

APPROVED  
UNDP Deputy Resident Representative

Armen Manfrosyan

2021



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National Project Coordinator  
Deputy Minister of Natural Resources  
and Environmental Protection of the Republic of Belarus  
Alexander Korbut

2021



Annual Detailed Work Plan 2021

APPROVED

Director of the State Enterprise "Ecologyinvest"  
Valery Kurilov

2021



Project Title: "Preparation of the Seventh National Communication for the Implementation of the United Nations Framework Convention on Climate Change and the Third Biennial Report of the Republic of Belarus"

Project ID: 00106702/00107302

Expected UNDAF/Country Programme Outcome: UNDP Belarus Country Programme 2016-2020 (Output 3.1: Solutions developed at national and subnational levels for the sustainable management of natural resources, ecosystem services, chemicals and waste) and UNDAF for Belarus for 2016-2020 (Outcome 3.1: By 2020, policies will have been improved and measures will have been effectively implemented to increase energy efficiency and the production of renewable energy, to protect landscape and biological diversity, and to reduce the anthropogenic burden on the environment)

Imp. Agency: State Enterprise "Ecologyinvest"

Annual Targets: 1. The Seventh National Communication and the Third Biennial Report translated and submitted to the MNREP

Activity description	Unit of measurement	Quantity	Unit cost, USD	Amount by quarters, USD				Total (USD)	Fund/ Donor	Budget Account	Implementing partner/ Responsible party	Annual Target
				Q1	Q2	Q3	Q4					
<b>Outcome 1. National Circumstances, Institutional Arrangements, Financial resources and technology transfer, Constraints, Gaps and Other Information</b>												
1.1	Review of national circumstances and appropriate measures to meet obligations under the United Nations Framework Convention on Climate Change; collection, analysis and updating of the information concerned to the government structure, population, geographic, climate, economic and other profiles							0,00				The activity implemented in 2020.
1.2	Analysis of the needs and problems arising from climate change	pers/week	1	5000	5000,00			5000,00		71200 - International Consultants*	UNDP	The needs and problems arising from climate change are analyzed with engagement of international consultant. Report containing the results of analysis of the needs and problems arising from climate change is prepared.
1.3	Description of the institutional arrangements relevant to the preparation of the National communications and Biennial reports							0,00				The activity implemented in 2019.
1.4	Conduction of assessment of the gaps and needs related to financial, technological and capacity-building assistance							0,00				The activity implemented in 2019.
1.5	Preparation of the plan for research to monitor climate change							0,00	62000/10003 GEF			The activity implemented in 2020.
1.6	Improvement of the system of regional monitoring of climate change							0,00				The activity implemented in 2020.
1.7	Preparation of the information on the participation of non-governmental organizations in climate change activities							0,00				The activity implemented in 2019.
1.8	Conduction of the research to expand public awareness on climate change including secondary and higher education							0,00				The activity implemented in 2019.
1.9	Conduction of training sessions, workshops (including inception workshop), other events under Outcome 1							0,00				The activity implemented in 2020.
1.10	Printing and publishing information materials for dissemination of the results of Outcome 1							0,00				The activity implemented in 2020.
1.11	Project management of Outcome 1							0,00				The activity implemented in 2020.
<b>TOTAL OUTCOME 1:</b>					5000,00			5000,00				
<b>Total Outcome 1, UNDP Country Office Support Services for Project Implementation</b>					5000,00			5000,00				
<b>Total Outcomes 1, Outstanding balance 4Q 2020</b>					0,00			0,00				
<b>Total Outcome 1, Direct Cash Transfer</b>					0,00			0,00				
<b>Outcome 2. Greenhouse Gas Inventory, including the national system and the national registry of carbon units</b>												
Annual Target Outputs on Outcome 2: Technical regulatory legal framework in the field of climate change is improved												



