysing and reporting on environmental issues. The data generated can be used to raise public awareness and inform key planning and decision making processes. Key environmental indicators can be used to identify and communicate trends and issues of public concern. The mainstreaming of data collection and management into the ongoing work programmes of all sectors at the national level is the key to sustainability of national databases.

230. Utilising existing national coordination mechanisms for the implementation of the project ensures it is part of the national institutional framework. It becomes mainstreamed into national systems to meet national reporting requirements as required by legislation, reports to decision makers, and national obligations for MEA reporting.

231. In terms of raising the public profile of the project and its key activities, the project will support and engage with similar outreach programmes in each country, again, making sure that each gender is accessed equally. This may involve the preparation of knowledge products (i.e pamphlets, brochures, USB memory sticks, stickers etc) emanating from the project and shared in local languages in each country, media coverage through Q & A talk back shows about the objectives and the importance of meeting obligations to MEAs through robust and accurate reporting, school competition and quizzes, and distribution of key reports to the wider public – these reports would be of interest to key stakeholders that play an vital role in supporting national efforts to meeting MEA obligations. At the regional front, the project will have the opportunity to share results and progress statements in regional conferences and symposiums together with other partners. In particular, the SPREP Governing Council Meeting which includes all 14 Pacific Island Countries participating in this project will be the appropriate forum to update country delegates about the progress of the project and more importantly, having the project feed into the regional policy discussions involving MEA and the associated demand for technical support placed by Pacific Island Countries.

232. It is naturally expected that by building up national systems and sharpening the focus on defining environmental data, strengthening collection mechanisms and procedures between multiple partners and performing meaningful analyzes that serves a national purpose and interest, there will be transfer of knowledge and skills that inevitably work together to raise the public profile of the project through fluid communications between the project, government staff and the primary stakeholders of the project. In the short term, the project activities are designed to set up and strengthen the institutional, systemic and individual capacities of each country as the project is rolled out. With each activity implemented in sequence and/or in-parallel, the foundation is set for deeper integration and mainstreaming into national planning, budgetary and policy frameworks and processes. In the long run, the project will strengthen systems for collecting environmental data for analyses that will assist with national decision making which in itself, sustains a healthy awareness raising and knowledge sharing of the importance of having environmental data for informed decision making including reporting at the national and international front.

## 3.12. Environmental and social safeguards

233. All project activities have been developed to consider environmental and social impacts that may result from implementing activities in the respective countries.. The project is designed to support and respect the concept of environmental and social safeguards as embedded in national laws, regulations, and policies through greater capacity to implement and report against the Rio Conventions and other regional and international MEAs. In essence, this project builds national and regional capacity of PICs and their partners to comply better with MEAs that promote and give rise to the use or consideration of environmental and social safeguards. This is in addition to complying with the GEF Governing Council policy on GEF Policy on Agency Minimum Standards on Environmental and Social Safeguards GEF/C.41/10/Rev.1 November 18, 2011. Refer to the appendix 10 (Environmental and Social Safeguards Checklist).

234. We anticipate project activities will have a positive effect on all levels of society through enhanced Rio Conventions compliance within PICs. Indirect benefits may only be realized after the project outcomes have been determined so as to allow project outputs to fully materialize and mature. This could be in the form of greater funding and technical assistance offered as a direct result of improved reporting to MEAs. Negative impacts might occur but are not expected; however, any such impacts will be captured as a learning experience and documented during project implementation and acted on using the project management group and project revision process.

# [Section 4: Institutional Framework and Implementation Arrangements](#_Toc278382505)

235. This project will be executed by SPREP as the EA with the United Nations Environment Programme (UNEP) as the GEF Implementing Agency (IA) through the Division of Early Warning and Assessment (DEWA). This project will be fully integrated into the *SPREP Strategic Plan* and organizational structure to ensure the project meets regional and national priorities as well as commitment and ownership by SPREP and its members. Commitment and ownership are crucial for sustainability once the project is completed. Similarly, the project will be aligned to UNEP’s Programme of Work and other business planning and ongoing related activities (e.g. UNEP Live). This will be facilitated by several UNEP Divisions and Offices such as DEPI, DEWA, DELC and ROAP.

236. The SPREP Governing Council will provide oversight and act as the forum for endorsement of project activities and provide guidance since its membership includes national focal points of all PICs. These national focal points are often also the GEF focal points. The SPREP Governing Council provides a forum for endorsing annual work plans and reporting on implementation directly to countries.

237. The project will establish a Project Steering Committee (PSC) which will be made up of representatives from SPREP, UNEP and SPREP country members represented through the TROIKA. The TROIKA is made up of the previous, current and next chair of the SPREP Governing Council as established through agreed SPREP protocols. The TROIKA represents the SPREP membership when issues need to be discussed out of session. Thus the PSC will provide guidance on project implementation in addition to what has been approved through the SPREP Council. It will meet virtually or physically about every four months (serviced by SPREP and the Project Management Unit) and will be able to respond quickly to any changing circumstances which the project might face. SPREP as EA and UNEP as IA will ensure that gender balance is maintained in the PSC and staff recruitment to help guarantee gender-balance and issues are addressed during the roll-out of the project.

238. A Project Management Unit (PMU) will be established within the Environmental Monitoring and Governance Division of SPREP. Coordination with the other divisions of SPREP will be provided through the establishment technical working groups for specific project outputs. Again, gender balance and considerations will be ensured to meet related policy requirements of UNEP and SPREP in this regard (noting that, like UNEP, SPREP has a gender policy which parallels UN standards). The PMU will act as the secretariat to the PSC which will meet regularly or as deemed necessary to address project issues in-order to advance the project forward. Prior to any meeting, the PMU will ensure that all communication and planning for preparations of PSC meetings will be coordinated between the PMU and the UNEP Task Manager.

239. The 14 PICs have designated their SPREP national focal points as the lead for delivering project outputs, reporting on substantive project results, and providing financial reporting. During the national consultation process we have discussed, the establishment of national steering committees with wide consultative representation. In many countries such committees exist and will be used for coordination and guidance of project implementation. The Figure 4-1 that follows depicts the top-level implementation and execution framework for the project.

**Project Steering Committee**

**(SPREP/TROIKA/UNEP)**

**National Executing Agency:**

**Project Lead Agencies**

**Regional Executing Agency: SPREP EMG Division/PMU**

**National Steering Committees**

**Government, NGOs, Academia, private**

**Technical Working Groups**

**Capacity Development Activities**

**Figure 4-1: Implementation and Execution Framework**

Note: UNEP representation on the PSC will normally be through the Task Manager , working closely with the UNEP CCCD Portfolio Manager in DEWA, but other divisions especially DEWA and DELC (including through staff based in ROAP), and the Pacific sub-regional office coordinator will also be actively involved supporting the project

240. SPREP, as the EA, will be responsible for the implementation of the project in accordance with the objectives and activities outlined in Section 3 of this document. SPREP is a regional intergovernmental agency with 25 member countries, including all 14 PICs participating in this project, and five metropolitan countries which should provide support via the SPREP Council. SPREP is mandated by its member countries to lead and coordinate environmental policy and management on their behalf. SPREP has been designated EA wholly or partially in more than 10 GEF projects.

241. UNEP, as the GEF IA, will be responsible for overall project supervision to ensure consistency with GEF and UNEP policies and procedures, and will provide guidance on linkages with related UNEP and GEF funded activities. The UNEP/GEF Coordinator will monitor implementation of the activities undertaken during the execution of the project and be responsible for clearance and transmission of financial and progress reports to the GEF.

242. SPREP, as the EA, will cooperate with UNEP to allow the organization to fulfil its responsibility as the IA accountable to GEF. To this end, free access to all relevant information will be provided by SPREP. Project operational arrangements are detailed in [Appendix 10: Organizational and Decision Making Flowchart](#_Toc425841803) and Appendix 5: Project Work Plan. The terms of reference (TOR) for the PMU at SPREP are in Appendix 9.

243. The PMU will establish reporting guidelines for all partners and ensure they submit quality reports and prepare biannual progress reports, quarterly financial reports, and annual summary progress reports for UNEP. The PMU will carry out a programme of regular visits to the PICs and visit regional stakeholder meetings being hosted by participating PICs on a rotating basis, to share experiences and visit each other’s pilot sites. In addition, the PMU will maintain strategically located specialists to support activities in each cluster of three to five participating PICs.

244. Each PIC will appoint or assign a national coordinator based within the national executing agencies. The national coordinator will ensure the PIC project activities are fully implemented according to this project document.

# [Section 5: Stakeholder Participation](#_Toc278382506)

245. Stakeholders will participate in the project in a number of direct and indirect ways. Directly, each national department of environment and statistics offices will support the project directly while other line ministries and central planning agencies will indirectly support the establishment of national environmental databases.

246. The project will engage with the following contributing partners:

1. Ministry/Department of Environment
2. Ministry of Planning/Finance
3. Statistics Bureau/Offices
4. Secretariat of the Pacific Community
5. United Nations Environment Programme
6. Ministry of Agriculture, Forestry and Fisheries

Table 5 provides an overview of key stakeholders in this project.

|  |  |  |  |
| --- | --- | --- | --- |
| **Stakeholder** | **Stakeholder’s Interest in Project** | **Justification for Inclusion of Stakeholder** | **Expected Role of Stakeholder** |
| Ministry/Department of Environment, Ministry of Agriculture, Forests and Fisheries | MEA reporting.  Environmental database, training and networking with partners.  Collection and analysis of environmental data.  State of the Environment Report and National Environmental Management Strategy. | Primary focal point at the national level; coordination of project activities with the regional project management unit at SPREP.  National mandate for managing environmental protection and natural resource management including climate change adaptation and mitigation. This includes providing lead for MEA reporting. Therefore, the designing and management of the national environmental database will be spearheaded by Departments/Ministry of Environments. | National coordinator or primary focal point of contact for the project.  Provide lead support in national consultations with relevant stakeholders regarding the following key activities:   * Legislative review for data collection and management; * Monitoring guidelines for capturing environmental data; * Development and training of environmental database; * SoE and NEMs reporting |
| Ministry of Planning/Finance | Environmental database and analysis for decision making. | Central agency for national sustainable development planning, policy and fiscal budgeting. | Ministry manages the national planning, policy and budgetary processes for linking SoE reporting to MEA reporting, national planning, and policy development including reporting on the SAMOA Pathway, Rio+ 20 outcomes, and SDGs. |
| Statistics Bureau/Offices | Environmental data collection and analysis.  Sustainable Development Goals.  MEA Reporting. | Lead national agency for housing statistical data for measuring sustainable development trends. | Provide supporting role in defining environmental indicators, identifying analytical models and presentation and interpretation of environmental data and analysis. |
| Secretariat of the Pacific Community | Sustainable Development Reporting. | SPC’s statistics for development division undertakes national development reporting for pacific island countries in 6 areas (population &development; agriculture & forestry; public health, fisheries & aquaculture, communication & infrastructure, and human development). | The project will add an environmental component to SPC’s National Minimum Development Indicator Database. |
| United Nations Environment Programme | MEA reporting  Sustainable Development Goals | Implementing Agency. Developer of the national Indicator Reporting Information System and UNEP Live knowledge management platform. |  |

247. Stakeholders will participate in the technical working groups established in-country. Many stakeholders will be the recipient of benefits from the project.

# [Section 6: Monitoring and Evaluation Plan](#_Toc278382507)

248. UNEP will be responsible for managing the mid-term review/evaluation and the terminal evaluation. The Chief Technical Advisor and partners will participate actively in the process.

249. The project will be reviewed or evaluated at mid-term (tentatively late -2018 as indicated in the project milestones). The purpose of the Mid-Term Review (MTR) is to provide an independent assessment of project performance at mid-term, to analyze whether the project is on track, what problems and challenges the project is encountering, and which corrective actions are required so that the project can achieve its intended outcomes by project completion in the most efficient and sustainable way.

250. The project Steering Committee and Project Management Unit will participate in the MTR and develop a management response to the review’s recommendations along with an implementation plan. The review will be carried out using a participatory approach whereby parties that may benefit or be affected by the project will be consulted. Such parties were identified during the stakeholder analysis (see section 2.5 of the project document). It is the responsibility of the UNEP Task Manager to monitor whether the agreed recommendations are being implemented. The contractual arrangements of an MTR is managed by the Evaluation Office, supported by UNEP Task Manager and Project Management Unit. Alternatively the EO may independently run a Mid Term Evaluation depending on considerations such as whether the project is considered of high strategic importance, is being implemented jointly with other agencies or is considered as being at risk.

251. In line with UNEP Evaluation Policy and the GEF’s Monitoring and Evaluation Policy an independent terminal evaluation (TE) (will take place at the end of project implementation (usually after the operational phase of the project is complete). The Evaluation Office will be responsible for the Terminal Evaluation (TE) and will liaise with the Task Manager and Executing Agency(ies) throughout the process. The TE will provide an independent assessment of project performance (in terms of relevance, effectiveness and efficiency), and determine the likelihood of impact and sustainability. It will have two primary purposes: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote learning, feedback, and knowledge sharing through results and lessons learned among UNEP, the GEF, executing partners and other stakeholders. The direct costs of the evaluation will be charged against the project evaluation budget. The Terminal Evaluation will be initiated no earlier than six months prior to the operational completion of project activities and, if a follow-on phase of the project is envisaged, should be completed prior to completion of the project and the submission of the follow-on proposal. Terminal Evaluations must be initiated no later than six months after operational completion.

The draft TE report will be sent by the Evaluation Office to project stakeholders for comment. Formal comments on the report will be shared by the Evaluation Office in an open and transparent manner. The project performance will be assessed against standard evaluation criteria using a six point rating scheme. The final determination of project ratings will be made by the Evaluation Office when the report is finalised and further reviewed by the GEF Independent Evaluation Office upon submission. The evaluation report will be publically disclosed and may be followed by a recommendation compliance process.”

252. While a TE should review use of project funds against budget, it would be the role of a financial audit to assess probity (i.e. correctness, integrity etc.) of expenditure and transactions.

253. The TE report will be sent to project stakeholders for comments. Formal comments on the report will be shared by the EO in an open and transparent manner. The project performance will be assessed against standard evaluation criteria using a six point rating scale. The final determination of project ratings will be made by the EO when the report is finalised. The evaluation report will be publically disclosed and will be followed by a recommendation compliance process. The standard terms of reference for the terminal evaluation will be those of UNEP Evaluation Office. These will be adjusted to the special needs of the project.

254. The direct costs of reviews and evaluations will be charged against the project evaluation budget.

255. The project will follow UNEP/GEF standard monitoring, reporting, and evaluation processes and procedures. Substantive and financial project reporting requirements are summarized in Appendices 1, 3, and 4. Reporting requirements and templates are an integral part of the UNEP legal instrument to be signed by SPREP and UNEP.

