



UNITED NATIONS ENVIRONMENT PROGRAMME

Programme des Nations Unies pour l'environnement Programa de las Naciones Unidas para el Medio Ambiente

Программа Организации Объединенных Наций по окружающей среде برنامج الأمم المتحدة للبيئة

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GLOBAL ENVIRONMENT FACILITY  
INVESTING IN OUR PLANET

**Division of GEF Coordination  
United Nations Environment Programme**

**Detailed Description of Corporate Activities in FY 2010  
(1<sup>st</sup> July 2009 to 30<sup>th</sup> June 2010)**

## 1. Policy Support

N.B: GEF defines Corporate Policy support as : “ the development, revision and operationalization of GEF policies, strategies, business plans and guidelines; also includes participation in meetings of GEF governing bodies”.

### *GEF Replenishment, Assembly and GEF, LDCF/SCCF Council Meetings*

During FY10, UNEP/GEF provided substantive input to the preparation of a large number GEF-4 and GEF-5 policy documents presented at the 37<sup>th</sup> and 38<sup>th</sup> meetings of the GEF Council held in Washington DC from November 2009 and June 2010, respectively. On average 2-3 DGEF staff (from Nairobi and Washington Liaison Office) attended both meetings of Council, and the GEF-NGO consultation meetings preceding the meetings and responded to queries raised by Council members. DGEF Staff also contributed to the development of Council Info. Documents, including the GEF Agency paper on GEF Reforms. Furthermore, the GEF Assembly, held every 4 years, took place in Punta del Este, Uruguay in May of 2010 with two DGEF staff interfacing with all GEF country representatives. DGEF Director further attended consultative meeting for the planning of the negotiations for the fifth replenishment of the GEF held in Berne, Switzerland in October 2009 and in Rome in March 2010. DGEF Director, UNEP Senior Policy Advisor and DGEF Liaison Officer attended the inter-agency consultative meetings on the reforms proposed for GEF-5 in Washington and New York in August 2009.

During FY10, UNEP/GEF continued to maintain its Liaison Office in Washington DC, which, owing to the time difference and geographical distance between UNEP headquarters in Nairobi and those of the GEF entities based in North America, acts as a facilitator between UNEP and GEF partners in Washington and New York.

In FY10, DGEF staff contributed to the discussions on and preparation of the new GEF policy documents coordinated by the GEF Secretariat, including papers on:

- GEF-5 Programming Document
- Policy Recommendations for the Fifth Replenishment of the GEF Trust Fund
- Relations with the Conventions and other International Institutions
- Small Grants Programme: Execution Arrangements and Upgrading Policy for GEF-5
- System for Transparent Allocation of Resources (STAR): Options and Scenarios
- Annual Monitoring Report (AMR) FY2009
- Streamlining the Project Cycle and Refining the Programmatic Approach
- Policies and Procedures for the Execution of Selected GEF Activities with Direct Access by Recipient Countries
- Reforming the Country Support Program and Procedures for Implementation
- Broadening the GEF Partnership by Operationalizing Paragraph 28 of the GEF Instrument
- GEF-5 Operational Procedures for the System for a Transparent Allocation of Resources (STAR)

DGEF participated in 5 GEF Inter-Agency Meetings over the course of FY10 and two Earth Fund Board Meetings. DGEF staff also participated in all meetings of the GEF BD, CC, Land Degradation, IW and POPs Focal Area Task Forces convened in FY10, as well as the two Policy-oriented STAP meetings.

### ***Relations with Conventions***

DGEF participated in these meetings in order to provide clarification and response to queries addressed by Parties to UNEP in its capacity as an implementing agency of the GEF, and to support GEF corporate outreach efforts including GEF-related side-events and exhibitions. UNEP participated in daily GEF inter-agency staff meetings and coordination with GEF Secretariat on GEF-related agenda items at the COPs.