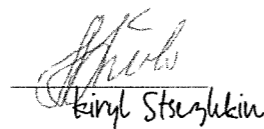
2.1	Determination of the activities on improvement of the GHG inventory system in the Republic of Belarus according to the requirements of IPCC 2006 Guidelines for National Greenhouse Gas Inventories								0,00				The suggestions on improvement of the GHG inventory system in the Republic of Belarus and Drafts of technical regulations on GHG emissions determination are developed. Drafts of legislation acts on improvement of GHG emissions information collection are developed and submitted to the decision makers		
2.1.1	Analysis of international experience of GHG inventories and development of suggestions on improvement of the GHG inventory system in the Republic of Belarus on meeting the requirements of IPCC 2006 Guidelines for National Greenhouse Gas								0,00				The activity implemented in 2020.		
2.1.2	Improvement of national technical regulation for the GHG emissions determination	pers./day	70	150	0,00	10500,00			10500,00			71300 - Local Consultants	State Enterprise "Ecologyinvest"	Draft of technical regulation determining the specification with guidance at the organization level for quantification and reporting of greenhouse gas emissions and removals are developed. Draft of technical regulation determining the specification with guidance at the project level for quantification and reporting of greenhouse gas emissions and removals are developed. Draft of adjustment in the technical code of established practice containing the emissions factors is developed.	
2.2	Analysis of GHG emission trends for the period 1990-2016								0,00				The activity implemented in 2020.		
2.3	Improvement of methods of collection, processing and storage of GHG emissions data								0,00				The improved methods of data collection, processing and storage on the base of analysis of key categories of GHG emissions in the main sectors of the national economy as well as analysis of uncertainties is(are) prepared. The technical capacity of the processing of GHG emissions information is improved.		
2.3.1	Improvement of methods of data collection, processing and storage on the base of analysis of key categories of GHG emissions in the main sectors of the national economy as well as analysis of uncertainties								0,00				The activity implemented in 2020.		
2.3.2	Improvement of technical capacity of processing of GHG emissions information	contract	1	967.5	0,00	0,00	967,50		967,50			62000/10003 GEF	72400 - Communic&Audio Visual Equip	State Enterprise "Ecologyinvest"	The equipment (scanner) for the processing of GHG emissions information on the hard copy provided.
2.4	Improvement of the collection and processing of GHG inventory data for the LULUCF sector and projections of emissions and sinks up to 2050; development and calculation of national emission factors for GHGs of various wetlands; estimation of changes in carbon stocks of soils and re-waterlogged peatlands								0,00				The activity implemented in 2020.		
2.5	Preparation and recalculation of emission factors for key source categories: energy, transport, industrial processes and product use and updating of the system of inventory of sources and ways of handling wastes								0,00				The activity implemented in 2020.		
2.6	Improvement of activity data, required by IPCC 2006 Guidelines for National Greenhouse Gas Inventories, collection of data and analysis of data gaps, and updating of the database of the GHG inventory system								0,00				The activity implemented in 2020.		
2.7	Preparation of GHG inventory for all sectors of the economy required by IPCC 2006 Guidelines for National Greenhouse Gas Inventories on the basis of improved information	pers./week	1	5000	5000,00				5000,00			71200 - International Consultants*	UNDP	Final version of GHG inventory for all sectors of the economy required by IPCC 2006 Guidelines for National Greenhouse Gas Inventories on the basis of improved information is prepared with engagement of international consultant.	
2.8	Analysis and implementation into the national report the results of the verification of the GHG emission inventory by the GHG inventory expert group								0,00				The activity implemented in 2020.		
2.9	Conduction of training sessions, workshops (including inception workshop), other events under Outcome 2								0,00				The activity implemented in 2020.		
2.10	Printing and publishing information materials for dissemination of the results of Outcome 2								0,00				The activity implemented in 2020.		
2.11	Project management of Outcome 2								0,00				The activity implemented in 2020.		
<b>TOTAL OUTCOME 2:</b>									5000,00	10500,00	967,50		16467,50		
<b>Total Outcome 2, UNDP Country Office Support Services for Project Implementation</b>									5000,00	0,00	0,00		5000,00		
<b>Total Outcomes 2, Outstanding balance 4Q 2020</b>									0,00	0,00	0,00		0,00		
<b>Total Outcome 2, Direct Cash Transfer</b>									0,00	10500,00	967,50		11467,50		
<b>Outcome 3. Climate change mitigation and system for the measurement, reporting and verification (MRV)</b>															
Annual Target Outputs on Outcome 3: The Register of Carbon Units of the Republic of Belarus is prepared															