256. The project *M&E Plan* will use the M&E tools (especially the PIR and MTR) to ensure it is consistent with the GEF M&E policy. The *Project Results Framework* presented in Appendix 3 includes SMART indicators for each expected outcome as well as mid-term and end-of-project targets. These indicators along with the key deliverables and benchmarks included in Appendix 6 will be the main tools for assessing project implementation progress and whether project results are being achieved. The means of verification and the costs associated with obtaining the information to track the indicators are summarized in Appendices 4 and 7. Other M&E related costs are presented in the costed *M&E Plan* and are fully integrated in the overall project budget.

257. The *M&E Plan* will be reviewed and revised as necessary during the project inception workshop to ensure project stakeholders understand their roles and responsibilities vis-à-vis project monitoring and evaluation. The project can be reviewed annually (via the project revision process) and the work plan and budget adjusted as long as the project objectives remain unchanged. Indicators and their means of verification may also be fine-tuned at the inception workshop. Day-to-day project monitoring is the responsibility of the project management team but other project partners will have responsibilities to collect specific information to track the indicators. It is the responsibility of the Chief Technical Advisor to inform UNEP of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be adopted in a timely fashion.

258. The PMU will receive periodic reports on progress and will make recommendations to UNEP concerning the need to revise any aspects of the *Project Results Framework* or the *M&E plan*. This reporting will occur on an annual project review using a process already in place. Project oversight to ensure that the project meets UNEP and GEF policies and procedures is the responsibility of the Task Manager in UNEP/GEF. The Task Manager will also review the quality of draft project outputs, provide feedback to the project partners, and establish peer review procedures to ensure adequate quality of technical outputs and publications.

259. Project supervision will take an adaptive management approach. The Task Manager will develop a project supervision plan at the inception of the project which will be communicated to the project partners during the inception workshop. The emphasis of the Task Manager supervision will be on outcome monitoring but without neglecting project financial management and implementation monitoring all of which will be facilitated by SPREP and the PMU. Progress vis-à-vis delivering the agreed project global environmental benefits will be assessed with the PMU at agreed intervals. In this project as in others where SPREP is EA, this will be greatly facilitated with UNEP being co-located allowing daily monitoring and communication.

260. Project risks and assumptions will be regularly monitored both by project partners and UNEP. Risk assessment and rating is an integral part of the PIR. The quality of project monitoring and evaluation will also be reviewed and rated as part of the PIR. Key financial parameters will be monitored quarterly to ensure cost-effective use of financial resources. Table 4 shows how PMU activities will contribute to the effective monitoring and evaluation of activities in all of the participating countries, over and above the standard mid-term and terminal evaluations.

**Table 5: Contribution of PMU Activities to Effective M&E**

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Monitoring** | **Responsible Party(ies)** | **Budget USD** | **Timeframe** |
|  |  |  |  |
| Inception Report | Executing Agency, PMU | 0 | Submit draft two weeks before the Inception Workshop; finalize immediately following IW. |
| Meeting Minutes, Project implementation and SPREP/PICs issue coordination | PMU, EA | 0 | Monthly to coordinate SPREP and PICs issues. |
| Meeting Minutes, issue conflicts and alignment | PMU Project Focal Points and stakeholders | 0 | Quarterly |
| |  | | --- | | Meeting Minutes, PIC and other issue conflicts and alignment | | Full GEF 5 Steering Committee | 0 | Biannually to resolve issues; annually to review progress |
| Measurement of Means of Verification for Project Objective Indicators | EA will oversee contracting of experts and studies | TBD during inception | Start, mid, and end of Project, and annually when required |
| Measurement of Means of Verification for Project Progress and Performance, including validation of data for SoE reports | EA and PMU with support from PICs | TBD as part of annual work plan preparation | Annually |
| APRs and PIRs | PMU and UNEP Task Manager (review) | 0 | Annually |
| Quarterly Progress Reports | EA and PMU | 0 | Quarterly |
| Mid-term review | EA, PMU, UNEP Task Manager, External Consultants, EO (contract) | $40,000 | End of year 2—mid-point |
|  |  |  |  |
| Terminal Evaluation | UNEP EO and TM, EA, PMU, External Consultants | $40,000 | End of project |
| Project Terminal Report | EA, PMU | 0 | At least one month before end of project |
| Technical Reports | PMU | 0 | 2 per year |
|  |  |  |  |
| Audits | UNEP, EA | [4@$10,000](mailto:4@$15,000.00)=  $40,000.00 | I per year |
| **TOTAL** | | **$120,000** | |

# [Section 7: Project Financing and Budget](#_Toc278382508)

261. Substantive and financial project reporting requirements are summarized in Appendices 1 through 3.

## 7.1 Financing Plan

The anticipated sources of financing for this project are:

* PICs (In-Kind): $ 2,800,000
* SPREP (In-Kind): $ 2,050,776
* EU/ACP (cash/parallel) $ 1,000,000
* IUCN (cash/parallel) $ 225,500
* UNEP $ 400,000
* GEF: $ 4,319,635 (exclude PPG $)
* Total $10,795,911

**7.1.1 Project Costs**

262. Table 6 shows the total project costs by PC.

**Table 6: Project Costs by PC**

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Project Budget(by Component)** | **GEF (US$)** | **Co-Financing (US$)** | **Project Total (US$)** |
| **PC 1:** Network of databases for monitoring the state of the Pacific’s environment | $1,221,803 | $2,121,276 | $3,343,079 |
| **PC 2:** Environmental data are efficiently and effectively used for environmental planning and reporting at all levels | $1,409,894 | $430,000 | $1,839,894 |
| **PC 3:** Capacity Development | $1,248,303 | $3,125,000 | $4,373,303 |
| **PC 4:** Project Monitoring and Evaluation | $120,000 |  | $120,000 |
| **Total project costs excluding PMC** | $4,000,000 | $5,676,276 | $9,676,276 |

263. The estimated project management budget/cost breakdown (estimated cost for the entire project) is shown in Table 7.

**Table 7: Project Management Costs (PMC)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Component** | **Estimated Staff weeks** | **GEF ($)** | **Co-Financing ($)** | **Project Total ($)** |
| (1) Chief Technical Advisor | 208 | $119,635 | $0 | $119,635 |
| (2) PMU Operation (4 years) | 208 | $100,000 | $800,000 | $900,000 |
| (3) Travel | 80 | $100,000 | $0 | $100,000 |
| **Total project management cost** |  | $319,635 | $0 | $1,119,635 |

(1) The Chief Technical Advisor will be recruited for a full time position, a portion of which will be allocated to project management. He/she will also be recruited under a SPREP issued contract as an expert in national level monitoring, reporting, capacity building, and project coordination.

(2) The Regional Project Management Unit Costs includes support for the Inception Workshop, secretariat support to the Steering Committee, computers, printers, internet connectivity, telephone services, office supplies and stationary etc.

(3) Travel costs for the Chief Technical Advisor and members of the technical advisory committee to all 14 Pacific Island Countries to support effective implementation of project activities in-country.

Technical assistance personnel requirements and budget are shown Table 8.

**Table 8: Staff and Consultants for Technical Assistance Components (estimated for entire project)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Technical Assistance Consultants** | **Estimated Staff weeks** | **GEF (US$)** | **Co-Financing\* (US$)** | **In Kind (US$)** | **Project Total (US$)** |
| (1) Chief Technical Adviser (4 years)\*\*\* | 208 | $594,908 | $0 | $0 | $594,908 |
| Systems Analyst Consultant | 40 | $90,000 | $0 | $0 | $90,000 |
| Systems Web Developer Consultant | 208 | $436,227 | $0 | $0 | $436,227 |
| Environmental Lawyer | 80 | $180,000 | $0 | $0 | $180,000 |
| Monitoring Specialists (x 2 @480K each)\*\* | 208 | $960,000 | $0 | $0 | $960,000 |
| **Total** |  | **$2,261,135** | **$0** | **$0** | **$2,261,135** |

\* The in-kind co-financing includes government staff time to support the work of the consultants

\*\* Consultants banded according to UNEP’s consultancy remuneration guidelines band B. An estimated consultancy fee will range within the mid-point of band B. Refer to Appendix 14.

\*\*\*Includes portion of Chief Technical Adviser time allocated to PMC.

264. An internationally recruited consultant will be contracted to undertake the independent final evaluation towards the end of the project. This fee is inclusive of the travel component that comprises the cost of daily subsistence allowance, terminal expenses, and return airfare for the international consultant. The travel budget will be used to finance the cost of the Chief Technical Advisor and the project assistant’s travel to regional meetings.

265. The overall project budget is presented in detail in Appendix 4. A breakdown by output and activity is presented in Appendices 4and 5. The cost to the GEF Trust Fund will be $4,319,635. This amount excludes PPG funds of USD 410,365.00.

266. The co-financing committed for the project includes that from the 14 PICs, SPREP, IUCN, and UNEP, as summarized by letters of commitment (see Appendix 11). In-kind and in cash contributions will be further defined. The co-financing committed for the project includes that from the 14 PICs, SPREP, IUCN, EU and UNEP, as summarized by letters of commitment (see Appendix 11). In-kind and in cash contributions will be further defined. UNEP, the IA, is expected to provide $400,000 in co-financing through the UNEPLive programme and staff support. The EU is providing cash co-financing towards project activities, paid directly to PIC governments through the EU/ACP MEA Phase II regional project.

## 7.2 Co-Financing

267. The co-financing package for this project is USD 6,476,276. These funds are considered in-kind and/or parallel contributions; however, they represent real cash paid towards local support from national Governments, SPREP, IUCN and the EU through UNEP.

268. Parallel or third party cash contributions are provided by the IUCN in the amount of USD 225,500 for the BIOPAMA project. This project is aiming to develop a regional database for capturing biodiversity data across the Pacific. The EU funds the Capacity Building related to MEAs in ACP Countries through UNEP. This project has a second phase worth USD 1,000,000 to support capacity building of PICs to effectively implement MEAs. For their part, PICs are providing USD 200,000 each as in-kind. SPREP is providing USD 2,050,776 as in-kind co-financing. This support will be primarily sourced from key staff time to support project implementation throughout 48 months including amenities such as office space, telephone, electricity, and so forth.

269. The total cash contributions is USD 1,625,500.This will be combined together with SPREP's in-kind contribution of USD 2,050,776 and USD 2,800,000 from the 14 PICs. The total co-financing package is USD 6,476,276. While most of the project’s co-financing is in-kind, these funds represent real funds that are paid to SPREP staff or contracted consultants that will help execute project activities. It should be mentioned in the first instance that the current co-financing ratio is (GEF) 1:2 with SPREP providing significantly more resources through key staff support and operational costs in addition to corporate upgrades of existing systems for finance and human resources. Appendix 12 includes SPREP's co-finance letter and breakdown of parallel costs to supplement the FSP funds.

## 7.3 In Kind Financing

270. Table 9 shows all the potential sources for co-financing. Only SPREP and the 14 PICs will provide in-kind co-financing (in the amount of USD 6,476,276).

**Table 9: Potential Sources for Co-Financing**

|  |  |  |
| --- | --- | --- |
| **Name of Co-financier** | **Classification** | **Amount(US$)** |
| Secretariat of the Pacific Environment Programme | Regional Inter-Governmental Agency | $2,050,776 |
| International Union for Conservation of Nature | International Non-Government Organization | $225,500 |
| UNEP | UN Agency | $400,000 |
| EU/ACP | Donor | $1,000,000 |
| Pacific Island Governments: Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Marshall Islands, Nauru, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu | Government | $2,800,000 |
| **Total Co-Financing** |  | $6,476,276 |

## 

## 7.4 Project Audits

271. The project is subject to external audit once a year, which is included in the project budget. The GEF 5 Steering Committee will review the audit report in draft form and make comments. The final audit report will be submitted to all parties concerned including the UNEP. The EA will ensure actions are taken to correct adverse audit findings.

272. Independent auditors will be contracted to carry out annual external financial audits of accounts and activities in accordance with generally accepted accounting principles including International Financial Reporting Standards to be advised by the UNEP at the time. The project and EA will follow standard government procedures for soliciting an auditor (including bids) and following standard audit protocols. The audit will provide an opinion regarding the overall financial health of the institution. The audit report will also provide a separate opinion regarding accounts for the central coordination program, supporting documentation received for funds spent, and financial statements. A management report will also be included, with analysis regarding overall financial management, control, and effectiveness.

273. An independent annual audit of the asset manager will also be conducted. This audit would focus on investment management performance relative to benchmarks as defined in the investment policy guidelines, and will include a management report. The results of financial audits will be made available within four months of the close of each fiscal year.

## 7.5 Cost-Effectiveness

274. The cost-effectiveness of this project lies largely in the project strategy, namely by building upon a significant baseline of PIC commitment to participate in training and learn-by-doing exercises on Rio Convention mainstreaming using networks of environmental databases set up at the country and regional levels. This cost-effectiveness is indicated by the 14 PICs providing significant co-financing to project activities in the order of US$ 200,000 each. This co-financing is significant and represents the commitment of all 14 PICs to assign staff (decision makers and planners) time away from their regular work to actively participate in project activities. About US$ 100,000 of this estimated in-kind contribution is in fact real cash since it translates to the cost of the staff’s salaries. The other half of the contribution accounts for the real cost of co-sponsoring workshops and dialogues.

275. The cost-effectiveness of this project is also demonstrated in the efficient allocation and management of financial resources. The recruitment of consultants under the project will be financed by the GEF contribution, reducing the transaction costs associated when contracting consultants through multiple sources of financing.

276. Cost-effectiveness will also be secured through cost-sharing of management and technical functions by SPREP professional staff.

277. Specifically, the cost-effectiveness of this project comes from several factors:

* Efficient use of resources: Creating clusters three to five of PICs to make more effective use of SPREP and country staff and reduce travel and daily subsistence allowance (DSA) costs
* Creation and maintenance of a central database so the PICs have a method to ensure their data is captured, analyzed, and made available for use without stressing PIC resources
* Centralization of data analysis and storage (database) with regular synching to ensure the central database is current with the data in PIC databases
* Devolution of database creation and updating to those PICs willing and able to do so
* Efficient allocation and management of financial resources

278. Alternatives have been assessed and rejected. For instance, national agencies throughout the 14 pacific island countries participating in this regional project have attempted to establish environmental databases in various formats but without success. In every case, data management and collection is fragmented and often abandon as a result of limited funding to continue. Presently, most environmental departments have a either a remnant database or none at all. To establish new databases or resurrect abandon remnants will require a significant budget or starting capital to carry out the necessary work required to strengthen environmental data management. A piece meal approach moving from country to country will be expensive as transaction in the pacific region are high. Couple with the limited pool of consultants within countries adds costs for having to hire expensive international consultants to set up databases and provide training to local staff on a retainer basis undermines continuity of project impacts. Therefore, this project offers the best low cost alternative to establishing environmental databases within each 14 pacific island country given that savings are created through a regional project instead of one by one national projects. This means that SPREP and the PMU will provide an economy of scale type service that is affordable while at the same time help countries set up their national reporting systems.

