



# REQUEST FOR PERSISTENT ORGANIC POLLUTANTS ENABLING ACTIVITY

PROPOSAL FOR FUNDING UNDER THE GEF Trust Fund

## **PART I: PROJECT IDENTIFIERS**

EA Title:	Enabling activities to review and update the national implementation plan for the Stockholm Convention on Persistent Organic Pollutants (POPs)		
Country(ies):	Republic of Guinea-Bissau	GEF Project ID: <sup>1</sup>	5498
GEF Agency(ies):	UNIDO (select)	GEF Agency Project ID:	130168
Other Executing Partner(s):	Ministry of Environment and Tourism	Submission Date:	07/19/2013
		Re-Submission date	09/05/2013
GEF Focal Area (s):	Persistent Organic Pollutants	Project Duration (Months)	12
Check if applicable:	NCSA <input type="checkbox"/> NAPA <input type="checkbox"/>	Agency Fee (\$):	16,625

## **A. EA FRAMEWORK\***

<b>EA Objective: The overall objective of the proposed Enabling Activities (EA) is to review and update the National Implementation Plan (NIP), and have it endorsed and submitted by the Government to the Conference of the Parties of the Stockholm Convention (COP). Participating stakeholders will be able to manage the additional POPs with newly developed technical skills, expertise and awareness.</b>					
EA Component	Grant Type	Expected Outcomes	Expected Outputs	Grant Amount (\$)	Confirmed Co-financing (\$)
1. Coordination mechanism and awareness raising	TA	Coordination mechanism in place with stakeholders aware of the risk of new POPs	1.1. Project coordination mechanism re-established and working groups formed and contracted (co-financing and PMC); 1.2. Stakeholders and public informed, consulted and aware of new POPs risks and policy implications (inception workshop and awareness raising held)	4,000	28,000
2. Inventories of new POPs and NIP review	TA	Validation of inventories of new POPs (and updating of initial 12 POPs) by relevant stakeholders	2.1. Inventories of initial 12 POPs updated and validated by stakeholders; 2.2. Inventories of new POPs conducted and	91,200	115,000

<sup>1</sup> Project ID number will be assigned by GEFSEC.

			validated by stakeholders.		
3. National capacities assessment and priority setting for management of new POPs	TA	Identification of national capacities for new POPs management and priority setting of new POPs risk reduction options	3.1. National regulatory and policy framework and institutional capacities to manage new POPs assessed; 3.2. Prioritization of new POPs risk reduction options based on criteria, cost and benefit and inventory results completed.	38,600	42,000
4. NIP formulation, endorsement and submission	TA	Government endorsement and submission of updated NIP to the Conference of Parties to the SC	4.1. Updated and reviewed NIP drafted; 4.2. NIP endorsed by the Government and submitted to the Conference of Parties to the SC	16,200	20,000
5. Impact monitoring and evaluation	TA	Periodic Monitoring and terminal evaluation of project implementation	5.1. Periodic monitoring reports 5.2. Terminal evaluation report	10,000	10,000
	(select)				
	(select)				
	(select)				
	(select)				
	(select)				
<b>Subtotal</b>				160,000	215,000
<b>EA Management Cost<sup>2</sup></b>				15,000	20,000
<b>Total EA Cost</b>				175,000	235,000

<sup>a</sup> List the \$ by EA components. Please attach a detailed project budget table that supports all the EA components in this table.

## B. CO-FINANCING FOR THE EA BY SOURCE AND BY NAME

Sources of Co-financing	Name of Co-financier	Type of Cofinancing	Amount (\$)
National Government	Ministry of Environment and Tourism	In-kind	225,000
GEF Agency	UNIDO	Grant	10,000
(select)		(select)	
(select)		(select)	
<b>Total Co-financing</b>			235,000

<sup>2</sup> This is the cost associated with the unit executing the project on the ground and could be financed out of trust fund or co-financing sources.

**C. GRANT RESOURCES REQUESTED BY AGENCY, FOCAL AREA AND COUNTRY**

<b>GEF Agency</b>	<b>Type of Trust Fund</b>	<b>Focal Area</b>	<b>Country Name/Global</b>	<b>EA Amount (a)</b>	<b>Agency Fee (b)<sup>2</sup></b>	<b>Total (c)=(a)+(b)</b>
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
(select)	(select)	(select)				0
<b>Total Grant Resources</b>				0	0	0

**D. EA MANAGEMENT COST**

<b>Cost Items</b>	<b>Total Estimated Person Weeks/Months</b>	<b>Grant Amount (\$)</b>	<b>Co-financing (\$)</b>	<b>EA Total (\$)</b>
Local consultants*	<b>30.00</b>	<b>12,000</b>	<b>15,000</b>	<b>27,000</b>
International consultants*				<b>0</b>
Office facilities, equipment, vehicles and communications*		<b>2000</b>	<b>3000</b>	<b>5,000</b>
Travel*		<b>1,000</b>	<b>2,000</b>	<b>3,000</b>
Others**	Specify "Others" (1)			<b>0</b>
	Specify "Others" (2)			<b>0</b>
	Specify "Others" (3)			<b>0</b>
<b>Total</b>		<b>15,000</b>	<b>20,000</b>	<b>35,000</b>

\* Details to be provided in Annex A. \*\*For Others, to be clearly specified by overwriting fields (1)-(3)

\*\*\*Local consultants: 44 weeks of national consultants refer to Annex A EA management costs, which will be covered by the GEF grant only. The additional co-financing will be used for additional national experts to be hired by the executing partner. Please refer to Annex D for a total estimation of GEF grant and co-financing.

**ADDITIONAL INFORMATION FOR TABLE D, IF APPLICABLE:**

If costs for office facilities, equipment, vehicles and communications, travels are requesting for GEF financing, please provide justification here:

The costs for communications/ printing/ translation/ reporting costs are shared between GEF financing and the governmental co-contribution. It is foreseen that communications and translation activities are to be provided by the GEF financing, and purchase of office equipment (paper, toner, etc.) and equipment maintenance to be provided by the national co-financing. Regarding the travel expenses, it is planned that the local travel will be covered by both the GEF grant and the national co-financing contribution. It should be stressed that some of the institutions and companies that will be engaged with the new POPs management might not be located in in the capital.