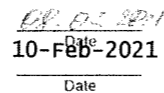
3.1	Analysis of the legal framework for the development and implementation of national policies and measures in the field of climate change, performing of the monitoring of their implementation	pers./day	341.7	150	3606,31				3606,31	62000/10003 GEF	71300 - Local Consultants**	State Enterprise "Ecologyinvest"	Recommendations for addressing climate change in standards are developed. (I) Draft of technical regulation determining the guidance for the validation and verification of greenhouse gas assertions is developed. (II) Draft of technical regulation determining the requirements and guidelines for quantification of carbon footprint of products is developed. (III) Draft of technical regulation determining the framework and principles for methodologies on climate actions is developed. (IV) Draft of technical regulation determining the requirements for greenhouse gas validation and verification bodies for use in accreditation or other forms of recognition is developed. (V) Draft of technical regulation determining the competence requirements for greenhouse gas validation teams and verification teams is developed.	
					26393,69	22961,09			49354,78			71300 - Local Consultants	State Enterprise "Ecologyinvest"	
3.2	Analysis of forecasting techniques and a description of GHG emission scenarios up to 2050, conduction of the forecast of GHG emissions in the main sectors of the national economy (energy, industry, transport, agriculture, LULUCF and waste)								0,00					The activity implemented in 2020.
3.3	Estimation of National-determined contributions of the Republic of Belarus to reduce GHG emissions, development of National-determined contributions roadmap with adaptation component that set out the long-term objectives in each sector								0,00					The activity implemented in 2020.
3.4	Preparation for the development of the monitoring, reporting and verifying system								0,00					The international experience on the development of the system for monitoring, reporting and verifying is conducted. Draft of the Plan for the implementation of a system for monitoring, reporting and verifying GHG emissions in the Republic of Belarus is developed.
3.4.1	Development of the plan for the implementation of a system for monitoring, reporting and verifying GHG emissions in the Republic of Belarus								0,00					The activity implemented in 2020.
3.4.2	Analysis of the international experience of the development of the monitoring, reporting and verifying system	pers/week	1.52	5000	0,00	0,00	7600,00		7600,00			71200 - International Consultants*	UNDP	Analysis of international experience of system for monitoring, reporting and verifying GHG emissions is conducted. Final report containing the results of international experience analysis of system for monitoring, reporting and verifying GHG emissions is prepared.
3.5	Preparation of the recommendations on low-carbon development of the Republic of Belarus until 2050	pers/week	1	5000	5000,00				5000,00			71200 - International Consultants*	UNDP	The international experience of low carbon development is analyzed. The report containing the results of analysis of international experience of low carbon development is prepared. Draft of Low carbon development Strategy until 2050 and report containing the results of analysis of international experience of low carbon development submitted to the MNREP and EU4Climate Project. Recommendations on low carbon development of the sectors are prepared and submitted to the respective governmental bodies.
3.6	Investigation of the possibilities of implementing an internal emissions trading system in the Republic of Belarus and using market mechanisms for these purposes as well as reducing GHG emissions through using renewable energy sources in the volumes necessary to ensure the fulfillment of forecast indicators of security of energy supply of the Republic of Belarus	contract	1	11000	0,00	0,00	11000,00		11000,00			72100 - Contractual services - companies	State Enterprise "Ecologyinvest"	Terms of reference is prepared for the selection of the company, the bidding is organized and the company is selected, contract is awarded for the investigation of the possibilities of implementing an internal emissions trading system in the Republic of Belarus and using market mechanisms for these purposes. Investigation of the possibilities of implementing an internal emissions trading system in the Republic of Belarus and using market mechanisms for these purposes is done. The report containing the results of investigation of the possibilities of implementing an internal emissions trading system in the Republic of Belarus and using market mechanisms for these purposes is prepared.
3.7	Assessment of the information on the National Register of Carbon Units of the Republic of Belarus, the experience of other countries in the development and maintenance of the Register of Carbon Units, the possibilities of using the technical equipment of the National Register of Carbon Units, development of the conclusions and recommendations on the possibility of functioning and set-up of the National Register of Carbon Units of the Republic of Belarus								0,00					The activity implemented in 2020.
3.8	Adjustment of the Register of Carbon Units of the Republic of Belarus	pers/day	40	150	0,00	6000,00			6000,00			71300 - Local Consultants		Terms of reference is prepared for the selection of the company, the biddings is organized and the company is selected, contract is awarded for Adjustment of the Register of Carbon Units of the Republic of Belarus. Draft of the Register of Carbon Units of the Republic of Belarus containing the information on carbon units (including information on putting into circulation, storage, receipt, transfer, cancellation of carbon units) is prepared. Server for installation and support of the Register of Carbon Units is procured.
		contract	1	11000	0,00	0,00	11000,00		11000,00		72100 - Contractual services - companies			
		contract	1	5888,53	0,00	0,00	5888,53		5888,53		72400 - Communic&Audio Visual Equip			
3.9	Conduction of training sessions, workshops (including inception workshop), other events under Outcome 3								0,00				The activity implemented in 2020.	
3.10	Printing and publishing information materials for dissemination of the results of Outcome 3								0,00				The activity implemented in 2020.	
3.11	Project management of Outcome 3								0,00				The activity implemented in 2020.	
<b>TOTAL OUTCOME 3:</b>					<b>35000,00</b>	<b>28961,09</b>	<b>35488,53</b>		<b>99449,62</b>					
<b>Total Outcome 3, UNDP Country Office Support Services for Project Implementation</b>					<b>5000,00</b>	<b>0,00</b>	<b>7600,00</b>		<b>12600,00</b>					
<b>Total Outcomes 3, Outstanding balance 4Q 2020</b>					<b>3606,31</b>	<b>0,00</b>	<b>0,00</b>		<b>3606,31</b>					
<b>Total Outcome 3, Direct Cash Transfer</b>					<b>26393,69</b>	<b>28961,09</b>	<b>27888,53</b>		<b>83243,31</b>					
<b>Outcome 4. Vulnerability assessment, climate change impacts and adaptation measures</b>														