**Appendices**

Appendix 1: Budget by project components and UNEP budget lines

Appendix 2: Co-financing by source and UNEP budget lines

Appendix 3: Results Framework

Appendix 4: Incremental cost analysis

Appendix 5: Workplan and timetable

Appendix 6: Key deliverables and benchmarks

Appendix 7: Costed M&E plan

Appendix 8: Summary of reporting requirements and responsibilities

Appendix9: Terms of Reference

Appendix 10: Co-financing commitment letters from project partners

Appendix 11: Endorsement letters of GEF National Focal Points

Appendix 12: Pacific Environment Ministerial Declaration

Appendix 13: Environmental and Social Issues

Appendix 14: UNEP’s consultants rates of remuneration

## 

# Appendix 1: Budget by UNEP budget lines

Project Title: Building National and Regional Capacity to Implement Multilateral Environment Agreements (MEA) by Strengthening Planning and State of Environment

Project Number: 5195

Project Executing Partner: Secretariat of the Pacific Regional Environment Programme (SPREP)

Project Implementation Period: 2016-2020

From: 1st July 2016

To: 31st December 2020

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **UNEP Budget Line Item** | **UNEP Budget Desctiption** | **Project Component PC 1** | **PC 2** | **PC 3** | **PC 4** | **Total by PC** | **2016** | **2017** | **2018** | **2019** | **Total yearly** |
| **1100** | **Project personnel** |  |  |  |  |  |  |  |  |  |  |
| **1101** | **Chief Technical Adviser** | 158,425 | 158,424 | 158,424 | 0 | **475,273** | 118,818 | 118,818 | 118,818 | 118,818 | 475,273 |
| **1102** | **Monitoring Specialists (x 2)** | 0 | 960,000 | 0 | 0 | 960,000 | 240,000 | 240,000 | 240,000 | 240,000 | 960,000 |
| **1103** | **Finance & Procurement Service Costs** | 46,667 | 46,667 | 46,666 | 0 | 140,000 | 35,000 | 35,000 | 35,000 | 35,000 | 140,000 |
| **1104** | **Sub-total** | **205,092** | **1,165,091** | **205,090** | **0** | **1,575,273** | **393,818** | **393,818** | **393,818** | **393,818** | **1,575,273** |
| **1201** | **ICT Service Costs** | 100,000 | 0 | 0 | 10,000 | 110,000 | 27,500 | 27,500 | 27,500 | 27,500 | 110,000 |
| **1202** | **Communication Services** | 0 | 0 | 46,227 | 70,000 | 116,227 | 29,000 | 29,000 | 29,000 | 29,227 | 116,227 |
| **1203** | **Sub-total** | **100,000** | **0** | **46,227** | **80,000** | **226,227** | **56,500** | **56,500** | **56,500** | **56,727** | **226,227** |
| **1300** | **Project Operational Costs** |  |  |  |  |  |  |  |  |  |  |
| **1301** | **Administrative Support** | 5,000 | 5,000 | 5,000 | 5,000 | 20,000 | 5,000 | 5,000 | 5,000 | 5,000 | 20,000 |
| **1302** | **HR Costs** | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| **1303** | **Facilities Costs** | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| **1304** | **Project Operating Costs (non-travel)** | 55,000 | 7,000 | 8,000 | 10,000 | 80,000 | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| **1305** | **Office supplies** | 5,000 | 5,000 | 5,000 | 5,000 | 20,000 | 5,000 | 5,000 | 5,000 | 5,000 | 20,000 |
| **1306** | **Project Steering Committee** | 25,000 | 25,000 | 25,000 | 5,000 | 80,000 | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 |
| **1307** | **Sub-total** | **130,000** | **82,000** | **83,000** | **65,000** | **360,000** | **90,000** | **90,000** | **90,000** | **90,000** | **360,000** |
| **1400** | **Travel (project missions)** | 32,500 | 32,500 | 150,000 | 5,000 | 220,000 | 55,000 | 55,000 | 55,000 | 55,000 | 220,000 |
| **1401** | Sub-total | **32,500** | **32,500** | **150,000** | **5,000** | **220,000** | **55,000** | **55,000** | **55,000** | **55,000** | **220,000** |
| **1500** | **Sub-contracts** |  |  |  |  |  |  |  |  |  |  |
| **1501** | **Sub-contracts country MEA assessments** | 30,000 | 30,000 | 120,000 | 0 | 180,000 | 45,000 | 45,000 | 45,000 | 45,000 | 180,000 |
| **1502** | **Systems analyst consultant** | 90,000 | 0 | 0 | 0 | 90,000 | 90,000 | 0 | 0 | 0 | 90,000 |
| **1503** | **Systems and web Specialist** | 218,114 | 0 | 218,114 | 0 | 436,227 | 76,227 | 120,000 | 120,000 | 120,000 | 436,227 |
| **1504** | **Legal and policy expert** | 90,000 | 0 | 90,000 | 0 | 180,000 | 45,000 | 45,000 | 45,000 | 45,000 | 180,000 |
| **1505** | **Sub-total** | **428,114** | **30,000** | **428,114** | **0** | **886,227** | **256,227** | **210,000** | **210,000** | **210,000** | **886,227** |
| **1600** | **Guidelines and tools development** | 0 | 0 | 20,000 | 0 | 20,000 | 5,000 | 5,000 | 5,000 | 5,000 | 20,000 |
| **1601** | **National training Workshops** | 100,000 | 30,000 | 30,000 | 0 | 160,000 | 40,000 | 40,000 | 40,000 | 40,000 | 160,000 |
| **1602** | **Sub-total** | **100,000** | **30,000** | **50,000** | **0** | **180,000** | **45,000** | **45,000** | **45,000** | **45,000** | **180,000** |
| **1700** | **Meetings/ Conferences** | 100,000 | 0 | 100,000 | 0 | 200,000 | 50,000 | 50,000 | 50,000 | 50,000 | 200,000 |
| **1701** | **Sub-total** | **100,000** | **0** | **100,000** | **0** | **200,000** | **50,000** | **50,000** | **50,000** | **50,000** | **200,000** |
| **1800** | **Non-expendable equipment** | 0 | 0 | 0 | 82,273 | 82,273 | 14,625 | 38,398 | 14,625 | 14,625 | 82,273 |
| **1801** | **IT support** | 50,000 | 50,000 | 50,000 | 0 | 150,000 | 37,500 | 37,500 | 37,500 | 37,500 | 150,000 |
| **1802** | **Sub-total** | **50,000** | **50,000** | **50,000** | **82,273** | **232,273** | **52,125** | **75,898** | **52,125** | **52,125** | **232,273** |
| **1900** | **Audit fees** | 0 | 0 | 0 | 40,000 | 40,000 | 10,000 | 10,000 | 10,000 | 10,000 | 40,000 |
| **1901** | **Mid-term Evaluation** | 0 | 0 | 0 | 40,000 | 40,000 |  | 40,000 |  |  | 40,000 |
| **1902** | **Terminal Evaluation** | 0 | 0 | 0 | 40,000 | 40,000 |  |  |  | 40,000 | 40,000 |
| **1903** | **Sub-total** | **0** | **0** | **0** | **120,000** | **120,000** | **10,000** | **50,000** | **10,000** | **50,000** | **120,000** |
| **2000** | **Project Management Costs** | 36,220 | 49,060 | 95,994 | 138,361 | 319,635 | 79,909 | 79,909 | 79,909 | 79,909 | 319,635 |
| **2001** | **Sub-total** | **36,220** | **49,060** | **95,994** | **138,361** | **319,635** | **79,909** | **79,909** | **79,909** | **79,909** | 319,635 |
| **GRAND TOTAL** | **TOTALS** | **1,181,926** | **1,438,651** | **1,208,425** | **490,634** | **4,319,635** | **1,088,579** | **1,106,125** | **1,042,352** | **1,082,579** | **4,319,635** |

# Appendix 2A: Co-Financing by source and UNEP budget lines

Project Title: Building National and Regional Capacity to Implement Multilateral Environment Agreements (MEA) by Strengthening Planning and State of Environment

Project Number: 5195

Project Executing Partner: Secretariat of the Pacific Regional Environment Programme (SPREP)

Project Implementation Period: 2016-2020

From: 1st July 2016

To: 31st December 2020

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **UNEP Budget Line Item** | **UNEP Budget desctiption** | **GEF cash** | **GEF Agency/UNEP** | **PICs** | **EU-CP-MEA** | **IUCN** | **SPREP** | **Total ($US)** |
| **1100** | **Project personnel** |  |  |  |  |  |  |  |
| **1101** | **Chief Technical Adviser** | 475,273 |  |  |  |  |  | 475,273 |
| **1102** | **Monitoring Specialists (x 2)** | 960,000 |  |  | 300,000 | 100,000 | 50,776 | 1,410,776 |
| **1103** | **Finance & Procurement Service Costs** | 140,000 |  |  |  |  | 50,000 | 190,000 |
| **1104** | **Sub-total** | 1,575,273 |  |  | 300,000 | 100,000 | 100,776 | 2,076,049 |
| **1201** | **ICT Service Costs** | 110,000 |  | 560,000 |  |  | 100,000 | 1,170,000 |
| **1202** | **Communication Services** | 116,227 | 400,000 | 100,000 |  | 125,500 | 400,000 | 1,341,727 |
| **1203** | **Sub-total** | 226,227 | 400,000 | 660,000 |  | 125,500 | 500,000 | 1,911,727 |
| **1300** | **Project Operational Costs** |  |  |  |  |  |  |  |
| **1301** | **Administrative Support** | 20,000 |  |  |  |  |  | 20,000 |
| **1302** | **HR Costs** | 80,000 |  |  |  |  | 50,000 | 130,000 |
| **1303** | **Facilities Costs** | 80,000 |  | 560,000 |  |  | 100,000 | 740,000 |
| **1304** | **Project Operating Costs (non-travel)** | 80,000 |  |  |  |  |  | 80,000 |
| **1305** | **Office supplies** | 20,000 |  |  |  |  |  | 20,000 |
| **1306** | **Project Steering Committee** | 80,000 |  |  |  |  | 170,000 | 250,000 |
| **1307** | **Sub-total** | 360,000 |  | 560,000 |  |  | 320,000 | 1,240,000 |
| **1400** | **Travel (project missions)** | 220,000 |  |  |  |  |  | 220,000 |
| **1401** | Sub-total | 220,000 |  |  |  |  |  | 220,000 |
| **1500** | **Sub-contracts** |  |  |  |  |  |  |  |
| **1501** | **Sub-contracts country MEA assessments** | 180,000 |  | 500,000 |  |  | 50,000 | 730,000 |
| **1502** | **Systems analyst consultant** | 90,000 |  | 500,000 |  |  | 50,000 | 640,000 |
| **1503** | **Systems and web Specialist** | 436,227 |  | 500,000 |  |  | 50,000 | 986,227 |
| **1504** | **Legal and policy expert** | 180,000 |  | 80,000 |  |  | 50,000 | 310,000 |
| **1505** | **Sub-total** | 886,227 |  | 1,580,000 |  |  | 200,000 | 2,666,227 |
| **1600** | **Guidelines and tools development** | 20,000 |  |  | 250,000 |  | 50,000 | 320,000 |
| **1601** | **National training Workshops** | 160,000 |  |  | 100,000 |  | 50,000 | 310,000 |
| **1602** | **Sub-total** | 180,000 |  |  | 350,000 |  | 100,000 | 630,000 |
| **1700** | **Meetings/ Conferences** | 200,000 |  |  | 150,000 |  | 180,000 | 530,000 |
| **1701** | **Sub-total** | 200,000 |  |  | 150,000 |  | 180,000 | 530,000 |
| **1800** | **Non-expendable equipment** | 82,273 |  |  |  |  |  | 82,273 |
| **1801** | **IT support** | 150,000 |  |  |  |  | 50,000 | 200,000 |
| **1802** | **Sub-total** | 232,273 |  |  |  |  | 50,000 | 282,273 |
| **1900** | **Audit fees** | 40,000 |  |  |  |  |  | 40,000 |
| **1901** | **Mid-term Evaluation** | 40,000 |  |  |  |  |  | 40,000 |
| **1902** | **Terminal Evaluation** | 40,000 |  |  |  |  |  | 40,000 |
| **1903** | **Sub-total** | 120,000 |  |  |  |  |  | 120,000 |
| **2000** | **Project Management Costs** | 319,635 |  |  | 200,000 |  |  | 319,635 |
| **2001** | **Sub-total** | 319,635 |  |  | 200,000 |  | 600,000 | 1,119,635 |
| **GRAND TOTAL** | **TOTALS** | 4,319,635 | 400,000 | 2,800,000 | 1,000,000 | 225,500 | 2,050,776 | 10,795,911 |

