



*Empowered lives.
Resilient nations.*

12 November 2014

Dear Mr. Beyai

Subject: Projects approved at the 72nd Executive Committee Meeting in Montreal, Canada

We are pleased to inform you that the following projects were approved for **Nigeria** at the 72nd Meeting of the Executive Committee of the Montreal Protocol held in May 2014.

MLF Reference No.*	Project Title	Funding (US\$)
NIR/PHA/72/PRP/138	Stage II HPMP Preparation (overarching strategy)	\$90,000
NIR/FOA/72/PRP/139	Stage II HPMP Preparation (foam sector investment)	\$80,000

Note: * Please indicate these reference numbers in the cover sheet of the project document and in the ATLAS short project title

1. Implementation Modality: We are suggesting that these projects be implemented through the National Implementation Modality (NIM).

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

3. Entering the Budget into ATLAS: Your office is requested to enter the budget into ATLAS, using the Annual Work Plan table, attached. Please note the Multilateral Fund guidelines do not give us flexibility to shift funds between specific budget categories. In line with the UNDP requirement for multi-year project budgeting, please ensure the total approved budget per the work plan table 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.

4. Further Budget Revisions: In case there is a need to shift funds between budget categories, you would have to consult with the MPU/Chemicals' representative in Istanbul, Etienne Goin (etienne.goin@undp.org), as in certain cases, the Multilateral Fund will have to be consulted prior to approving of such shifts.

5. Support Costs: The General Management Support Services (GMS) fee received by UNDP in relation to these projects is managed centrally at BPPS-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. Direct Project Costs (DPC) formerly, Implementation Support Services (ISS) may be charged to the project budget, using the Universal Price List. However, this can be applied only for services provided other than project management.

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Pa Lamin Beyai
Country Director
UNDP Nigeria
Abuja, Nigeria

cc: Mr. Abdoulaye Mar Dieye, Assistant Administrator and Bureau Director RBA
Mr. Olivier Adam, Director, Istanbul Regional Service Centre



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5. Government Counterpart: Just as a reminder, kindly note that the National Ozone Focal Point in your country is Mr. Abdul Kazeem Bayero (kasimubayero@yahoo.com). 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.

6. 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, kindly finalize the project documentation and enter the proposal into ATLAS. Please inform Etienne Gonin (Etienne.gonin@undp.org) using the “e-mail notification” feature within ATLAS. Please do not send the budget to KK before the project document has been signed. Once signed, please send the total approved budget, including future years to “Commitment Control” and send a copy of the signed cover page and request for ASL to MPU.

Thank you very much for your important partnership in the implementation of this programme, which will fall under the UNDP Strategic Plan 2014-2017 IRRF Indicator 1.1.3 (Number of **schemes** which expand and diversify the **productive base** based on the use of **sustainable production technologies**).

Yours sincerely,

A handwritten signature in blue ink, which appears to read 'Jacques Van Engel', is written over a blue horizontal line.

Jacques Van Engel
Director, Montreal Protocol Unit/Chemicals
Sustainable Development Cluster
Bureau for Policy and Programme Support



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Attachment: Annual Work Plans

Please note that the breakdown between 2014 and 2015 can be decided in consultation with the National Ozone Office.

Project ID:

Output ID:

Project Short Title: NIR/PHA/72/PRP/138

MLF Outcome / Atlas Activity	Responsible Party	Source of Funds	ERP/ Atlas Budget Description		Amount (USD)	Depart. Code	Oper Unit	Fund Code	Imp Agency	Donor ID
Activity 1 - Update of Overarching Strategy (HPMP Stage 2)	Federal Ministry of Environment	MLF	71200	International Consultant	20,000	tbd	tbd	63030	tbd	10009
			71300	National Consultant	40,000	tbd	tbd	63030	tbd	10009
			75700	Workshop	20,000	tbd	tbd	63030	tbd	10009
			72100	Subcontracts (reporting)	10,000	tbd	tbd	63030	tbd	10009
			Subtotal Activity 1				90,000			
TOTAL					90,000					

Project ID:

Output ID:

Project Short Title: NIR/PHA/72/PRP/139

MLF Outcome / Atlas Activity	Responsible Party	Source of Funds	ERP/ Atlas Budget Description		Amount (USD)	Depart. Code	Oper Unit	Fund Code	Imp Agency	Donor ID
Activity 1 - Preparation of Foam Sector Component (HPMP Stage 2)	Federal Ministry of Environment	MLF	71200	International Consultant	20,000	tbd	tbd	63030	tbd	10009
			71300	National Consultant	30,000	tbd	tbd	63030	tbd	10009
			75700	Workshop	20,000	tbd	tbd	63030	tbd	10009
			72100	Subcontracts (reporting)	10,000	tbd	tbd	63030	tbd	10009
			Subtotal Activity 1				80,000			
TOTAL					80,000					