

**COVER PAGE**

Country: FYR of Macedonia

UNDAF Outcome(s)/Indicator(s): Effective and equitable management of natural resource and environment protection based on the principles of sustainable development ensured  
*(Link to UNDAF outcome., If no UNDAF, leave blank)*

Expected Outcome(s)/Indicator (s): The country obligations related to the ratified environmental conventions met  
*(CPAP outcomes linked to the MYFF goal and service line)*

Expected Output(s)/Annual Targets: Capacities to implement the ratified Multilateral Environmental Agreements/Protocols improved  
*(CPAP outputs linked to the above CPAP outcome)*

Implementing partner: Ministry of Environment and Physical Planning

Responsible parties: UNDP

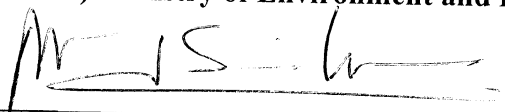
The main goal of the project is to support the Government to assess its sound management of chemicals (SMC) regime and to put a plan to begin addressing gaps in the national regime, and to help improve the incorporation of national sound management of chemicals into the national development planning agenda. More specific objectives of the project are: a) development of an Initial National Chemicals Profile and gathering of data on areas of high/risk/exposure for the environment and human health within the country; b) qualification of links between priority major chemicals problem areas and human health and environmental quality in the country, and quantification of the costs of inaction/benefits of action in planning/finance/economic language regarding major chemical management problem areas; c) identification of the areas of its national SMC governance regime that need strengthening most urgently and development of a realistic phased plan to address these needs; d) strengthening its national capacity relative to SMC and enhance general knowledge and understanding on SMC issues amongst decision makers, managers, the industry, NGOs and the public; e) proposing a path forward for our country to mainstream the highest priority SMC issues in our country's development planning processes and plans and prepare a strategic national document which will express Government commitment towards the implementation of environmentally sound chemicals management; f) development and formulation of a National Plan on the implementation of SAICM's Global Plan of Action. This project will be implemented in collaboration with UNEP as part of UNDP/UNEP "Partnership Initiative for the integration of SMC Considerations into Development Planning Processes".

Programme Period: 2005 - 2009  
 Programme Component: Energy and Environment for Sustainable Development  
 Project Title: Mainstreaming SMC Considerations into MDG Based National Development Planning  
 Project ID: \_\_\_\_\_  
 Project Duration: 24 months  
 Management Arrangement: NEX

Total Budget	US \$ 230,000
Allocated resources:	
• Government	_____
• Regular	_____
• Other:	_____
GEF	US\$ 230,000
• In kind contributions	_____
Unfunded budget:	_____

**Agreed by (Implementing Partner) Ministry of Environment and Physical Planning**

Agreed by (UNDP): \_\_\_\_\_



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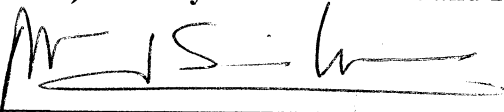
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Agreed by (UNDP): 

## I. Situation Analysis

### Introduction

With the support of the Strategic Approach to International Chemicals Management (SAICM) Quick Start Programme (QSP) Trust Fund, UNDP will work with the Government of the FYR of Macedonia - and call upon the expertise of the Chemicals Branch of the United Nations Environment Programme, Division for Technology, Industry and Economics (UNEP/DTIE) - to assist the country in addressing the second and third strategic priorities (SP2/SP3) of section IV of the SAICM Overarching Policy Strategy (<http://www.chem.unep.ch/saicm/>), namely:

- Development and strengthening of national chemicals management institutions, plans, programmes and activities to implement the Strategic Approach, building upon work conducted to implement international chemicals-related agreements and initiatives; and,
- Undertaking analysis, interagency coordination, and public participation activities directed at enabling the implementation of the Strategic Approach by integrating – i.e. mainstreaming – the sound management of chemicals in national strategies, and thereby informing development assistance cooperation priorities.

Extensive experience has been gathered and can be shared between countries with respect to the first strategic priority (SP1), that is to develop or update national chemicals profiles<sup>1</sup>, but much less experience has been accumulated with respect to the two other strategic priorities. In order to best support the Government of the FYR of Macedonia to:

- i. assess their sound management of chemicals regime relative to the strategic objectives of the SAICM Overarching Policy Strategy and put in place a plan to begin addressing gaps in the national regime; and,
- ii. help improve the incorporation of national sound management of chemicals priorities into the national development planning agenda,

UNDP will apply guidance contained in its Technical Guide for Mainstreaming the Sound Management of Chemicals (SMC) in MDG-Based Policies and Plans, to assist the government and the UN Country Team to recognize and assess opportunities for incorporating SMC into national development policies and planning in support of the Millennium Development Goals (MDGs).

UNEP Chemicals will lend its expertise to the implementation of the project through guidance contained in the Health and Environment Linkages (HELI) initiative, developed jointly with the WHO. The HELI initiative promotes an inter-sectoral approach to decision-making that includes consideration of the full range of environmental and health impacts of decisions and emphasizes that efforts to protect environmental health should be integrated with, and support, national development plans as well as sustainable development objectives.

### SAICM and the UNDP-UNEP Partnership Initiative for the Integration of Sound Management of Chemicals (SMC) Considerations into Development Planning Processes

In February 2006, more than 100 environmental and health ministers, heads of delegation and representatives of civil society and the private sector remarked in the Dubai Declaration on International Chemicals Management upon the significant contribution that SMC can make toward achievement of the MDGs, observing that “*the sound management of chemicals is essential if we are to achieve sustainable*

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<sup>1</sup> “Development or updating of national chemical profiles and the identification of capacity needs for sound chemicals management.”

*development, including the eradication of poverty and disease, the improvement of human health and the environment and the elevation of the standard of living in countries at all levels of development.”*

SAICM, supports the achievement of the WSSD goal to ensure that, by the year 2020, chemicals are produced and used in ways that minimize significant adverse impacts on the environment and human health. Four major value-added features of the Strategic Approach, relative to the international management of chemicals work that preceded it, are:

- i. A strengthened focus on improved cross-sectoral governance for the sound management of chemicals\*\* at the national and local levels (i.e. rather than addressing chemicals on a chemical-by-chemical for chemicals class basis exclusively);
- ii. An acknowledgement that the sound management of chemicals is essential for achievement of sustainable development, including the eradication of poverty and disease, the improvement of human health and the environment and the elevation and maintenance of the standard of living in countries at all levels of development;
- iii. Recognition that for sound management of chemicals to be advanced significantly beyond the pre-SAICM situation, there will need to be much stronger links established with the development planning priorities, processes and plans of developing countries with the goal of integrating chemicals management into development planning (ICDP) and,
- iv. Addressing, in a more comprehensive / holistic manner, the increasing gap in the capacity of developed and developing countries to manage risks posed by chemicals.

In support of these prominent value-added features of SAICM, UNDP and UNEP have developed the ‘Partnership Initiative for the Integration of SMC Considerations into Development Planning Processes’ in order to facilitate the integration of SMC, as part of the poverty-environment linkage, into national development planning processes to support sustainable development in developing countries and countries with economies in transition. (More information on the Partnership Initiative is contained in Annex 6).