DGEF also contributed to policy development by the Conference of Parties of the Rio Conventions related to the GEF focal area strategies, such as:

- a) Providing timely information/feedback on the performance and successes of GEF projects, through the annual reporting of UNEP and GEF to the Conventions,
- b) Providing technical advise upon request on key GEF programmatic areas, including : Biosafety, ABS, UNCCD 10-year Strategy and LADA.
- c) DGEF is a member of the Facilitation Committee of the Global Mechanism of UNCCD, which serves to coordinate agencies and funds for CCD implementation

UNEP/GEF organized/convened side-events at the various convention meetings. These side-events were to highlight successful GEF projects or programmes, hold coordinating or planning or troubleshooting meetings with GEF stakeholders, or respond to invitations from member states to inform them of their GEF projects. In some cases, such as the Biosafety Clearing House, the convention activities are part of a GEF funded project. In all of these events, UNEP/GEF confined its delegation to 1-3 staff in order to contain costs. In FY 10, these meetings were held in the following convention events:

- UNFCCC COP 15 and CMP 5. 7 - 18 December 2009. Copenhagen, Denmark
- June 2009. Rome, Italy. 20<sup>th</sup> meeting of the Facilitation Committee of the Global Mechanism of the UNCCD.
- 19 September – 2 October. 2009. Buenos Aires, Argentina. Ninth session of the Conference of the Parties (COP9) and 21<sup>st</sup> meeting of Facilitation Committee of the UNCCD GM
- 21 September to 02 October 2009. Buenos Aires, Argentina. Committee for Review of Implementation of the UNCCD Convention (CRIC 8)
- 19 October to 15 November 2009. Montreal, Canada. Fifth meeting of the Informal Advisory Committee on the Biosafety Clearing-House (a GEF funded project); Sixth meeting of the Compliance Committee under the Cartagena Protocol on Biosafety ;
- 9 - 15 November 2009. Montreal, Canada. Eighth meeting of the Ad Hoc Open-ended Working Group on Access and Benefit-sharing
- 23 - 27 November 2009. Mexico City, Mexico. Latin America and the Caribbean Regional Training of Trainers' Workshop on the Identification and Documentation of Living Modified Organisms under the Cartagena Protocol on Biosafety
- 22 - 28 March 2010. Cali, Colombia. Ninth meeting of the Ad Hoc Open-ended Working Group on Access and Benefit-sharing
- 10 - 21 May 2010. Nairobi, Kenya Fourteenth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice; GEF Side events and posters:
  - Mainstreaming Biodiversity for Food and Nutrition in a Changing World
  - Flyway Conservation at Work in the African Eurasian Region
  - Mainstreaming belowground biodiversity in a changing climate
  - Conservation of crop wild relatives in the face of climate change
  - Crop biodiversity to reduce pest and disease damage: a competitive solution for poor farmers under climate change
  - Conservation and Management of Below-Ground Biological Diversity for Sustainable Agricultural Production
  - Fruits of Heritage: Central Asian Fruit Tree Diversity as a Basis for Coping with Change.
- 2-4 December, 2009. Regional Training Workshop on new POPs and the process of reviewing and updating NIPs in the Mediterranean (outside CEE) and French Speaking African Regions.
- 22 - 24 February 2010 Bali, Indonesia.. Simultaneous Extraordinary Meetings of the Conferences of the Parties to the Basel, Rotterdam and Stockholm Conventions on enhancing cooperation and coordination.
- 12 - 14 April 2010. Geneva, Switzerland. First Expert Meeting to update the Guidance on the Global Monitoring Plan for Persistent Organic Pollutants.
- 8-10 June, 2010. Mexico City, Mexico. Joint Workshop to support effective participation in the Rotterdam Convention Chemicals Review Committee and the

Stockholm Convention POPs Review Committee for Latin America and the Caribbean.

- 13, 15-17 July, 2009. Geneva, Switzerland. Workshop on management and destruction of ODS banks and implications for GEF ozone and climate change projects; dialogue on high-global warming potential alternatives for ozone-depleting substances (July 14, 2009), and 29th meeting of Open-ended Working Group of the Parties to the Montreal Protocol.
- 4-8 November, 2009. Port Ghalib, Egypt. 21<sup>st</sup> Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer.
- 26-30 April 2010. Istanbul, Turkey. Joint Meeting of the Regional Ozone Networks for Europe and Central Asia (ECA) and South Asia (SA), to highlight GEF CEIT projects.

October 2009, DGEF Staff contributed to the ongoing process of achieving coherence between the GEF LME approach and Regional Seas Conventions approach, during the Global Regional Seas Meeting in Bangkok, Thailand and the 5<sup>th</sup> GEF International Waters Conference in Cairns, Australia.