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

<p><b>A. ENABLING ACTIVITY BACKGROUND AND CONTEXT</b> (Provide brief information about projects implemented since a country became party to the convention and results achieved):</p>	<p>The Stockholm Convention (SC) on Persistent Organic Pollutants (POPs) was adopted in May 2001 with the objective of protecting human health and the environment from toxic and hazardous POPs. It entered into force on 17 May 2004 initially listing twelve chemicals as POPs. At its 4<sup>th</sup> meeting of the Conference of the Parties (COP) in May 2009, the SC was amended to include the following nine new POPs in Annex A (Alpha hexachlorocyclohexane, Beta hexachlorocyclohexane, Chloredecone, Hexabromobiphenyl, Hexabromodiphenyl ether and heptabromodiphenyl ether, Lindane, Pentachlorobenzene (also listed in Annex C), Tetrabromodiphenyl ether and pentabromodiphenyl ether) and Annex B (Perfluorooctane sulfonic acid (PFOS), its salts and perfluorooctane sulfonyl fluoride). The amendments entered into force for most of the SC Parties on 26 August 2010.</p> <p>According to Article 7 of the SC, Parties are required to develop a National Implementation Plan (NIP) to demonstrate how the country will implement the obligations under the SC. The Party should transmit the NIP to the COP within two years of the date on which the SC entered into force for the country. In compliance with this, Guinea-Bissau became a signatory to the SC on April 4, 2008, and transmitted the original NIP to the COP on April 25, 2013 with assistance from the United Nations Environment Programme (UNEP) and funding from the Global Environmental Facility (GEF). The Ministry of Environment and Tourism (MoET) was appointed as the National Coordination Entity and Focal Point for information exchange regarding the reduction or elimination of production, usage and POPs releases. The MoET will also serve as the Focal Point for the NIP update. The reviewed and updated NIP will be submitted in the last month (month 12) of the project cycle.</p> <p>Parties to the SC have further requested to review and update their NIPs, as specified by COP decision SC-1/12 during COP-1, and SC-4/10 to SC 4/18 at the fourth meeting of the COP (4 to 8 May, 2009). The COP considered and decided to list nine new POPs to Annexes A, B and C of the Convention, as recommended by the POPs Review Committee (POPRC). Most Parties to the Convention are required to review, update and re-submit their NIPs by August 2012. The SC was further amended at the 5th meeting of the COP (April 2011) to include endosulfan in Annex A, with specific exemptions. Hence, endosulfan will be also covered by the present EA project. Due to the country's ratification of the SC and submission of the original NIP, Guinea-Bissau is eligible for GEF funding for the NIP review and update to address the new obligations under the SC.</p> <p>The NIP update process will enable Guinea-Bissau to establish inventories of products and articles containing the 10 newly listed POPs and identify industrial processes where these POPs are still employed or unintentionally produced. The NIP update will build on the existing national coordination mechanism and capacities established during the original NIP development, which included a National Steering Committee (NSC) involving relevant ministries and stakeholders dealing with POPs management. The NSC will be expanded to involve relevant stakeholders and experts for the management of the 10 newly listed POPs (e.g. on electronic appliances).</p> <p>It is envisaged that the inventory activities include the areas not considered in the previous NIP inventory due to the political situation in the country at that point (i.e. North Eastern areas affected by conflict at that time) --- this would make the NIP update initiative more “inclusive” in the context of the country’s political-economic situation.</p> <p>UNIDO will engage the MoET as the national executing organization to provide services and perform the work in the form of a subcontract where detailed Terms of References (ToR) will be prepared after project approval. Subcontracts will be signed by an authorized official from the Ministry and UNIDO. In the case that the MoET decides that project activities should be carried out by another national organization (e.g. University, Cleaner Production Centre) an official endorsement letter needs to be signed by the MoET and submitted to UNIDO for approval. A subcontract will then be issued between UNIDO and the endorsed organization. UNIDO will oversee the implementation of the project through an assigned project manager. The MoET will nominate a high-level official as National Project Director (NPD) to chair the National Steering Committee (NSC) and will appoint a National Project Manager (NPM) and Assistant Project Manager (APM)/Project Technical Specialist (PTS) to facilitate coordination of the project. The NPD will ensure political support for the project, ensure institutional coordination, supervise the project national coordination and will provide support to the Technical and Steering Committees for strategic project issues. The fees for the NPD will be covered by the MoET.</p>
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The development of the original NIP has assisted Guinea-Bissau to gain some experience in conducting inventories and drafting action plans for elimination of pesticides, PCBs, DDT, and unintentionally produced POPs (uPOPs), the elimination of new POPs pesticides may, to a large extent, be managed similar to the initial POPs pesticides. However, new approaches are required to manage the industrial POPs chemicals such as brominated diphenyl ethers (POP-BDEs) and PFOS, due to their global use in industrial processes, products (especially electronic appliances) and recycling streams. For such chemicals, new inventory analyses in terms of supply chain, material flow and stakeholder analyses are required to meet the challenges of mitigating/ eliminating the hazards and risks associated with the new POPs consumer products and on the market. Based on the inventory results, the identification and prioritization of new POPs will lead to new action plans and national POPs proposals needed in implementing the NIP of Guinea-Bissau in accordance with the provisions of Article 7 of the SC.

For conducting inventories on new POPs, the guidances developed under the GEF/UNIDO project "*Development of the Guidelines for updating National Implementation Plans (NIPs) under the SC*" taking into account the new POPs added to the SC will serve as an important start up to provide knowledge, and initiate national discussions on how to carry out the new POPs inventory.

After submission of the original NIP to COP, Guinea-Bissau has not obtained any country-based post-NIP projects from GEF and thus has not advanced significantly on the Action Plans stated in the initial NIP formulation- the country would therefore benefit from the technical assistance to the provided by international as well as national consultants to the financed from the EA grant. However, Guinea-Bissau is part of the FAO-GEF regional project "*Disposal of obsolete pesticides including POPs and strengthening pesticide management in the permanent interstate committee for drought control in the Sahel (CILSS) member states*" , in the regional UNEP-GEF project "*Demonstration of a regional approach to environmentally sound management of PCB liquid wastes and transformers and capacitors containing PCB*" and the regional UNEP-GEF project "*AFLDC: Capacity strengthening and technical assistance for the implementation of Stockholm Convention National Implementation Plans (NIPs) In African Least Developed Countries (LDCs) of the ECOWAS sub-region*". The experiences gained from implementation of these projects, especially project management, coordination mechanism and data gathered on POPs, will be used for the new POPs inventory and review of the original POPs inventory. Experiences from the regional projects might also bring-up gaps and recommendations for potential priorities, strategies and action plan development.

This NIP review and update shall also equip the ministry to fulfill its specific obligations under the SC to review, update and submit the NIP to the COP. In addition, it is envisaged that economic sustainability and a sustainable administration of the project will be achieved through strengthening of the institutional POPs management structure, making of necessary policies and raising public awareness. High-level political involvement will be ensured through assigning a National Project Director (NPD), who will communicate and consult with relevant authorities and stakeholders on project matters. This will also be beneficial for a timely national endorsement of the NIP and its submission to the Stockholm Convention Secretariat (SCS). Periodic project monitoring as described in the Monitoring and Evaluation Plan (Part II, E) will help identify project implementation gaps and provide time for project adjustments. Social sustainability will be ensured by strengthening public participation strategies and ensuring equitable access to project outcomes to the general public (e.g. POPs website). In particular the local community, women's and children's groups will be consulted in the inventory process to ensure that relevant POPs information, problems and actions can be gathered and future mitigation strategies can be developed. At the same time, relevant public will be informed about POPs-related human health and environmental risks and the benefits from reducing and/or eliminating the production (if), use, storage, transport and disposal of POPs in an unsustainable and non-environmentally friendly manner. The design of prioritized post-NIP projects with assigned national responsibilities and timelines will be part of the reviewed and updated NIP and will provide the basis for the national implementation of the SC.