It is important for countries that recognize opportunities for incorporating SMC into MDG-based plans to take into consideration planning cycles (whether these are national MDG plans, Common Country Assessments, Poverty Reduction Strategies, etc.), as this can maximize opportunities to synchronize SMC mainstreaming activities, reduce administrative costs, improve results and enhance funding opportunities. To this end, governments typically need to create formal mechanisms and linkages between national SMC planning and MDG-based planning. More experience is needed to guide countries in how to carry out such work effectively, an effort to which implementation of this project, supported by the UNDP mainstreaming guidance and the UNEP-WHO HELI Initiative, will contribute.

To date, most linkages noted between SMC and MDGs have focused on MDG-7 (ensuring environmental sustainability). However, there are many other examples of SMC linkages with MDGs that should be the subject of demonstration through case studies. Strong SMC can contribute to achievement of all of the MDGs, while weak SMC has the potential to impede achievement of the goals. Appreciation for the breadth and depth of issues involved with SMC has been limited in many developing countries and countries with economies in transition, owing in large measure to its highly technical nature.

## **1.2 Country Situation: Chemicals Status and National Development Processes**

The FYR of Macedonia recognizes that environmental degradation is taking place at the global level and that environmental sustainability can only be reached if pursued multilaterally. It is therefore that the country is committed to promoting environmental protection at an international level. The challenges encountered in instituting environmental policies in an international setting given current economic pressures are a complex task. However, efforts are being made as can be concluded from the list below of international ratified documents.

*List of international documents ratified and initiated for ratification by the FYR of Macedonia*

No.	International Document	Year of ratification
1.	Stockholm Convention on Persistent Organic Pollutants	2004
2.	Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal	1999
3.	Aarhus Convention on Access to Information, Public Participation in Decision Making and Access to Justice	1999
4.	European Agreement on International Carriage of Dangerous Substances by Road (ADR)	1994
5.	Vienna Convention for the Protection of the Ozone Layer and Montreal Protocols on Substances That Deplete the Ozone Layer	1994
6.	United Nation Framework Convention on Climate Change and Kyoto Protocol on the Climate Change	1997 and 2004
7.	United Nations Convention to combat desertification in countries experiencing serious drought and/or desertification, particularly in Africa	2002

Although the country has been working intensively on the reduction and elimination of Ozone Depleting Substances (ODS) and the management of Persistent Organic Pollutants (POPs) it has not yet finalized the formulation of a National Chemical Profile though work is underway. Therefore, the development and formulation of its National Chemical Profile has been included as one of objectives and proposed activities in the project.

Through creation of the coordinating National Ozone Unit, the Ministry of Environment and Physical Planning established an excellent basis for the successful management of ODS in the country. Within a period of eight years (1997-2005) over 97% of ODS consumption was eliminated in different areas of their application (refrigeration, flexible and rigid foams production, agriculture, fire extinguishers, etc).

The management of Persistent Organic Pollutants (POPs) started in 2002 with implementation of the GEF project "Enabling activities to facilitate early action on the implementation of the Stockholm Convention on POPs". The main objective of the project was the preparation of the National Implementation Plan (NIP) on the reduction and elimination of POPs. The NIP was prepared by the POPs Unit under the Ministry of Environment and Physical Planning with multi-stakeholders participation. The NIP was adopted by the Macedonian Government in the beginning of 2005 and obliged the Ministry of Environment and Physical Planning/POPs Unit to undertake activities in support of the NIP's action plan implementation.

The Ministry of Environment and Physical Planning, the Ministry of Health, and the Ministry of Agriculture, Forestry and Water Economy Management are responsible for the management of chemicals including the protection of human health and the environment from their negative effects. The management of toxic chemicals, plant protection chemicals and their residues, as well as the drafting of legislation, inspections and international cooperation regarding chemicals management, are also among their responsibilities.

The Ministry of Health is responsible for the preparation of regulations with regard to poison management. It provides guidance and procedures for: plant protection substance management; classification of new poisonous chemical substances; and, their inclusion in the list of approved chemicals. Its Bureau for Pharmaceuticals (Unit for Pharmaceuticals and Poison Supply) prepares the primary and secondary regulations on poisons and plant protection substance residues present in goods.

The State Health and Sanitary Inspectorate and Republic Institute for Health Protection are also involved in the procedure. The Ministry of Health is also involved in poison and plant protection related inspections.

Laboratory analysis on plant protection substance residues is performed by the Republic Institute for Health Protection. Related inspections are the responsibility of the Sanitary and Health Inspection under the Ministry of Agriculture, Forestry and Water Economy.

The Bureau for Medicaments undertakes the first phase on plant protection substance registration (toxicological assessment of active ingredients and preparation and classification in the right toxicity groups). The enforcement of the above mentioned regulations is under the State Health and Sanitary Inspectorate.

### 1.3 Project Objectives

The FYR of Macedonia's objectives for this project are to work with UNDP, and the support of UNEP Chemicals, in implementing the generic next steps<sup>2</sup> for strengthening the domestic sound management of chemicals (SMC) regime consistent with SAICM, including:

- a) Development of an Initial National Chemicals Profile and accumulation of basic data on areas of high/risk/exposure for the environment and human health within the country;
- b) Qualification of the links between priority major chemical management problem areas and human health and environmental quality in the country, and quantification of the costs of inaction/benefits of action in planning/finance/economic language regarding major chemical management problem areas;
- c) Identification of the areas of its national SMC governance regime that need strengthening most urgently and development of a realistic phased plan to address these needs;
- d) Strengthen its national capacity relative to SMC and enhance general knowledge and understanding on SMC issues amongst decision makers, managers, the industry, NGOs and the public;
- e) Propose a path forward for our country to mainstream the highest priority SMC issues in our country's development planning processes and plans and prepare a strategic national document which will express Government commitment towards the implementation of environmentally sound chemicals management; and
- f) Development and formulation of a National Plan (NP) on the implementation of SAICM's Global Plan of Action.

These project objectives are entirely consistent with advancing the overall objective of the QSP to use trust fund resources to "support initial enabling capacity-building and implementation activities in developing countries, in particular least developed countries, Small Island Developing States, and countries with economies in transition".

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<sup>2</sup> Countries typically go through certain steps to advance their national sound management of chemicals regime. These steps are described by UNDP as (a) Development of Initial Chemicals Profiles/Inventories (i.e. what chemicals, where, how much, produced, used etc.); (b) Accumulation of basic data on areas of high/risk/exposure for the environment and human health within the country (e.g. serious chemical contamination of a major fishery, contaminated sites impacting food production, stockpiles destroying ground water, etc.); (c) Quantification of the links between major chemical problem areas and human health and environmental quality (i.e. analyzing and explaining the linkages in understandable language for policy decision makers); (d) Developing or filling-out an integrated chemicals management program (i.e. understanding what is needed to enhance SMC-related governance capacity relative to the countries chemicals profiles so that current problems can be addressed and future problems prevented); (e) Quantification/estimation of the costs of inaction/benefits of action in major chemical risk areas from (c) above (i.e. the economic analysis that can be compelling for national planning and finance ministries; speaking the development planner's language); and (f) Mainstreaming in development planning to foster national budget commitments in partnership with donor assistance to address the most serious problems/potential benefits at the nexus between sound management of chemicals and sustainable forms of development.

The country further acknowledges that the QSP Trust Fund does not contain sufficient resources to fund the initial SAICM enabling activities of all eligible countries, and that building case study examples will help donor and recipient countries to better assess how to mobilize and target additional resources for implementation of SAICM going forward. For this reason, this project advances the country's national objectives in the implementation of SAICM and will allow the country to contribute replicable examples that will benefit other countries under SAICM.

## **II. Project Strategy**

This project will be delivered through adoption of a partnership approach involving government officials, local experts and UNDP/UNEP experts working closely together as a team in order to share guidance, experience, information and knowledge to support delivery of concrete results against the various project activities.

