

UNDP EEG and GEF
Annual Performance Report (APR)
Project Implementation Review (PIR)
2008 –
ENABLING ACTIVITIES FOR NATIONAL COMMUNICATIONS

Reporting Period = 1 July 2007 to 30 June 2008

PLEASE COMPLETE ALL SECTIONS

1. Basic Project Data

Official Project Title: ENABLING ACTIVITIES FOR THE PREPARATION OF THE BAHAMAS' SECOND NATIONAL COMMUNICATION TO THE UNFCCC

Project Summary (as in PIMS and Project Document)

The project will enable The Bahamas to prepare its Second National Communication (SNC) for presentation to the Conference of the Parties of the United Nation Framework Convention on Climate Change (UNFCCC). The Second National Communication project activities will build on and continue the work done under the First National Communication (FNC). The main components of the SNC project are: (a) assessment of potential impacts of climate change on the most vulnerable sectors, (b) preparation of an inventory of GHG in accordance with the UNFCCC, (c) identification of mitigation measures being undertaken, (d) identification of other information relevant to implementation of the UNFCCC, and preparation of a National Strategy and Action Plan to address climate change and its adverse impacts. Under the Bahamas Environment, Science and Technology (BEST) Commission that serves as the national climate change office, the Project will strengthen the national capacities for addressing climate change and for fulfilling commitments and obligations to the UNFCCC. It is anticipated that the project will increase the public's knowledge and awareness of climate change. The development of a national policy will also contribute to putting climate change issues into the national planning and development mechanisms.

Country: Bahamas	PIMS Number	3212
	Atlas Project Number	00038415

Project timeframe:

Date of Delegation of Authority Letter	22 May 2006	Planned Project Duration	36 months
Project Document Signature Date	11 July 2006	Original Planned Closing Date	April 2009
Date of First Disbursement	06 October 2006	Revised Planned ¹ Closing Date	July 2009

¹ Please explain any entry here in section 8

Is this the Terminal APR/PIR?	YES		NO	✓	Date Operationally Closed (if applicable)	NA
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Project documentation and information:

List documents/ reports/ prepared about the project.	
List the Website address (URL) of project.	N/A

2. Progress towards addressing project priorities and in delivering expected products

Please complete Annex 1: Questionnaire on Status of Implementation of National Communication Project. **The questionnaire starts in Page 4 of this document.**

Rating of Project Progress

Please rate the project progress as per the following nomenclature: Highly Satisfactory (HS), Satisfactory (S), Marginally Satisfactory (MS), Marginally Unsatisfactory (MU), Unsatisfactory (U), or Highly Unsatisfactory (HU). An explanation of this nomenclature is provided on page 8 of this document.

	<i>2008 Rating</i>	<i>Comments²</i>
National Project Manager/Coordinator	MS	The National Circumstances and GHG Inventory components are on track based on the revised 2008 Annual Workplan. The V&A component and other relevant information components are about 6 months behind due to constraints mentioned above. If the mitigation component starts in the 4 th quarter, it will be in compliance with the workplan. The constraints, gaps and related needs component is about 3 months behind. Once the V&A team leader is contracted, there is an opportunity to get this component back on track as well as the others which are delayed. These delays are not seen as insurmountable and the intent is to complete the project by July 2009 as committed in the revised workplan under the Project Inception Report.
UNDP Country Office	MU	The overall implementation rate has been slow. If the project is to meet the objectives set in the annual workplan, attempts will have to be made to implement most of the activities in last quarter of the year. This last minute implementation may be indicative of lack of adequate capacity to deliver.
UNDP Regional Technical Advisor		

² Comment on the rating for 2008 and also on any observable trends from 2006 – 2008.

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Action Plan to Address Marginally Unsatisfactory, Unsatisfactory or Highly Unsatisfactory Rating

Where a rating of MU, U or HU is noted above describe the actions to be taken to address this:

<i>Action to be Taken</i>	<i>By Whom?</i>	<i>By When?</i>
Human resource capacity for this project should be enhanced within Implementing Agency.	BEST	

3. Adjustments to Project Time Frame

If the duration of the project or the project work schedule has been adjusted since project approval please explain the changes and the reasons for these changes.

<i>Change</i>	<i>Reason for Change</i>	<i>Scope of delay (in months)</i>
Project to close 3 months later than the planned date	Actual start date of the project was in October 2006 when the project received its first disbursement.	3 months

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3. Financial Information: cumulative since project started to 30 June 2008.

<i>Name of Contributor</i>	<i>Amount committed in Project Document³ US\$</i>	<i>Estimated Total Disbursement to 30 June 2008 US\$</i>	<i>Expected Total Disbursement by end of project US\$</i>
GEF Contribution	405,000	42,190	405,000

5. Good Practice in this reporting period.

Were any problems encountered? If so, how were they addressed?