Annual Target Outputs on Outcome 4: Technical regulatory legal framework in the field of climate change adaptation is improved												
4.1	Analysis of climate changes impact on the social and economic development of the Republic of Belarus with assessment of the vulnerability of agriculture, forestry, water supply, biodiversity and development of corresponding adaptation measures as well as the plan for their effective implementation										0,00	
4.1.1	Analysis of climate changes impact, development of adaptation measures as well as the plan for their effective implementation	pers./week	1	4400	4400,00						4400,00	71200 - International Consultants* UNDP
4.1.2	Analysis of international experience for the preparation of the Adaptation Communications	pers./week	1,6	5000	0,00	8000,00					8000,00	71200 - International Consultants* UNDP
4.1.3	Improvement of national technical regulation in the climate change adaptation	pers./day	150	150	15000,00	7500,00					22500,00	71300 - Local Consultants State Enterprise "Ecologyinvest"
4.2	Development of the Action Plan for the Implementation of the National Strategy of the Republic of Belarus on adaptation of agriculture to climate change	pers./week	1,1	5000	5500,00						5500,00	71200 - International Consultants* UNDP
4.3	Conduction of the study analyzing the role of gender in adaptation and mitigation activities, policy formulation and knowledge	pers/week	0,9	5000	4500,00						4500,00	71200 - International Consultants* UNDP
4.4	Conduction of training sessions, workshops (including inception workshop), other events under Outcome 4										0,00	
4.5	Printing and publishing information materials for dissemination of the results of Outcome 4										0,00	
4.6	Project management of Outcome 4										0,00	
<b>TOTAL OUTCOME 4:</b>					<b>29400,00</b>	<b>15500,00</b>					<b>44900,00</b>	
<b>Total Outcome 4, UNDP Country Office Support Services for Project Implementation</b>					<b>14400,00</b>	<b>8000,00</b>					<b>22400,00</b>	
<b>Total Outcomes 4, Outstanding balance 4Q 2020</b>					<b>0,00</b>	<b>0,00</b>					<b>0,00</b>	
<b>Total Outcome 4, Direct Cash Transfer</b>					<b>15000,00</b>	<b>7500,00</b>					<b>22500,00</b>	
<b>Outcome 5. Compilation, editing and publication of the Seventh National Communication and the Third Biennial Report, Monitoring and Evaluation</b>												
Annual Target Outputs on Outcome 5: The Seventh National Communication and the Third Biennial Report translated and printed												
5.1	Compilation, translation and editing of the Seventh National Communication and the Third Biennial Report										0,00	
5.1.1	Compilation and editing of the Seventh National Communication and the Third Biennial Report										0,00	
5.1.2	Translation of the Seventh National Communication and the Third Biennial Report	contract	1	11000,00	0,00	0,00	11000,00				11000,00	72100 - Contractual services - companies State Enterprise "Ecologyinvest"
5.2	Conduction of the seminar to review the draft of the Seventh National Communication										0,00	
											0,00	
											0,00	
5.3	Study tour to the one of the country listed in the annex I to the United Nations Framework Convention on Climate Change										0,00	
5.4	Publishing of the Seventh National Communication and the Third Biennial Report, information and visibility materials	contract	1	2991,00	0,00	0,00	2991,00				2991,00	74200 - Audio Visual&Print Prod Costs State Enterprise "Ecologyinvest"
5.5	Audit, spot-check	spol-check	2	2750*** - 6250	9000,00						9000,00	74100 - Professional services* UNDP
5.6	Project management of Outcome 5	pers./month	3	328-540	1513,71	0,00	0,00				1513,71	71810 - Contractor services individuals-long term** State Enterprise "Ecologyinvest"
					1556,29	0,00	0,00			1556,29	71810 - Contractor services individuals-long term	