UNDP, in its role as Implementing Agency, and the Ministry of Environment and Physical Planning in its role as Executing Agency and project focal point, will lead project partners in working to attain objectives a-f outlined in section 1.3 above.

UNDP, as the Implementing Agency, will bring to the project its extensive and broad experience in providing support to client countries with respect to chemicals management issues (e.g. as IA for the POPs/Ozone focal areas of the GEF, IA for the Multilateral Fund for the implementation of the Montreal Protocol, and as initiator in the development of a SAICM "guidance document/tool"<sup>3</sup> that will be used during implementation of this project).

The 6 project objectives stated in Section 1.3 above, are to be attained through Project Activity Areas and Associated Major Tasks described in section 2.1 below. The Project Activity Areas and Associated Major Tasks stipulated in Section 2.1 are based on general steps to advance national SMC regimes, outlined in the UNDP guidance on SMC for the MDGs.

Through adoption of the programmatic approach espoused by the UNDP-UNEP Partnership Initiative, UNEP-Chemicals will be invited to provide guidance to country partners in support of project objectives a – c (as stated above), with UNDP participating in the dialogue and contributing strategic advice as necessary. Following suit, UNDP will take the lead in providing support to country partners under project objectives d – f.

A cross-sectoral, Interagency Coordinating Mechanism, composed of stakeholders and representatives from ministries, associations, NGOs, private sector representatives, etc, will be initiated by decision of the Minister for Environment and Physical Planning and act as an advisory committee. The committee will

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<sup>3</sup> UNDP, since the adoption of SAICM in 2006, has invested in the development of a guidance document to assist national governments and UNDP Country Teams in recognizing and assessing opportunities for incorporating SMC into national development priorities, processes and plans. The SMC "mainstreaming guide/tool" addresses considerations for integrating SMC of chemicals into the three core MDG Support services extended to UNDP partners countries, namely:

- (1) *SMC's application to the Millennium Development Goals(MDGs)*, including diagnostics, investment and planning
- (2) *SMC's relevance to widening policy options and choices via national, sectoral and other policy reforms and frameworks* needed to accelerate equitable growth and promote long-term human development
- (3) *Strengthening national capacity for effective service delivery* at national and local levels as applicable to incorporating goals, objectives and activities for SMC within national plans and sector strategies.

Part I of the guide provides background on sound management of chemicals, the synergies that exist between SMC and prominent development goals, and broad sectoral concerns at the country level, and the current capacity of developing nations for SMC.

Part II of the guide elaborates on the steps or "entry points" for determining SMC capacity building needs and priorities and for integrating SMC into national plans and sector-based strategies.

meet on a quarterly basis to discuss issues related to chemicals management and review new chemicals management plans, draft legislation, etc.

Project monitoring, periodic reporting and evaluation will be conducted in accordance with established UNDP procedures and will be undertaken by the National Project Coordinator/(Unit), with support from the UNDP Country Office (UNDP-CO) and UNDP Montreal Protocol Unit (MPU)/Chemicals, as explained in more detail in section 5.5 of this document.

## **2.1 Project Activities**

### **2.1.1 Project Activity Area 1:**

#### **Designating a National Project Manager and Project Initiation**

The first *three tasks* [Major Tasks 1(a), 1(b and 1(c))] of the Project Manager will include:

- a) Project initiation and final planning with UNDP;
- b) Notification of and briefing about the project for government ministries, government commissions, major private sector associations and other NGOs that might be relevant to the project, including requesting that these organization designate a project contact point charged with project communications, gathering information in support of the project and identifying stakeholders among their constituencies, etc.; and
- c) Building a comprehensive database on organizations by category (ministerial, academia, private sector, etc.). This will be used to track invitations to stakeholders to participate in consultative processes under this initiative and also for soliciting information.

Tasks 1(b) and 1(c) are essential prerequisite for *Activity Area 2* of the project.

### **2.1.2 Project Activity Area 2:**

#### **Establishing a Cross-sectoral, Multi-Stakeholder Coordinating Mechanism**

Effectively moving SMC issues into the development-planning context relies on broad stakeholder discussion of the issues, consistent with typical development planning processes. This initiative will produce the documentary materials that will communicate SMC, in an appropriate manner, in planning processes, and FYR of Macedonia, by supporting this initiative, is expressing its willingness to follow-through on this work.

The National Project Manager, with the support of UNDP, will establish a cross-sectoral, Interagency Coordinating Mechanism (ICM) that will support the work of the project and act as its advisory committee. The National SMC coordinating mechanism will include but not limited to the representatives from the Macedonian Ministries directly responsible for chemicals management and associated legislation (e.g. the Ministry of Environment and Physical Planning, the Ministry of Health and the Ministry of Agriculture, Forestry and Water Economy).

Ministries that might be engaged in aspects of chemicals management (in addition to the three ministries mentioned above), whether or not their role is recognized as an official one for chemicals, could be the Ministry of Labor and Social Policy, the Ministry of Education and Science, the Ministry of Interior, the Ministry of Finance, the Ministry of Economy and the Ministry of Transport and Communications.

A number of countries have established formal interagency mechanisms to coordinate their response to commitments under a chemicals-related international agreements and decisions. These experiences, to be shared via UNDP, will inform work under this project. In particular, because chemicals-related international agreements and decisions have substantial synergies with one another, the country will consider the viability of consolidating its chemicals expertise within one SMC coordination mechanism consistent with the integrative aspects of SAICM. Such a mechanism, to be facilitated by the Project



Manager (Major Task 2(b)), will have as its main objectives, during and beyond the life of this project, development and review of SMC-related priority setting, policy and implementation efforts, as well as provision of advice to other processes on which SMC has a bearing, including national development planning activities. The implementation of this project will in effect provide training through experience for the coordinating mechanism participants with respect to these objectives.

The Multi-Stakeholder Coordinating Mechanism will be asked to consider and comment early in the project on the methodology outlined in the UNDP guidance on incorporation of SMC into national development planning processes.

### **2.1.3 Project Activity Area 3: Research, Analysis and Planning in Support of Improved SMC Governance Consistent with the Strategic Objectives of SAICM**

*Major Task 3(a): Information gathering and analysis to develop an updated “National SMC Situation Report” (Consultations/Communications Document)*

The National Project Management Unit (NPMU) will set-up Working Groups/Task Teams consisting of representatives of all stakeholders with expertise on (i) Legislation, (ii) Institutional Aspects and (iii) preliminary data and information regarding production, consumption, export, import, etc of chemicals, to assist in the information gathering and analysis for the formulation of a National SMC Report/National Chemical Profile.

