



**Minutes of the Local Project Appraisal Committee (LPAC)
Meeting for the Fourth National Communications (NC4) to the UNFCCC**



Empowered lives.
Resilient nations.

Name of the Project	LOCAL PROJECT APPRAISAL COMMITTEE (LPAC) MEETING FOR THE FOURTH NATIONAL COMMUNICATIONS (NC4) TO THE UNFCCC		
Date of the LPAC	Start time	End time	Held at
12 May 2016	09:00	11:00	Ministry of Environment and Tourism, Department of Environmental Affairs, C/O Dr. Kenneth Kaunda and Robert Mugabe.

Name of LPAC Co-Chairperson:	Dr. Jonathan Kamwi on behalf of Mr. Petrus Muteyauli
Functional Title:	Senior Conservation Scientist – Climate Change Unit
Institution:	Department of Environmental Affairs (DEA), Ministry of Environment and Tourism (MET)
Signature:	
Name of LPAC Co-Chairperson:	Mr. Nico Willemse on behalf of Ms. Izumi Morota-Alakija
Functional Title:	Head, Energy and Environment Unit
Institution:	United Nations Development Programme (UNDP)
Signature:	

Have all LPAC participants received the PRODOC for appraisal prior to the meeting and in a timely manner?	<input checked="" type="checkbox"/> Yes, the electronic copy of the PRODOC was send to the participants prior to the meeting and no comments were received prior to the meeting and participants were asked to send any written comments after the meeting, if any.
Remarks:	The Ministry of Environment and Tourism together with UNDP sent out LPAC participant packages which included the invitation letters, Project Document and the Agenda of the meeting in electronic format. This was done deliberately to practice environmental friendly behaviour in UNDP and MET thus printed versions were not encouraged.

Country:	Namibia
-----------------	---------

Project Title (full):	Namibia's Fourth National Communications (NC4) to the UNFCCC		
Date of submission to the GEF	February 2016	Date of approval by the GEF:	22 March 2016
Remarks on approval process, if applicable			
Name and contact of Environment Focal Point at the UNDP Office:	Nelson Zakaapi, Tel: +264 61 2046231, email:nelson.zakaapi@undp.org		

UNPAF Outcome(s):	Outcome 12: By 2018, institutional frameworks and policies needed to implement the Environmental Management Act (2007); National Climate Change Policy (2011); and international conventions are in place and being effectively implemented.
UNDP Strategic Plan Environment and Sustainable Development Primary Outcome:	Output 2.4: Scaled up action on climate change adaptation and mitigation across sectors which is funded and implemented
UNDP Strategic Plan Secondary Outcome:	National and local governments and communities have the capacities to adapt to climate change and make inclusive and sustainable environment and energy decisions benefitting in particular under-served populations
Expected CP Outcome(s):	Same as UNPAF Outcome
Expected CPAP Output (s):	Namibia's Fourth National Communication (NC4) to the UNFCCC

Programme Period:	2016-2019	Total resources required (total project funds)	<u>USD 550,000</u>
Atlas Award ID:	00095934	Total allocated resources	<u>USD 550,000</u>
Project ID:	00099964	Regular	USD 0 ¹
PIMS #	5825	GEF	USD 500,000
Project Start date:	01 July 2016	Other (partner managed resources)	
Project expected End Date:	31 December, 2019	o Government in kind	<u>USD 50,000</u>
Proposed Management Arrangements	<input checked="" type="checkbox"/> NIM <input type="checkbox"/> DIM	o UNDP in-kind	USD
		o UNDP Cash/co-financing	USD

Executing Entity/Implementing Partner	Ministry of Environment and Tourism (MET)
--	---

	<input checked="" type="checkbox"/> Government department NGO <input type="checkbox"/> Academia / centre of excellence <input type="checkbox"/> Other	In-kind co-Financier, implementation, and data provider
Is the pre-selection of these partners in line with UNDP procedures and has this been fully endorsed by the LPAC?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Remarks	The project partners were fully endorsed by the LPAC and also by the additional key stakeholders that were present.	