	<p>Gender dimensions are also a critical component to be considered during the NIP review and update process. Recognizing that the level of exposure to POPs chemicals and its related impacts on human health are determined by social and biological factors, women, children and men might be exposed to different kinds, levels and frequency of new POPs chemicals (e.g. in the household, agriculture, industry, school, etc.); therefore, gender mainstreaming activities will be an integral part of this project. This will be addressed with due regard to UNIDO gender policy, mainly by involving women and vulnerable groups at the sector level (e.g. Ministry of Health, Ministry of Agriculture, etc.), in the project coordination unit (PCU) and national steering committee (NSC, Activity 1.1.1. and 1.1.2), at the stakeholder level (e.g. by involving relevant women's group in the workshops, Activity 1.2.1.), at the informational level (e.g. gathering POPs inventory data on current POPs management practices, on occupational health data, and consultation about potential and practical post-NIP interventions) and public awareness activities (Activity 1.2.2.). The national expert on socio-economic assessment will also emphasize his/her assessment (Activity 3.1.3.) on the benefits of new POPs reduction and use on human health, especially women and children, and the environment, as well as the use of new POPs in an environmentally sound manner. These involvements and results will be summarized in the inventory reports to provide a basis for prioritization, development of action plans and drafting of post-NIP projects.</p> <p>Public participation, including CSOs and indigeneous people, if relevant, will be emphasized by implementing activity 1.2.2. of the project. The general public, NGOs, CSOs and indigeneous, as relevant, will be an essential for stakeholder consultation on current POPs management practices, use, handling, storage and transportation of the POPs and POPs-containing articles. These groups will be involved in the workshops, trainings, awareness raising activities and especially inventory activities, e.g. face-to-face interviews, questionnaires, as they are the main provider for indigenous knowledge and know-how.</p> <p>The GEF's promotion of enhanced global synergies is envisaged within the context of the proposed outcomes for the NIP update project. While efforts will be placed to address the specific country needs, the global coherence of activities will be considered. UNIDO will disseminate lessons learned from various NIP update projects, especially practical experiences gained from conducting new POPs inventories, and recommendations on inventory procedures.</p>
<p><b>B. ENABLING ACTIVITY GOALS, OBJECTIVES, AND ACTIVITIES</b> (The proposal should briefly justify and describe the project framework. Identify also key stakeholders involved in the project including the private sector, civil society organizations, local and indigenous communities, and their respective roles, as applicable. Describe also how the gender dimensions are considered in project design and implementation.)</p>	<p>The overall goal of the EA is to fulfill the country's obligation under Article 7 of the SC which is to review and update the NIP and submit it to the COP within two years after amendments enter into force.</p> <p>The tasks of the proposed EA will fill the gaps required to review and update the NIP. This will include strengthening the national coordination mechanism by involving additional stakeholders on new POPs, establishing working groups with expertise on new POPs issues, updating and reviewing the inventories of the original twelve POPs, conducting a basic inventory of new POPs, assessing the regulatory and policy framework and institutional capacities to manage new POPs, prioritizing and drafting relevant objectives and action plans for reducing and phasing out new POPs. Relevant stakeholders will be consulted and involved throughout the project implementation process. The updated, endorsed and submitted NIP will provide a basis to implement post-NIP projects in accordance with the requirements of the SC.</p> <p>The EA project will focus on the attainment of the following outcomes:</p> <ul style="list-style-type: none"> <li>• Reviewed and updated National Implementation Plan (NIP) endorsed and submitted by the Government to the Conference of the Parties (COP) to the SC;</li> <li>• Participating stakeholders able to manage the additional POPs with newly developed technical skills, expertise and awareness.</li> </ul>

<p><b>C. DESCRIBE THE ENABLING ACTIVITY AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION</b> (discuss the work intended to be undertaken and the output expected from each activity as outlined in Table A ).</p>	<p><b>EA Outcome 1. Coordination mechanism in place with stakeholders aware of new POPs risks</b></p> <p><b>Output 1.1. Project coordination mechanism re-established and working groups formed and contracted</b></p> <p><i>Activity 1.1.1. Strengthen national coordination mechanism (to be covered under project management costs and co-financing)</i></p> <p>Institutional capacity to manage new POPs has been established within the MoET during the implementation of the GEF/UNEP project "<i>Enabling Activities for the Development of a National Plan fo Implementation of the Stockholm Convention on POPs</i>" and will be maintained and strengthened, if necessary. UNIDO in agreement with GEF and the government of Guinea-Bissau, will be implementing the project. UNIDO will engage MoET in the capacity of a national executing organization, to provide services and perform the work as agreed in sub-contract and detailed in the TOR after project approval. UNIDO oversees the administrative duties of the project through an assigned project manager. MoET will nominate a dedicated project coordinator to perform administration of the project on a national level. The project coordination unit (PCU) will consist of the National Project Manager (NPM), and Technical Specialist. The main responsibilities of the PCU will be to (1) draft the project work plan including assigned responsibilities amongst government and other stakeholders, (2) manage the project execution, initiation, final planning and budget. In addition, the PCU will also monitor technical aspects of the project, organize the inception and other workshops, establish and contract the working groups and consult stakeholders throughout the project life. Strong emphasis will be placed on the participation of the private sector and civil society to ensure their active involvement in the execution of the project. All responsibilities, timelines and budget will be spelt out in order to guarantee the fast, safe and accurate execution of the project. Parallel executable activities will be underlined for timely effective implementation of the project.</p> <p><i>Activity 1.1.2. Re-establish the National Steering Committee (to be covered by PMC and co-financing)</i></p> <p>The National Steering Committee (NSC) consisting of relevant ministry bodies, representatives from NGO's and Universities is already in place and the governmental and non-governmental bodies that participated in the original NIP development will also be involved in the NIP review and update process. However, additional stakeholders representatives and ministries dealing with new POPs, especially stakeholders involved in import and export of articles (e.g. electronic appliances) containing new POPs, and stakeholders from industry sectors affected by regulations on products / disposal of waste and articles containing new POPs will be consulted.</p> <p><i>Activity 1.1.3. Draw up overall workplan, select working groups, national and international experts and assign responsibilities</i></p> <p>The PCU will develop a detailed workplan for the NIP update. It will draw up the assigned responsibilities amongst government departments and select and nominate</p>
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Relevant project stakeholders. The NSC will approve the workplan. With this, relevant Governmental institutions will be requested to allocate the necessary human and technical resources for the project implementation.

Expertise not available at the stakeholders will be fulfilled with national experts; the PCU will assure their selection and hiring. The implementing agency will select and hire international experts to assist in specific project activities as outlined in the Terms of Reference (TOR).

Four working groups with expertise in specific areas will be responsible for conducting the inventories as follows:

- The working group on institutional and legal issues will assess and prepare a gap analysis on the current legislative and institutional framework pertaining to the management of new POPs chemicals and waste. The results will be summarized in a report.