Building on previous work done in the country, objectives and tasks of the working groups would be to:

- Collect and analyze the existing legislation and perform a gap analysis;
- Assess institutional aspects and structures of the different Government organizations, NGOs and other institutions familiar with chemical issues, their interconnection, cooperation with stakeholders, etc.
- Create a preliminary database of chemical generation, emissions, production, trade, etc, using existing information, inventories, polluters’ cadastre, etc.
- Gather, assess and compilation of the data collected
- Formulate a National Chemical Profile/National SMC Situation Report<sup>4</sup> with emphasis on:
  - Qualification of the links between major chemical management problem areas and human health and environmental quality in the Republic of Macedonia (i.e. explaining the major issues for the environment, human health, worker safety and economic development etc. in the country in terms that the non-expert policy decision-makers can understand); and
  - Identifying what areas of the national SMC governance regime (policies, legislation, institutions and processes) need strengthening to improve capacities to:
    - Ultimately achieve the strategic objectives of SAICM generally;
    - Facilitate actions to begin addressing over time significant legacy issues associated with previous unsound chemicals management;
    - Facilitate actions to avoid, as much as possible, major problems associated with unsound chemicals management from building-up or occurring as accidents/emergencies in the future; and

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<sup>4</sup> Development of a National Situation Report on sound management of chemicals represents an important first step that a nation can take to identify a “baseline” of capacity for SMC. These reports should be developed as part of a process that identifies gaps, needs and opportunities. Once these are identified, the country can then proceed to a priority-setting exercise and, ultimately, to integration within national policy and legislative frameworks, and as grounded within broader national goals and objectives for health, the environment, poverty reduction and sustainable development. Where such reports are considered in isolation from such a wider process their utility is limited. This project will therefore, work to mainstream the country’s SMC priorities into the development planning process in later stages of this project.

- Facilitate the country's ability to capitalize on the sustainable development benefits of the chemicals industry.

The National Chemical Profile/National SMC Situation Report also functions as an awareness-raising tool for familiarizing government decision-makers and stakeholders with the strengths and weakness and overall capacity for SMC within the country and what is most important to be addressed. This is particularly relevant for Major Task 3(b) discussed below.

***Major Task 3(b): Multi-stakeholder Consultation and Awareness Raising Workshop***

Stakeholder consultation and awareness-raising will be an ongoing process throughout the project's work and activities, drawing on the results and networks of Major Tasks 1(b) and 1(c).

In addition, at this point in the project, an awareness-raising and consultation workshop will be held to discuss the results of the National Chemical Profile/National SMC Situation Report. The objectives of this workshop are to:

- Raise awareness of major chemical management problems in the country;
- Indicate major gaps in the national regime for the sound management of chemicals that can be addressed in a phased manner, and what the priorities for these actions should be; and
- To seek stakeholder opinions on the highest priority issues that might be the subject of mainstreaming SMC opportunities in national development planning processes and documents;

Participation at the workshop will be multi-sectoral, including senior government representatives from key ministries, representatives of industry associations, labor and other NGOs.

***Major Task 3(c): Identification of National SMC-Specific Opportunities and Priorities to Address Gaps in the National SMC Regime and Other Major Chemical Management Problems/Opportunities***

Based on the results of the National Chemical Profile/National SMC Situation Report in *Task 3(a)* and the multi-stakeholder workshop of *Task 3(b)*, the government, supported by UNDP, will be in a position to deliberate on the country's priorities for:

- Addressing gaps in the National SMC Regime in light of the strategic objectives of SAICM, and to prevent future significant problems associated with the unsound management of chemicals;
- Actions to begin addressing over time significant legacy issues associated with previous unsound chemicals management that are negatively affecting human health, the environment and development prospects in the country; and
- Facilitating the country's ability to capitalize on the sustainable development benefits of the chemicals industry.

To facilitate these deliberations, a priority-setting background document will be prepared building on the previous applicable National Plan of Action Document and brainstorming workshop will be held with senior government officials/decision makers from key ministries of the government that make-up the Interagency Coordinating Mechanism (ICM) [initiated under *Activity Area 2*], including finance and planning ministries.

The results of this 2-day briefing and brainstorming will be a brainstorming workshop summary report "The SAICM National Policy Strategy" put together by the NPMU that will guide the work of *Activity Area 4* by narrowing down the analysis to actions that are of the highest priority for the government over a planning cycle of the next 5 years.

**2.1.4 Project Activity Area 4:  
Planning To Implement Priority Actions, Including Via Mainstreaming In National  
Development Plans**

*Major Task 4 (a): A Phased Plan for Addressing Priority Gaps in the National SMC Regime and Qualitative Rational for Mainstreaming Certain of the Highest Priority SMC Issues in National Development Plans*

As a result of work under Project Activity Area 3, a shortlist of the highest priority areas for work over the next 5 years will have been identified to begin addressing important gaps in the national SMC regime relative to the strategic objectives of SAICM. In this Task 4 (a), a National Plan of Action Document will be developed to:

- Propose options for how important gaps in the national SMC regime can be addressed, including the preparation of project concepts that could potentially be the subject of partnerships between the government and international donors to support implementation of SAICM going forward;
- Qualitatively describe the most significant legacy issues associated with previous unsound chemicals management that are negatively affecting human health, the environment and development prospects in the country; and
- Qualitatively describe the most significant opportunities to facilitate the country's ability to capitalize on the sustainable development benefits of the chemicals industry.

Plans developed to implement SAICM within the country would include identification of capacity building actions, costing, identification of partners, etc., and programmatic opportunities as applicable to MDGs and other national development plans.

A one-day briefing and brainstorming workshop will be held with senior government officials/decision makers from key ministries of the government that make-up the ICM, including finance and planning ministries, to discuss and comment on the National Plan of Action Document. Based on comments received, a final National Plan of Action Document will be prepared for use by the government, including in consultations with international donors.

The NPMU will create a Working Group for the preparation of the National Plan of Action. The WG will define: Work areas; Activities to be undertaken; Main actors; Time frame; Indicators of progress; and, Implementation aspects. The NPMU in cooperation with the WG will finalize the list of identified actions.

*Major Task 4 (b): Demonstration Of Building An Economic Analysis/Development Case For Mainstreaming Certain Of The Highest Priority SMC Issues In National Development Plans*

One of the main challenges associated with mainstreaming sound management of chemicals issues into national development plans is making the case for mainstreaming in an "economic language" that finance and development planning agencies can understand. Very little of this "economic rationale" work has been done to date to serve as examples to developing countries regarding how to apply similar methodologies to other important SMC issues within the country.

As such, work under Task 4 (b) will serve to provide an example of applying a methodology for making the economic case for mainstreaming in development planning of an issue associated with unsound chemicals management that is negatively affecting human health, the environment and/or development prospects in the country.

The economic analysis example will be shared with Interagency Coordinating Mechanism to encourage further similar work in the country to support the mainstreaming of high priority SMC issues in the national development planning process.

***Major Task 4 (c): Proposing a Road Map (National Plan) for Mainstreaming the Highest Priority SMC Issues in the Country's Development Planning Process***

For the non-development planning expert, national development planning processes can seem extremely complex and difficult to engage with priority SMC issues that appear, at least to finance and planning officials, as “highly technical”. However, this project will, by this point in the work, have produced substantial documentary material to begin influencing national development planning processes. What will be needed at this stage is a clear plan and schedule regarding what national development plans to try to influence, at what point in the planning cycles, and with what approaches with respect to information sharing, multi-stakeholder consultations and other factors.

This Task 4 (c) will, therefore, develop a “Mainstreaming Road Map/National Plan” document tailored to the country’s national development planning processes focusing on the best opportunities to influence these processes for purposes of mainstreaming high priority SMC issues in the appropriate development plans, in particular SMC issues that, i) are having significant negative affects on human health, the environment and/or development prospects in the country, and/or ii) show the most significant opportunities to facilitate the country’s ability to capitalize on the sustainable development benefits of the chemicals industry.

The NPMU will be responsible for the preparation of the final “Mainstreaming Road Map/National Plan”. The documentation produced during the project implementation will be reviewed and consolidated in a clear document. The “Mainstreaming Road Map/National Plan” will be submitted to all members of the Interagency Coordinating Mechanism to be reviewed and commented. Recommendations and suggestions made by the Interagency Coordinating Mechanism will be incorporated in the final document.

