



Cross Cutting Capacity Development (CCCD) Project:

**“Strengthening National Capacities to meet Global Environmental Obligations
with the Framework of Sustainable Development Priorities”**

Local Project Appraisal Committee (LPAC)

LPAC Meeting Minutes

**Pan African Plaza, UNMIL Headquarters
7th Floor, UNDP Conference Room
1st Street, Sinkor, Monrovia, Liberia
Tuesday, October 31, 2017 (10:30 AM-12:30PM)**



Participants at the CCCD Project LPAC Meeting

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Attendance List

No.	Name	Position	Institution	Email	Contact Numbers
01	Tanneh G. Brunson	Dep. Minister	MFDP	thrunson@mfdp.gov.lr	0886236578
02	Cleophas Torori	DCD/P	UNDP	cleophasatorori@undp.org	0770003776
03	Urias S. Goll	Dep. ED	EPA	ugoll@epa.gov.lr	0777434164
04	Trinity A. Yeken	Prog. Assist.	MFDP	trinity.yeken@undp.org	0777145616
05	J. Kpadeh Sumo	Sr. Analyst	MFDP	jksumo@mfdp	0880680741
06	Rose Muchiri	PM, C4DE	MFDP	Rode.muchiri@undp.org	0770003833
07	Clarence J.P. Kamara	AA/CCU	EPA	Kamaraclarence392004	0880465025
08	Salimatu Gleuyeneh	Project Coord.	EPA	Namutu1228@gmail.com	0777588284
09	Arthur Gar-Giahn	Director	MOT	Agargiahn98@gmail.com	0886565245
10	Moses Massah	Project Speci.	UNDP	Moses.massah@undp.org	0770003787
11	Sidiki A. Quisia	OIC, Develop.	MFDP	Squisiamfdp.gov.lr	0886756671
12	Stephen F. Guzesh	Asst. Director	MFDP	sqzesh@mfdp.gov.lr	0886556499
13	Ernest B. Waylee	Prog. Asst.	NCCS/EPA	Ernestwaylee008@gmail.com	0770199547
14	Ronald Cumberbatch	E&E Specialist	UNDP	ronaldrumberbatch@gmail.com	0770800245
15	Daniel Tentay	Field Monitor	UNDP	daniel.tentay@undp.org	0886527879
16	Rixck W. Barsi-Giah	Dep. Minister	MICAT	rixckwharsigiah@gmail.com	0770522513
17	K. Ignatius Abedu-Bentsi	Prog. Speci. M&C	UNDP	Ignatius.abedu@undp.org	0770194386
18	Aloysius K. Kotee	Asst. Manager ESIA	EPA	akotee@epa.gov.lr	0770693031
19	Edward G. Wingbah	Asst. Manager, C.Coord.	EPA	ewingbah@epa.gov.lr	0886576150
20	Amien Wipra	AGRONOMIST	MIA	amienwipra@yahoo.com	0886516559
21	Guankenwon Gwelsha	Asst. Minister	MIA	gongweisah@yahoo.com	0881074037
22	Z. Elijah Whapoe	Mang. Planning & Policy	EPA	ewhapoe@epagov.lr	0886524657
23	Dorsla D. Farcarthy	Team Leader	UNDP	Dorsla.farcarthy@undp.org	0776323955



Agenda

No.	Time frame	Activity	Responsible Party
01	10:00AM-11:00AM	Registration & Breakfast	All
02	11:00AM-11:30AM	Self-introduction	All
03	11:30AM-12:00PM	Opening Remarks	MFDP UNDP EPA
04	12:00PM-1:00PM	Presentation of project: <ul style="list-style-type: none"> ▪ Background ▪ Overview ▪ Components ▪ Outputs 	EPA/UNDP
05	1:00PM-1:30	Discussion & Resolutions	All
06	1:30-2:00PM	Lunch	All

Introduction and Background

The Cross-Cutting Capacity Development (CCCD) Project: “Strengthening National Capacities to meet Global Environmental Obligations with the Framework of Sustainable Development Priorities”, Local Project Appraisal Committee (LPAC) meeting was jointly organized by the Environmental Protection Agency and the Ministry of Finance & Development Planning in collaboration with the United Nations Development Programmes (UNDP) in Liberia. The meeting was held at the United Nations Development Programme Operations Conference Room on the 7th Floor on Tuesday, October 31, 2017. As a prerequisite and Global Environment Facility (GEF) requirement for commencement of the CCCD Project, an LPAC meeting must be convened and attended by the project stakeholders and beneficiaries to discuss, review and endorse the Project for implementation. The meeting was held between 10:30AM and 12:30PM.

