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UNITED NATIONS DEVELOPMENT PROGRAMME
GOVERNMENT OF TRINIDAD AND TOBAGO
PROJECT BUDGET

Award Number: 00050966
Project Number: 00083426
Project Title: Renewal of Institutional Strengthening Phase VI

Start Year: 2012

End Year: 2014

Budget Financing (in US\$)	
INPUTS	REV "A"
UNDP 2G Implementation of Montreal Protocol	60,000
TOTAL INPUTS	60,000

Executing Agency: Ministry of the Environment and Water Resources
Implementing Agent: UNDP

Revision Type: Implementation of the Montreal Protocol

Brief Description:

The Institutional Strengthening Phase Six (VI) extends the institutional strengthening support to the Ministry of the Environment and Water Resources (MEWR) for the implementation of the Montreal Protocol.

Legal Context:

This project document shall be the instrument referred to in Article 1 of the Standard Basic Agreement between the Government of Trinidad and Tobago and the UNDP, signed by the parties on 28 August, 1989 and shall be governed by normal UNDP practices regarding project revisions, monitoring, evaluation, and special procurement procedures applicable to the Montreal Protocol Programme. The project will be implemented in accordance with the Agreement between the Executive Committee of the Multilateral Fund for the implementation of the Montreal Protocol and UNDP, signed on 21 August, 1991 and the project proposal approved by the Executive Committee at its 59th meeting held in 2010 in Port Ghalib, Egypt.

Approved by:

Signature:

Date:

Name/Title:

UNDP

2 August 2012

Hemi F. Morand R.R.a.i.

Government
(MEWR)

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**Extension of Institutional Strengthening Projects
Plan of Action - Phase VI**

(Sections 1-16 to be completed by the country concerned prior to sending it to the implementing agency for comments in Section 17)

1. **Country:** Trinidad and Tobago
2. **National Implementing Agency / Ozone Unit:** Environmental Management Authority
3. **Implementing Agency:** United Nations Development Programme (UNDP)
4. **Period of Extension:** January 2010 – December 2011
5. **Amount of MLF funding requested¹:** US\$60,000.00

This project extension proposal was submitted to extend the institutional strengthening support to the NOU in Trinidad and Tobago for two additional years of operation (Jan 10 – Dec 11).

The present Plan of Action describes the activities for the coming two years.

6. **Status of ratification:**

Amendment	Ratification Date
London Amendment	10-6-1999
Copenhagen Amendment	10-6-1999
Montreal Amendment	10-6-1999
Beijing Amendment	29-10-2003

7. **Consumption by group of substances and by sector.** (This is identical to the annual report the Ozone Units submit to the Fund Secretariat on the progress of implementation of Country Programmes. Please attach form with data for the most recent year or indicate when you sent it to the Secretariat if this has been done already.)

Please see attached submission for 2007 which was sent to the Secretariat. Please note that Trinidad and Tobago is in compliance with all the obligations under the Montreal Protocol and its amendments.

8. **Indicate the main project objective for the next phase in relation to the country's compliance with the provisions of the Montreal Protocol:**

- Maintain zero imports of CFCs, including:

¹ In accordance with the Executive Committee Decision 43/37, Trinidad and Tobago is eligible for an IS renewal of US\$60,000

- Strengthen system used by Customs Officers in the Monitoring and Control of ODS and ODS-dependent technologies with the objective of identification of gaps and upgrade of the present system to ensure this country's ability to deter illegal ODS trade
- Manage the country's import consumption of HCFC to ensure smooth phase out in HCFC consumption, continued reduction in imports of Methyl Bromide
- Formulate more stringent policies and legislation for the retail, wholesale, and use of Methyl Bromide specifically for Quarantine and Pre Shipment
- Increase institutional capacity of National Ozone Unit
- Update GIS database to include informal mobile air-conditioning, and refrigeration sector including commercial refrigeration sector
- Increase sectoral and public awareness to ODS issues
- Follow up on the development and implementation mandatory refrigerant standard
- Review of sectoral usage of all ODS
- Annual data reporting to the MLF Secretariat and the Ozone Secretariat.
- Increase public awareness with respect to Methyl Bromide and its alternatives
- Increase public awareness with respect to HCFCs and its alternatives
- Follow up review of Methyl Bromide Usage in Trinidad and Tobago
- Monitoring the compliance of phase out
- Assist with the preparation of the HCFC Phase Out Management Plan