- Three inventory working groups will be on (i) old and new POPs pesticides, (ii) old and new industrial POPs and (iii) old and new unintentionally produced POPs (u-POPs). Each working group will update the existing POPs inventory and conduct the new POPs inventory.

The members of the working groups should be representatives from all relevant institutions and other stakeholders (industry, farmers, waste disposal and recycling etc.).

National and international experts will assist in the implementation of the project activities, outputs and drafting of the project documents. The national experts will be selected and contracted by the PCU, and the international experts will be selected and contracted by UNIDO.

**Output 1.2. Stakeholders and public informed, consulted and aware of new POPs risks and policy implications**

***Activity 1.2.1. Stakeholder consultation (to be covered by PMC and co-financing)***

The MoET in close coordination with UNIDO's project manager will be responsible to mobilize the support, cooperation and consultation of all relevant stakeholders. Special attention will be given to informing producers, importers and distributors of new POP and/or articles containing new POPs on the obligations of the country under the SC and their involvement in inventory and priority setting processes. Feedback suggestions and comments received from stakeholders will be reviewed, considered and answered by the project management.

The amendments to SC almost double the number of initial POPs addressed and might require the involvement of additional stakeholders in the inventory and action plan development process. To this end the first step of the project is to re-evaluate and, if needed, identify new stakeholders. This activity will culminate in a stakeholders meeting, where the key partners for NIP update will be selected.

***Activity 1.2.2. Public participation and awareness of the new POPs and EA project development***

The SC strongly promotes the participation and involvement of the public in the preparation and implementation of NIP-related activities as a major driving force for initiating environmental health improvements. The project seeks public participation by consulting those potentially affected by the production, use and management of new POPs. Relevant community groups, agricultural groups, women and children groups will be involved in new POPs inventory activities and at the same time informed about the human and environmental risks associated with POPs. The information will be assessed to provide a basis for the inventory reports and design of action plans to implement the SC.

The communication strategy will include activities for informing the general public on planned activities and achieved results of the EA project in a timely manner. Special information releases will be prepared and distributed to different public organizations, especially to women's groups, and press media. For outlining a detailed communication strategy, the UNEP guidance "*Developing a communications strategy for National Implementation Plans (NIPs) under the Stockholm Convention on POPs*" may be referred to.

The POPs website will be continuously updated on project activities. Feedback, suggestions and comments received from public organizations will be reviewed, considered and answered by the project management team.



***Activity 1.2.3. Hold inception workshop for high-level commitment***

An inception workshop will be held to raise awareness of the EA project on updating and reviewing the NIP amongst the widest possible range of stakeholders (government institutions, industry and industrial associations, NGOs, university, etc.) and to get a full understanding of an integrated approach for getting the NIP endorsed and submitted. The integrated approach will involve different steps, activities and assigned responsibilities among government, stakeholders and project participants, including all relevant requirements, and timeframe to meet the obligations of the SC. The principal output of the inception workshop is to sense the written commitment of high level participants to endorse the NIP update.

**EA Outcome 2. Validation of inventories of new POPs and updating of initial 12 POPs by relevant stakeholders**

**Output 2.1. Inventories of initial 12 POPs updated and validated by stakeholders**

***Activity 2.1.1. Update and validate initial 12 POPs inventories***

Each working group will gather relevant information and update inventories of the initial 12 POPs in order to have a solid baseline for priority review setting. This process would also assess the effectiveness, efficiency and progress of the NIP implementation process.

The reviewed and updated inventory database, effectiveness assessment reports and reviewed action plans to assure the elimination and/or restriction of the production, use, import, export releases and disposal of the original POPs based on national priority assessment and objective setting will be submitted to UNIDO for evaluation and consequent inventory revision, if needed. The revised database and assessment reports will be further submitted to NSC for approval.

The following inventories and assessments will be developed or updated.

- Annex A POPs pesticides
- Annex A, Industrial chemicals
- Annex B chemicals
- Releases of Annex C chemicals
- Stockpiles, contaminated sites and wastes
- Requirements for exemptions
- Monitoring and environmental and human health impacts
- Awareness and education
- Relevant activities of non-governmental stakeholders
- Overview of technical infrastructure
- Threats to public health and environmental quality and social implications
- System for the assessment and listing of new chemicals
- System for the assessment and regulation of chemicals already in the market

***Activity 2.1.2. Hold meeting for the validation of initial POPs inventories***

Final draft preliminary inventories and assessment reports on the initial POPs will be submitted to NSC for approval. The PCU will organize a meeting to validate and discuss the outcomes of the updated POPs inventories. All working group members, PCU and relevant stakeholders will be invited to the meeting.

## **Output 2.2. Inventories of new POPs conducted and validated by stakeholders**

### ***Activity 2.2.1. Train working groups in charge of inventories***

A training workshop will be held on new POPs inventory procedures for the working groups and national experts identified at the inception workshop. Each working group will develop its own workplan, after the training, which will be included in their TORs. The working groups will be the main actors of this project component with respect to reviewing the existing national institutional capacities and regulations (component 3) and new POPs inventories. International experts will conduct the training, which will elaborate the following:

- Procedures for gathering new POPs-related information;
- Conducting new POPs inventories of trade, use, stocks and contaminated sites according to new POPs guidelines;
- Assessing the national institutional and policy framework;
- Assessing the current national level of public awareness on new POPs;
- Assessing socio-economic implications of new POPs utilization, elimination and reduction;
- Obligations under the SC with respect to new POPs management.

### ***Activity 2.2.2. Conduct new POPs inventories***

The working groups will gather relevant baseline on the following inventories and assessments of new POPs:

- Annex A POPs pesticides (production, distribution, use, import and export of new POPs, and types and stockpiles of new POPs);
- Annex A industrial chemicals (production, distribution, use, import and export of new POPs, and types and quantities of articles containing new POPs (especially e-waste products);
- Annex B chemicals (production, distribution, use, import and export of new POPs);
- Releases of Annex C chemicals;
- Stockpiles, contaminated sites and wastes;
- Requirements for exemptions;
- Monitoring and environmental and human health impacts;
- Awareness and education;
- Relevant activities of non-governmental stakeholders;
- Overview of technical infrastructure;
- Threats to public health and environmental quality and social implications;
- System for the assessment and listing of new chemicals;
- System for the assessment and regulation of chemicals already in the market.