# Appendix 2B: Overall Project Budget and Co-finance by Outcome, Output, and Activity

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Title: Building National and Regional Capacities to Implement MEAS by Strengthening Planning, State of the Environment Assessments and Reporting in the Pacific** | | | | | | | |
| **Expected Outcome** | **Expected Outputs** | **Project Activities** | **Budget $ (USD)** | | | | |
| **GEF** | | | **CoF** | |
| **OUTCOME 1: DESIGN AND NETWORK** | | | | | | | |
| **Project Component 1: *Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment.*** | | | | | | | |
| Outcome 1: PICs and partner institutions have functional monitoring databases, that are networked, and users are largely dependent on them for their environmental monitoring and planning needs. | 1.1.1 Systematic assessments of existing technical capacity in-country using recent documentation and surveys of 14 countries and regional institutions including SPREP, SPC/SOPAC, USP, and consultations to facilitate endorsement by the SPREP Meeting of regional environmental targets and indicators. | 1.1.1 b: Recruit consultant to undertake systematic assessment of country’s technical needs for MEA reporting. | | | $15,000 | | $200,000 |
| 1.1.1 c: Assess individual country NCSA reports and national reports to MEAs and identify capacity gaps which requires addressing by the project. | | | $10,000 | | $0 |
| 1.1.1 Chief Technical Adviser/Project Manager | | | $198,303 | | $0 |
| 1.1.1 d: Coordinate CROP partner agencies input into the national and regional analyses in 1.1.1 a and b. | | | $5,000 | | $0 |
| 1.1.1 e: Draft Environmental targets and indicators in consultation with PICS, CROP agencies and UNEP. | | | $50,000 | | $465,000 |
| 1.1.1 f: Prepare SPREP Meeting Paper for potential endorsement of regional environmental targets and indicators. | | | $500 | | $0 |
| 1.1.2 Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment. Assess the UNEP National Indicator Reporting Information System (IRIS) as the data collection, sharing and SoE reporting tool. | 1.1.2 a: Recruit systems analyst consultant | | | $90,000 | | $450,000 |
| 1.1.2 b: Identify national and regional stakeholders for network of databases and potential construction of meta-databases and a web-service(s) which will enable connecting relevant existing information sources for single (or few) point access or portal(s). | | | $1,000 | | $0 |
| 1.1.2 c: Document and analyze relevant data storage systems that exists with a view to working out how they can be integrated into the objectives of the project. | | | $5,000 | | $200,000 |
| 1.1.2 d: Capture the requirements of a new system / web service based on requirements from stakeholders and identify challenges with the development of the system in terms of utility, uptake and sustainability. | | | $5,000 | | $50,000 |
| 1.1.2 e: Propose a solution to fulfil the requirements | | | $5,000 | | $50,000 |
| ·        This includes the software stack to use (e.g. PostGres, Drupal, REST Web Services) | | |
| ·        Workflow requirements | | |
| ·        Major milestones | | |
| ·        Code Repositories | | |
| ·        Documentation requirements | | |
| ·        Including integrating with existing databases such as UNEP Live | | |
| 1.1.2 f: Systems and Web Developer consultant. | | | $240,000 | | $75,000 |
| 1.1.2 g: Develop and trial the solution based on the recommendations for the requirements and solution proposed by the systems analyst. | | | $5,000 | | $100,000 |
| 1.1.2 h: Through a consultative and iterative process, ensure that the system developed meets the requirements identified by the stakeholders | | | $5,000 | | $0 |
| 1.1.2 i: Document the system developed ·        A user manual for data entry (e.g. adding new data) | | | $20,000 | | $100,000 |
| ·        Workflows | | |
| ·        A user manual for administering the system (e.g. add new users) | | |
| ·        Comments in the code (annotation) | | |
| ·        Database Structures | | |
| ·        Instructions on how to set up the development environment | | |
| ·        Instructions on how to deploy the system | | |
| 1.1.2 j Using an accepted industry standard such as “Agile Development Methodology”, up-date stakeholders on the progress of the systems development (network of databases) including any issues arising | | | $20,000 | | $0 |
| 1.1.2 k: Ensure that a Code Repository is used to develop the system: | | | $2,000 | | $0 |
| ·        SPREP should have access to the code at all times using the repository (e.g. Git on Bitbucket). | | |
| 1.1.2 l: Host the test system at SPREP for easy access and allow for synchronization between national and regional databases. | | | $325,000 | | $136,276 |
| 1.1.3 Guidance on data management and sharing protocols at national and regional levels (including data ownership and sharing, compatibility with existing national and regional systems.). | 1.1.3 a: Undertake desktop review of previous Regional SoE Assessment Reports to help identify possible indicators for national and/or regional application in the database. | | | $15,000 | | $200,000 |
| 1.1.3 b: Indicators identified in 1.1.3a are enhanced with any necessary new variables to be able to fully meet the requirements for national MEA reporting | | | $5,000 | | $50,000 |
| 1.1.3 c: Define national and regional baseline information for agreed variables for each PIC and regional partner institution. | | | $200,000 | | $45,000 |
| 1.1.3 d: Develop a suite of regional SoE indicators that are the minimum necessary for required MEA national and regional reporting. | | | $0 | | $0 |
|  |  |  | | | $1,221,803 | | $2,121,276 |
| **OUTCOME 2: ENABLING ENVIRONMENT** | | | | | | | |
| ***Project Component 2: Environmental data are efficiently and effectively used for environmental planning and reporting at all levels by strengthening national and regional legal, policy and planning frameworks.*** | | | | | | | |
| Outcome 2.1 Legislation, policy, planning and institutional arragnements support data collection, sharing, reporting and harminization between agencies/ministires within country. | 2.1.1 Assess, strengthen and monitor existing legislation, protocols, policies, and procedures that govern data collection and management for MEA reporting in PICs. | 2.1.1 a: Recruit legal and policy expert(s) | | | $30,000 | | $130,000 |
| 2.1.1 b: Undertake desktop review of existing legislation, protocols, policies, and procedures for data collection and management for MEA reporting. | | | $0 | | $0 |
| 2.1.1 c: Prepare rapid assessment report identifying the appropriate legal and policy framework for data management and legal gaps for each country and recommend capacity building actions. | | | $0 | | $0 |
| 2.1.1 d: Prepare and implement work program for capacity building activities in each country emanating from the rapid assessment report. | | | $259,227 | | $0 |
| 2.1.2 Establish and strengthen the institutional network of environmental data management agencies and organisations at the national and regional levels. | 2.1.2 a: : Recruit monitoring specialists (part time position including other functions described in 3.1.2.a. | | | $900,000 | | $0 |
| (450,000 x 2) | | |
| 2.1.2 b: : Develop monitoring guidelines for capturing data from multiple agencies where gaps exist. | | | $0 | | $0 |
| 2.1.2 c: Distribute monitoring guidelines among national and regional collaborating partners for testing and validation and refinements as required. | | | $1,000 | | $0 |
| 2.1.2 d: Finalize monitoring guidelines and submit them for cabinet approval. | | | $5,000 | | $0 |
| 2.1.2 f: Secure letter of agreements or memorandum of understanding with regional and other international partner agencies networked to national database of PICs. | | | $0 | | $0 |
| 2.1.2 g: Chief Technical Adviser/Project Manager | | | $189,667 | | $0 |
| 2.1.3 Monitoring guidelines developed and agreed for the capture of data for all national and regional environmental indicators. | 2.1.3 a: Identify potential sources for environmental data within countries and regional partner institutions | | | $5,000 | | $0 |
| 2.1.3 b: Develop data collection guidelines and data sharing protocols for environmental data in PICs and regional and international partner agencies. | | | $0 | | $0 |
| 2.1.3 c Demonstrate how to integrate the results from analyses which use shared data into the planning and decision making processes within Government Ministries and Departments. | | | $0 | | $0 |
| 2.1.3 d: Secure letter of agreements or memoranda of understanding between Government Ministries and with regional and international partner institutions on the collection and sharing of data | | | $0 | | $0 |
| 2.1.4 Develop tools and approaches to assist countries to implement and monitor and report to MEAs, RIO +20 outcomes (the future we want), SAMOA pathway and SDGs including through a web based system and offline options. | 2.1.4 a: Assess the reporting requirements of the countries and region with respect to the relevant frameworks and conventions and verify that the indicators identified in 1.1.3 are adequate and meet obligations and were necessary develop new ones or modify existing ones. | | | $20,000 | | $300,000 |
| 2.1.4 b: Develop tools for environment sector(s) which are tested and verified fit for purpose and will support countries and agencies to meet their national and international reporting obligations. | | | $0 | | $0 |
| 2.1.4 c: Facilitate the adoption of new reporting tools generated by this project by the countries, regional agencies and other international agencies which are partners of the project. | | | $0 | | $0 |
|  |  |  | | | $1,409,894 | | $430,000 |
| **OUTCOME 3: CAPACITY BUILDING** | | | | | | | |
| ***Project Component 3. Capacity development to support the technical facility*** | | | | | | | |
| Outcome 3.1 Access to national and regional data simplified through a web-based system. | 3.1.1 Identify equipment, software and hardware needs for each country and purchase to enable establishment of national environment database and network of data providers. | 3.1.1 a: Building on rapid assessments from activities 1.1.1 b, 1.1.1 c, 1.1.3 a and 1.1.3. c, identify national capacities and gaps for developing environmental indicators and data management through a web-based and offline systems. | | | $0 | | $0 |
| 3.1.1 b: Building on activities 1.1.2, identify and develop both web-based and offline alternative options for data management. | | | $0 | | $0 |
| 3.1.1 c: Design and implement appropriate capacity building activities to bridge gaps for developing environmental indicators and data management through a web-based and offline systems. | | | $350,000 | | $200,000 |
| 3.1.1 d: Train Government staff on appropriate methods and approaches for developing environmental indicators and data management through a web-based and offline systems. | | | $35,000 | | $350,000 |
| 3.1.1 e: Building on activity 1.1.5 e, prepare Manual/Instructions for use by Government staff on data management. | | | $5,000 | | $0 |
| Outcome 3.2 Develop web-based templates to assist countries to produce national communications from MEAs. | 3.2.1 Train relevant Government staff to use the indicator reporting information system and web-based templates for integrating SoE and NEMS with national MEA commitments drawing from national environmental reporting (including SAMOA Pathway, Rio + 20 outcomes, and SDGs). | 3.2.1 a: Using the results for MEA reporting needs in section 1.1.1 identify the individual requirments for custimization nationally.. | | | $0 | | $0 |
| 3.2.1 b: Design and develop customized country web-based templates for individual MEA reporting needs. | | | $25,000 | | $0 |
| 3.2.1 c: Building on the design of a training programme in activity 3.1.2 b, integrate training on how to use web-based templates for national and regional levels and for individual PICs’ MEA reporting | | | $35,000 | | $1,000,000 |
| 3.2.1 d: Develop training module | | | $0 | | $0 |
| 3.2.1 e: Prepare Training Manuals/Instructions for use by Government staff. | | | $5,000 | | $0 |
| 3.2.1 f: Carry out the web based database training at the national level | | | $0 | | $0 |
| 3.2.1 g: Systems and Web Developer consultant | | | $240,000 | | $75,000 |
| 3.2.2 Develop and provide training for collection of national environment statistics and SoE Reporting templates for each country. | 3.2.2 a: Train sub-regional project reps. to prepare PICs’ State of Environment Reports for consistent region-wide reporting | | | $0 | | $0 |
| 3.2.2 b: Develop /refine SoE Reports and reporting templates. | | | $0 | | $0 |
| 3.2.2 c: Train Government staff on the use of SoE reporting templates. | | | $0 | | $0 |
| 3.2.2 d: Identify and establish alignment with the SoE reporting template and MEA reporting requirements, national planning, national policy development, SAMOA Pathway, Rio +20 outcomes, and sustainable development goals | | | $0 | | $0 |
| 3.2.2 e: Set up and support technical working groups within the Ministry of Environment and all relevant sectors to assist with the development of the national SoE Report. | | | $0 | | $0 |
| 3.2.2 f: Gather environmental data and relevant information within Government Ministries and national/regional partner institutions to develop SoE reports. | | | $0 | | $0 |
| 3.2.2 g:Providing timely completion of the 14 national SoEs, produce high level regional SoE | | | $0 | | $0 |
| 3.2.3 Develop and provide training for NEMS which integrate national MEA commitments, and draw from national environmental reporting. | 3.2.3 a: Train and work with sub-regional project reps. to develop PICs’ National Environmental Management Strategies (NEMS) that integrate with national MEA commitments, Rio +20, and sustainable development goals and use the recently developed SoE to inform the NEMS process and targets. | | | $0 | | $0 |
| 3.2.3 b: Prepare work-plan for developing NEMS with local Government staff. | | | $0 | | $0 |
| 3.2.3 c: Build on activity 3.3.2 e, integrate activities for developing the NEMs in a local technical working group within the Ministry of Environment and relevant sectors | | | $0 | | $0 |
| 3.2.3 d: Gather policy documents and supporting data and relevant information within Government Ministries and national/regional partner institutions to develop NEMS reports. | | | $20,000 | | $0 |
| 3.2.3 e: Develop the NEMS for the remaining PICs. | | | $200,000 | | $1,000,000 |
| 3.2.4 Develop and provide training on EIA protocols and procedures based on regional EIA guidelines as well as EIA monitoring protocols that may contribute data that could be integrated into national environmental databases. | 3.2.4 a: Develop and refine the regional environmental assessment guidelines. Ensures that the EIA process is in alignment with SoE and NEMS outputs | | | $5,000 | |  |
| 3.2.4 b: Develop and deliver EIA training, based on the regional environmental impact assessment guidelines, covering topics such as: | | | $35,000 | | $250,000 |
| - overview of the EIA process | | |
| - EIA screening | | |
| - EIA scoping | | |
| - EIA report review | | |
| - monitoring and enforcement | | |
| - public consultation | | |
| - engagement of consultants | | |
| - development site inspection | | |
| - EIA linkages with MEAs SoEs and NEMS | | |
| 3.2.4 c: Identify methods and protocols for including completed EIA reports and process documents (e.g. TORs for EIA reports, environmental management plans, templates, checklists) in the regional database and provide country level training on how to use the clearinghouse mechanism facilitated by the sub-regional project network | | | $15,000 | | $100,000 |
| 3.2.4 d: Provide technical backstopping through the sub-regional project network and advice to Government staff on the different stages of the EIA process. E.g. project scoping, terms of reference preparation, review of EIA reports, development of project approval conditions, environmental management plans and environmental monitoring protocols. | | | $0 | | $0 |
| 3.2.4 f: Use geographic coordinates and EIA project information from 3 countries to create a spatially explicit dataset based on project type, location and year to provide an overview of EIA coverage and the status of development at a national level | | | $0 | | $0 |
| Outcome 3.4 Improved Data management and availability for national planning, monitoring and reporting | 3.4.1 Facilitate Pacific Island Countries in meeting their national and MEA reporting requirements by providing training on the use of databases to generate reports. | 3.4.1 a: Implement training of Government staff on the use of national environmental databases to generate national and MEA reporting. | | | $70,000 | | $150,000 |
| 3.4.1 b: Update and sychronize national environmental database with regional environmental database. | | | $0 | | $0 |
| 3.4.1 c: Produce analyses for national policy and decision making using the database. | | | $10,000 | | $0 |
| 3.4.1 d: Chief Technical Adviser/Project Manager | | | $198,303 | | $0 |
|  |  |  | | | $1,248,303 | | $3,125,000 |
| **OUTCOME 4: PROJECT MONITORING AND EVALUATION** | | | | | | | |
| ***Project Component 4: Project Monitoring and Evaluation*** | | | | | | | |
|  | 4.1.1 Project monitoring and evaluation methodology designed to align with GEF project and operating standards, including regular project audits. | 4.1.2 a: Support Mid-Term and/or Terminal Evaluations. | | $80,000 | | |  |
|  | |  | | |  |
| 4.1.2 c: Support project audits. | | $40,000 | | |  |
| 4.1.2 d: Undertake analysis of project progress and financial reports. | | $0 | | |  |
|  |  |  | | $120,000 | | | $0 |
| **TOTAL** |  |  | | $4,000,000 | | | $5,676,276 |