Self-introduction

Following breakfast, self-introduction preceded the opening of the meeting. Each participant was allowed to introduce himself/herself, by stating name, position and institution.

Opening Remarks

Formal opening remarks was done by the Ministry of Finance & Development Planning (MFDP), United Nations Development Programmes (UNDP) and the Environmental Protection Agency (EPA).

In her remarks, **MFDP Deputy Minister, Tanneh G. Brunson** commended GEF for the project that seeks to strengthen the Country national capacities to meet global environmental obligations with the framework of sustainable development priorities. She pointed out that the project will integrate global

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environmental needs into management information systems and monitoring, integrate multilateral environmental

agreements provisions into national policy, legislative and regulatory frameworks, and that the Government of Liberia is very pleased with such of project.

The Minister also indicated that the project is important to Liberia because it is not only experiencing the effects of climate change in the agriculture sector of the economy but also on the coastal landscape and therefore requires collective efforts to adopt and mitigate the effects of climate change. She added that the project came at the time the Government of Liberia (GOL) is in the process of developing the framework for the Country next development plan, within the context of domesticating the SDGs and Agenda 2063.

The Minister further said that the CCCD-LPAC was comprised of stakeholders within the environment and development segment of Liberia, and that LPAC was to appraise the project presented by EPA and UNDP, outlining the specific aspects of the project review as follows:

- Relevance in terms of alignment to Liberia's development
- Feasibility in terms of preparedness to meet global environmental obligations
- Mainstreaming environmental issues into planning
- Institutional and management arrangements to deliver and sustain the required outcomes, and other unresolved issues that may arise during the deliberations for smooth implementation of the project

The Minister concluded her remarks by admonishing participants to be mindful of the impending transition to ensure that efforts in strengthening capacity is not lost, and again applauded GEF, UNDP and the EPA for their leadership roles and efforts in mobilizing funding for the project. She pledged the Ministry's support in the implementation and outcomes of the project.

Marking remarks also was the **UNDP Deputy Country Director, Cleophas Torori**. In his brief remarks, Mr. Torori extolled the conduct of the meeting and the role of the participants. He historicized the project formulation process, stressed the UNDP willingness to work with project partners to ensure its outcomes. He emphasized the need for the project to be in compliance with the UNDP Quality Assurance (QA) and Social & Environmental Standards (SES). He also indicated in his remarks that there is a need to ensure that the project indicators meet the requirements of global environmental agreement, i.e. SDGs, Agenda 2023/20163, and most especially that it is aligned with Country development plan, Agenda for Transformation (AFT).

Making remarks on behalf of the EPA, her **Deputy Executive Director, Urias S. Goll** expressed appreciation on behalf of the EPA Executive Director. He said she would have loved to be in attendance but is outside the Country attending to other national duties. He particularly congratulated the UNDP, national and international consultants and the EPA for all their efforts that have led to the development of the CCCD Project. The EPA-DED stressed that the project formulation process was inclusive and participatory, involving stakeholders and other beneficiaries. He promised to ensure that the project meets its outcomes.

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Presentation of project:

A presentation of the project provided an Overview and background of the Project as well as the key Components, Outcomes and Outputs. Key information was presented on UNDP's quality assurance provisions for the project. The application of the Social and Environmental Screening Procedures (SESP) UNDP were outlined and discussed. Discussions surrounding the presentation focused on the implementation modalities and attendant arrangements, ensuring integrated uptake, buy-in by stakeholders and beneficiaries and alignment with global, national and UNDP priorities. Importantly, the application of the Social and Environment Standards. The next steps were outlined and agreed.

Main points of the presentation are provided below: The project aligns with the GEF-6 CCCD Strategic Objectives 1, 3, and 5 which call for countries to:

Background and Context

- a) Integrate global environmental needs into management information systems and monitoring,
- b) Integrate MEA provisions into national policy, legislative, and regulatory frameworks, and
- c) Update NCSAs

The project is aligned with:

- United Nations Development Assistance Framework (UNDAF) and Country Programme Document
- 2: Inclusive and sustainable economic transformation informed by evidence-based macro-economic policy promoting access to livelihood, innovative and competitive private sector and efficient natural resource management
- UNDP Strategic Plan Output 1: Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded

The Implementing Partner is the EPA

The project cost is: US \$1,000,000.00

Duration is 4 years,

Implementation modality: National Implementing Modality (NIM), with UNDP providing Quality Assurance and serving as the Senior Supplier.