The inventories and assessments will focus on

- The review and update all existing national rules and regulations in the fields of the new POPs and related waste management;
- The review and update of the list of existing national rules and regulations regarding new POPs and their wastes, as provided in the initial NIP;
- The gap analysis of the reviewed and updated existing legislation in correspondence to its implementation under the Stockholm Convention;
- The review of the institutional linkages of relevant stakeholders, organizations and other institutions working on POPs issues and their future linkages to new POPs issues, including research and development;
- Information related to the new POPs pesticides, industrial POPs and unintentional POPs and development of a data base concerning their production, import, export, use, stocks, and releases, including stockpiles, contaminated sites and new POPs alternatives to be identified at the international level in their overall assessment;

- The available infrastructure for the analysis, monitoring and disposal of the new POPs including the analysis of potential environmental and health effects;

The working group will carry out the following tasks (Annex A):

Local experts on old and new POPs pesticides inventory to:

- Develop comprehensive work plan for reviewing and updating the pesticide inventory;
- Develop special inventory forms to facilitate the inventory process;
- Describe the step-by-step methodology for inventory preparation;
- Coordinate the process of data collection;
- Collect and assess statistical data linked with POPs pesticides and obsolete POPs pesticides presence in the country;
- Create an updated inventory of:
  - Annex A POPs pesticides; and
  - Stockpiles, contaminated sites and wastes

As part of the action plan development, the expert team will be responsible for developing the following plans in consultation with the relevant authorities/NGOs:

- Activity: production, import and export, use, stockpiles and wastes of Annex A POPs pesticides;
- Activity: measures to reduce releases from stockpiles and wastes (Article 6);
- Activity: manage stockpiles and appropriate measures for handling and disposal of articles in use;
- Strategy: identification of contaminated sites (Annex A, B and C Chemicals) and remediation in an environmentally sound manner.

Local experts on old and new industrial POPs inventory to:

- Develop comprehensive work plan for reviewing and updating the inventories on POPs industrial chemicals;
- Develop special inventory forms to facilitate the inventory process;
- Assist the laboratory analysis of collected samples;
- Describe the step-by-step methodology for inventory definition;
- Coordinate the process of data collection;
- Collect available statistical data linked with the new industrial POPs;
- Organize regular meetings with the workgroup (s) members;
- Assess the collected inventory data;
- Create the following inventories:
  - Annex A, industrial chemicals
  - Annex B chemicals

As part of the action plan development, the expert team will be responsible for developing the following plans in consultation with the relevant authorities / NGOs:

- Activity: production, import and export, use, identification, labelling, removal, storage and disposal of Industrial POPs;
- Activity: production, import and export, use, stockpiles and wastes of Annex B chemicals if used in the country;
- Activity: register for specific exemptions and the continuing need for exemptions (Article 4);
- Strategy: identification of stockpiles, articles in use and wastes.

Local experts on old and new unintentional POPs inventory to:

- Create a plan for estimation of the unintentional POPs releases in the selected media (air, water, land , product, residue);
- Collect information on the national technical infrastructure for POPs analysis, handling, transportation, disposal, monitoring capacity and other relevant technical expertise;
- Create a database of potential sources for new unintentional POPs in the country;
- Develop comprehensive work plans;
- Organize regular meetings with the workgroup members;
- Collect data gained through emission estimation;
- Create the following POPs inventories:
  - releases of Annex C chemicals;
  - overview of technical infrastructure.

As part of the action plan development, the expert team will be responsible to develop the following plans in consultation with the relevant authorities/NGOs:

- Action plan: measures to reduce releases from unintentional production (Article 5);
- Activity: research, development and monitoring (Article 11); and
- Activity: technical and financial assistance (Articles 12 and 13).

The major gap in the NIP update process is that the potential users of the new industrial POPs are not known and there is a lack of capacity within the Government to address such matters. The inventory of the new POPs will closely look at the potential industries that might use these chemicals. Under the GEF/UNIDO project "*Development of Guidelines for updating of National Implementation Plans (NIPs) under the SC taking into account the new POPs added to the Convention*", UNIDO together with UNITAR and the SC Secretariat have developed guidelines for conducting POP-PBDE and PFOS inventories. These draft guidelines have undergone peer review and the final version is ready. Several training activities on the use of the guidelines for international experts and relevant stakeholders have been planned by the SC, involving implementing agencies.

***Activity 2.2.3. Hold workshop on inventory validation***

The PCU will organize a workshop to validate and discuss the key outcomes of the new POPs inventory. All working group members, PCU and relevant stakeholders will be invited to the workshop.

**EA Outcome 3: Identification of national capacities for new POPs management and priority setting for new POPs risk reduction option**

**Output 3.1: National regulatory and policy framework and institutional capacities to manage new POPs assessed**

***Activity 3.1.1. Review the legislative and regulatory framework pertaining to new POPs management***

The working group will gather information and perform a gap analysis on the current legislative and regulatory framework in place to meet the requirements of the SC with regard to the new POPs. The starting point will be the information in the original NIP, however, the database will also be reviewed and updated with potential changes in the legal and institutional framework pertaining to the management of POPs that may have occurred since NIP development. An assessment report will be drafted and submitted to the NSC for review and approval.

***Activity 3.1.2. Assess monitoring, analytical and enforcement capacities for new POPs***

The technical specialist will gather relevant information and assess the national monitoring, analytical and enforcement capacity with respect to new POPs management. An assessment report will be drafted and submitted to the NSC for review and approval.

***Activity 3.1.3. Assess socio-economic implications of new POPs use and reduction***

The national expert on socio-economic implications of new POPs use and reduction will gather relevant basic data on these implications, especially on gender dimensions and children. Occupational roles for women and children, especially agricultural and household activities, have an impact on the level of new POPs exposure and thus effects on human health. The assessment will emphasize on management of new POPs pesticides and activities related to the production of uPOPs. Products containing PBDEs (esp. WEEE) and PFOS will also be assessed using the guidance material (UNEP/POPS/COP.3/INF/8). A draft version of the assessment report will be submitted to the NSC for review and approval.

**Output 3.2: Prioritization of new POPs risk reduction options based on criteria, cost and benefit and inventory results completed**

***Activity 3.2.1. Develop criteria for prioritisation and national- objective setting***

The NSC and all relevant stakeholders will develop criteria for prioritizing health and environmental impacts of POPs based on the inventory data, assessment reports and recommendations made by the working groups. These criteria will also take into account socio-economic impacts and the availability of alternative solutions to new POPs. Based on these criteria, priority issues to address the management of new POPs and a set of objectives to guide preliminary country-specific activities relevant to new POPs will be developed.

This step will take into account and adjust, if necessary, POP priority areas outlined in the original NIP. The proposed criteria, objectives and priorities will be submitted to the NSC for review and approval.

***Activity 3.2.2. Hold national priority validation workshop***

A national priority validation workshop for all working group members, national and international experts, the PCU, NSC and relevant stakeholders will be held to validate the criteria, national objectives and priorities established by the NSC. Developing these criteria and priorities will be tailored to the specific requirements Guinea-Bissau needs to draft specific action plans, complete the NIP and endorse the NIP for submission. Following the meeting, the project coordinator will prepare a report, setting out criteria, national objectives and priorities taking into account the comments made by the NSC and participants.

**EA Outcome 4: Government endorsement and submission of updated NIP to SC Conference of Parties**

**Output 4.1: Updated and reviewed NIP drafted**

***Activity 4.1.1. Formulate specific action plans on new POPs management***

With support from international consultants, whenever needed, the project coordinator and the working groups with expertise on the new POPs will formulate action plans for reaching Guinea-Bissau's objectives with respect to each of the ten new POPs, with responsibilities assigned and implementing mechanisms well defined. In addition, each section of the original NIP (e.g. country profile, action plans on POPs pesticides and on measures to reduce or

eliminate releases from unintentional production) will be reviewed and information will be updated, if necessary.