Appendix 3: Project Results Framework

| **Project strategy** | **Objectively verifiable indicators** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Indicator** | **Baseline** | **Mid-term target** | **End of Project target** | **Sources of verification** | | **Risks and assumptions** |
| **DESIGN AND NETWORK** | | | | | | | |
| ***COMPONENT 1: Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment.*** | | | | | | | |
| **Outcome 1.1:** PICs and partner institutions have functional monitoring databases, that are networked, and users are largely dependent on them for their environmental monitoring and planning needs. | | | | | | | |
| **OUTPUTS** | | | | | | | |
| Output 1.1.1. Systematic assessments of existing technical capacity in-country using recent documentation and surveys of 14 PICs and regional institutions including SPREP, SPC-/SOPAC, USP, and consultations to faciliate endorsement by the SPREP Meeting of regional environmental targets and indicators. | Completed National and regional baseline assessments  Endorsed environmental indicators | Existing Regional and National Sustainable Development Documents.  MEA reporting requirements and national reports  National MDG Report.  NCSA Reports: Stocktake Reports, Thematic Assessments, Prioritization and Planning Reports, and NCSA Action Plans and Strategies.  State of the Environment reports for Fiji, Cooks Islands, Republic of the Marshall Islands and Samoa.  Pacific Environment and Climate Change Outlook Report.  State of Conservation in Oceania. | Completed National and regional baseline assessments  Recommended environmental indicators endorsed by the SPREP Meeting | Endorsed environmental indicators incorporated into design of environment databases | Project reports  SPREP Meeting paper and decision  Environment databases | The situation within countries is very fluid with a lot of staff turnover. In addition to the baseline assessment there will be periodic assessments of database and indicator uptake to monitor current situation throughout the life of the project. | |
| Output 1.1.2 Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment. Assess the UNEP National Indicator Reporting Information System (IRIS) as the data collection, sharing and SoE reporting tool. | National and regional database design available for use by 14 PICs. | UNEP Live  National Reporting Toolkit  MEA Reporting Templates  National Reporting Requirements | Work completed with UNEP to adapt national indicator reporting information system for regional applications. | National and regional databases active and networked. | Reports submitted to UNEP Live.  National MEA Reports.  National and Regional SoE Reports. | UNEP Live is being piloted in Samoa and this will make it suitable for adaptation and adoption in the wider Pacific context. | |
| Output 1.1.3. Guidance on data management and sharing protocols at national and regional levels (including data ownership and sharing, compatibility with existing national and regional systems.). | National protocols for environmental data management and sharing agreed within each of the 14 PICs  Regional data sharing protocols agreed by SPREP Meeting. | No overarching national protocols exist a. National Protocols exist for some sectors.  National Protocols developed but not used.  Some regional Protocols developed within existing regional institutional (CROP agency) arrangements. | Draft National Protocols prepared.  Conceptual diagram of national to/from regional data/database prepared.  Regional Framework and Protocols recommended for SPREP Meeting endorsement. | Guidance on data management and sharing protocols available for use in 14 PICs.  Regional data management and sharing protocols endorsed and in use. | National Data Management and Sharing Protocols and Guideline  SPREP Meeting paper and decision.  Regional Data Management and Sharing Protocols and Guideline | Countries may not recognize the need for data sharing protocol.  Best Practices for Data Sharing Protocols documented. | |
| **ENABLING ENVIRONMENT** | | | | | | | |
| ***COMPONENT 2: Environmental data are efficiently and effectively used for environmental planning and reporting at all levels by strengthening national and regional legal, policy and planning frameworks.*** | | | | | | | |
| **Outcome** **2.1** Legislation, policy, planning and institutional arrangements support data collection, sharing, reporting and harmonization between agencies/ministries within PICs. | | | | | | | |
| **OUTPUTS** | | | | | | | |
| Output 2.1.1 Assess, strengthen and monitor existing legislation, protocols, policies, and procedures that govern data collection and management for MEA reporting in PICs | National assessment reports published with recommendations for strengthening legislation, protocols, policies, and procedures for data collection and management. | Some countries have specific data reporting requirements in their legislation but majority have no specific requirements and framework for data collection and management. | National assessment reports on legislation, protocols, policies, and procedures for data collection and management completed | Recommendations from national assessment reports addressed through the project. | Published national assessment reports.  Project progress reports specifically addressing national assessment report recommendations. | | PICs agree to address the recommended strengthening activities to enable data management and sharing and do so within the life of the project. |
| Output 2.1.2 Establish and strengthen the institutional network of environmental data management agencies and organisations at the national and regional levels. | Number of assessment report recommendations addressed (from output 2.1.1)  Number of national agencies and organizations engaged with national and regional networks | None of the countries has an established network of environmental data management agencies and organisations  Current condition to be verified by output 2.1.1 | National Planning and Statistical Offices fully engaged and leading the implementation of the project.  At least 5 countries have a functioning national network for environmental data management. | Replication in remaining 9 countries.  All 14 PICs contributing to regional environmental data management. | Environmental data included in national statistics reports  Project progress reports.  Regional SoE reports. | | There is always a large turnover of staff within government administrations especially with small environment departments. There is need to engage the national planning and statistical offices and ensure they see this as part of their core duties. NGOs, Universities and research organisations also need to be engaged.  Pilot countries willing to share lessons learnt |
| Output 2.1.3 Monitoring guidelines developed and agreed for the capture of data for all national and regional environmental indicators. | Number of environmental indicators with monitoring guidelines. | Most have no national guidelines but use international guidelines or those of developed countries.  Limited sectoral guidelines exist in various forms and conditions from country to country. | Priority environmental indicators identified, and monitoring guidelines drafted and piloted for use in the region. | Monitoring guidelines for data acquisition for all priority environmental indicators developed and available for national adoption. | Availability of monitoring guidelines for data acquisition for priority environmental indicators. | | PICs and sectors willing and able to adopt monitoring guidelines. |
| Output 2.1.4 Develop tools and approaches to assist countries to implement and monitor and report to MEAs, RIO +20 outcomes (the future we want), SAMOA pathway and SDGs including through a web based system and offline options. | Tools and methods to monitor and report on MEAs, RIO +20, SAMOA Pathway and SDGs**.**  Web based reporting system available. | Countries reporting on MEAs to Conventions’ secretariats | Tools developed to monitor progress for MEAs, RIO +20, SAMOA Pathway, and SDGs including a web based system. | Tools and web based system used in all 14 PICs for reporting. | Reports on progress for MEAs, RIO +20, SAMOA Pathway, and SDGs. | | Countries commit to tracking progress for MEAs, RIO +20, SAMOA Pathway and SDGs. |
| **CAPACITY BUILDING** | | | | | | | |
| ***COMPONENT 3: Capacity development to support the technical facility*** | | | | | | | |
| **Outcome 3.1 Access to national and regional data simplified through a web-based system.** | | | | | | | |
| **OUTPUTS** | | | | | | | |
| Output 3.1.1 Identify equipment, software and hardware needs for each country and purchase to enable establishment of national environment database and network of data providers. | Number of PICs for which national equipment, software and hardware needs have been assessed and resolved. | NCSA Reports  Lessons learned from national SoE reports for Samoa, Fiji, and the Cook Islands and Republic of the Marshall Islands  National consultations as part of project inception. | Equipment, software and hardware needs identified and necessary purchases made. | All 14 PICS have functioning national environment databases and networks. | Equipment and software purchases.  Project progress reports. | | Equipment, software and hardware maintained by stakeholder agencies and organisations and used for environmental data management. |
| **Outcome 3.2** **Develop and provide training on tools and web-based templates to assist countries to produce MEA national communications and strengthen national planning processes.** | | | | | | | |
| **OUTPUTS** | | | | | | | |
| Output 3.2.1. Train relevant Government staff to use the indicator reporting information system and web-based templates for integrating SoE and NEMS with national MEA commitments drawing from national environmental reporting (*including SAMOA Pathway*, Rio + 20 outcomes, and SDGs). | Staff trained on the use of the indicator reporting information system and web-based templates for MEA reporting. | Countries are not using web-based templates.  Countries reporting in PDF format, often through consultancies. | Web-based templates developed for trial.  Government and other stakeholder staff trained in template use and have provided feedback on functionality.. | Web-based templates used for national and MEA reporting requirements. | National training programmes for web-based templates.  MEA Reports using the web-based templates. | | Web-based templates used for reporting result in lessening burden on countries to do MEA reporting. |
| Output 3.2.2. Develop and provide training for collection of national environment statistics and SoE Reporting templates for each country. | SOE reporting template developed for each PIC (including SAMOA pathway, Rio + 20 outcomes and sustainable development goals). | SoE templates exist for 3 countries (Samoa, Fiji and the Cook Islands and Republic of the Marshall Islands). | SoE report formulation and template training provided for all 14 PICs. | SoE reports available for all 14 PICs. | National SOE templates and reports inclusive of SAMOA Pathway, Rio + 20 outcomes and sustainable development goals. | | Countries committed to conducting SOE reports in a replicable manner. |
| Output 3.2.3 Develop and provide training for NEMS which integrate national MEA commitments, and draw from national environmental reporting. | NEMS developed integrating national MEA commitments (including SAMOA pathway, Rio + 20 outcomes and sustainable development goals) and drawing on national SoE reports. | NEMS drafted for 2 PICs. | NEMS drafted for 7 PICs. | NEMS drafted and endorsed for all 14 PICs. | NEMS training and consultation workshops.  Finalised and endorsed NEMS for 14 PICs. | | Countries committed to developing NEMS. |
| Output 3.2.4 Develop and provide training on EIA protocols and procedures based on regional EIA guidelines as well as EIA monitoring protocols that may contribute data that could be integrated into national environmental databases. | EIA protocols in use and producing data for national environmental monitoring. | EIA protocols exist in some PICs, with various level of use, but don’t include guidance on collecting reliable data to contribute to environmental monitoring. | EIA monitoring protocols developed and trialled in 4 PICs. | EIA monitoring protocols in use and contributing to environmental monitoring in all 14 PICs. | EIA monitoring protocols developed.  EIA monitoring protocols adopted in all 14 PICs. | | EIA is mandated and applied at an appropriate standard in each country.  EIA reports produce data that is relevant to national environmental monitoring. |
| **PROJECT MONITORING AND EVALUATION** | | | | | | | |
| ***COMPONENT 4: PROJECT MONITORING AND EVALUATION*** | | | | | | | |
| **OUTCOME 4.1 Effective management and delivery of project, meeting agreed measurable output and outcome indicators** | | | | | | | |
| **OUTPUTS** | | | | | | | |
| Output 4.1.1 Effective management and delivery of project, meeting agreed measurable output and outcome indicators. | Approval inception report, annual workplan and budget, and the annual progress reports.  Establishment of PMU. | SPREP’s strategic plan.  SPREP annual workplan. | Quarterly progress and financial reports.  Steering committee report(s). | Terminal evaluation report.  Audit report.  Lessons learned and best practice report. | Terminal evaluation report.  Audit report.  Lessons learned and best practice report. | | Countries will designate a national coordinator as the key local counterpart to work with the PMU in SPREP. |
| Output 4.1.2. Project monitoring and evaluation methodology designed to align with GEF project and operating standards, including regular project audits. | Inception Workshop completed.  Evaluation Reports (Mid-Term and/or Terminal Evaluation).  Project reports to Project Board.  Asset Register.  Site inspection by UNEP. | No project in place. | Mid-Term Evaluation Report.  Up to date Asset Register. | Audit Report.  Terminal Evaluation Report. | Audit Report.  Terminal Evaluation Report.  Final Asset Register.  Site Inspection and/or Monitoring Report. | | UNEP will recruit both independent evaluator and auditor with input into the ToR from SPREP. |
| Output 4.1.3. Develop communication and visibility materials for education and awareness. | Public awareness raised through educational campaigns and communication. | Public knowledge of individual MEAs made possible through previous and existing GEF projects. | First round of communication materials produced and distributed | Communication materials and public awareness campaign fully implemented. | Publication materials.  Media materials.  Education brochures and pamphlets.  Visibility materials. | | Countries willing to use materials to promote project. |

# Appendix 4: Summary of Incremental Cost Analysis

Project development followed the five steps suggested by the GEF Operational Guidelines for the Application of the Incremental Cost Principle.

**STEP 1**: **Presentation of the Business-as-Usual Scenario** (What would happen without the GEF investment).

Without GEF investment, SPREP and the PICs will continue to collect critical environmental data in support of sustainable development in the Pacific region; however, this data collection will remain fragmented since the capabilities of the participating PICs are limited. There will not be the means and funding to create a region-wide database to contain, manage, and correlate these data. The individual PICs will remain essentially unaware of the data collection and management accomplishments of their fellow PICs, regional stakeholders, NGOs and other organizations, or SPREP. This lack of knowledge and access to correlated data will severely impede attaining the Pacific region-wide goals that include monitoring and reporting on the SoE, sustainable development, correlated environmental data, and regional cooperation.

**COMPONENT 1: Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment**. Currently there is no centralized data collection and management system for the environmental and other critical data collected in the Pacific region. Several of the PICs have very limited databases to house the information they gather, but there is no standardization between these databases, nor is there any central coordination or management of the data to ensure the collected information is usable.

**COMPONENT 2: Environmental data are efficiently and effectively used for environmental planning and reporting at all levels by strengthening national and regional legal, policy, and planning frameworks**. SPREP does not currently have access to Pacific region-wide SoE information. This severely degrades our ability to assist the national and regional policymakers with improving their legal, policy, and planning frameworks. Without improvement in those areas, it will continue to be difficult to collect and synthesize the data needed to effectively document and manage the SoE and work toward our goal of sustainable development across the Pacific region.

**COMPONENT 3: Capacity development to support the technical facility**. Without GEF investment, SPREP and the PICs will lack the funding needed to support the staff and infrastructure needed to develop and house a web-based database that meets Pacific region-wide information requirements. The PICs are severely limited in their ability to develop databases and physically house and support these databases of critical environmental data.

**COMPONENT 4: Project Monitoring and Evaluation**. SPREP has the means, through direct and in-kind contributions, to manage and evaluate the project, but lacks sufficient means to achieve the first three project components without GEF funding at the requested level.

**STEP 2: Identify the Global Environmental Benefits (GEB) and fit with GEF Strategic Programs and Priorities**

The Pacific region is one of the most environmentally critical and at-risk areas in the world. The PICs are widely dispersed across a vast region of open ocean. Some members of this group are among the world’s LDCs, and even the more developed PICs currently lack the resources to collect data, manage it, and maintain it in a form that is usable at both the national and the regional levels.

