APPENDIX 1

ACRONYMS AND ABBREVIATIONS

AMS	Amsterdam (city, where a regional training workshop was organized)
BCCC-SCRC	Basel Convention Coordinating Centre-Stockholm Convention Regional Centre in Uruguay
BCN	Barcelona (city, where a regional training workshop was organized)
BRS	Basel, Rotterdam and Stockholm Conventions
CEE	Central and Eastern European countries
CEO	Chief Executive Officer
COP	Conference of the Parties
CVUA	Chemisches Untersuchungsamt Freiburg
DDT	Dichlorodiphenyltrichloroethane
dl-PCB	Dioxin-like PCB
dl-POPs	Dioxin-like POPs
DTIE	Division of Technology, Industry and Economics (of UNEP)
EA	Executing Agency
EO	Evaluation Office
EQTL	Environmental Toxicology and Quality Control Laboratory in Bamako, Mali
EULA	Centro de Ciencias Ambientales EULA-Chile de la Universidad de Concepción
FSP	Full-Sized Project
GC/ECD	Gas Chromatography/Electron Capture Detector
GEF	Global Environment Facility
GEF TF	Global Environment Facility Trust Fund
GIS	Geographic Information Systems
GLP	Good Laboratory Practices
GMP	Global Monitoring Plan
GRULAC	Group of Latin American and Caribbean
HBCD	Hexabromocyclododecane
HCH	Hexachlorocyclohexane
IA	Implementing Agency
IES	Integrated Environmental Strategies
ILAC	International Laboratory Accreditation Cooperation
ISO	International Standards Organization
IUPAC	International Union of Pure and Applied Chemistry
IVM VU	Institute for Environmental Studies, University Amsterdam

LDCF	Least Developed Countries Fund
M&E	Monitoring and Evaluation
MEA	Multilateral Environmental Agreements
MSP	Medium-Sized Project
MTM Centre	Man-Technology-Environment research centre
MTR	Mid-Term Review
MTS	Medium Term Strategy
NAP	National Action Plan
NAPA	National Adaptation Programme of Action
NBSAP	National Biodiversity Strategy and Action Plan
NCSA	National Capacity Self-Assessment
NIP	National Implementation Plan
NPFE	National Portfolio Formulation Exercise
NPIF	Nagoya Protocol Implementation Fund
PAS	Passive Air Samplers
PBDE	Polybrominated diphenyl ethers
PCB	Polychlorinated biphenyls
PCDD	Polychlorinated dibenzo-p-dioxins
PCDF	Polychlorinated dibenzofurans
PFOS	Perfluorooctane Sulfonate
PIF	Project Identification Form
POPs	Persistent Organic Pollutants
PoW	Progamme of Work
PRSP	Poverty Reduction Strategy Paper
PSC	Project Steering Committee
PUF	Polyurethane foam
QA/QC	Quality Assurance/Quality Control
QSP	Quick Start Programme
RECETOX	Research Center for Toxic Compounds in the Environment
ROAP	Regional Office for Asia and Pacific
SAICM	Strategic Approach to International Chemicals Management
SC	Stockholm Convention
SCCF	Special Climate Change Fund
SMC	Sound Management of Chemicals
SOP	Standard Operating Procedure
SSFAs	Small-Scale Funding Agreements

TEQ	Toxic Equivalent
TNA	Technology Needs Assessment
UNDAF	United Nations Development Assistance Framework
UNEP	United Nations Environment Programme
WEOG	Western European and Others Group
WHO	World Health Organization

APPENDIX 2

OVERALL PROJECT BUDGET (EXCEL)