Drafting of the action plans on new POPs will build on lessons learned from the development of the original NIP. The action plans for the updated NIP will be based on the results of the inventory, and priority validation workshop. The action plans will be the main components of the reviewed and updated NIP in order to meet the requirements of eliminating or phasing out POPs under the SC. The following action plans will be developed:

- Activity: institutional and regulatory strengthening measures;
- Activity: measures to reduce or eliminate releases from intentional production and use;
- Activity: production, import and export, use, stockpiles and wastes of POPs pesticides (Annex A chemicals)
- Activity: production, import and export, use, identification, labelling, removal, storage and disposal of industrial POPs (Annex A chemicals)
- Activity: production, import and export, use, stockpiles and wastes of Annex B chemicals if used in the country
- Activity: register for specific exemptions and the continuing need for exemptions (Article 4)
- Action plan: measures to reduce releases from unintentional production (Article 5)
- Activity: measures to reduce releases from stockpiles and wastes (Article 6)
- Strategy: identification of stockpiles, articles in use and wastes
- Activity: manage stockpiles and appropriate measures for handling and disposal of articles in use.
- Strategy: identification of contaminated sites (Annex A, B and C Chemicals) and remediation in an environmentally sound manner
- Activity: facilitating or undertaking information exchange and stakeholder involvement
- Activity: public awareness, information and education (Article 10)
- Activity: effectiveness evaluation (Article 16)
- Activity: reporting
- Activity: research, development and monitoring (Article 11)
- Activity: technical and financial assistance (Articles 12 and 13)

Regarding hexabromodiphenyl ether and heptabromodiphenyl ether and tetrabromodiphenyl ether and pentabromodiphenyl ether, respectively, the action plans should address the need to identify the presence of articles containing these chemicals in the recycling and waste streams and to assess appropriate disposal technologies. The development of action plans for PFOS, its salts, and perfluorooctane sulfonyl fluoride (PFOS-F) should be built on the basic inventory of PFOS uses and acceptable purposes and specific exemptions for the production and use of PFOS for which Guinea-Bissau has registered.

In addition special attention will be drawn to the consideration of post-NIP projects which will assist in speeding up implementation of the NIP in Guinea-Bissau. Proposed action plans will be costed and funding request packages prepared. These funding packages will establish implementation timetables consistent with Guinea-Bissau meeting its obligations under the SC.

***Activity 4.1.2. Draft the updated NIP***

An international consultant will review and comment on the draft NIP, taking into account the requirements set out in the SC and in the “*Interim Guidance for developing a NIP for the SC*”. The revised NIP will be submitted to UNIDO and all relevant stakeholders for written comments. The circulation, with the revised draft NIP, of a questionnaire prepared by the independent consultant who reviewed the document, will aid this process. Written submissions will be gathered by the project coordinator and be taken into account for the final draft NIP.

**Output 4.2. NIP endorsed by the Government and submitted to the SC Conference of Parties**

***Activity 4.2.1. Hold endorsement workshop for the updated NIP***

A one-day endorsement workshop will be held for all relevant governmental bodies and stakeholders to review and endorse the final updated NIP. The workshop will also aim to seek high-level commitment for the successful implementation of the NIP.

***Activity 4.2.2. Endorse and submit the updated NIP to the SC Conference of Parties***

*Reviewed and updated NIP made available to the public*

The reviewed and updated NIP will be published at the national POPs website for public information.

*Endorsement and submission of the updated NIP by the Government and transmission to the SC Conference of Parties*

The NIP shall be incorporated into the national development planning and sustainable development objectives, so it needs to be approved by the Government. The Government involves the related institutions to undertake activities for the forthcoming NIP implementation. It might also dedicate future financial resources to be used for certain NIP- update implementation activities.

The reviewed NIP will be endorsed by the Government and submitted in English to the Secretariat of the SC for transmission to the COP.

<p><b>D. DESCRIBE, IF POSSIBLE, THE EXPECTED <u>COST-EFFECTIVENESS</u> OF THE PROJECT:</b></p>	<p>The EA implementation will be supported by available capacities and expertise existing in Guinea-Bissau after initial NIP development, especially the interest of the national POPs team has been identified during a UNIDO's staff mission. The project aims to ensure cost-effectiveness by using available infrastructures at the Ministry of Environment and Tourism and human resources available in Guinea-Bissau. Priority will be given to Guinea-Bissuan experts to advance local capacity building. Guinea-Bissau has committed its human resources to ensure that a well-planned NIP update is formulated and will require the optimum assistance possible. At the same time, a full grant is requested to ensure that the country would have sufficient capacity to deal with post-NIP activities, which are none at the moment.</p> <p>Regarding international experts, the lesser need reduces the labor and project travel costs to and within Guinea-Bissau, however, international will be recruited based on POPs experience and national or regional knowledge when necessary. The involvement of international experts still has been limited to only 5 working weeks over a 12 months working period. Thus, preference will be given to qualified national experts which are at the same time will increase local and national capacity to manage POPs chemicals in Guinea-Bissau. UNIDO's project manager will ensure that only essential international travel is undertaken, and that other media such as teleconference/Skype calls are undertaken, whenever necessary. For essential travel, the UNIDO project manager will endeavor to minimize travel costs by choosing options for cheaper airlines from and to the India field office.</p> <p>Taking into account the national situation, as well as the complexity of POPs, the limited time for training and inventories, the dependency of skilled national experts is a critical factor for successful project implementation. However, the set fees are still relatively low, despite that, according to the World Bank, Guinea-Bissau is a low income economy, on average earning between USD 1.025 or less per month. If the fees and/or working weeks are decreased, it may become challenging to source and commit the most suitably qualified national experts for this project, and thus, could affect the overall quality of the final NIP and post-NIP implementation.</p> <p>As far as practicable, project managers will seek synergies with related ongoing projects in the country. These include the SAICM project, which aims to upgrade the chemical profile of country.</p>
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**E. DESCRIBE THE BUDGETED M&E PLAN:**

Day to day monitoring of implementation progress will be the responsibility of the PCU, based on the project's work plan. The PCU will inform UNIDO of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be adopted in a timely and remedial manner.

UNIDO will use the PCU monitoring reports to supervise and support implementation and to ensure that any problems pertaining to the project are addressed in a timely fashion. Two major technical reviews are planned. The first one will assess the preliminary inventories of POPs and their quality, the other one the draft NIP.

Formal monitoring and evaluation (M&E) of the project will follow the principles, criteria and minimum requirements set out in the GEF Monitoring and Evaluation policy in its current version and the respective guidelines and procedures issued by the GEF Evaluation Office and/or the GEF Secretariat. At the same time, M&E will comply with the rules and regulations governing the M&E of UNIDO technical cooperation projects, in particular the UNIDO Evaluation Policy and the Guidelines for Technical Cooperation, both in their respective current versions.

