



*Empowered lives.  
Resilient nations.*

18 March 2013

Dear Mr. Renda:

### **Approval of funding for Lebanon's Ozone Unit Support**

We are pleased to inform you that the following project was approved for UNDP implementation at the 68<sup>th</sup> Meeting of the Executive Committee of the Montreal Protocol held in December 2012.

<b>MLF Reference No.*</b>	<b>Project Title</b>	<b>Funding (US\$)</b>
LEB/SEV/68/INS/77	Ozone Unit Support	155,090

\* Please indicate this reference number in the cover sheet of the project document and in the ATLAS short project title

**Implementation Modality:** We are suggesting that this project be implemented through the National Implementation Modality (NIM).

**Project Document Format:** We are attaching herewith the Lebanon renewal request as approved by the MLF Executive Committee. It is important to annex these documents, without any change, to the project document that will be signed between UNDP and the Government. No outputs, activities or inputs can be added or modified or deleted in the attached document that was approved by the Executive Committee.

**Entering the Budget into ATLAS:** Your office is requested to enter the budget into ATLAS, using the Annual Work Plan annexed to this letter. The Multilateral Fund guidelines do not give us flexibility to shift funds between specific budget categories. Please ensure that in view of the UNDP requirement for multi-year project budgeting, the total approved budget per the work plan is entered in ATLAS for the current and future years as indicated. Authorized Spending Limits will not be issued where this action has not been taken.

**Support Costs:** The General Management Support Services (GMS) fee received by UNDP in relation to these projects is managed centrally at BDP-HQ, and should NOT be part of the project budget. In ATLAS, please therefore leave the F/A field % at zero. GMS at 3% covering management support rendered by your office will be credited directly to your XB income based on delivery. Implementation Support Services (ISS) may be charged to the project budget, following the 2004 UNDP guidelines on the Cost Recovery Policy using the Universal Price List. However, this can be applied only for services provided other than project management.

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Mr. Luca Renda  
Country Director  
UNDP Lebanon  
Beirut, Lebanon



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**Government Counterpart:** Just as a reminder, kindly note that the National Ozone Focal Point in your country is Mr. Mazen Hussein (e-mail: [mkhusein@moe.gov.lb](mailto:mkhusein@moe.gov.lb)). While he may not be the one to sign the project document on behalf of the Government, kindly make sure that he is copied on all correspondence related to this project.

**Over-Expenditures:** We wish to remind you that over-expenditures are absolutely not allowed in Montreal Protocol projects. Please therefore ensure that total expenditures never exceed the total budget.

Based on the above, we request you to kindly finalize the project documentation and enter the proposal into ATLAS. Please inform Mr. Nandan Chirmulay ([nandan.chirmulay@undp.org](mailto:nandan.chirmulay@undp.org)) using the “e-mail notification” feature within ATLAS. After this last clearance from us, you are then authorized to sign the project document on behalf of UNDP. Please do not send the budget to KK before the project document has been signed. Upon signature please send the total approved budget, including future years, where applicable to Commitment Control and send a copy of the signed cover page and request for ASL to MPU.

Thank you very much for your partnership in the implementation of this important programme.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Suely Carvalho', is written over a light blue grid background.

Suely Carvalho, PhD  
Chief, Montreal Protocol Unit/Chemicals  
EEG/BDP