Improving the SoE and promoting sustainable development in this environmentally and ecologically diverse region has immediate and lasting impacts on the economies and development of the region and the rest of the world. Attaining the project goals will provide direct GEBs for the region while providing the PICs the means to better manage their growth and enhance sustainable development.

**STEP 3: Develop the Project Results Framework**

The Results Framework includes both the baseline investments and the GEF increment. Indicators and targets show the project’s anticipated contributions to achieving the strategic objective and outcomes. Particular emphasis on development of a web-accessible database and its use will provide, for the first time for the participating PICs, simple access to SoE data for planning and development uses, environmental protection, and sustainable development planning.

**STEP 4: Provide the incremental reasoning and GEF’s role**

The GEF has a unique role in both the scale and scope of support it can provide. This project crosses international and external borders and requires the expertise and cooperation of organizations from 14 unique PICs, SPREP, and numerous stakeholders and other organizations. With GEF’s global experience across these project participants, it is able to evaluate and judge the effectiveness of such an expansive regional project. Without GEF support and funding, the necessary means and experience to work across such a wide area of the Pacific region will be lacking.

**STEP 5: Clarify the role of co-financing resources to ensure a suitable match for the incremental costs of the GEF investment**

Project co-financing is defined as the non-GEF project resources that are essential for meeting the GEF project objectives, and which directly contribute to the outcomes of the project. The GEF increment supports many of the national level efforts of this project; co-financing supports much of the baseline effort that is going on at the state level. Both are necessary to achieve the stated objective.

The table that follows presents the Incremental Cost Analysis for the project.

**Table A4.1: Incremental Cost Analysis**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Component (PC)** | **Business-as-Usual 2019 w/o GEF Investment** | **Alternative 2019 w/GEF Investment** | **Improvement in Outcome Due to GEF Investment** |
| **PC 1**: Network of databases for monitoring the state of the Pacific’s environment | SPREP and the PICs that are already collecting SoE data into local databases will continue to do so. Most PICs will continue to collect, but not correlate, data. SoE information will remain focused solely in each PIC’s local area. | There will be a region-wide network of databases that are consistent, updated, and able to provide invaluable data for SoE reporting, environmental monitoring and management, and sustainable development. Some PICs will access the data through one or more centralized databases; other PICs will maintain their own databases and keep them synchronized with the centralized one(s). | For the first time, there will be uniform, usable SoE data available to all 14 PICs, SPREP, regional stakeholders, and many other national, regional, and international organizations to support environmental planning and sustainable development while enabling improvement of the overall health of the Pacific Ocean. |
| GEF | $0 | $1,221,803 | $1,221,803 |
| Co-Finance | $1,202,219 | $2,256,276 | $1,054,057 |
| **Total Component** | **$1,228,861** | **$3,488,201** | **$2,259,340** |
| **PC 2**: Environmental data are efficiently and effectively used for environmental planning and reporting at all levels | There is currently no region-wide means of collecting and disseminating critical environmental data across PICs, the region, or to impacted stakeholders. SoE reporting is often minimal and inconsistent. This precludes effective and efficient use of environmental data at any level. | There will be region-wide collection, organizing, and collating of critical environmental data across PICs, the region, and impacted stakeholders and organizations. These data will reside in web-accessible databases that are synchronized and distributed at both SPREP and several PICs. This distributed, yet synchronized data repository will support effective and efficient data collection and maintenance for use preparing SoE reports and other documentation and allowing for migration to sustainable development and environmental management across the Pacific region. | Disjointed data will be effectively collected, mapped, and managed rather than loosely collected and generally disorganized. SoE reporting and actions will be organized and provide readily usable data for national and region-wide access and planning purposes. |
| GEF | $0 | $1,478,529 | $1,478,529 |
| Co-Finance | $229,118 | $430,000 | $200,882 |
| **Total Component** | **$229,118** | **$1,908,529** | **$1,679,411** |
| **PC 3**: Capacity Development | SPREP will continue to coordinate and work across the Pacific region but the ability to collect, manage, and organize region-wide data in support of SoE reporting and improved opportunities for sustainable development will only be loosely supported. SPREP will not be in a position to coordinate and manage actions and support needs across the PICs. | SPREP will have greatly enhanced capacity (in data and infrastructure terms) to support SoE reporting, data collection, and information synthesis at the PICs and across the Pacific region. There will be replicated databases at SPREP and several PICs to provide redundancy and ease of access for those PICs not able to maintain their own databases. For the first time, data on environmental conditions and the SoE in general will be widely and consistently available across the Pacific region, providing a much needed boost to the push for region-wide sustainable development. | Currently there is essentially no capacity for region-wide access to data, nor are there uniform standards for collecting, maintaining, and synthesizing the existing data into usable formats. The capacity developed under this project will enable data to be gathered and used on national, regional, and international levels, while supporting and maintaining local control. |
| GEF | $0 | $1,248,303 | $1,248,303 |
| Co-Finance | $1,665,104 | $3,125,000 | $1,459,896 |
| **Total Component** | **$1,665,104** | **$4,373,303** | **$2,708,199** |
| **PC 4**: Project Monitoring and Evaluation | Currently each PIC manages whatever data they collect. This would continue, with some evolution toward individualized databases at several PICs but not at most PICs. There would be limited centralization of data and limited web access for the PICs. This obviates the need for project monitoring and evaluation. | The centralized and distributed databases would be easily evaluated since they are centrally created with inputs from the PICs and updated regularly at those PICs with the databases and at the SPREP central location. The GEF funds will enable procuring international experts to develop the databases and train SPREP and PIC staff in their upkeep and management. Existing SPREP staff will be trained, as will select PIC staff, to enable them to manage the overall project during development and going forward. Regular reports will be computer-generated and readily available on as-specified or as-required basis. | The GEF funds will enable mechanisms to be put in place to enable regular syncronization and rationalization of systems and personnel involved at national and regional levels based on a well designed M&E system. |
| GEF | $0 | $371,000 | $371,000 |
| Co-Finance | $354,334 | $665,000 | $310,666 |
| **Total Component** | **$354,334** | **$1,036,000** | **$681,666** |

**Table A4.2: Incremental Cost Analysis during Project Development**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **Incremental Cost Analysis** |  | | **During project development** | **During implementation and at completion** |
| **1. Analysis of “Business as Usual” Scenario** | Detailed problem/threat/barrier analysis; detailed analysis and quantification of the ongoing projects and programs (foundational and catalytic interventions).  How would the proposed project outcomes be affected if GEF would not invest? | Reporting on GEBs in annual project implementation review and final evaluation using  Logical framework indicators and other M and E tools (e.g. PIR, project review process, PMG etc). |
| **2. Analysis of Global Environmental Benefits and Strategic Fit** | Indicators, definitions and M and E tools (as above) for the relevant GEB.  Confirmation of how the project will address focal area strategic program objectives and outcomes. |
| **3. Incremental cost reasoning and GEF role** | Annex narrative explaining the distinction between GEF increment and underlying project. | GEF funds used according to incremental reasoning, and lessons learnt are captured to apply to future projects and ongoing development. |
| **4. Determination of Result-based Framework** | Detailed logical framework matrix, including relevant indicators, risks and assumptions. | Reporting on achievement of objectives and outcomes of project through all stages of evaluation. |
| **5. Role of Co-finance** | |  | | --- | | Strong rationale and feasibility of the future project without GEF investment.  Identification of source, amount and type of co-finance.  Identification of co-financing sources and amounts that will pay for GEB. | | Outcome-based budget table showing GEF and co-finance by outcome. |

# Appendix 5: Project Work Plan

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Workplan and Timetable by Project Component | | | | Years | | | |
| # | Category | **Project Component** | **Activity** | **2016-2017** | **2017-2018** | **2018-2019** | **2019-2020** |
| 1 | Planning | **PC 1**: *Design national and regional databases and network to facilitate monitoring the state of the Pacific’s environment* | Strategy development and alignment | X |  |  |  |
| 2 | Creating/updating management plans with cross-linking sectors, sustainable finance, and best practices |  | X | X | X |
| 3 | Development of training plan and programme |  | X |  |  |
| 4 | Systematic assessments of existing technical capacity in-country | X | X |  |  |
| 5 | Design national and regional databases and network |  | X | X | X |
| 6 | Policy | Work with PIC governments to develop policies and legislation to support project development and implementation | X | X | X | X |
| 7 | Education | Communicate goals and approaches to PICs, stakeholders, NGOs, other organizations, UNEP, and GEF | X | X |  |  |
| 8 | Research | Select regional SoE assessment indicators | X | X |  |  |
| 9 | Fieldwork | Coordinate database development and access at PICs and SPREP |  | X | X | X |
| 10 | Reach agreement on a framework and protocols on how the databases will work at national and regional levels | X | X |  |  |
| 11 | Database testing through iterative trials and quality control initially in four pilot PICs |  | X | X | X |
|  |  |  |  |  |  |  |  |
| 10 | Planning | **PC 2**: *Environmental data are efficiently and effectively used for environmental planning and reporting at all levels by strengthening national and regional legal, policy and planning frameworks* | Develop and agree to monitoring guidelines for capture of data | X | X |  |  |
| 11 | Policy | Strengthen legislation, policies and procedures for planning and reporting | X | X | X | X |
| 12 | Education | Communicate data capture guidelines to PICs, stakeholders, NGOs, other organizations, UNEP, and GEF | X | X |  |  |
| 13 | Research | Establish data collection guidelines and data sharing protocols | X | X | X | X |
| 14 | Fieldwork | Assess existing legislation, protocols, policies, and procedures | X | X | X | X |
| 15 | Develop tools and approaches to assist countries to implement and monitor RIO +20 outcomes | X | X |  |  |
|  |  |  |  |  |  |  |  |
| 16 | Planning | **PC 3**: ***Capacity development to support the technical facility*** | National and regional training and capacity building for use of databases and web-based access | X | X | X | X |
| 17 | Create PMU | X |  |  |  |
| 18 | Create project monitoring and evaluation methodology | X | X |  |  |
| 19 | Establish regional and national project steering committees | X |  |  |  |
| 20 | Put mechanisms in place to enable regular upgrading of systems and personnel |  | X | X | X |
| 21 | Establish oversight structure and linkages to long-term strategic plans | X | X |  |  |
| 22 | Policy | Put relevant statutes/regulations in place to institutionalize the systems and processes | X | X | X | X |
| 23 | Education | Implementation of training programme across PICs |  | X | X | X |
| 24 | Develop and provide training on EIA protocols and procedures |  | X | X | X |
| 25 | Train relevant staff on methodology for analyzing collected and provided information |  | X | X | X |
| 26 | Develop and provide training for SoE reporting templates for each PIC and establish SoE links |  |  |  |  |
| 27 | Develop and provide training for NEMS to integrate national MEA commitments |  | X | X | X |
| 28 | Research |  |  |  |  |  |
| 29 | Fieldwork | Perform data collection**, d**ata capture**, d**atabase management, including ongoing maintenance**,** ata analysis and reporting**, and e**nd-user intepretation, including SoE formulation and reviews |  | X | X | X |
| 30 | Provide PICs training on use of databases to generate reports |  |  | X | X |
|  |  |  |  |  |  |  |  |
| 31 | Planning | **PC 4**: ***Project monitoring and evaluation*** | Provide effective management and delivery of the project | X | X | X | X |
| 32 | Align project monitoring and evaluation methodology with GEF project and operating standards |  | X | X | X |
| 33 | Policy | Provide updates to stakeholders and PICs/governments about project status | X | X | X | X |
| 34 | Education | Provide updates to NGOs, other organizations, and general public about project status | X | X | X | X |
| 35 | Research | Develop communication and visibility materials for education and awareness |  | X | X | X |
| 36 | Fieldwork | Enable regular syncronization and rationalization of systems and personnel |  | X | X | X |