5.7	Preparation of the Recommendations on the Eighth National Communication development	pers./week	1,9	5000	0,00	0,00	9500,00		9500,00	71200 - International Consultants*	UNDP	The Recommendations on the Eighth National Communication are developed		
<b>TOTAL OUTCOME 5:</b>					<b>12070,00</b>	<b>0,00</b>	<b>23491,00</b>		<b>35561,00</b>					
<b>Total Outcome 5, UNDP Country Office Support Services for Project Implementation</b>					<b>9000,00</b>	<b>0,00</b>	<b>9500,00</b>		<b>18500,00</b>					
<b>Total Outcomes 5, Outstanding balance 4Q 2020</b>					<b>1513,71</b>	<b>0,00</b>	<b>0,00</b>		<b>1513,71</b>					
<b>Total Outcome 5, Direct Cash Transfer</b>					<b>1556,29</b>	<b>0,00</b>	<b>13991,00</b>		<b>15547,29</b>					
<b>Project management</b>														
1	Project management unit	pers/month	3	1312.2000	3312,00	0,00	0,00		3312,00	71810 - Contractor services individuals-long term**	State Enterprise "Ecologyinvest"	Project staff works in accordance with Project Document. Annual Detailed Work Plan 2021 Outcomes activities are implemented without substantial delay (80% Project Manager, 80% Financial and Administrative Assistant) Project staff prepares Annual Detailed Work Plan 2021 and reviews it when necessary. Project staff prepares: - Annual Progress Report for the UNDP (in the first Quarter of 2021). - Quarterly Project Progress Report for the MNREP; - Annual Project Progress Report for the MNREP and for the further submission to the Ministry of Economy. - Project Implementation Report for the GEF, etc Project staff controls the work of consultants, etc		
					6224,00	0,00	0,00		6224,00	71810 - Contractor services individuals-long term				
2	Technical services and maintenance of equipment for PMU office								0,00					The activity implemented in 2020
3	Stationery, supplies for PMU office								0,00					The activity implemented in 2020
4	IT-equipment for PMU office								0,00					The activity implemented in 2020
5	Direct project services cost	letter of agreement	1	1000	500,00	500,00	1000,00		2000,00	74596/64397 Services to projects - CO staff and GOE for CO*	UNDP	Administrative services are provided by UNDP in relation to the project and Direct Project Costs are charged		
<b>TOTAL PROJECT MANAGEMENT</b>					<b>10036,00</b>	<b>500,00</b>	<b>1000,00</b>		<b>11536,00</b>					
<b>Total Project Management, UNDP Country Office Support Services for Project Implementation</b>					<b>500,00</b>	<b>500,00</b>	<b>1000,00</b>		<b>2000,00</b>					
<b>Total Project Management, Outstanding balance 4Q 2020</b>					<b>3312,00</b>	<b>0,00</b>	<b>0,00</b>		<b>3312,00</b>					
<b>Total Project Management, Direct Cash Transfer</b>					<b>6224,00</b>	<b>0,00</b>	<b>0,00</b>		<b>6224,00</b>					
<b>TOTAL PROJECT</b>					<b>96506,00</b>	<b>55461,09</b>	<b>60947,03</b>		<b>212914,12</b>					
<b>Total Project, UNDP Country Office Support services for project implementation</b>					<b>38900,00</b>	<b>8500,00</b>	<b>18100,00</b>		<b>65500,00</b>					
<b>Total Project, Outstanding balance 4Q 2020</b>					<b>8432,02</b>	<b>0,00</b>	<b>0,00</b>		<b>8432,02</b>					
<b>Total Project, Direct Cash Transfer</b>					<b>49173,98</b>	<b>46961,09</b>	<b>42847,03</b>		<b>138982,10</b>					

Project Manager  
UNDP Programme Officer

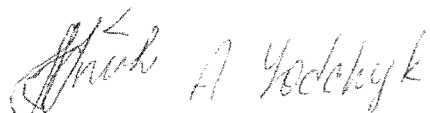
  
Kiril Stozhukin

  
10-FEB-2021  
Date

\* UNDP Country Office Support services for project implementation  
\*\*Outstanding balance 4Q 2020  
\*\*\* Commitments 2020

Abbreviations

- GEF Global Environment Facility
- GHGs Greenhouse Gases
- IPCC Inter-governmental Panel on Climate Change
- HACT Harmonized Approach to Cash Transfers
- HFCs Hydrofluorocarbons
- LULUCF Land Use, Land Use Change and Forestry
- MNREP Ministry of natural resources and environmental protection
- PFCs Perfluorocarbons
- PMU Project Management Unit
- SF6 Sulfur hexafluoride
- UNDP United Nations Development Programme

  
Anna Yodolovsk

Ina Klimenkova