The draft-“Mainstreaming Road Map/National Plan” will be put on the web-site of the Ministry of Environment and Physical Planning in order for all involved stakeholders to participate in the definition of its final version. Prior to its posting, a public announcement will be published in one of the Macedonian daily newspapers.

The final version of the document will be promoted on the final workshop with participation of all considered stakeholders.

The “Mainstreaming Road Map/National Plan” will be shared with Interagency Coordinating Mechanism, including finance and development planning officials, to encourage readiness to support SMC mainstreaming efforts in the country’s development planning processes going forward.

According to the legal rules of procedure the final “Mainstreaming Road Map/National Plan” will be sent to the Government for its adoption.

### **3. Expected Results**

The partners for this initiative acknowledge that the SAICM QSP does not contain sufficient resources to fund the initial SAICM enabling activities of all eligible countries, and that building case study examples using other sources of financing will help donor and recipient countries to better assess how to mobilize and target additional resources for future implementation of SAICM, including in support achievement of the MDGs. For this reason, the pilot project is proposed to advance national objectives in the implementation of SAICM and allow all partners to contribute to replicable examples that will benefit other countries under SAICM, and in support of the MDGs.

Indicators of success for this initiative are:

1. Wide distribution of and use by client countries and UN Country Teams and Bretton Woods institutions of the revised and refined UNDP guidance document, UNEP/WHO resources and UNDP/UNEP resources resulting from the pilot project;
2. The country giving fuller consideration to SMC issues directly within its MDG-based national development planning processes; and
3. Wide dissemination of the results and practical lessons learned from this project to facilitate replication in other developing countries, including as part of the UNDP MDGS.

UNDP will actively monitor and be able to report on these indicators within one year of the conclusion of this project.

### **III. Management Arrangements**

The Project will be executed using the national execution (NEX) modality, in accordance with UNDP guidelines. Given the pilot nature of the work to be undertaken and the need to feed national results into a global monitoring and evaluation exercise that UNDP and UNEP will present to the 2nd meeting of the International Council on Chemicals Managements (ICCM 2) in 2009, an International Support Services component is included in the project. This component will be executed directly through the Montreal Protocol-Chemicals Unit of UNDP, and will cover the following activities: technical expert consultancies, contributions of invited experts from specialized agencies as needed during project implementation, as well as reporting and evaluation activities.

The Ministry of Environment and Physical Planning (MEPP) will serve as the National Executing Agency (EA) responsible for project implementation. The EA is accountable to the focal point and UNDP for the government's participation in the project. The EA staff and/or experts will be utilized when needed in accordance with UNDP guidelines, and will facilitate interaction among relevant public organizations, research institutions and private organizations. The EA will be responsible for project implementation and the timely and verifiable attainment of project objectives.

Working closely with the EA, the UNDP Country Office (CO) will be responsible for: the recruitment and appointment of the Project Coordinator in consultation with MEPP; overseeing project budgets and expenditures; project evaluation and reporting; result-based project monitoring; and organizing independent audits to ensure the proper use of UNDP/GEF funds. Procurement, Recruitment, Financial transactions, auditing and reporting will be carried out in compliance UNDP procedures for national execution, based on the Agreement for provision of Support Services signed between UNDP and the Ministry of Environment and Physical Planning.

Day-to-day Project Management and Implementation: A National Project Coordination Unit (NPCU) led by a National Project Manager (see Annex 3) will be set-up to ensure adherence to the project work plan. The Project Manager will assume the day-to-day management responsibility for the project implementation, and coordination among partner organizations. The Project Manager will report to the project Board. The NPCU will be based at the POPs (Persistent Organic Pollutant) Unit within the Ministry of Environment and Physical Planning. The POPs Unit will monitor all technical aspects of the project and consequently will provide advice for improvement.

Decision-making: A Project Board will be established as a main decision making body for the project. The Project Board will consist of representatives of the major stakeholders:

- 1) **Executive:** Ministry of Environment and Physical Planning, representing the project ownership to chair the group;

- 2) **Senior Supplier:** UNDP representing the interests of the parties, which provide funds and/or technical expertise to the project (designing, developing, facilitating, procuring, implementing); and
- 3) **Senior Beneficiary:** Ministry of Health. The Senior Beneficiary's primary function within the Board is to ensure the realization of project results from the perspective of project beneficiaries.

The Project Board is responsible for making by consensus management decisions for the project when guidance is required by the project manager, including approval of project work plans and revisions. In order to ensure accountability, the Project Board decisions should be made in accordance with standards that shall ensure the project's integrity and transparency.

The Project Board approves the Annual Work Plan (AWP) presented at the project inception meeting by the Project Manager, and the Project Board may review and approve quarterly project plans thereafter when required and authorizes any major deviation from the agreed quarterly plans. While the Project Board practices authority to sign off the completion of each quarterly plan and start the next quarterly plan, it also ensures that required resources are committed, and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and external bodies. In addition, it approves any delegation of its Project Assurance responsibilities.

Project reviews by the Project Board are made at designated decision points defined in the AWP during the running of the project, or as necessary when raised by the project manager. The Project Board is consulted by the Project Manager for decisions that are over the problem solving tolerance level set for the Project Manager by the Project Board when the Board approves the AWP, normally in terms of time and budget.

In addition, a National Interagency Coordinating Mechanism (ICM) - comprising various ministries - shall be established and will be chaired by the Ministry of Environment and Physical Planning. The ICM will serve as an advisory body, with its main functions being policy input and overall coordination amongst the national stakeholders for the purposes of the project.

In order to accord proper acknowledgement to GEF for providing funding, a GEF should appear on all relevant GEF project publications, including among others, project hardware and vehicles purchased with GEF funds. Any citation on publications regarding projects funded by GEF should also accord proper acknowledgment to GEF. The UNDP logo should be more prominent -- and separated from the GEF logo if possible, as UN visibility is important for security purposes.

#### **IV. Monitoring and Evaluation**

Project monitoring and evaluation will be conducted in accordance with established UNDP procedures and will be provided by the national project manager/coordinator, with support from the UNDP Country Office (UNDP-CO) and UNDP MPU/Chemicals. Aligned with SAICM Quick Start Programme Trust Fund requirements, this project also includes an independent national monitoring and evaluation component.

Additionally, in the broader context of SAICM implementation and this pilot project fulfilling the role of establishing a replicable methodology for the integration of sound management of chemicals in national development strategies, FYR of Macedonia, UNDP and UNEP will work towards collecting information on a set of national pre-SAICM activities in order to be able to design global indicators that, in future, will allow for the evaluation of the value-added that SAICM implementation brings to global management of chemicals.

## Ongoing Project Monitoring and Reporting

*Day to day monitoring of implementation* progress will be the responsibility of the Project Management Team, based on the project's annual work plan (AWP). The Project Management Team should inform UNDP and the Ministry of Environment and Physical Planning of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be adopted in a timely and remedial fashion.

*Periodic monitoring of implementation* progress may also be undertaken by the UNDP-CO through quarterly meetings with the project proponents. This will allow parties to take stock and to troubleshoot any problems pertaining to the project in a timely fashion to ensure smooth implementation of project activities.