# Appendix 6: Key Deliverables and Benchmarks

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Key Deliverables and Benchmarks** | | | | | |
| Expected Outcome | Project Activities | **Deliverables** | **Benchmarks** | **Timeframe** | **Lead Party** |
| Outcome 1.1: PICs and partner institutions have functional monitoring databases, that are networked, and users are largely dependent on them for their environmental monitoring and planning needs | * + 1. Systematic assessments of existing technical capacity in-country using recent documentation and surveys.     2. Design national and regional databases and network to facilitate monitoring the SoE of the Pacific.     3. Determine regional SoE assessment indicators selected and agreed for use in national and regional databases. Baseline information for agreed variables established for each PIC and the region.     4. PIC consultations lead to agreement on a framework and protocols on how the databases.     5. Databases validated through iterative trialling, and quality control. | Desktop assessments  National and regional databases developed  Reports submitted to UNEP Live  National MEA Reports  SoE Reports  Frameworks and protocols for web-based access to databases  SoEs completed for all 14 PICs using regional and national indicators  Data Sharing Framework, Protocols and Guideline  SPREP Governing Council Meeting Paper and Decision  Progress reports  In-country mission reporting  Site inspection report  Asset inventory  National monitoring databases | Rapid desktop assessments of regional and national technical capacities for monitoring and reporting of environmental indicators completed.  National and regional databases active and networked.  Data sharing protocol and guideline use demonstrated.  Frameworks and protocols submitted.  Regional and National SoE indicators developed.  Fourteen SoE Reports completed  National databases established in four pilot PICs and subsequently replicated in other PICs. | Years 1-2  Years 2-3  Years 2-3  Years 2-3  Years 3-4 | SPREP  SPREP  SPREP  SPREP  SPREP |
| **Expected Outcome** | **Project Activities** | **Deliverables** | **Benchmarks** | **Timeframe** | **Lead Party** |
| Outcome 2.1: Legislation, policy, planning, and institutional arrangements support data collection, sharing, reporting and harminization | * + 1. Rapid assessment of existing data collection legislation, protocols, policies, and procedures.     2. Strengthen legislation, policies and procedures for planning and reporting.     3. Monitoring guidelines developed and agreed for the capture of data.     4. Establish data collection guidelines and data sharing protocols.     5. Develop tools and approaches to assist countries to implement and monitor RIO +20 outcomes and SDGs. | Published rapid assessment report.  Project progress reports.  Changes in legal, policy and planning frameworks in countries.  Project progress reports.  Monitoring guidelines for data acquisition for all relevant priority sectors developed and available for national adoption.  National guidelines and protocols for data sharing.  Indicators to monitor progress for RIO +20, SAMOA Pathway, and SDGs. | Recommendations from report addressed through the project.  Implementation of recommendation in four pilot PICs, then replication in remaining PICs.  Monitoring guidelines for data acquisition for relevant sectors developed and distributed.  National guidelines and protocols for data sharing available for adoption.  Indicators to monitor progress for RIO +20, SAMOA Pathway, and SDGs provided to PICs. | Years 1-4  Years 2-4  Years 1-2  Years 1-2  Years 1-4 | SPREP  SPREP  SPREP  SPREP  SPREP |
| **Expected Outcome** | **Project Activities** | **Deliverables** | **Benchmarks** | **Timeframe** | **Lead Party** |
| Outcome 3.1: Access to national and regional data simplified through a web-based system | * + 1. Identify national capacities for indicator development and managing data.     2. Carry out national and regional training and capacity building. | Workshop reports and feedback survey  Training manual  Workshop report and feedback survey  Functional national databases | National capacities assessed.  Capacity development carried out for data management and indicator development.  Training addresses:   * Data collection * Data capture * Database management including ongoing maintenance * Data analysis and reporting * End-user intepretation, including SoE formulation and reviews * Train relevant staff on the use of web-based tools | Years 1-2  Years 2-4 | SPREP  SPREP |
| Outcome 3.2: Develop web-based templates to assist countries to produce national communications from MEAs | * + 1. Train relevant Government staff to use the web-based templates. | Web-based templates for national and MEA reporting requirements. | MEA Reports created using the web-based templates. | Years 3-4 | SPREP |
| Outcome 3.3: Provide guidance on how data generated can be used for different purposes such as national and regional SOE reporting, and environmental and sustainable development policy and planning | * + 1. Relevant staff trained on the methodology for analysing the required information for reporting, forecasting and planning requirements.     2. Develop and provide training for SoE Reporting templates for each country and establish links SoE links to MEA reporting, national planning and policy development.     3. Develop and provide training for NEMS which integrate national MEA commitments, and draw from national environmental reporting.     4. Develop and provide training on EIA protocols and procedures based on regional EIA guidelines as well as EIA monitoring protocols. | National training reports.  Templates Finalized for all PICs.  Completed NEMS.  Enhanced EIA protocols and procedures based on regional EIA guidelines. | Training provided in four pilot PICs, then updated and delivered in all 14 PICs.  National SOE templates inclusive of SAMOA Pathway, Rio + 20 outcomes and sustainable development goals.  NEMS drafted for all PICs.  EIA protocols and procedures adopted in all PICs. | Years 3-4  Years 3-4  Years 3-4  Years 3-4 | SPREP  SPREP  SPREP  SPREP |
| Outcome 3.4: Improved data management and availability for national planning, monitoring and reporting | * + 1. Facilitate PICs in meeting their national and MEA reporting requirements by providing training on the use of databases to generate reports.     2. Improved data management and availability of data for MEA planning, monitoring and reporting. | MEA reports  Online database of required indicator data published. | Improved content and timely reporting.  Indicator data for MEA reporting available for 14 PICs. | Years 3-4  Years 3-4 | SPREP  SPREP |
| **Expected Outcome** | **Project Activities** | **Deliverables** | **Benchmarks** | **Timeframe** | **Lead Party** |
| Outcome 4.1: Effective management and delivery of project, meeting agreed measurable output and outcome indicators | * + 1. Effective management and delivery of project, meeting agreed measurable output and outcome indicators.     2. Project monitoring and evaluation methodology designed to align with GEF project and operating standards     3. Mechanisms in place to enable regular syncronization and rationalization of systems and personnel involved at national and regional levels based on a well designed M&E system.     4. Develop communication and visibility materials for education and awareness. | Quarterly progress and financial reports.  Steering committee report(s).  Terminal evaluation report.  Audit Report.  Lessons learned and best practice report.  Mid-Term Evaluation Report.  Up to date Asset Register.  Audit Report.  Terminal Evaluation Report.  Final Asset Register.  Site Inspection and/or Monitoring Report.  National and regional databases synchronization reports.  Publication materials.  Media materials.  Education brochures and pamphlets.  Visibility materials. | Detailed in reports.  Detailed in reports.  National and regional databases established and synchronized.  Draft communications materials created and reviewed.  Communication materials and public awareness campaign fully implemented. | Years 1-4  Years 1-4  Years 1-4  Years 1-4 | SPREP  SPREP  SPREP  SPREP |

**Appendix 7: Costed M&E Plan**

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Monitoring** | **Responsible Party(ies)** | **Budget USD** | **Timeframe** |
|  |  |  |  |
| Inception Report | Executing Agency, PMU | 0 | Submit draft two weeks before the IW; finalize immediately following IW. |
| Meeting Minutes, Project implementation and SPREP/PICs issue coordination | PMU, EA | 0 | Monthly to coordinate SPREP and PICs issues. |
| Meeting Minutes, issue conflicts and alignment | PMU Project Managers with PICs and stakeholders | 0 | Quarterly |
| |  | | --- | | Meeting Minutes, PIC and other issue conflicts and alignment | | Full GEF 5 Steering Committee | 0 | Biannually to resolve issues; annually to review progress |
| Measurement of Means of Verification for Project Objective Indicators | EA will oversee contracting of experts and studies | TBD during inception | Start, mid, and end of Project, and annually when required |
| Measurement of Means of Verification for Project Progress and Performance, including validation of data for SoE reports | EA and PMU with support from PICs | TBD as part of annual workplan preparation | Annually |
| APRs and PIRs | PMU and UNEP Task Manager (review) | 0 | Annually |
| Quarterly Progress Reports | EA and PMU | 0 | Quarterly |
| Mid-term review/mid term evaluation | EA, PMU, UNEP Task Manager, External Consultants | $40,000 | End of year 2—mid-point |
| Terminal Evaluation | EA, PMU, UNEP TM, EO, UNEPEO External Consultants | $40,000 | End of year 4—end of project |
| Project Terminal Report | EA, PMU, GEF | 0 | At least one month before end of project |
| Technical Reports | PMU | 0 | 2 per year |
| Project | PMU |  | 1 per year |
| Audits | UNEP, EA | [4@$10,000.00](mailto:4@$10,000.00)=  $40,000.00 | I per year |
| **Totals for all reports** | | **$120,000.00** | |

**Appendix 8: Reporting requirements and responsibilities**

|  |  |  |
| --- | --- | --- |
| **Reporting requirements** | **Due date** | **Responsibility** |
| Inception Report | 1 month after project  inception meeting | Project Coordinator  PMU |
| Minutes of Project Management Unit (PMU) | Semi--Annual | Project Coordinator  PMU |
| Project Progress report | Semi--Annual | Project Coordinator  PMU |
| Financial report | Semi--Annual | Project Coordinator  PMU |
| Quarterly Expenditure Reports | Quarterly | Project Coordinator (report), UNEP TM (verification and sign off) |
| Minutes of Project Advisory Committee meetings | Semi--Annual | Project Coordinator  PMU |
| Project implementation review (PIR) report | Yearly | UNEP, Project Coordinator |
| Co-financing report | Yearly | Project Coordinator  PMU |
| Inventory of non-expendable equipment | Yearly | Project Coordinator  PMU |
| Audited annual accounts report | Yearly | SPREP (supply), UNEP (sign-off) |
| Mission reports “aide memoire” | Within 2 weeks of  return | UNEP |
| Mid-term review/evaluation | Halfway though  Project | UNEP EOU  GEF Evaluation office, PMU (cooperation) |
| Documentation of lessons learned and best Capacity Development practices | Within 6 months of project inception | Project Coordinator  PMU |
| Final report | Within 3 months of project completion | Project Coordinator |
| Final inventory of non-expendable equipment | Within 3 months of project completion | Project Coordinator  PMU |
| Final audited report for expenditures of project | Within 6 months of project completion date | SPREP, UNEP |
| Independent terminal evaluation report | Within 6 months of project completion date | SPREP, UNEP EOU  GEF Evaluation office |

**Appendix 9: Terms of Reference for the Project Management Unit at SPREP as Executing Agency**

Terms of Reference

Regional Project Management Unit

**Pacific Capacity Building Project - Background**

This project will establish a network of national and regional databases for monitoring, evaluating and analysing environmental information to provide for environmental planning, forecasting, and reporting requirements at all levels.

The goals of this project are to:

* Establish a network of national and regional databases for monitoring the state of the Pacific’s environment
* Strengthen convention reporting, policy development, and monitoring and evaluation requirements on the state of the global, regional, and national environment
* Facilitate the use of environmental data for national planning and sustainable development
* Assist Pacific Island Countries (PIC) to meet legislated national reporting requirements including State of the Environment (SoE) Reporting
* Establish capacity at national and regional levels to manage a network of national and regional databases

This project supports the following key deliverables:

* Improve the monitoring and reporting capacities for environmental data to better guide decision making and development planning in PICs
* Improve capacity of PICs to monitor, review and report on national development plans
* Improve capacity of Pacific Island Countries for national reporting to Multilateral Environment Agreements (MEAs)

The regional project management unit (PMU) will be established within SPREP and will be the main conduit for implementing the project activities. The PMU will be located at the Environmental Monitoring and Governance (EMG) Division of SPREP and will be integrated into the work-program of the division so as to allow collaboration and support within EMG and other divisions in SPREP. The regional PMU will consist of staff hired to manage the project and technical consultants that will do the fieldwork in 14 Pacific Island Countries. Gender balance considerations will guide the appointment of the PMU and align with the relevant policies of the SPREP as EA for the project.

Specifically, they are:

1. PMU Staff:
   1. Project Manager/Chief Technical Adviser; and
2. Technical Consultants:
3. Monitoring Specialists;
4. Systems Analyst;
5. Systems and Web Specialist; and
6. Legal and Policy Experts.

Each post will have its specific terms of reference listed below in order as they appear above.

1. **Project Manager/Chief Technical Adviser**

The primary role of the Project Manager/Chief Technical Adviser position is to ensure the successful implementation of the project in its entirety within the fourteen countries. The position will also contribute to the wider SPREP EMG division as required. The position will require development of partnership approaches with national governments, United Nations Environment Programme (UNEP), the donor – Global Environment Facility (GEF), and others to ensure successful project implementation and sustainability of outcomes.

Duties and responsibilities

1. **Project planning,** implementation, monitoring and **& management**
2. Ensure that planning for all project activities in region is carried out to the highest standards of efficiency.
3. Lead and facilitate management of the project in accordance with SPREP operating standards, GEF and UNEP requirements.
4. Organise and implement project activities according to project work plans and deliver project outputs in a timely manner.
5. Ensure that regular communications are maintained with the GEF through UNEP, and that the both donor/IA profile is highlighted in project outputs and products.
6. Maintain good relationships with national governments and stakeholders in the implementation of the project.
7. **Technical support and facilitation**
8. Provide technical guidance to the project and its partners.
9. Facilitate workshops and meetings with various stakeholders in collaboration with project partners and SPREP technical staff.
10. Coordinate a multi-national integrated approach to environmental database design and implementation with partners and SPREP technical staff.
11. Prepare and, where relevant, present technical reports and presentations on project implementation.
12. **Financial and project administrative management**
13. Ensure that the financial management of the project is of the highest standard and conforms with the requirements of SPREP, GEF and UNEP.
14. Ensure that the costs for output activities and deliverables comply with the project budget.
15. Ensure that financial reporting for the project as a whole and its components are delivered on time to SPREP, GEF and UNEP.
16. **Communications**
17. Lead the preparation of project technical reports and work with partners to synthesize key outputs of the project, providing regular and effective feedback to stakeholders and partners.
18. Produce synthetic communications products for dissemination to a broad audience.
19. Liaise with stakeholders and partners to facilitate public relations and information management for the projects.

Qualifications

|  |
| --- |
| **Academic Credentials**  **Essential** |
| 1. A post-graduate degree in Geography, Informatics, Environmental Management or relevant field OR a Bachelor degree in lieu, with applied relevant work experience in excess of the minimum required relevant work experience. |

**Knowledge / Experience**

|  |
| --- |
| **Essential**   1. At least 7 years of extensive project management experience and technical assistance on projects related to environmental monitoring, reporting and data management, with at least 5 years in a role requiring a similar degree of versatility and responsibility, including technical and financial reporting, and preferably within the Pacific islands region. 2. Extensive experience in MEAs and database management preferably within the Pacific islands region. 3. Extensive programme and project management experience including project coordination, financial management, leading and management of medium to large teams of technical professionals, monitoring and evaluation and report writing. 4. Extensive knowledge of the Pacific Islands region and good understanding of emerging project-related environmental issues and challenges facing Pacific Island Countries and Territories. 5. Ability to establish and implement work plan objectives including strong organisational, time management, coordination and facilitation skills. 6. Ability and willingness to travel. |

1. **Monitoring Specialists**

Duties and responsibilities

1. Provide technical advice to and build institutional capacity of PICTs on environmental planning and assessment processes and methodologies, using the state of environment reporting methodology.
2. Establish and maintain productive partnerships with national and regional agencies and organisations to secure environmental monitoring data, while building in country capacity to gather, manage, analyse and report on monitoring data.
3. Establish clear links with national reporting and datasets to MEA reporting requirements and assist countries reduce their reporting burden.
4. Develop and implement environmental monitoring and planning methodologies and activities to assist the Secretariat and SPREP Members achieve key environmental monitoring targets defined in the Strategic Plan 2017 on wards in collaboration with all Secretariat technical programmes ensuring that, where ever possible, sex disaggregated data are gathered.
5. Development and implementation of a regional environmental monitoring database with the systems analyst.