## 2. Portfolio Management

N.B. the GEF defines portfolio management as : pipeline and program management, financial management and data management; also includes participation in financial consultations organized by Trustee”.

UNEP/GEF contributed throughout FY10 to translating GEF policy into operation, through its contribution to the work programs adopted by the GEF Council, and to the further development of operational programming, through its participation in all meetings of the inter-agency focal area task forces mentioned above.

UNEP/GEF approved project submissions in FY10 amounted to USD 70, 224,369. A total of 68 staff were directly engaged with pipeline and portfolio management during all phases of the project cycle. This category covers “portfolio” level activities, which are kept distinct from individual project level supervision/activities (the latter are reported to the GEF Council under the category of “project cycle management”). This includes :

- Regular discussions with senior technical managers in GEFSec on the shape of the pipeline
- Learning missions to projects in regards to M&E activities of the GEF
- Responding to queries from country GEF Focal Points regarding portfolio status, and clarifying operational procedures
- Preparing and submitting milestone extension requests as and when requested by project proponents
- Preparing regional status reports and information packages for distribution to GEF Operational Focal Points
- Bilateral coordination meetings with GEF Agencies on portfolio of joint programmes, including at least one meeting in FY 2010 with each of WB, UNIDO, FAO and UNDP.

Throughout FY10, UNEP/GEF continued to maintain its ADDIS project database and to work closely with the Secretariat and Trustee on database populating and corrections. UNEP/GEF also assisted the GEFSec in piloting their new PMIS (7 task managers were granted access rights for piloting purposes). All UNEP/GEF Programme Assistants, Task Managers and Fund Management Officers assist in this process.

In FY 2010 no special consultation was organized by the Trustee, however, the Terms of Reference for conducting a review of financial transactions across the Agencies was reviewed and commented upon.

### **3. Reporting**

N.B. the GEF defines this category to refer to all reporting requirements as listed in Annex 4 of the GEF Operational Manual, and covers both financial reporting as well as progress reporting.

#### ***Annual Monitoring Report***

As in previous years, DGEF prepared the UNEP section of the AMR which is based on review, analysis and synthesis of Project Implementation Reports of individual projects under implementation for at least one year. In FY 2010, DGEF reported on 90 projects. The AMR included analysis of : progress in delivery and performance, impact, lessons learnt on the 90 projects.

DGEF staff also contributed to the corporate Annual Monitoring Report coordinated by GEFSEC. This comprised summary overviews by focal area and review of the overall document for presentation at the June 2010 Council Meeting.

#### ***New Reports requested by Council in GEF-4***

Two additional reports have been introduced in GEF-4, and UNEP/GEF has provided these two reports in a timely fashion :

- ⇒ Annual Report on the use of Administrative Fees – this report was based on analyzing data from the new Time Recording System introduced in DGEF in 2008.
- ⇒ Annual Report on progress in meeting fiduciary standards – this report was based on consultations with UNON and UNEP/CSS, as well as with the UMOJA (IPSAS) project in New York HQ.

#### ***Reports to UNEP corporate on GEF portfolio***

DGEF provided information and data for the independent evaluation of the GEF 2008-9 portfolio, including the independent evaluation of the Quality of Project Supervision which ran concurrently with the GEF Evaluation Office's review. DGEF also provides Quarterly reports to the Executive Director regarding staff management issues and financial management.

### ***Financial reports***

UNEP/GEF worked closely with the Trustee in ensuring that monthly reports on GEF project approvals and endorsements were complete and correct. Quarterly reports on UNEP approval of GEF, LDCF and SCCF projects and of cancellations/amendments of GEF projects were sent to the Trustee. Annual statements of investment income earned on GEF, LDCF and SCCF funds were submitted and interest refunded. Copies of UNEP's audited financial statements were sent to the GEF and confirmation requests from the Trustee external auditors were responded to. Cash transfer requests with supporting details were submitted for PPG and project grant finance, fees and the STAP corporate budget. Weekly UNEP treasury reports on receipts were checked to ensure GEF funds were properly accounted for. All other reporting requirements to the Secretariat on disbursements, finalization of the PDF-A imprest account, and the status of projects, were met.