UNDP requires that *annual monitoring* occur through a Tripartite Review (TPR) meeting held once a year. This is the highest policy-level meeting of the parties directly involved in the implementation of a project. The National Project Manager prepares an Annual Project Report (APR) and submits it to the UNDP-CO and UNDP MPU/Chemicals for review and comments. The APR is a UNDP requirement and part of UNDP's Country Office central oversight, monitoring and project management. It is a self-assessment report by project management to the CO. The format of the APR should include the following:

- An analysis of project performance over the reporting period, including outputs produced and, where possible, information on the status of the outcome
- The constraints experienced in the progress towards results and the reasons for these
- The three (at most) major constraints to achievement of results
- AWP, CAE and other expenditure reports (ERP generated)
- Lessons learned
- Clear recommendations for future orientation in addressing key problems in lack of progress

UNDP-CO also conducts Terminal Tripartite Reviews in the last month of project operations. Once again, the Project Management Team is responsible for preparing the Terminal Report and submitting it to UNDP-CO and UNDP MPU/Chemicals for review and comments. The terminal tripartite review considers the implementation of the project as a whole, paying particular attention to whether the project has achieved its stated objectives and contributed to the broader environmental objective. It decides whether any actions are still necessary, particularly in relation to sustainability of project results, and acts as a vehicle through which lessons learnt can be captured to feed into other projects under implementation of formulation.

## Independent Evaluation

In accordance with the SAICM requirement to conduct independent evaluation, The project will be subjected to at least two independent external evaluations as follows. An independent Mid-Term Evaluation will be undertaken at the end of the first year of implementation. The Mid-Term Evaluation will determine progress being made towards the achievement of outcomes and will identify course correction if needed. It will focus on the effectiveness, efficiency and timeliness of project implementation; will highlight issues requiring decisions and actions; and will present initial lessons learned about project design, implementation and management. Findings of this review will be incorporated as recommendations for enhanced implementation during the final half of the project's term. The organization, terms of reference and timing of the mid-term evaluation will be decided after consultation between the parties to the project document. The Terms of Reference for this Mid-term evaluation will be prepared by the UNDP CO based on guidance from the Regional Coordinating Unit and UNDP-GEF. An independent Final Evaluation will take place three months prior to the terminal tripartite review meeting, and will focus on the same issues as the mid-term evaluation. The final

evaluation will also look at impact and sustainability of results, including the contribution to capacity development and the achievement of global environmental goals. The Final Evaluation should also provide recommendations for follow-up activities. The Terms of Reference for this evaluation will be prepared by the UNDP CO based on guidance from the Montreal Protocol-Chemicals Unit of UNDP.

#### **Audit Clause**

UNDP will engage legally recognized auditor to conduct regular audit of the project according to UNDP Rules and Procedures and provide a copy of the Audit Report to the Implementing Agency i.e. the Ministry of Environment and Physical Planning.

#### **V. Legal Context**

This Project Document shall be the instrument referred to as such in Article I of the Standard Basic Assistance Agreement between the Government of FYR Macedonia and the United Nations Development Programme, signed by the parties on 30 October 1995. The host country implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government co-operating agency described in that Agreement.

*The UNDP Resident Representative in FYR Macedonia is authorized to effect in writing the following types of revision to this Project Document, provided that he/she has verified the agreement thereto by the UNDP-GEF Unit and is assured that the other signatories to the Project Document have no objection to the proposed changes:*

- a) Revision of, or addition to, any of the annexes to the Project Document;*
- b) Revisions which do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the rearrangement of the inputs already agreed to or by cost increases due to inflation;*
- c) Mandatory annual revisions which re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility; and*
- d) Inclusion of additional annexes and attachments only as set out here in this Project Document*



### 3.1 Strategic Results Matrix

UNDAF Outcome	Effective and equitable management of natural resource and environmental protection based on the principles of sustainable development ensures		
CP Outcome	The country obligations related to the ratified environmental conventions met.		
CPAP output	Capacities to implement the ratified Multilateral Environmental Agreements/Protocols improved		
Narrative summary	This project was developed in support of SAICM, the global policy network under which international action on management of chemical hazards is being organized. It aims to assist the country to integrate national chemical management priorities into its development planning priorities in response to SAICM's Global Plan of Action and Overarching Policy Strategy. It is part of a larger partnership initiative in support of sound management of chemicals that UNDP is undertaking with UNEP and as such it will draw on UNEP's technical expertise and experience.		
Goal	The main goal of the project is to support the Government to assess its sound management of chemicals (SMC) regime and to put a plan to begin addressing gaps in the national regime, and to help improve the incorporation of national sound management of chemicals into the national development planning agenda		
<b>Long Term Objective (Purpose):</b>	Strengthen focus on improved cross-sectoral governance for SMC at the national and local levels and establish stronger SMC links with national development planning priorities, processes and plans to achieve the MDGs.	<b>Indicators</b>	<b>Means of Verification</b>
<ul style="list-style-type: none"> <li>➤ SMC Plan adopted by government OR a process clearly established to achieve this.</li> <li>➤ Development policies, plans and programs that reflect prioritisation and mainstreaming of chemicals management.</li> </ul>	<ul style="list-style-type: none"> <li>➤ National Coordinator appointed; Project Manager appointed; and,</li> <li>➤ Cross-sectoral team established</li> <li>➤ Briefing package distributed to key government decision-making bodies and other stakeholders.</li> <li>➤ Electronic stakeholder list, roles and responsibilities available for project use.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Documentation of development policies, Plans and programmes.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Review of all documented information and correspondences (Letters of invitations of stakeholders and corresponding assignment as NSC members.)</li> <li>➤ Inception meeting report and reports of other meetings.</li> <li>➤ Project documents specifying roles and responsibilities of stakeholders.</li> <li>➤ The briefing package produced.</li> <li>➤ Stakeholder endorsement of assigned responsibility and nomination of representatives.</li> <li>➤ Documentation of stakeholders by category.</li> <li>➤ Attendance lists in minutes and reports of stakeholders meetings/ Workshops /Seminar.</li> </ul>
<p><b>Output 1:</b> Functional national cross-sectoral, inter-ministerial coordination body in support of sustainable SMC mainstreaming established and strengthened</p>	<ul style="list-style-type: none"> <li>➤ Inadequate representation of Stakeholders.</li> <li>➤ Inadequate communication between NSC and national project coordinator and all stakeholders.</li> <li>➤ Inadequate communication with stakeholders.</li> <li>➤ Package not easily understood by stakeholders.</li> <li>➤ Inadequate stakeholder analysis. Stakeholder s may not be able to fully participate</li> </ul>	<ul style="list-style-type: none"> <li>➤ Time constraints.</li> <li>➤ Revision of policies, plans and programs is based on fixed schedules.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Inadequate representation of Stakeholders.</li> <li>➤ Inadequate communication between NSC and national project coordinator and all stakeholders.</li> <li>➤ Inadequate communication with stakeholders.</li> <li>➤ Package not easily understood by stakeholders.</li> <li>➤ Inadequate stakeholder analysis. Stakeholder s may not be able to fully participate</li> </ul>