Qualification

1. At least 5 years work experience in the development and implementation of environmental planning and monitoring, including management of spatial natural resources management information and databases or related field, preferably in the Pacific Islands region.
2. Demonstrated experience in applying environmental data to the production of environmental planning and monitoring reports, preferably at national State of Environment reporting scale.
3. Demonstrated experience in programme and project management and monitoring and evaluation including financial management, proposal and report writing
4. Demonstrated experience in leading, managing and working within a multi-disciplinary and multi-cultural team environment
5. Strong strategic advisory, coordination, analytical, communication and facilitation skills with a demonstrated ability to motivate teams and establish and implement workplan objectives
6. Excellent written and verbal communication skills including high level of presentation and inter-personal skills with sound experience in establishing and maintaining effective relationships with a diverse group of people
7. **Systems Analyst**

Duties and responsibilities

1. **Analysis, design and development of databases**
2. Identify the stakeholders
   1. (e.g. SPREP, the 14 countries this system is designed for and GEF/UNDP)
3. Document and analyse relevant systems that exist.
   1. (this includes current hardware and software used, personal, relevant IT skills for maintaining the system, etc of the stakeholders).
   2. This will probably require flying to each country and talking to relevant personal
4. Capture the requirements of a new system based on requirements from stakeholders and identify any issues with the development of the system.
5. Propose a solution to fulfil the requirements.
   1. This includes the software stack to use (eg PostGres, Drupal, REST Web Services)
   2. Workflow requirements
   3. Major milestones
   4. Code Repositories
   5. Documentation requirements

Qualification

|  |
| --- |
| **Essential** |
| 1. Minimum qualifications of a Bachelor degree in Information Technology / Data Management / or related field (Relevant IT professional certifications from Microsoft would be an advantage). |

**Knowledge / Experience**

|  |
| --- |
| **Essential** |
| 1. At least 5 years relevant work experience in the following: 2. applications development and information systems administration/management. 3. technical project management and the successful implementation of medium to large database related application systems. 4. Demonstrated experience in the following technical areas: 5. Programming in a client server environment (preferably Visual Basic, C, Java, Microsoft.Net technologies). 6. Script in powershell, perl or other scripting languages. 7. Database analysis, scoping, data and process mapping including practical experience in various Data Base Management Systems especially MS SQL Server 2008 or later, MySQL and MS Access with various database connectivity APIs. 8. Internet and associated technologies, such as websites and portals (Joomla, SharePoint). 9. Financial applications (experience in Sage Accpac and Microsoft Dynamics Nav will be an advantage) and HRIS/payroll applications (Payglobal, Employee Connect). 10. Microsoft Products. 11. Demonstrated advisory and analytical skills. 12. Demonstrated knowledge of accepted and emerging information technology issues and challenges in the Pacific islands. 13. Demonstrated experience working within a multi-disciplinary and multi-cultural team environment including designing and conducting IT-related training programmes. 14. Excellent written and verbal communication skills including high level of presentation and inter-personal skills and maintaining effective relationships with a diverse group of people. |

1. **Systems and Web Specialist**

Duties and responsibilities

1. **Website designing and development**
2. Develop the solution based on the requirements and solution proposed by the systems analyst.
   1. This will likely involve the development of a web based system.
3. Ensure that the system developed meets the requirements identified by the stakeholders.
4. Document the system developed.
   1. A user manual for data entry (eg adding new data)
   2. A user manual for administering the system (eg add new users)
   3. Comments in the code
   4. Workflows
   5. Database Structures
   6. Instructions on how to set up the development environment
   7. Instructions on how to deploy the system
5. Keep the stakeholders updated with the progress of the work including any issues arising.
   1. This can be done with weekly progress reports/ stand-up meetings
   2. Using a shared issue tracking system (eg JIRA)
   3. adopting the Agile Development Methodology
6. Ensure that a Code Repository is used to develop the system.
   1. SPREP should have access to the code at all times using the repository (e.g. Git on Bitbucket)
7. Host the test system so that SPREP can access the latest running version at all times.

Qualifications

|  |
| --- |
| * + - 1. Minimum qualifications of a Bachelor Degree in Information Technology, Web Development or a relevant field |

**Knowledge / Experience**

**Essential**

1. At least 5 years work experience in web development and management, preferably within the Pacific islands region.
2. Demonstrated knowledge of accepted and emerging web and internet concepts, principles and practices, and application of appropriate systems for the Secretariat.
3. Demonstrated ability in website design and development/management, software and general computer programming.
4. Excellent oral and written communication, interpersonal skills and demonstrated advisory and analytical skills including high level of organisational, analytical, problem-solving and facilitation skills.
5. Demonstrated experience in computing and/or network management (especially with Microsoft server and back-officer technology, network management and design, internet connectivity and application).
6. Proven ability to work as part of a team within a multi-disciplinary and multi-cultural environment with a demonstrated ability to motivate teams and establish and implement work-plan objectives.
7. **Legal and Policy Expert (Clark)**

Duties and responsibilities

1. **Environmental legal advice and services;**
2. Provide legal advice and support to the project on relevant legal matters pertaining to the establishment of the network of environmental database in each country.
3. Advise the project on relevant legal issues including environmental legislative needs for compliance to MEA such as the Rio Convention for each country;
4. Support preparation of draft laws and data-sharing protocols where needed and provide training for implementation of these in countries.
5. **Multi-lateral Environment Agreements;**
6. Undertake desktop analysis and literature survey for evaluating compliance of participating countries with MEA such as the Rio Convention.
7. Provide advice to the project on key Multilateral Environmental Agreements (MEAs) for the participating countries.

Qualification

|  |
| --- |
| **Essential** |
| 1. A Masters degree in Law or Bachelor degree in lieu, with applied relevant work experience in excess of the minimum required relevant work experience. |

**Knowledge / Experience**

**Essential**

1. At least 10 years of experience in environmental law, with at least 5 of those years at the senior advisory level, preferably within the Pacific region.
2. Proven knowledge of international law and organisations with a specialisation in a specific area of Environmental Law and knowledge of MEAs.
3. Demonstrated experience in leading, managing and working within a multi-disciplinary and multi-cultural team environment with strong strategic advisory, organisational, analytical, facilitation and problem solving skills.
4. Sound knowledge of topical environmental issues and the environment generally.
5. Demonstrated experience in programme and project planning, management and monitoring and evaluation including financial management, proposal and report writing with a demonstrated ability to motivate teams, and establish and implement workplan objectives.
6. Excellent written and verbal communication skills including high level of presentation and inter-personal skills with sound experiencing in capacity building and establishing and maintaining effective relationships and partnerships with a diverse group of people

**Highly desirable:**

Legislative and legal drafting skills

**Appendix 10: Co-financing commitment letters from project partners**

Attached as a separate file

**Appendix 11: Endorsement letters of GEF National Focal Points**

Attached as a separate file

# Appendix 12: Pacific Environment Ministerial Declaration

**Pacific Environment Ministers’ Declaration**

**Majuro, Republic of the Marshall Islands – 3rd October, 2014**

The 25th Annual Meeting of the Pacific Regional Environment Programme was held from 30th September to 3rd October 2014 in Majuro, Republic of the Marshall Islands, with representation from American Samoa, Australia, Cook Islands, Federated States of Micronesia, Fiji, France, French Polynesia, Kiribati, Republic of the Marshall Islands, Nauru, New Caledonia, New Zealand, Niue, Palau, Papua New Guinea, Samoa, Tokelau, Tonga, Tuvalu, United Kingdom, United States of America and Vanuatu.

Environment Ministers, Ministerial Representatives and Heads of Delegations adopted the following Declaration on 3rd October, 2014:

We, the Ministers, Ministerial Representatives and Heads of Delegations of the Pacific region responsible for the environment:

1. **NOTE** that the environment is essential to the sustainable development of Pacific island countries and territories but that there are many challenges to our Pacific environment, including climate change, unsustainable use of natural resources including illegal wildlife trade, waste management and pollution control and invasive species that need integrated responses, including through Ecosystem-based Adaptation.

2. **RECOGNISE** the vital importance of the Pacific Ocean to the livelihoods and sustainable economic development of the people of the Pacific, including through providing sustenance, protecting marine biodiversity and in regulating weather and climate variability, but concerned with the growing threats including overuse of resources, marine debris and the growing threats of ocean warming and ocean acidification.

3. **ENCOURAGE** the global community, through the UNEP Regional Seas Programme, the Pacific Oceanscape Framework and other initiatives to enhance efforts in addressing global, regional and local pressures on ocean and island ecosystems.

4. **CONTINUE TO HIGHLIGHT** the growing threats posed by climate change and sea level rise and shorter time scale extreme weather and climate events, and the importance of implementing practical adaptation strategies, disaster preparedness measures and actions to build the resilience of Pacific island countries, territories and their peoples.

5. **RECOGNISE** the importance of accessing global climate finance for adaptation and mitigation actions by Pacific island countries and territories, but NOTE the challenges we face in securing these finances. Thus, WE CALL on the Secretariat to support us in capacity building and financial assessment to enable us to be accredited to global financial mechanisms.

6. **ACKNOWLEDGING that the** efforts of all countries to adapt to climate change impacts would not be achieved if global warming exceeds 2°C, WE CALL on all of SPREP Members to support the Paris 2015 commitments to reduce greenhouse gas emissions.

7. **CONGRATULATE** the Government and people of Samoa for their outstanding hosting and Presidency of the Third United Nations Conference on Small Island Developing States, including the adoption of the *IDS ccelerated odalities of ction (SAMOA)* Pathway, and request the strong support and partnership of the international community in its implementation.

**8. UNDERLINE** the importance of durable and genuine partnerships to address the many challenges facing the environment and sustainable development of the Pacific region, noting that these partnerships should include donors, development partners, private sector, civil society organisations, non-governmental organisations and faith-based organisations.

**9. RECALLING** the Majuro Declaration on Climate Leadership, which confirmed the responsibility of all to act urgently to reduce and phase down greenhouse gas pollution in order to avert a climate crisis for present and future generations, COMMIT to accelerating and strengthening our efforts to prepare for and adapt to the intensifying impacts of climate change.

10. **WELCOME** the commitments to the environment made by Leaders at the 45th Pacific Islands Forum and Post-Forum Dialogue in Palau and in particular, commitments to better conservation and management of the Pacific Ocean through the Palau Declaration *The Ocean: Life and Future - Charting a Course to Sustainability*, the continuing support for implementation of the *Framework for a Pacific Oceanscape* and the Pacific Ocean Alliance launched at the Third United Nations Conference on Small Island Developing States1.

11. **ENCOURAGED** by the Leaders' support for Pacific efforts to combat invasive species, their noting of efforts by some Pacific countries and territories to address invasive species, and their call to development partners to support Pacific initiatives to prevent, control and eradicate invasive species.

12. **COMMEND** the draft *Strategy for Climate and Disaster Resilient Development in the Pacific* (SRDP) to guide resilient development through the mainstreaming of integrated climate change and disaster risks into political, social, ecological and economic development of Pacific island countries and territories. Further, we WELCOME the intended support from the European Union (EU), World Bank and other donors for the implementation of the SRDP and the proposed Pacific Resilience Partnership, and encourage all efforts to ensure the early adoption and implementation of the SRDP in the Pacific.

13. **RECOGNISE** the work carried out by the Secretariat of the Pacific Regional Environment Programme (SPREP) to strengthen environmental management and governance in partnership with Pacific island countries and territories and encourage further collaboration through the EU funded ACP MEAs Phase 2 project, the proposed GEF MEA capacity building project, and other relevant initiatives.

14. **CALL** on SPREP Members and partners to ensure that the *Framework for Nature Conservation and Protected Areas in the Pacific Islands Region 2014-2020*, is successfully implemented and note the outcomes of the 9th Pacific Islands Conference on Nature Conservation and Protected Areas convened in Fiji in December 2013, and look forward to the presentation of the Framework at the World Parks Congress in Sydney in November.

15. **RECOGNISE** the collective efforts to improve the management of solid and hazardous waste in the Pacific region and acknowledge that waste and pollution continues to be a major threat to the built and natural environment and to sustainable development and encourage all partners, including donors and development partners, civil society, the private sector, and governments to continue to support efforts to better manage waste and pollution.

# Appendix 13: Environmental and Social Issues

# Checklist for Environmental and Social Issues

Please note that as part of the GEFs evolving Fiduciary Standards that Implementing Agencies have to meet is the need to address ‘Environmental and Social Safeguards’.

1. Final check list submitted with Project Package clearly showing what activities are being undertaken to address issues identified

|  |  |  |  |
| --- | --- | --- | --- |
| ***Project Title:*** | *Building National and Regional Capacity to Implement Multilateral Environment Agreements (MEA) by Strengthening Planning and State of Environment Assessment and Reporting in the Pacific* | | |
| ***GEF project ID and UNEP ID/IMIS Number*** | 5195 | *Version of checklist* | Project Document Preparation |
| ***Project status*** | Project Document Preparation | *Date of this version:* | *August 1, 2015* |
| ***Checklist prepared by (Name, Title, and Institution)*** | Greg Sherley  UNEP  Meapelo Maiai  SPREP | | |

*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 - |  |  |
| - densely populated area | No |  |
| - cultural heritage site | No |  |
| - protected area | No |  |
| - wetland | No |  |
| - mangrove | No |  |
| - estuarine | No |  |
| - buffer zone of protected area | No |  |
| - special area for protection of biodiversity | No |  |
| - Will project require temporary or permanent support facilities? | No |  |
| *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* |
| - Are ecosystems related to project fragile or degraded? | No |  |
| - 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 | E-Waste production. Minor |
| - 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 | Transportation. Minor |
| - Other environmental issues, e.g. noise and traffic | No |  |
| *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.* | | |

***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 |  |
| - 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? | No |  |
| - Does the project incorporate measures to allow affected stakeholders’ information and consultation? | Yes | The project incorporates detailed consultations, information sharing and active participation of all stakeholders. |
| - Will the project affect the state of the targeted country’s (-ies’) institutional context? | Yes | The project will enhance and strengthen institutional capacities for Access and Benefit Sharing at the community, national and regional levels. |
| - Will the project cause change to beneficial uses of land or resources? (incl. loss of downstream beneficial uses (water supply or fisheries)? | N/A |  |
| - Will the project cause technology or land use modification that may change present social and economic activities? | N/A |  |
| - Will the project cause dislocation or involuntary resettlement of people? | N/A |  |
| - Will the project cause uncontrolled in-migration (short- and long-term) with opening of roads to areas and possible overloading of social infrastructure? | N/A |  |
| - Will the project cause increased local or regional unemployment? | N/A |  |
| - Does the project include measures to avoid forced or child labour? | N/A |  |
| - Does the project include measures to ensure a safe and healthy working environment for workers employed as part of the project? | N/A |  |
| - Will the project cause impairment of recreational opportunities? | N/A |  |
| - Will the project cause impairment of indigenous people’s livelihoods or belief systems? | N/A |  |
| - Will the project cause disproportionate impact to women or other disadvantaged or vulnerable groups? | N/A |  |
| - Will the project involve and or be complicit in the alteration, damage or removal of any critical cultural heritage? | N/A |  |
| - Does the project include measures to avoid corruption? | Yes | UNEP and SPREP fiduciary standards will be followed as a requirement of UNEP as a GEF IA and SPREP as EA. |
| *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.* | | |

***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.* | *Comment/explanation* |
| - Does national regulation in affected country (-ies) require EIA and/or ESIA for this type of activity? | N/A |  |
| - 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? | Yes but this is adding on to what is already done through BIOPAMA, ACP/MEA | The scope of this project is different to other initiatives. However, the project will look for synergies with other projects that have complementary aims and will avoid duplication of activities. |

**Appendix 14: UNEP’s rates of remuneration for consultants**



1. SPREP Members: American Samoa, Australia, Cook Islands, Commonwealth of the Northern Mariana Islands, Fiji, Federated States of Micronesia, France, French Polynesia, Guam, Kiribati, Marshall Islands, Nauru, New Caledonia, New Zealand, Niue, Papua New Guinea, Palau, Samoa, Solomon Islands, Tonga, Tuvalu, UK, USA, Wallis and Futuna, Vanuatu [↑](#footnote-ref-1)