9. Objectives, planned activities per year and expected results:

Year	Objectives	Planned Activities	Results expected
1 st Year	Support the maintenance of zero consumption of CFCs	Strengthen system used by Customs Officers in the Monitoring and Control of ODS and ODS-dependent technologies with the objective of identification of gaps and upgrade of the present system to ensure this country's ability to deter illegal ODS trade Conduct refresher courses for customs officers custom brokers and other stakeholders at points of entry	Identification of shortcomings and upgrade of the present system to ensure zero CFC imports and deter the illegal trading of CFC post 2008 Increase in competencies and knowledge of officers at points of entry re: interface with ODS chemicals entering the country
	Prepare for HCFC Freeze and Phase out	Include use of HCFC alternatives in the Certificate of Environmental Clearance Conditions (CEC) for Development in Trinidad and Tobago	Amend CEC Conditions to include use of HCFC alternatives.
		Assist with the preparation of the HCFC Phase Out Management Plan (HPMP)	Have a National HCFC strategy
		Implement additional activities required to allow Trinidad and Tobago to begin freeze on HCFCs	Reduction in consumption and general reliance on HCFCs
		Accelerate public awareness and education pertaining to the phase out of CFCs and upcoming phase out of HCFCs. Celebrate World Ozone Day 2010	Continue reduction in CFC demand and Voluntary reduction in demands and in imports of HCFCs Increased awareness on ODS issues
		Extensive public awareness campaign <ul style="list-style-type: none"> • Posters • Video • Presence on television, newspaper and radio 	Sensitisation of public on 2013 HCFC freeze deadline
	Formulate more stringent policies and legislation for the retail, wholesale, and use of Methyl Bromide specifically for Quarantine and Pre	Establish a functional interagency control system to monitor and manage the use of Methyl Bromide including Quarantine & Pre-Shipment Uses	Reduction in use of Methyl Bromide

Year	Objectives	Planned Activities	Results expected
	Shipment		
	Promote the Use of non ODS alternatives	Conduct a sensitisation campaign geared toward technicians and consumers promoting non ODS alternatives	Reduction in use of ODS and increase in use of non ODS alternatives
	Increase institutional capacity of National Ozone Unit	Facilitate the procurement of equipment needed by the NOU	Improvement in capacity of NOU to achieve phase out objectives
	Submit annual report to the MLF and Ozone Secretariats for 2009	Prepare and submit data in accordance to the deadline established	Report completed and submitted
	Follow up on the development and implementation mandatory refrigerant standard	Continue to coordinate with Trinidad and Tobago Bureau of Standards, Air Conditioning and Refrigeration Industry Association and other stakeholders to develop standard	Standard is developed and implemented
2 nd Year	Continue with preparation toward HCFC Freeze	Focus the air-conditioning and refrigeration industry and users towards accelerated phase out to meet the 2013 Freeze.	Begin to encourage reduction on import consumption of HCFCs to allow for phase out
		Assist with the implementation of the HPMP	Reduce dependence on HCFCs
	Increase sectoral and public awareness to ODS issues	Increase sectoral and public awareness and education pertaining to the phase out of HCFCs specifically geared at primary and secondary schools, technician and consumer awareness. Celebrate World Ozone Day 2011	Voluntary reduction in demands and in imports of HCFCs
	Submit annual report to the MLF and Ozone Secretariats	Prepare and submit data in accordance to the deadline established	Prepare and submit data in accordance to the deadline established
	Review of sectoral usage of ODS	Survey of Mobile Air Conditioning and Refrigeration Industry and other ODS User	Identification of remaining ODS users
	Increase public awareness with respect to Methyl Bromide and its alternatives	Disseminate information to public to increase knowledge of methyl bromide and its alternatives	Increased reduction in demands for Methyl Bromide
	Monitoring the compliance of complete phase out of CFCs.	Reliable collection of data and monitoring of ODS consumption and use of alternatives	Ensure that Trinidad and Tobago remains in compliance with complete phase out
	Follow up review of Methyl Bromide Usage in Trinidad and Tobago	Undertake follow up survey of sector to determine different uses of Methyl Bromide	Up to date view of Methyl Bromide usage in this country