<p><b>Output 2:</b> Links between priority chemical management problems and human health and environmental effects qualified</p>	<ul style="list-style-type: none"> <li>➤ National Chemical SMC Situation Report, with readers' Comments Sheet, available in electronic format and discussed with stakeholders in cross-sectoral inter-ministerial meetings</li> <li>➤ Decision taken on the application of the HELI methodology for subsequent analysis</li> <li>➤ Workshop held. Report produced.</li> </ul>	<ul style="list-style-type: none"> <li>➤ TORs and Contracts/ assignment letters for Technical Sectoral Teams, National Consultants and International Expert Consultancies.</li> <li>➤ TORs and contracts endorsement by NSC</li> <li>➤ SMC Situational Report Task Teams.</li> <li>➤ Report on Workshop of stakeholders to adopt the HELI methodology.</li> <li>➤ Report of the workshop.</li> <li>➤ List of participants</li> </ul>	<ul style="list-style-type: none"> <li>➤ Delays in recruitment of competent consultants and Task teams due lack of expertise, procurement laws procedures.</li> <li>➤ Not all sources of relevant information are covered by the Situational Report.</li> <li>➤ Short exposure to HELI methodology for participants to make adequate contributions and decision.</li> <li>➤ Inadequate preparations and involvement/participation of stakeholders</li> </ul>
<p><b>Output 3:</b> Requirements for strengthening SMC governance regime identified</p>	<ul style="list-style-type: none"> <li>➤ Decision taken by the National Interagency Coordinating Committee to proceed with development of a phased plan for strengthening the national SMC governance regime</li> </ul>	<ul style="list-style-type: none"> <li>➤ Minutes of NSC meeting.</li> <li>➤ TORs and Contract for International Consultant.</li> <li>➤ Multi-stakeholder Workshop to identify gaps and prioritisation.</li> <li>➤ Priority setting background document.</li> <li>➤ Brain storming Workshop Summary Report</li> </ul>	<ul style="list-style-type: none"> <li>➤ Delays in procurement of competent consultant.</li> <li>➤ Inadequate stakeholder representation in the workshop.</li> <li>➤ Review may not be adequate</li> </ul>
<p><b>Output 4:</b> A phased plan for strengthening national SMC governance regime developed</p>	<ul style="list-style-type: none"> <li>➤ Endorsement on SMC Plan of Action secured at national and local levels.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Multi-stakeholder Workshop SMC Plan of Action document.</li> <li>➤ Brainstorming workshop Report</li> <li>➤ Regional stakeholder Endorsement Workshop Reports.</li> <li>➤ National Endorsement workshop Report.</li> <li>➤ Final SMC Plan of Action.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Inadequate stakeholder representation in the workshops.</li> <li>➤ Work plan and time schedules inconsistent with each other</li> </ul>
<p><b>Output 5:</b> Costs of inaction/benefits of action in management of chemical issues quantified</p>	<ul style="list-style-type: none"> <li>➤ Agreement from central planning and finance agencies on the relevance of the methodology tested for costing SMC priorities into national development planning processes</li> </ul>	<ul style="list-style-type: none"> <li>➤ TORs and Contract for National and International Consultants.</li> <li>➤ Economic analysis document</li> <li>➤ Minutes of Meetings to discuss economic analysis document (NSC, Finance and Planning Agencies</li> </ul>	<ul style="list-style-type: none"> <li>➤ Delays in procurement of competent consultants.</li> <li>➤ Delays in obtaining comments and meetings to discuss economic analysis documents.</li> </ul>

<p><b>Output 6:</b> Priority SMC issues in national development policies and plans mainstreamed</p>	<ul style="list-style-type: none"> <li>➤ Government willing to explore national budgetary commitments in partnership with donor assistance to implement programmatic and project opportunities</li> </ul>	<ul style="list-style-type: none"> <li>➤ Mainstreaming and buy-in Meetings/Workshop Reports.</li> <li>➤ Project Concept Documents.</li> <li>➤ A Plan and Schedule of national development plans to influence/ Road map.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Inadequate stakeholder representation in meetings/ workshops.</li> <li>➤ Project Concept documents inadequate in content.</li> <li>➤ National development plans have fixed schedule.</li> </ul>
<p><b>Output 7:</b> Replicable results produced</p>	<ul style="list-style-type: none"> <li>➤ Interest generated in other countries to adopt the SMC mainstreaming methodology</li> </ul>	<ul style="list-style-type: none"> <li>➤ Lessons Learned Report.</li> <li>➤ Methodology and guidance documents</li> </ul>	<ul style="list-style-type: none"> <li>➤ Countries inertia to buy-in into lessons learned, methodologies and guidance documents developed in another country.</li> </ul>

## Annual workplan 2008

Expected Output	Key Activities	Timeframe				Implementing Agency	Planned Budget				Budget Description	Amount					
		Q 1	Q 2	Q 3	Q 4		Fund	Donor	Dept	IA							
Mainstreaming SMC Priorities into National Development Planning Processes/Frameworks	Designating a National Project Manager/Coordinator and Project Initiation	X	X			MoEPP	6304	SAICM QSP			7130	Contractual Services: Meetings & Workshops	36,000				
							6304	SAICM QSP			7220						
							6304	SAICM QSP			0			Office Equipment	14,500		
							6304	SAICM QSP			7450			Sundries	4,750		
	<b>Subtotal</b>												<b>55,250</b>				
	Establishing a Cross-sectoral, Multi-Stakeholder Coordinating Mechanism						MoEPP	6304	SAICM QSP			7210	Contractual Services: Meetings & Workshops	2,500			
								1	TF			0					
		X					MoEPP	6304	SAICM QSP			7160			Travel	10,000	
								1	TF			0					
	<b>Subtotal</b>												<b>12,500</b>				
	Research, Analysis and Planning in Support of Improved SMC Governance Consistent with National Development Objectives and SAICM Strategic Objectives	Research, Analysis and Planning in Support of Improved SMC Governance Consistent with National Development Objectives and SAICM Strategic Objectives					MoEPP	6304	SAICM QSP			7130	Contractual Services: National Consultants	10,000			
								1	TF			0					
							MoEPP	6304	SAICM QSP			7210			Contractual Services: Meetings & Workshops	2,500	
								1	TF			0					
Planning To Implement Priority Actions, Including through Mainstreaming In National Development Plans		Planning To Implement Priority Actions, Including through Mainstreaming In National Development Plans	X				UNDP MPU	6304	SAICM QSP	B008	00198	7120	International Consultants	10,000			
								1	TF			0					
								UNDP MPU	6304	SAICM QSP	B008	00198			7140	Contractual Services: Report	0
									1	TF					0		
<b>Subtotal</b>												<b>21,000</b>					
<b>Subtotal</b>												<b>15,000</b>					
<b>2008 budget</b>												<b>103,750</b>					

Expected Output	Key Activities	Timeframe				Implementing Agency	Planned Budget																					
		Q1	Q2	Q3	Q4		Fund	Donor	Dept	IA	Budget Description	Amount																
Mainstreaming SMC Priorities into National Development Planning Processes/Frameworks	Designating a National Project Manager/Coordinator and Project Initiation	X	X			MoEPP	63041	SAICM QSP TF				74500	Sundries	4,750														
															63041	SAICM QSP TF			72200	Office Equipment	4,500							
																						63041	SAICM QSP TF			71300	National Consultants	36,000
<b>Subtotal</b>																												
<b>45,250</b>																												
Establishing a Cross-sectoral, Multi-Stakeholder Coordinating Mechanism	X					MoEPP	63041	SAICM QSP TF				71600	Travel	11,000														
															63041	SAICM QSP TF			72100	Contractual Services: Meetings & Workshops	0							
																						63041	SAICM QSP TF			71300	Contractual Services: National Consultants	15,000
<b>Subtotal</b>																												
<b>11,000</b>																												
Research, Analysis and Planning in Support of Improved SMC Governance Consistent with National Development Objectives and SAICM Strategic Objectives	X	X				UNDP MPU	63041	SAICM QSP TF				71600	Travel of UN-affiliated experts	2,500														
															63041	SAICM QSP TF			71200	International Consultants	5,000							
																						63041	SAICM QSP TF			71300	Contractual Services: Meetings & Workshops	17,500
<b>Subtotal</b>																												
<b>40,000</b>																												