<i>Problem</i>	<i>Solution</i>
Lengthy Administrative procedures have caused delays in the procurement of equipment for use on the project. This has caused delays to activities which require the use of the equipment such as the vulnerability assessment.	UNDP has tried to put pressure on the ministry of finance however progress has still been slow.
Delays have been experienced due to lack of adequate responses from stakeholders to requests for information.	The project had increased its communication and follow up with stakeholders including face to face interviews. However this has not always helped with increasing access to information.

General Comments:

Is there anything noteworthy/special/critical that was learned this year that is important to share with other projects so they can avoid this mistake/make use of this opportunity?

What would you do differently if you were to begin the project again?

The time frame would have been increased to allow for difficulty in obtaining data from Government institutions and to take into account the length of time required to procure some of the specialists and equipment. Wherever appropriate, UNDP would procure goods on behalf of Government.

³ Committed amounts are those shown in the approved Project Document. In the case of national communication enabling activities, the total amount would be \$420,000 in most cases (e.g. \$15,000 for the self-assessment + \$405,000 for the project)

QUESTIONNAIRE ON STATUS OF IMPLEMENTATION OF NATIONAL COMMUNICATION (NC)

We would be most grateful if you could please return the completed questionnaire 29 August 2008.

Please note that UNDP must report to GEF on the status of the NC projects twice a year⁴. Thus, as long as your NC project is under implementation, you will be asked to kindly complete this questionnaire in the second quarter (through this PIR) and the fourth quarter of each year (independent from the PIR).

I. Country:

The Bahamas

II: Your details

Name	Role in NC project	Contact details
S. Helena Moultrie	NC Project Coordinator Yes <u>X</u> No ____ If you are not the NC Coordinator, please indicate your function in the project	Institution: SEV Consulting Group 36 Queen Street P.O. Box N1416 Nassau, The Bahamas Telephone number: 242-328-5178 Email: hmoultrie@sevconsulting.com

⁴ The GEF is mandated to report to the Climate Change Convention during the annual meetings of the Subsidiary Bodies (May or June) and the Conference of the Parties (December).

III: Organizational aspect of the NC project

Project coordinator	Steering Committee	Thematic teams			
		GHG Inventory	V&A	Mitigation	Cross-cutting issues
Appointed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Appointed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Team leader appointed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Team leader appointed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Team leader appointed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Team leader appointed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please provide contact details of the Coordinator: S. Helena Moultrie SEV Consulting Group 36 Queen Street P. O. Box N 1416 Nassau, The Bahamas Tel: 242-328-5178 Email: hmoultrie@sevconsulting.com	If yes, please list the institutions represented by the Committee: <ul style="list-style-type: none"> • BEST Commission (Ministry of Environment) • Dept of Meteorology • Dept of Statistics • Water & Sewerage Corporation • Bahamas Electricity Corporation A National Technical Committee has also	If yes, please provide contact details of the team leader: Mr. Jerome Elliot Bahamas Electricity Corporation Tel: 242-302-1000 Email: JEElliot@bahamaselectricity.com	If yes, please provide contact details of the team leader:	If yes, please provide contact details of the team leader:	If yes, please provide contact details of the team leader:

	<p>been established with representation from BEST Commission, Department of Agriculture, Department of Environmental Health Services, Department of Lands and Surveys, Department of Meteorology, Department of Statistics, Department of Education, Road Traffic Department, Ministry of Health, Ministry of Tourism, Bahamas Electricity Corporation, Water and Sewerage Corporation, The Bahamas National Trust, The Nature Conservancy, Central Bank of The Bahamas, and Grand Bahama Power Company</p>				
<p>If no, when to expect?</p>	<p>If no, when to expect?</p>	<p>If no, when to expect?</p>	<p>If no, when to expect? End of September</p>	<p>If no, when to expect? End of September</p>	<p>If no, when to expect? There is no reference to a</p>

			2008/Early October 2008	2008/Early October 2008	team leader for this activity in the project document and there is no intent to appoint one. This activity will be lead by the Project Steering Committee with local consultants utilized as necessary.
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IV: Implementation of key NC components

GHG Inventory	V&A Assessment	Mitigation Analysis	Other information	Draft NC
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<input type="checkbox"/> Not yet initiated Please indicate when to initiate: <input type="checkbox"/> Work in initial phase (< 25% completed) <input type="checkbox"/> Work in progress (25~50% completed) <input checked="" type="checkbox"/> Work at advanced phase (> 50% completed) <input type="checkbox"/> Completed	<input checked="" type="checkbox"/> Not yet initiated Please indicate when to initiate: End of Sept/Early Oct 2008 <input type="checkbox"/> Work in initial phase (< 25% completed) <input type="checkbox"/> Work in progress (25~50% completed) <input type="checkbox"/> Work at advanced phase (> 50% completed) <input type="checkbox"/> Completed	<input checked="" type="checkbox"/> Not yet initiated Please indicate when to initiate: End of Sept/Early Oct 2008 <input type="checkbox"/> Work in initial phase (< 25% completed) <input type="checkbox"/> Work in progress (25~50% completed) <input type="checkbox"/> Work at advanced phase (> 50% completed) <input type="checkbox"/> Completed	<input checked="" type="checkbox"/> Not yet initiated Please indicate when to initiate: Nov 2008 <input type="checkbox"/> Work in initial phase (< 25% completed) <input type="checkbox"/> Work in progress (25~50% completed) <input type="checkbox"/> Work at advanced phase (> 50% completed) <input type="checkbox"/> Completed	Please indicate when the draft NC is expected: __June__(Month) of __2009__(Year)
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IV: Challenges and difficulties encountered and envisaged, and assistance required from the NCSP