10. Describe modalities how regular access of the Ozone Unit to senior decision-makers will be assured. Such modalities may include steering committees, advisory groups or inter-ministerial bodies:

The portfolio of ODS Project Officer is a full time position dedicated to the implementation of the phase out of ODS and matters relating to the Montreal Protocol. The ODS Project Officer resides at the Ministry of Planning Housing and the Environment and reports to the Permanent Secretary and Minister of the Ministry, the ODS Assistant reports to the Manager, Technical Services Department as well as the Chief Executive Officer (CEO) of the EMA. The CEO reports to the Board of Directors of the EMA which is accountable to the Minister of Planning Housing and the Environment. The EMA is the implementing agency for the IS Projects, whereas the Ministry provides administrative, technical and policy guidance.

11. Describe how the action plan for the IS project will be integrated in the national authorities' planning process:

The plan of action will be incorporated with the Environmental Management Authority's Planning process as it is addressed in the National Environmental Policy for Trinidad and Tobago (revised 2005). This policy incorporates the country's responsibilities towards meeting compliance with the Vienna Convention for the Protection of the Ozone Layer and the Montreal Protocol for the Phase Out of ODS. The National Ozone Unit is supported by the IS project which is implemented by the EMA. The mission on the EMA is to ensure the protection, wise use and enhancement of the environment in Trinidad and Tobago, thereby contributing to an improved quality of life through:

- Active partnership with all sectors of the community
- Public awareness and education
- Co-operation with public entities in respect of environmental management programmes
- Development and enforcement of environmental laws
- Being proactive as well as responsive to environmental concerns

12. Planned Project Cost:

	Planned Project Cost	MLF Funding	Counterpart Funding
a) Equipment component	4,000	2,000	2,000
b) Professional Staff (ODS Project Officer and	57,800	44,000	13,800

ODS Project Assistant)			
e) Support staff, transportation and other facilities of the EMA	17,160	-	17,160
d) Operational costs	4,480	1,480	3,000
e) Funds for public awareness	10,800	6,800	10,000
f) Contingency	7,436	5,720.00	1,716
Total Amount (SUS)	107,676	60,000	47,676

Budget estimates are similar to previous phase.

13. Personnel required:

Category and Numbers	Functional Titles/Expertise	Main Tasks	Time Period
Professional Staff (1)	ODS Project Officer	To coordinate and execute all activities with the stated objectives	2 years
Support Staff (various)	Technical, educational, communication, managerial and administrative staff of the EMA and the Ministry, other governmental agencies and non-governmental agencies	To provide multi-disciplinary support services to the National Ozone Unit	2 years

14. Title and schedule of reports to be submitted:

To Whom:	Title of Report	Planned Submission (Year/Quarter)
1. Government Departments	1. 2010 Annual Report 2. Monthly Status Report	January 2011
2. Reports to Multilateral Fund Secretariat	Annual Data Reporting	September- annually
3. Reports to Ozone Secretariat	Annual Data Reporting	May –annually
4. Implementing Agency (UNDP)	Quarterly Progress	Quarterly
5. Other Implementing Agency(ies) (UNEP)	Annual Reports	Annually
6. Others: Caribbean ODS- Network	Status report on Phase Out activities	Biannually

15. Action Plan prepared by:

Name of Officer responsible for preparing	Marissa Gowrie
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the Action Plan:	
Title:	ODS Project Officer
Organization/Agency/Ministry:	Ministry Planning Housing and the Environment
Date:	September 15, 2009

16. Government endorsement:

Action Plan authorized by:	Dr. Joth Singh
Title:	Managing Director/Chief Executive Officer
Supervising Organization/Agency/Ministry:	Environmental Management Authority
Date:	September 15, 2009

17. Submission of Action Plan:

Name of Implementing Agency:	United Nations Development Programme
Name of Project Officer:	Kasper Koefoed-Hansen
Date:	September 15 2009

Comments of Implementing Agency:

The actual consumption of HCFCs in T&T is high for a country the size of T&T. It is therefore of utmost importance to have a strong Ozone Unit that can take the lead in the process of preparing a national HCFC strategy, in order to comply with the 2013 freeze target. The close relationship between the Ozone Unit and private sector in T&T has always been a key factor of the success in T&T, and it is important to further strengthen that relationship.

