



UNITED NATIONS DEVELOPMENT PROGRAMME  
 GOVERNMENT OF TRINIDAD AND TOBAGO  
 Project budget

**Project Number:** TRI/SEV/50/INS/21  
**Project Title:** Renewal of Institutional Strengthening Phase V

**Start Year:** 2007  
**End Year:** 2008

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

**Executing Agency:** Environmental Management Authority (EMA)

**Implementing Agent:** UNDP

**Revision Type:** Implementation of the Montreal Protocol

**Brief Description:**

This project proposal is submitted to extend the institutional strengthening support to the National Ozone Office, Environmental Management Authority, and the Government of Trinidad and Tobago.

**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 by 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 50<sup>th</sup> Meeting held in 2006 in Delhi, India.

Approved by:	Signature:	Date:	Name/Title:
UNDP		01 April 2008	
Government (EMA)		27 March 08	DAVE MCINTOSH / CEO
Government (MPHE)			

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

(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 2007 - December 2008
5. **Amount of MLF funding requested<sup>1</sup>:** 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 07 – Dec 08). The project implementation was initially delayed, because there were remaining funds from the previous phase.

The present Terminal Report comprises activities performed during the period up to September 2006 although it extends into the end of 2006. It is foreseen that remaining funds will not allow the NOU in Trinidad and Tobago to continue its activities to meet the country's obligations with the Montreal Protocol, and to accomplish the phase-out calendars established in the MLF projects for Trinidad and Tobago, if it is not submitted until the first meeting of the ExCom in 2007.

6. **Status of ratification:**

<b>Amendment</b>	<b>Ratification Date</b>
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 2005 which was sent to the Secretariat. Please note that Trinidad and Tobago is in compliance with all the obligations under the Montreal

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

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:**

- Implement the second and final phase of the Terminal Phase out Management Plan for CFC's,
- Further 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
- Monitor and support the implementation of 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
- Continue to increase sectoral and public awareness to ODS issues
- Support and monitor the development and implementation of a mandatory refrigerant standard (continued from IS phase IV).
- Annual data reporting to the MLF Secretariat and the Ozone Secretariat.
- Increase general knowledge about the Montreal Protocol and the ozone layer.
- Increase public awareness with respect to Methyl Bromide and its alternatives
- Follow up review of Methyl Bromide Usage in Trinidad and Tobago
- Monitoring the compliance of complete phase out of CFCs.

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

Year	Objectives	Planned Activities	Results expected
1 <sup>st</sup> Year	Support the implementation of the second phase of the Terminal Phase Out Management Plan (TPMP) for CFC	Assist small and medium enterprises in the commercial sector to convert all CFC refrigerators and chillers to non-ODS technologies.	Accelerated reduction on import consumption of CFCs to allow for complete phase out by 2008.
		Accelerate public awareness and education pertaining to the phase out of CFCs by reducing demands in consumption. Celebrate World Ozone Day 2007	Voluntary reduction in demands and in imports of CFCs  Increased awareness on ODS issues
		Extensive public awareness campaign <ul style="list-style-type: none"> <li>• Posters</li> <li>• Video</li> <li>• Presence on television, newspaper and radio</li> </ul>	Sensitisation of public on January 1st 2008 CFC phase out deadline
		Maintain comprehensive database of formal and informal mobile air-conditioning, and refrigeration sector including commercial refrigeration sector	Reduce consumption of CFC in both formal as well as informal sector by knowing all the stakeholders and their needs.
		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
	Further 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	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 courses for customs officers custom brokers and other stakeholders at points of entry	Identification of shortcomings and upgrade of the present system to ensure stricter control of CFC imports and deter the illegal trading of CFC after 2008  Increase in competencies and knowledge of officers at points of entry re: interface with ODS chemicals entering the country
	Monitor and support the	Establish a functional interagency	Reduction in use of

Year	Objectives	Planned Activities	Results expected
	implementation of policies and legislation for the retail, wholesale, and use of Methyl Bromide specifically for Quarantine and Pre Shipment *	control system to monitor and manage the use of Methyl Bromide including Quarantine & Pre-Shipment Uses	Methyl Bromide
	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
	Increase general knowledge about the Montreal Protocol and the ozone layer. ✓	Increase sectoral and public awareness and education pertaining to the phase out of CFCs specifically geared at primary and secondary schools, technician and consumer awareness	Voluntary reduction in demands and in imports of CFCs
	Submit annual report to the MLF and Ozone Secretariats for 2007 ✓	Prepare and submit data in accordance to the deadline established	Report completed and submitted
	Support and monitor the development and implementation of a 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 (continued from IS phase IV).
2 <sup>nd</sup> Year	Continue with the implementation of the final year of the TPMP ✓	Monitor the no-ODS consumption situation in Trinidad and Tobago, and adjust execution of TPMP accordingly. ✓	Accelerated reduction on import consumption of CFCs to allow for 100% phase out by 2008.
		Survey of Mobile Air Conditioning and Refrigeration Industry and other ODS Uses ✓	Identification of remaining ODS uses and users.
	Increase general knowledge about the Montreal Protocol and the ozone layer. ✓	Increase sectoral and public awareness and education pertaining to the phase out of CFCs specifically geared at primary and secondary schools, technician and consumer awareness	Voluntary reduction in demands and in imports of CFCs
	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
	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 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 Public Utilities and the Environment. All communications to Heads of Government agencies originate from the office of the CEO, whereas all other correspondence emanate from the Technical Services Department.