The progress reports will track the project implementation progress towards the expected objectives. These reports focus on the timelines and quality of achieved outputs; highlight issues requiring decisions and actions, and present initial lessons learned about project design, implementation and management.

The final self evaluation will assess the overall performance of the project and its results, assessing project relevance, effectiveness, efficiency and sustainability of results, including the contribution to capacity development and the achievement of global environmental goals. This evaluation, to be undertaken by UNIDO, should also provide recommendations for post-NIP activities. Findings of this report will be incorporated as recommendations into the design of similar projects.

UNIDO as the Implementing Agency will involve the GEF Operational Focal Point and project stakeholders at all stages of project monitoring and evaluation activities in order to ensure the use of the evaluation results for further planning and implementation.

According to the Monitoring and Evaluation policy of the GEF and UNIDO, follow-up studies like Country Portfolio Evaluations and Thematic Evaluations can be initiated and conducted. All project partners and contractors are obliged to (i) make available studies, reports and other documentation related to the project and (ii) facilitate interviews with staff involved in the project activities.

The concrete activities for M&E are specified and budgeted in the M&E plan contained in this document.

**Monitoring and Evaluation Plan**

<b>Monitoring tool</b>	<b>Deadline</b>	<b>GEF Budget (US\$)</b>
<b>Technical</b>		
Technical review of the updated POPs inventory and assessment reports	6 <sup>th</sup> project month	2,000
Peer review of the updated NIP document	10 <sup>th</sup> project month	2,000
<b>Implementation progress</b>		
Inception workshop and progress report	3 <sup>rd</sup> project month	Included in project management cost
Submission of validated POPs inventories and project progress report	7 <sup>th</sup> project month	Included in project management cost
Endorsement workshop report and submission of the final NIP to UNIDO	12 <sup>th</sup> project month	Included in project management cost
<b>Technical and progress evaluation</b>		
Terminal evaluation	At project closure	6,000
<b>Total cost</b>		<b>10,000</b>

<b>F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE):</b>	According to World Bank statistics, Guinea-Bissau is a low income economy (\$1,025 or less), and the proposed fees for national experts are a bit higher to recruit rare experts with the required technical knowledge.
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**PART III: APPROVAL/ENDORSEMENT BY GEF OPERATIONAL FOCAL POINT(S) AND GEF AGENCY(IES)**

**A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S):**

(Please attach the [country endorsement letter\(s\)](#) with this template).


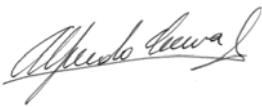
NAME	POSITION	MINISTRY	DATE (Month, day, year)
Dr. Agostinho Da Costa	State Secretary	Ministry of Environment and Tourism	<b>06, 17, 2013</b>

**B. CONVENTION PARTICIPATION**

CONVENTION	DATE OF RATIFICATION/ACCESSION (mm/dd/yy)	NATIONAL FOCAL POINT
UNCBD		
UNFCCC		
UNCCD		
STOCKHOLM CONVENTION	<b>08/06/2008</b>	Ministry of Environment and Tourism

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

This request has been prepared in accordance with GEF policies and procedures and meets the standards of the GEF Project Review Criteria for Persistent Organic Pollutants Enabling Activity approval.

Agency Coordinator, Agency name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	E-mail Address
Mr. Philippe Scholtès, Officer-in-Charge, Programme Development and Technical Cooperation Division - PTC, UNIDO GEF Focal Point		09/05/2013	Mr. Alfredo Cueva 	+43-1-26026-5218	A. Cueva@unido.org

## CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY

<i>Position Titles</i>	<i>\$/ Person Week</i>	<i>Estimated Person Weeks</i>	<i>Tasks to be Performed</i>
<b>For EA Management</b>			
Local			
National Project Manager	400	30	The NPM will: (a) liaise with UNIDO for assistance with project implementation, including technical directives for project activities or assistance in identifying and engaging experts; (b) liaise regularly with project team and ensure project team decisions and recommendations are fully incorporated within the project scope; (c) Monitor the progress of the project and the project staff, including administration of the project in conjunction with UNIDO, accounting for the project and the timelines of project implementation; (d) be responsible to transmit the reviewed and updated NIP to the SC COP
International			
External Evaluator (to be covered under management and evaluation)	3,000	2	The expert will: (a) carry out terminal evaluation of the project by visiting project sites and interviewing those who are involved in the administration and technical aspects of the project; and (b) prepare a terminal evaluation report.
<b>For Technical Assistance</b>			
Local			

National Project Manager	400	22	<p>The PC will:</p> <ul style="list-style-type: none"> <li>(e) work in close consultation with key stakeholders i.e. ministries, government commissions, major private sector associations and NGOs relevant to the project, to ensure the project objectives are met and to raise awareness and provide strategic guidance on POPs issues;</li> <li>(f) ensure that all national stakeholders are identified and are adequately informed of and involved in the project.</li> <li>(g) build-up milestones for building capacities of the institutions responsible for the action plans regarding the new POPs;</li> <li>(h) be fully aware of and familiar with all financial and technical rules, regulations and procedures relevant to the project implementation (both GEF and UNIDO)</li> <li>(i) ensure the implementation of workshops, training and inventories</li> <li>(j) provide expert advice to the Steering Committee when required;</li> <li>(k) be responsible for daily communication with project partners and assigned project work (such as organizing workshops/meetings/training, preparation of background documents);</li> <li>(l) manage the national coordination of the project and project implementation</li> <li>(m) participate in project team and Steering Committee meetings and ensure the preparation of the meeting minutes and day-to-day records of project implementation.</li> <li>(n) assist activities related to stakeholder consultation;</li> <li>(o) maintain the national POPs website and with guidance from the PTS, will inform the public on project activities.</li> </ul>
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Technical Specialist	400	52	<p>The PTS will:</p> <ul style="list-style-type: none"> <li>(a) ensure daily communication with the project coordinator and project partners</li> <li>(b) Provide technical advice to the national project coordinator, project partners, consultants and Steering Committee;</li> <li>(c ) initiate and support the organization of workshops/meetings/training and preparation of background documents</li> <li>(d) to coordinate, monitor, and supervise the activities of consultants and expert teams;</li> <li>(e) ensure highly technical documents are translated into a non-technical language for the decision and policy-makers, stakeholders, and the broader public.</li> <li>(f) lead the development of project design, including preparation of work plans, drafting ToRs, contracts, preparation of technical specifications for equipment purchased, cost estimation, activity scheduling, and reporting on the forward planning of project activities and budget expenditures;</li> <li>(g) closely cooperate with the international expert in his or her field of expertise and provide the international expert with necessary local support</li> <li>(h) propose candidates for the task teams and prepare the ToRs for their positions</li> <li>(i) organize and/or provide (with or without international technical expert assistance) training and guidance to the task teams;</li> <li>(j) be responsible for verifying the work for the various task teams, ensuring the technical validity of their work and products;</li> <li>(k) be responsible for compiling the products of the task team work and for producing the final reports as agreed with the NPC;</li> <li>(l) be required to prepare and submit all progress reports to the NPC, the NSC and UNIDO;</li> <li>(m) be responsible to formulate the reviewed and updated NIP</li> </ul>
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Local experts on institutional and legal issues	400	12	<p>The expert(s) will:</p> <ul style="list-style-type: none"> <li>(a) consult relevant governments, NGOs and stakeholders familiar with new POPs and waste issues;</li> <li>(b) update the list/database of institutions/organizations being engaged in original and new POPs management. The list should also contain roles and responsibilities of related institutions/organizations in POPs management;</li> <li>(c) gather and process relevant data on institutional and legal issues;</li> <li>(d) prepare a gap analysis of the existing legal and institutional framework with respect to the implementation of the Stockholm Convention;</li> <li>(e) update and review the specific action plans on institutional and legal issues; and</li> <li>(f) recommend a priority list</li> </ul>
Local experts on old and new POPs pesticides inventory	400	24	<p>The expert(s) will:</p> <ul style="list-style-type: none"> <li>(a) develop comprehensive work plan for reviewing and updating the pesticide inventory;</li> <li>(b) develop special inventory forms to facilitate the inventory process;</li> <li>(c) describe the step-by-step methodology for inventory preparation;</li> <li>(d) coordinate the process of data collection;</li> <li>(e) collect and assess statistical data linked with POPs pesticides and obsolete POPs pesticides presence in the country;</li> <li>(f) update original NIP inventories, action plans and prioritization</li> <li>(g) draft new POPs inventories action plans and prioritization of the relevant POPs chemicals.</li> </ul>