3) General and Specific Recommendations of the LPAC			
Section in the Prodoc	Comments/Recommendations/Questions from the LPAC	Responses	Change in Prodoc or Actions
1. Outcome 1: National GHG inventory on emissions by sources & removal by sinks prepared for the years 1995 to 1999 as recommended in the TTE report and 2013 to 2015			
Project: Outcomes, Outputs & activities page 10	<ul style="list-style-type: none"> It was recommended that more capacity building needs to be done in key institution to get buy-in into the established working groups. Furthermore more awareness need to be done to sensitise management and heads of institutions. 	<ul style="list-style-type: none"> This was agreed to and its already one of the major activities highlighted in the project document 	No
2. Outcome 2: Vulnerability of key sectors assessed & adaptation measures proposed			
	<ul style="list-style-type: none"> A concern was raised as there's rapid changes in some key sectors of Namibia due to reoccurring draughts and other factors that the country is facing, therefore there is a need t to update the V&A report on the study conducted under Third National Communication (TNC) A recommendation was made also to involve academic institutions, and other research institutions like Namibia Statistics Agency (NSA), National Commission on Research Science and Technology 	<ul style="list-style-type: none"> It was agreed to that there might be a need to re-visit some of the sectors on which the assessment was conducted during the V&A under TNC as there result of the drought which has hit the country. This is included under outcome 4, where the project will look to work with academic and research institutions 	No

	(NCRST) in the process, so that they can assist in researches and data.		
3. Other Comments			
Section VIII Management Arrangements	<ul style="list-style-type: none"> • It was suggested that the project work with other research institutions like CC Awareness project by GIZ for more awareness campaigns. • A recommendation was made and agreed to by the meeting to include academic institutions in the project implementation and other key stakeholders for sustainability and avoid repetition of same research activities that may have been conducted already 	<ul style="list-style-type: none"> • In response it was said that consultations have already taken place with the GIZ programme and NC/BURs Project Management Unit and they are already working together. • As mentioned above the project will look to engage academic and research institutions, furthermore the project looks at building a sustainable institutional arrangement for sustainability, this is strongly worded in the project document 	No

Note: LPAC Participants reviewed the entire project document as presented during the appraisal meeting; however no specific changes or actions were proposed under other outcomes. Furthermore participants were given another two weeks from the date of the LPAC meeting to submit any further written comments, but none were received up to date.

List of LPAC Participants:

Apologies

1. Vivian Kinyaga – NAFOLA
2. Edison Hiwanaame –Nampower
3. Veripamue Amy Tjiho – Ministry of Finance
4. Marina Coetzee – Namibia University of Science and Technology
5. Hertha Nikodemus – Office of the Prime Minister
6. Wimpie Kruger – Namibia Development Corporation

Attendance

No	Name and surname	Organization	Job title/position	Work number	Mobile number	Email address
1	Sarafina Ashipala	MAWF	Agro-meteorologist	2087040	0812358396	sarafiashilumela@gmail.com
2	Reagan Chunga	MET	Project Coordinator	2842712	0811436949	sibanga@gmail.com
3	Nickey //Gaseb	GEF/SGP	National Coordinator	4317715	0812615854	nickeyg@unops.org
4	Josephat Katuahupira	MAWF	Soil Scientist	2087070	0813324688	Josephat_tjerpo@yahoo.co.uk
5	Nekuma Frans	MTSMED	Industrial Development Officer	2837390	0813924103	fnekuma@gmail.com
6	Padelia Ndjaleka	MET/BURS/NC	Project Assistant	2842904	0811294734	Padelia.Ndjaleka@met.gov.na
7	Manjo Krige	NAB	Horticultural Manager	0811295575		nahortman@nammic.com.na
8	Mwala Lubinda	DREN	Research Economist	0813615469		gmwalazambezi@gmail.com
9	Margaret Angula	UNAM	Lecturer	061 2063894	0811229297	mangula@unam.na
10	Toucy Tjombombo	NBC	PR & Marketing	2913188	0812555782	tjombombo@nbc.na
11	Raili Hasheela	PASS Project	Technical Advisor	2842505	0811242844	rhasheela@met.na
12	Talamondjila Naanda	SDAC	Deputy Chairperson		0812455826	ondeyaarmcandy@gmail.com
13	Nico Willemse	UNDP	HOD Environment	204 6231	0814693631	mico.willemse@undp.org
14	Pandu Hamukwaya	MET/SCOR E	Implementation officer	2842726	0811594648	hngana@yahoo.com
15	Paulus Ashili	MET	Conservation Scientist			paulusashili@gmail.com
16	Elizabeth Harases	Air Namibia	Sales Executive	2996165	0811415708	elizabeth.harases@airnamibia.aero
17	Jonathan Kamwi	MET	Conservation Scientist	2842808		mutauk@yahoo.co.uk
18						