**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 ODS Unit of the EMA is supported by the IS project. 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

The functions of the ODS Unit are integrated into the mission and operations of the EMA.

**12. Planned Project Cost:**

	<b>Planned Project Cost</b>	<b>MLF Funding</b>	<b>Counterpart Funding*</b>
a) Equipment component	4,000	2,000	2,000
b) Professional Staff (ODS Project Officer and ODS Project Assistant)	57,800	44,000	13,800
c) Support staff, transportation and other facilities of the EMA	17,160	-	17,160

d) Operational costs	4,480	1,480	3,000
c) Funds for public awareness	16,800	6,800	10,000
f) Contingency	7,436	5,720	1,716
<b>Total Amount (\$US)</b>	<b>107,676</b>	<b>60,000</b>	<b>47,676</b>

\* Counterpart funding will be by way of support facilities that are provided by the EMA to the NOU

**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, other governmental agencies and non-governmental agencies	To provide multi-disciplinary support services to the ODS Unit housed in the EMA	2 years

**14. Title and schedule of reports to be submitted:**

To Whom:	Title of Report	Planned Submission (Year/Quarter)
1. Government Departments	1. 2007 Annual Report 2. Monthly Status Report	January 2008
2. Reports to Multilateral Fund Secretariat	Annual Data Reporting	September- annually
3. Reports to Ozone Secretariat	Annual Data Reporting	May –annually
4. Implementing Agency (UNEP)	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:**

<b>Name of Officer responsible for preparing the Action Plan:</b>	Marissa Gowrie
<b>Title:</b>	ODS Project Officer
<b>Organization/Agency/Ministry:</b>	Environmental Management Authority
<b>Date:</b>	August 15, 2006

16. **Government endorsement:**

Action Plan authorized by:	Dr. Dave McIntosh
Title:	Managing Director/Chief Executive Officer
Supervising Organization/Agency/Ministry:	Environmental Management Authority
Date:	August 15, 2006

17. **Submission of Action Plan:**

Name of Implementing Agency:	United Nations Development Programme (UNDP)
Name of Project Officer:	Kasper Koefoed-Hansen
Date:	August 18, 2006
<b>Comments of Implementing Agency:</b> The Phase V request being made by Trinidad & Tobago for renewal of it's Institutional Strengthening project is eligible given that: a) the country has a dedicated full-time official in charge of managing ozone activities in the country and b) a licensing system controlling ODS imports is in place.  This phase will be very important for Trinidad and Tobago, because it will cover two very interesting years. 2007 will be the last year with imports of CFCs, and 2008 will be the first year without CFC imports. This will create a challenging situation for the NOU.	



PROGRESS OF IMPLEMENTATION OF COUNTRY PROGRAMMES

A. Data on Controlled Substances (in METRIC TONNES)

NOTE: Data entry is required in UNSHADED cells only

Substance <sup>1</sup>	Trinidad and Tobago		Consumption by Sector										TOTAL	Import	Export <sup>2</sup>	Production <sup>2</sup>		
	YEAR: January to December of the year 2005		Refrigeration		Solvent	Process agent	Methyl bromide use	Tobacco fluffing	Fire Fighting		Foam	Aerosol						
	Manufacturing	Servicing	0.00	17.81					0.00	0.00							0.00	0.00
Annex A, Group I																		
CFC-11																		
CFC-12																		
CFC-113																		
CFC-114																		
CFC-115																		
Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Annex A, Group II																		
Halon 1211																		
Halon 1301																		
Halon 2402																		
Sub-Total			0.00															
Annex B, Group II																		
Carbon tetrachloride																		
Sub-Total					0.00													
Annex B, Group III																		
Methyl chloroform																		
Sub-Total																		
Annex C, Group I																		
HCFC-22																		
HCFC-141b																		
HCFC-142b																		
HCFC-123																		
Other <sup>3</sup>																		
Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Annex E																		
Methyl bromide																		
Sub-Total																		
TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

<sup>1</sup> Where the data involves a blend of two or more substances, the quantities of individual components of controlled substances must be indicated separately, e.g.: For R602 consisting of 51.2% CFC-115 and 48.8% HCFC-22, indicate the total quantity of each controlled substance (i.e., CFC-115 and HCFC-22) in the appropriate row.

<sup>2</sup> Where applicable.

<sup>3</sup> Indicate relevant controlled substances.