GEF ID 9771 – Global best practices for Emerging Policy Issues under SAICM

Implementing Agency role

GEF Team – Chemicals and Health Branch
Introduction

• Implementing Agency role

• Monitoring & Evaluation
Implementing Agency (IA)’s key roles

- Responsible for the overall project supervision
- Overseeing the project progress through the monitoring and evaluation of project activities and progress reports
- Report the project implementing progress to GEF
- Take part in the Project Steering Committee (PSC)
- Provide guidance and oversight of project execution by the EA with review and approval of work plans, budget allocations and budget revisions proposed by the EA
Role of UN Environment - GEF

- UN Environment – GEF Unit - acts as Implementing Agency for GEF

- Access to funding from GEF Chemicals & Waste Focal Area

- Defined set of roles and responsibilities

- These can't be passed on: summarised as accountability to GEF
Role of Implementing Agency

• Project identification (done)
• Project concept (done)
• Preparation of project document (done)

• Project inception (today)

• Project supervision (quarterly; annual)

• Project completion and evaluation (in the future)
Role of Implementing Agency - II

Supervision

- Review technical reports from Executing Agency
- Review logical framework
- Review work plan (budgeted)
- Review procurement plan
- Review institutional arrangements
- Review budget by Output
- Minimum of annual supervision mission (coincide with SC meeting)
- Technical guidance as needed
- Review progress
- Coordination and consultation with GEF SEC Chemicals team
Role of Implementing Agency - III

Financial management

• Review quarterly financial statements submitted by the Executing Agency (EA)
• Certify expenditures as eligible (as per agreed budget in the legal agreement with the EA)
• Review and approve budget revision requests with associated justifications
• Review and compile cofinance
• Review and approve procurement plans and support procurement capacity development
• Extend the project budget life as needed based on agreed extensions
Annual review & planning

- Report on the last years activities and budget expenditure comparing against work-plan & expenditure forecast

- Discuss the reasons for delays/ learning lessons

- Forecast for the coming year (workplan and budget)

- Review and update procurement plan as needed
Monitoring & Evaluation
Monitoring & Evaluation

- **Monitoring and evaluation is an essential project management tool**
  - Facilitating progress
  - Coordination between different components and partners
  - Communication beyond project
  - Learning and continuous improvement
  - Essential donor requirement

- **Monitoring**
  - Periodic and regular
  - Done internally by the project team
  - Mid term review done by IA

- **Evaluation**
  - Done at the end of the project
  - Done by external evaluators (UN Environment Evaluation Office)
M&E Context in the project

• **Logframe, Component 4**
  - Output 4.1 Quarterly financial reports and annual progress reports monitoring status of project execution
  - Output 4.2: Midterm and Terminal evaluations of project impacts shared with SAICM stakeholders

• **M&E Plan**
  - Inception meeting
  - Project Steering Committee
  - Ongoing monitoring and gender mainstreaming
  - Project monitoring travel

• **Evaluation**
  - Midterm review
  - Terminal evaluation
  - Financial audit
Project implementation structure

**GEF Sec**

**Implementing Agency**
UN Environment GEF unit

**Project Steering Committee**

**Executing Agency**
SAICM Secretariat

**Execution partners**

**1.1 – BAT/BEP Pilots**
- UN Environment
- ROLI; IPEN; NCPC: Serbia, plus China, Colombia, Ecuador, Peru, Jordan, CSOs: Nigeria, Indonesia; USEPA; Alternatives vendors / IPPIC

**1.2 – Lead Paint regulation**
- UN Environment
- WHO
- Roli
- IPEN
- ECOWAS
- USEPA
- IPPIC

**2.1 Tools and guidance on CiP**
- UN Environment
- (CHB, RMB, FI)
- USEtox

**2.2 Training and support for CiP**
- UN Environment
- (CHB & RMB)
- NCPC Colombia
- BCRC China
- NCPC Sri Lanka

**3.1 Strategic Engagement**
- SAICM Secretariat
- UN Environment
- WHO; FAO; OECD; IISD, UTC; ISC3; IPEN

**3.2 KM Platform**
- SAICM Secretariat

**Activity monitoring**
Regular reporting

✓ Financial management
  • Quarterly forecast at the beginning of each year
  • Quarterly expenditure statements
  • Annual report (GEF and cofinance expenditures)
  • Procurement Plan

✓ Technical reporting
  • Annual Project Implementation Review in June

✓ Communication with GEF operational focal points in participating countries
Quarterly forecast and expenditures

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<thead>
<tr>
<th></th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
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<tbody>
<tr>
<td><strong>Forecast</strong></td>
<td>0.00</td>
<td>231,964.00</td>
<td>303,739.85</td>
<td>396,115.00</td>
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<tr>
<td><strong>Actual</strong></td>
<td>131,864.00</td>
<td>270,487.60</td>
<td>329,415.20</td>
<td>381,929.20</td>
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### Project objective and Outcomes

<table>
<thead>
<tr>
<th>Description of indicator</th>
<th>Baseline level</th>
<th>Mid-term target</th>
<th>End-of-project target</th>
<th>Level at 30 June 2016</th>
<th>Progress rating</th>
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<tbody>
<tr>
<td>Objective:</td>
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<td>Outcome 1:</td>
<td>1.1</td>
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<td>1.2</td>
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### Outputs

<table>
<thead>
<tr>
<th>Expected completion date</th>
<th>Implementation status as of 30 June 2015 (%)</th>
<th>Implementation status as of 30 June 2016 (%)</th>
<th>Comments if variance. Describe any problems in delivering outputs</th>
<th>Progress rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Output 1:</td>
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<td>Activity 1:</td>
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<td>Activity 2:</td>
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<td>Output 2:</td>
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<td>Activity 3:</td>
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Communication with partners

• Implementing Agency required to inform GEF OFPs and main project beneficiaries

• Contributes to high level ownership and follow up of project activities

• Based on quarterly reports
  • Progress on expenditures
  • Short paragraphs on activities completed in previous quarter; and activities planned for next quarter
Thank you for your attention

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