Please describe any technical and managerial challenges or constraints you encountered or envision for the implementation of the NC; as well as details of any assistance you would need from us to overcome these difficulties (please use additional sheets of page as needed).

You may describe your difficulties, if any, by categories, such as:

1. Administrative constraints

Lengthy administrative procedures – this can cause significant delays in execution of project activities. For example, it has taken 10 months to obtain approval to purchase project equipment. There is a domino effect with activities requiring use of this equipment also being delayed, such as the vulnerability assessment. With approval finally given by the Data Processing Unit of the Ministry of Finance, BEST has moved expeditiously to have the equipment purchased. The BEST Commission is now under the portfolio Ministry of the Environment which has issued instruction that in future, the Data Processing Unit will be given 2 weeks to respond; if they do not respond within this timeframe, BEST is to proceed to purchase needed equipment once the purchase has been approved by the Permanent Secretary of the Ministry of the Environment.

2. Technical constraints

- Delayed or no response from stakeholders requested to provide information – due to limited human resources within the sectors that information has been requested from for the National Circumstances component, Impact Assessment Framework and the GHG Inventory, stakeholders often have many demands placed on their time and other activities take priority over request for information for the SNC project. The only solution to remedy this is persistence in trying to obtain the information.
- Information requested from agencies for SNC project may not exist in a format that makes it easily accessible or ready to utilize – this lengthens the time spent on project activities as persons contacted for information have to compile the information in the format needed or the respective team leaders, project coordinator or technical team members need to do so.

These two points have implications for all the project components.

2.1 GHG inventory

2.2 Mitigation analysis

2.3 Vulnerability and adaptation assessment

It did take quite some time to find suitable candidates to complete this component. The advertisement had to be posted twice and it took more than 4 months to get responses to the ad. Even with responses, the applicants were very limited in experience in vulnerability and adaptation assessments (only about 3 had experience at all) and even less had experience in the Caribbean region. This indicates an urgent need to build capacity in the region so Caribbean countries can complete assessments.

2.4 Others

3. Other constraints

The Impact Assessment Framework was identified as a deliverable under this project, but the supporting agency (NCSP) was only able to provide very limited guidance on how this framework should be developed and what it should contain. The Bahamas could find no examples of such a framework that had been completed by any country globally. It has been left to the respective countries to decide how this document should be developed. With such limited guidance, it is uncertain how effective this exercise will be with each country left to develop its own methodology. It would have been very helpful if an outline or model had been developed prior to project commencement or very early in the process to guide countries on its development. We are still struggling with this deliverable in The Bahamas.

Rating of Project Progress

Please rate the overall project progress as per the categories provided below (HS, S, MS, MU, U, and HU).

<i>Person rating the project progress</i>	<i>2008 Rating</i>	<i>Comments⁵</i>
National Project Manager S. Helena Moultrie	MS	The National Circumstances and GHG Inventory components are on track based on the revised 2008 Annual Workplan. The V&A component and other relevant information components are about 6 months behind due to constraints mentioned above. If the mitigation component starts in the 4 th quarter, it will be in compliance with the workplan. The constraints, gaps and related needs component is about 3 months behind. Once the V&A team leader is contracted, there is an opportunity to get this component back on track as well as the others which are delayed. These delays are not seen as insurmountable and the intent is to complete the project by July 2009 as committed in the revised workplan under the Project Inception Report.

Rating of Project Implementation: Based on the original project document, please rate the implementation progress of the project according to the following scale.

Highly Satisfactory (HS)	Implementation of all components is in substantial compliance with the original/formally revised implementation plan for the project. The project can be presented as “good practice”.
Satisfactory (S)	Implementation of most components is in substantial compliance with the original/formally revised plan except for only a few which are subject to remedial action.
Marginally Satisfactory (MS)	Implementation of some components is in substantial compliance with the original/formally revised plan with some components requiring remedial action.
Marginally Unsatisfactory (MU)	Implementation of some components is not in substantial compliance with the original/formally revised plan with most components requiring remedial action.
Unsatisfactory (U)	Implementation of most components is not in substantial compliance with the original/formally revised plan.
Highly Unsatisfactory (HU)	Implementation of none of the components is in substantial compliance with the original/formally revised plan.

⁵ Comment on the rating for 2008 and also on any observable trends from 2006 – 2008.