During FY10, UNEP/GEF supported the UN Board of Auditors during their external audit of UNEP accounting records for the year ended 31 December 2008 and 31 December 2009, by providing all required analysis, information and explanations. An unqualified audit report on UNEP's GEF trust funds for 2008 was sent to the Trustee, while the report for 2009 has not yet been received.

## **4. Outreach and knowledge sharing**

N.B. the GEF defines this category as : "outreach and knowledge sharing including participation in sub-regional consultations, country dialogues, STAP meetings, etc."

### ***GEF Constituency Meetings and Country Support Program***

UNEP/GEF took a part in Constituency Meetings and national and regional workshops convened in FY10 under the Country Support Programme, including their preparation and delivery of the following specific meetings:

- 9-11 July, 2009. Sub-regional Workshop for GEF Focal Points in West & Central Africa. Accra, Ghana.
- October, 2009. GEF Central Asia and Azerbaijan Constituency Meeting. Berne Switzerland.
- September/October 2009. GEF Sub-regional Workshop for GEF Focal Points. Lima, Peru.
- 19-20 October 6<sup>th</sup> GEF Constituency meeting for Central Asia and Azerbaijan, 2009, Bern, Switzerland
- February 2010. GEF Asia Pacific Constituency Meeting. Port Moresby, PNG.
- 16-17 February 2010. Ministerial Consultation of the Global Environment Facility for West African Countries and Chad
- 3-5 March 2010. GEF South Asia Constituency Meeting, Dhaka, Bangladesh.
- 10-12 March, 2010. Regional GEF Country Support Meetings Meeting SE and South Asia, Hanoi, Vietnam

- 14-15 April 2010. Sub-regional Workshop for GEF Focal Points in Europe/CIS, Istanbul, Turkey.
- 21 June 2010. GEF Caribbean Constituency Meetings. Bridgetown, Barbados

### ***Intergovernmental meetings***

UNEP/GEF held bilateral meetings with more than 30 national delegations specifically on GEF-related matters during the 11th Special Session of the Governing Council/Global Ministerial Environment Forum held in Bali, Indonesia, 20-27 February, 2010.

UNEP/GEF took an active part in a variety of meetings organized by sister inter-governmental regional organizations so as to raise awareness on GEF projects and consult with GEF stakeholders attending the events:

- 23-28 August, 2009, Nairobi, Kenya 2<sup>nd</sup> World Congress on Agroforestry, and highlighting of GEF SFM projects
- Thirteenth Session of the African Ministerial Conference on the Environment, (AMCEN), Bamako, Mali, 23 to 25 June 2010 and Meeting of the African high-level expert panel on climate change; DGEF contributed to the report of this meeting by highlighting GEF project successes in Africa.
- The annual SPREP meeting in September 2009, where DGEF highlighted GEF projects in GEF-PAS.
- Pacific Island Round Table meeting in June 2010; where DGEF contributed to coordinating implementing the Pacific Conservation Action Strategy and how the GEF portfolio helps to achieve that.
- 13 April, 2010. International Year of Biodiversity :.
  - Launch of 'Safe Flyways' coffee table book (final report of the GEF Siberian Crane Wetland Project) during UNEP GC in Bali, February 2010.
  - Washington D.C. staff attended the International Year of Biodiversity GEF Launching Event.

### ***STAP technical studies, workshops and meetings***

Aside from its hosting of STAP, DGEF staff provided inputs to the preparation of and subsequent attendance in the:

- STAP Meeting, 8-10 March 2010 in Rome, Italy
- STAP Meeting, 13 October, 2009 in Washington DC.

DGEF staff contributed to preparations for, and participated fully in, STAP technical workshops and brainstorming sessions aimed to support GEF operational policy and technical strategy in GEF operational programmes as follows:

- STAP Expert Consultations I and II: Towards Science-based Policy Advice to GEF on Reducing Eutrophication-caused Hypoxic Zones in Coastal Waters. 21-23 October 2009. Shanghai, China; and June 16-17, Washington DC.
- Joint STAP-ADB Workshop "Towards Measuring GHG Mitigation Potential of Land Transportation Projects in the GEF". 19-20 October 2009: Asian Development Bank Headquarters, Manila, Philippines

DGEF staff also provided technical input/commentary to two STAP publications in FY10:

- Payments for Environmental Services (March 2010)
- Benefits and Trade-offs between energy conservation and releases of unintentionally produced persistent organic pollutants (March 2010)

#### ***Other partnerships***

DGEF collaborated with other GEF partners on outreach and knowledge sharing events, including :

- Annual Meeting of Rainforest Alliance to launch the newly approved GEF Earth Fund project on sustainable cocoa

#### ***UNEP and GEF Publications.***

DGEF Staff provided input into the following GEF publications:

- Small Grants Programme
- The GEF and Civil Society Organizations: A strategic partnership
- Greening Opportunities at World Events
- Clean Technology, Energy Efficiency
- Sustainable Forest Management and REDD+ financing at the GEF
- Implementation of the Poznan Strategic Program on Technology Transfer - SBI 32
- Implementation of the Poznan Strategic Program on Technology Transfer - SBI 31
- Clean Technology, Report, Technology Transfer
- Investing In Renewable Energy The GEF Experience
- Cleaning Up: Ridding the world of dangerous chemicals
- Ecosystem Services at GEF prepared for IYBD

DGEF Staff provided input into the following UNEP/GEF publications:

- UNEP and GEF in Biosafety
- UNEP and GEF in Biodiversity
- Wings Over Wetlands
- UNEP and GEF in Climate Change

- UNEP and GEF in International Waters
- UNEP and GEF in Land Degradation
- UNEP and GEF in POPS and ODS
- Biosafety and The Environment
- The Experience of UNEP GEF and partners in flyway Conservation
- Saving Wetlands across Eurasia: Inspired by the Siberian Crane (GEF web article IYB)
- Guidance towards Implementation of National Biosafety Frameworks:
- The Global UNEP-GEF BCH Capacity Building Project Learning from Experience
- An Explanatory Guide to the Cartagena Protocol On Biosafety
- UNEP Building Capacity for the Implementation for the Cartagena Protocol
- Building Biosafety Capacity: The Role of UNEP and the Biosafety Unit
- Building Capacity for Effective Participation in the Biosafety Clearing-House (BCH) of the Cartagena Protocol on Biosafety
- The flyway approach to the conservation and wise use of waterbirds and wetlands Training Kit.
- Securing Sustainability through conservation and use of Agricultural Biodiversity: the UNEP/GEF contribution.
- National Capacity Self-Assessments: Results and Lessons Learned for Global Environmental Sustainability (with UNDP)
- Experiences and lessons from livestock –wildlife-environment interface management in Kenya and Burkina Faso (GEF project)
  - i. Status and Trends of Natural Resources at the Livestock Wildlife Interface. **Policy Brief 1.**
  - ii. Status and Trends of Conflict of natural Resources at the Livestock Wildlife interface. **Policy Brief 2.**
  - iii. Zoning for Sustainable Resources Use at the Livestock Wildlife Environment Interface. **Policy Brief 3.**
  - iv. Community Scouts Based Monitoring Programme for Wildlife in Conservancies. **Policy Brief 4.**
- DEFYING EXTINCTION: Partnerships to Safeguard Global Biodiversity - GEFSEC (input to chapter on the Siberian Crane Wetland Project)

The revamped UNEP GEF website was revised for greater outreach to countries. The website was updated with material focusing on services offered to countries by UNEP GEF including the 2009 report on UNEP fiduciary standards. The UNEP GEF website also acts as a link to the UNEP GEF project database ‘ADDIS’ from which countries and the public can access information on GEF projects implemented by UNEP.

## 5. Support to the GEF Evaluation Office

N.B. the GEF defines this as “ support to evaluations, reviews and studies initiated by the GEF Evaluation Office”.

A Four Year Work Plan and Budget for the GEF Evaluation Office was presented and considered by the GEF Council in June 2009. UNEP provided input and reviews of the following GEFEO products, including participation in Inter-Agency meetings to discuss findings in August 2009 and April 2010:

- Overall Performance Study-4 (OPS-4)
- Annual Country Portfolio Evaluation Report
- Annual Performance Report
- Annual Report on Impact 2010
- Special Evaluation of the Strategic Programme on Adaptation
- Quality of Supervision review

DGEF staff further participated in the June 2010 Inter-agency Meeting to review the new GEF M & E Policy. It is expected to be reformulated for the November 2010 GEF Council Meeting.