The project goal/ aims to ensure that Liberia improves its decision making towards meetings and sustaining its global environmental obligations, through improved/ increased capacity to coordinate efforts, as well as best practices for integrating global environmental priorities into planning, decision-making, and reporting processes. The project will therefore strengthen a targeted set of national

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capacities to deliver and sustain global environmental outcomes within the framework of sustainable development priorities.

The project has four components with several outputs.

Component 1, integrated environmental knowledge management system (EKMS), has 7 outputs that focus on the establishment of an environmental knowledge management system by integrating and reconciling relevant existing systems.

Component 2, enhanced institutional and technical capacities for mainstreaming, has 7 outputs. Components 1 and 2 are important complements of each other. The first component will establish and provide training on the substantive content of the integrated environmental knowledge management system; and component 2 follows with a set of institutional capacity development actions for improved mainstreaming and monitoring using the system. Whereas,

Component 3, involves improving awareness of global environmental values and has 5 outputs. It will focus on deepening understanding and applying greater value in addressing global environmental obligations under the Rio Convention and how it contributes to addressing important and immediate socio-economic development priorities

Component 4, is updating the National Capacity Self-Assessment (NCSA), has 4 outputs and it will focus on updating the National Capacity Self-Assessment prepared in 2005.

The UNDP Quality Assurance and the Social Environmental Standards tools to be applied in the project were elaborated.

Next steps

Action	Timeline
1. LPAC minutes prepared, signed by GoL and UNDP	November 1, 2017
2. LPAC PRODOC finalized and signed by GoL and UNDP	November 1, 2017
3. Delegation of Authority (DOA) received	Pending completion of previous two actions
4. Development of ToRs and recruitment of staff (PM, PA, etc)	November 10, 2017
5. Preparation of AWP 2018	November 10, 2017
6. Project inception meeting held	January 2018



Discussion & Resolution



The discussions surrounding the presentation highlighted the following issues:

- I. The QA & SES will be applied during the implementation of the project, and represent important UNDP requirements
- II. That the project indicators need to be reconciled and or harmonized with the UNDP QA
- III. That the project does not have a defined steering committee and it was important have it included in the project document
- IV. That the Ministry of Information Cultural Affairs & Tourism (MICAT) be considered as an integral stakeholder that will assist the EPA in the dissemination of the project information, and that the EPA ensures that the MICAT platform is used to inform the public on the CCCD Project

The Resolution of the CCCD-LPAC meeting are as follows:

- 1) That there are clearly defined activities in the project document
- 2) That the project management or annual work plans clearly identified yearly activities for implementation
- 3) That the project is aligned with global environmental agreements, i.e. SDGs, Agenda 2030 & 2063 and the Country development plan, AFT
- 4) That UNDP is contributing US\$50,000.00 yearly as co-financier over the four years of the project duration
- 5) That the GOL/EPA catalog or quantify her in-kind contribution to the project over the four years of the project duration
- 6) That the project steering committee be established and included in the project document and LPAC minutes

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- 7) That the membership of the project steering committee are as follows: Environmental Protection Agency (EPA), Forestry Development Authority (FDA), Ministry of Agriculture (MoA), Land Authority (LA), Ministry of Finance & Development Planning (MFDP) and the United Nations Development Programmes (UNDP)
 - 8) That there be a quarterly project steering committee meeting
 - 9) That the development of terms of references (TORs) for the CCCD Project Management and Assistant Project Management begins immediately with the following process
 - 10) That the 2018 AWP formulation for the project begins immediately, with EPA thru the NCCS leading the initiative
 - 11) The project was finally endorsed and approved by all members present for the LPAC meeting.

Closing Remarks

After a cordial deliberation, the LPAC meeting was concluded following brief remarks by the UNDP, EPA and MICAT. In their separate remarks, the UNDP Deputy Country Director, Cleophas Torori, Urias Goll, Deputy Executive Director of the EPA and the Deputy Minister of MICAT, Rixck W. Barsi-Giah, they all commended the participants and commit their support for the successful implementation of the project.



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Pictures of the CCCD-LPAC Meeting



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The meeting minutes was compiled by:

Ernest B. Waylee
Secretary

Date: 01/11/17

Signed:
Environmental Protection Agency



Date: 01/11/17

Signed:
United National Development Programme

Date: 8/11/17

Signed:
Ministry of Finance and Development Planning

Date: 11/03/17