	Planning To Implement Priority Actions, Including through Mainstreaming In National Development Plans	X	X			UNDP MPU	63041	SAICM QSP TF	B0084	001981	71200	International Consultants	10,000
						UNDP MPU	63041	SAICM QSP TF	B0084	001981	71400	Contractual Services: Report	15,000
						UNDP MPU	63041	SAICM QSP TF	B0084	001981	72100	Contractual Services: Evaluation	5,000
<b>Subtotal</b>													<b>30,000</b>
<b>2009 budget</b>													<b>126,250</b>

**ANNEX 1: FYR of Macedonia Letter of Intent**

**PROVIDED UNDER SEPARATE COVER**

**ANNEX 2:**  
**DRAFT Terms of Reference: International Expert**

## **Background**

*The Strategic Approach to International Chemicals Management (SAICM), adopted February 2006, supports the achievement of the WSSD goal to ensure that, by the year 2020, chemicals are produced and used in ways that minimize significant adverse impacts on the environment and human health. Two major value-added features of the Strategic Approach, relative to the international management of chemicals work that preceded it, are:*

- *A strengthened focus on improved cross-sectoral governance for the sound management of chemicals at the national and local levels (i.e. rather than addressing chemicals on a chemical by chemical for chemicals class basis exclusively); and*
- *Recognition that for sound management of chemicals to be advanced significantly beyond the pre-SAICM situation, there will need to be much stronger links established with the development planning priorities, processes and plans of developing countries.*

## **Deliverables**

In close coordination with the UNDP and the National Project Manager, the international consultant expert will assist the project partners to assess:

- 1) gaps in the country's approach to the management of chemicals and needs in terms of sustainable development and the protection of health and the environment (Activity Area 3 – see Annex);
- 2) potential and actual country priorities for sound chemicals management (SCM) in the context of cost benefits and overall national development priorities (Activity Area 3 and 4 – see Annex ); and,
- 3) opportunities for mainstreaming SCM in development planning and policy (Activity Area 4).

More specifically, under the case study work, the consultant will be expected to:

- Assist in the design (methodology) and planning for data collection in cooperation with the Project Manager and UNDP personnel.
- Participate in implementation of the national data collection plan, including a review of relevant data, studies and tools (country studies, country environmental assessments, poverty assessments), the regulatory and policy framework at the national and provincial/state levels, as well as enforcement capacity.
- Analyze data based on the methodology and develop recommendations for discussion at appropriate times during the course of the project, including the planned stakeholders workshop.
- Assist in the organization and conduct of the planned stakeholder workshop and other meetings involving the interagency coordinating mechanism.
- Work with the Project Manager and UNDP personnel to consult other development partners to obtain a broader development perspective; and
- Assist in the development of draft and/or final reports that assess gaps in and needs for sound chemicals management across relevant sectors for the country and prospects for mainstreaming SCM in national development plans.

## **Qualifications**

The international consultant will have extensive experience with at least over 10 years working experience on/with:



- Multilateral and bilateral development agencies in the area of environmental capacity assessment and capacity building, including the development of country development assistance plans/frameworks, project design and delivery;
- Sound management of chemicals capacity building in developing countries;
- Multilateral environment agreements (MEAs) and decisions in the chemicals and wastes cluster;
- Government officials at the senior policy level, including with environment, health, industry, planning commission and finance ministries;
- Industry groups on chemicals and waste management related issues, especially regarding consultation processes and awareness-raising; and
- UN Agencies and MEA Secretariats in the chemicals and wastes cluster, including understanding the way these international organizations operate in terms of program and project planning, implementation and reporting.

In addition, the consultant should have a detailed understanding of the features, processes and objectives of the Strategic Approach to International Chemicals Management (SAICM).

**ANNEX 3:**  
**Draft Terms of Reference: National Project Manager**

**Background:**

The “Development and Mainstreaming of a National Plan on SAICM Implementation for the Republic of Macedonia” is being advanced by the Government and UNDP to assist the Government, through the Ministry of Environment and Physical Planning, to take up the second and third strategic priorities of the Strategic Approach to International Chemicals Management (SAICM) Quick Start Programme (QSP), namely:

- “the development and strengthening of national chemicals management institutions, plans, programmes and activities to implement the Strategic Approach, building upon work conducted to implement international chemicals-related agreements and initiatives”; and,
- “undertaking analysis, interagency coordination, and public participation activities directed at enabling the implementation of the Strategic Approach by integrating – i.e. mainstreaming – the sound management of chemicals in national strategies, and thereby informing development assistance cooperation priorities”.

The activities listed above will be executed by the National Project Management Unit (NPMU) within the National Ozone and POPs Unit of the Ministry of Environment and Physical Planning which is the National Executing Agency for the project. The NPMU will be managed by the National Project Manager (NPM).

**Duties and responsibilities:**

**Duties and Responsibilities**

The NPM will manage the project on a day-to-day basis and is ultimately responsible for ensuring the achievement of outputs and objectives including the production of a NP.

Three major tasks of the NPM will include:

- Project initiation and final planning together with the implementing agency;
- Notification of and briefing about the project for government ministries, government commissions, major private sector associations and other NGOs that might be relevant to the project, including requesting that these organizations designate a project contact point charged with project communications, gathering information in support of the project and identifying stakeholders among their constituencies, etc.,
- Building a comprehensive database on organizations by category (ministerial, academia, private sector, etc.). This will be used to track invitations to stakeholders to participate in consultative processes under this initiative and also to soliciting information.

In detail, the PM has the following principal responsibilities:

- To lead and coordinate the day-to-day management of the project and the project staff, including

administration of the project, accounting for the project and the timeliness of project implementation.

- To lead the development of the detailed project design, in collaboration with the concerned experts and in consultation with the NPCU. This includes the production of a work plan; preparation of the terms of reference for international and national experts recruited under the project, drafting of contracts for experts, preparation of technical specifications for equipment purchased under the project; cost estimation; activity scheduling, and reporting on the forward planning of project activities and budget expenditures.

- To be fully aware of and familiar with all financial and technical rules, regulations and procedures relevant to project implementation. The PM will also be responsible for ensuring that project staff are aware and familiar with these rules, regulations and procedures, and with their application.
- To ensure the implementation of activities stipulated in the work plan.
- To coordinate, monitor, and supervise the activities of experts providing input to the project, including supervision of the implementation of the activities undertaken by consultants and experts; logistics; the review of technical and progress reports; the achievement of project outputs and objectives; and cost control.
- To liaise with the implementing agency to obtain the assistance needed during project implementation, which may include technical directives for project activities or assistance in identifying and engaging experts.
- To liaise regularly with the NPCU and the project team and to ensure that the decisions and recommendations of the NPCU and the opinions of the project team are fully incorporated within the scope of the project's implementation.
- To ensure that all national stakeholders are identified and are adequately informed of and involved.

### **Qualifications and experience**

The PM should preferably possess the following or broadly equivalent experience:

- Advanced university degree in natural sciences, agriculture environmental sciences, engineering.
- Minimum of 5-10 years of professional experience in the field of environmental/chemicals management.
- Experience with the design and implementation of environmental programmes and projects, including the writing of environmental management plans.
- Good communication and management skills
- Computer skills
- Language skill is an additional asset.

**ANNEX 6:**  
**UNDP/UNEP Partnership Initiative for the Integration of SMC Considerations into Development Planning Processes**

**UNDP-UNEP PI brochure provided under separate cover**

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