Local experts on old and new industrial POPs inventory	400	24	<p>The expert (s) will:</p> <ul style="list-style-type: none"> <li>(a) develop comprehensive work plan for reviewing and updating the inventories on POPs industrial chemicals;</li> <li>(b) develop special inventory forms to facilitate the inventory process;</li> <li>(c) assist the laboratory analysis of the collected samples;</li> <li>(d) describe the step-by-step methodology for inventory definition;</li> <li>(e) coordinate the process of data collection;</li> <li>(f) collect available statistical data linked with the new industrial POPs;</li> <li>(g) organize regular meetings with the workgroup(s) members;</li> <li>(h) assess the collected inventory data;</li> <li>(i) create the following inventories: <ul style="list-style-type: none"> <li>• Annex A, industrial chemicals;</li> <li>• Annex B chemicals</li> </ul> </li> <li>(j) develop action plans on: <ul style="list-style-type: none"> <li>• Activity: production, import and export, use, identification, labelling, storage and disposal of industrial POPs;</li> </ul> </li> </ul>
Local experts on old and new u-POPs inventory	400	24	<p>The expert(s) will:</p> <ul style="list-style-type: none"> <li>(a) create a plan for estimation of the unintentional POPs releases in the selected media (air, water, land, product, residue);</li> <li>(b) collect information on the national technical infrastructure for POPs analysis, handling, transportation, disposal, monitoring capacity and other relevant technical expertise;</li> <li>(c) create a database for potential sources for new unintentional POPs in the country;</li> <li>(d) develop comprehensive work plans;</li> <li>(e) organize regular meetings with the workgroup members;</li> <li>(f) collect data gained through emission estimation;</li> <li>(g) create the following POPs inventories: <ul style="list-style-type: none"> <li>Releases of Annex C chemicals;</li> <li>Overview of technical infrastructure</li> </ul> </li> <li>(h) develop action plans on: <ul style="list-style-type: none"> <li>• Action plan: measures to reduce releases from unintentional production (Article 5);</li> <li>• Activity: research, development and monitoring (Article 11);</li> <li>• Activity: technical and financial assistance (Articles 12 and 13).</li> </ul> </li> </ul>



Expert on socio-economic assessment	400	12	The expert will: (a) gather information and should assess socio-economic implications on new POPs use and their health and environmental effects related to new POPs exposure and summarize the findings in a comprehensive report; (b) emphasize the assessment report on gender dimensions of national new POPs use and reduction, and will elaborate the potential benefits by the reduction of new POPs use and/or the use of new POPs in an environmentally sound manner.
International			
Expert on new POPs management	3,000	5	The expert will: (a) assist in the assessment of national institutional capacities for POPs management, national POPs legislative, regulatory and enforcement capacities, national POPs socio-economic/health/environmental impacts; socio-economic implications of POPs reduction/elimination and POPs monitoring and research and development capacity; (b) provide relevant training and advice to the task teams and review documents and reports; (c) assist in development of criteria for prioritizing POPs and options for POPs reduction and elimination; (d) provide advice on identifying barriers to the phase-out, reduction, remediation and disposal of POPs and actions to remove them, raising awareness and information exchange mechanisms, necessary capacity-building technology and know-how transfer needs and estimation of investment costs; (e) lead the work to identification of NIP targets, timeframes and indicators; (f) conduct the initial cost estimate for execution.

## OPERATIONAL GUIDANCE TO FOCAL AREA ENABLING ACTIVITIES

### Biodiversity

- [GEF/C.7/Inf.11, June 30, 1997, Revised Operational Criteria for Enabling Activities](#)
- [GEF/C.14/11, December 1999, An Interim Assessment of Biodiversity Enabling Activities](#)
- [October 2000, Revised Guidelines for Additional Funding of Biodiversity Enabling Activities \(Expedited Procedures\)](#)

### Climate Change

- [GEF/C.9/Inf.5, February 1997, Operational Guidelines for Expedited Financing of Initial Communications from Non-Annex 1 Parties](#)
- [October 1999, Guidelines for Expedited Financing of Climate Change Enabling Activities – Part II, Expedited Financing for \(Interim\) Measures for Capacity Building in Priority Areas](#)
- [GEF/C.15/Inf.12, April 7, 2000, Information Note on the Financing of Second National Communications to the UN Framework Convention on Climate Change](#)
- [GEF/C.22/Inf.15/Rev.1, November 30, 2007, Updated Operational Procedures for the Expedited Financing of National Communications from Non-Annex 1 Parties](#)

### Persistent Organic Pollutants

- [GEF/C.17/4, April 6, 2001, Initial Guidelines for Enabling Activities for the Stockholm Convention on Persistent Organic Pollutants](#)
- [GEF/C.39/Inf.5, October 19, 2010, Guidelines for Reviewing and Updating the NIP under the Stockholm Convention on POPs](#)

### Land Degradation

- [ICCD/CRIC\(5\)/Inf.3, December 23, 2005, National Reporting Process of Affected Country Parties: Explanatory Note and Help Guide](#)

### National Capacity Self-Assessment (NCSA)

- [Operational Guidelines for Expedited Funding of National Self Assessments of Capacity Building Needs, September 2001](#)
- [A Guide for Self-Assessment of Country Capacity Needs for Global Environmental Management, September 2001](#)

### National Adaptation Plan of Action (NAPA)

- [GEF/C.19/Inf.7, May 8, 2002, Notes on GEF Support for National Adaptation Plan of Action,](#)