Project activities	GEF	Cofinance	Sub-total
Component 1: Securing conditions for successful project implementation.	283,000	564,059	847,059
1.1 Key stakeholders sign legal documents to carry activities.	54,100	188,020	242,120
1.2 Organise inception workshop, with project workplan and budget assigned.	164,800	188,020	352,820
1.3 Update POPs laboratory databank.	64,100	188,020	252,120
Component 2: Capacity building and data generation on analysis of core abiotic matrices.	1,355,900	4,314,336	5,670,236
2.1 Identify sampling sites for air monitoring and make them operational.	265,746	286,231	551,977
2.2 Identify sampling sites for water monitoring and make them operational.	252,246	286,231	538,477
2.3 Make nat'l labs operational for undertaking analysis of abiotic matrices.	249,236	3,182,745	3,431,981
2.4 Analyse nat'l samples for air and water, and report high quality data.	528,996	279,564	808,560
2.5 Summarize results of analysis in two distinctive sectoral reports.	59,676	279,564	339,240
Component 3: Capacity building and data generation on analysis of core biotic matrices.	697,100	4,583,669	5,280,769
3.1 Make countries in the region capable to undertake sampling of human milk for the 6th round of UNEP/WHO survey.	235,917	356,122	592,039
3.2 Make nat'l laboratories operational for undertaking analysis of human milk samples.	213,117	3,528,636	3,741,753
3.3 Implement the 6th round of human milk survey.	201,867	349,455	551,322
3.4 Compare results with data from earlier rounds, and report them to the GMP.	46,200	349,455	395,655
Component 4: Assessment of existing analytical capacities and reinforcement of national POPs monitoring.	625,000	2,770,075	3,395,075
4.1 Undertake two rounds of the Interlab Assessment.	364,733	692,519	1,057,252
4.2 Identify and analyse samples of major nat'l interest.	260,267	2,077,556	2,337,823
Component 5: Securing conditions for sustainable POPs monitoring.	415,000	573,559	988,559
5.1 Develop conclusions, lessons learned and recommendations from GMP2 for future monitoring plan.	141,000	188,020	329,020
5.2 Prepare a state-of-the-art report to picture the present situation of POPs in the region's environment and humans.	215,500	197,520	413,020
5.3 Develop a roadmap for sustainable POPs monitoring.	58,500	188,020	246,520
Project management	190,000	519,703	709,703
	190,000	519,703	709,703
Project monitoring and evaluation	70,000	50,000	120,000
	70,000	50,000	120,000
TOTAL	**3,636,000**	**13,375,401**	**17,011,401**

APPENDIX 3: GEF BUDGET BY PROJECT COMPONENT AND UNEP BUDGET LINES (EXCEL)

Source of funding (noting whether cash or in-kind):			GEF Trust Fund Cash												
			BUDGET ALLOCATION BY PROJECT COMPONENT/ACTIVITY*								ALLOCATION BY CALENDAR YEAR				
			Component 1	Component 2	Component 3	Component 4	Component 5			Total	Year 1	Year 2	Year 3	Year 4	Total
			Securing conditions for successful project implementation	Capacity building and data generation on analysis of core abiotic matrices (air and water)	Capacity building and data generation on analysis of core biotic matrices (human milk)	Assessment of existing analytical capacities and reinforcement of national POPs monitoring	Securing conditions for sustainable POPs monitoring	Project management	Monitoring and evaluation		12 months	12 months	12 months	12 months	
		UNEP BUDGET LINE/OBJECT OF EXPENDITURE	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$
10		PROJECT PERSONNEL COMPONENT													
	1100	Project Personnel													
	1101	Project coordinator (EA)						120,000		120,000	30,000	30,000	30,000	30,000	120,000
	1102	Project staff (other than EA, includes Steering Committee)								0					0
	1181	UNEP technical expertise	17,100	35,880	14,800	44,200	31,500			143,480	17,100	47,440	47,440	31,500	143,480
	1199	Sub-Total	17,100	35,880	14,800	44,200	31,500	120,000	0	263,480	47,100	77,440	77,440	61,500	263,480
	1200	Consultants w/m													
	1201	Project assistant								0		0			0
	1202	Updating of UNEP's POPs Lab databank	10,000							10,000	10,000				10,000
	1299	Sub-Total	10,000	0	0	0	0	0	0	10,000	10,000	0	0	0	10,000
	1300	Financial assistant													
	1301	Finance assistant						36,000		36,000	9,000	9,000	9,000	9,000	36,000
	1699	Sub-Total	0	0	0	0	0	36,000	0	36,000	9,000	9,000	9,000	9,000	36,000
	1600	Travel on official business													
	1601	Travel project staff (EA)						24,000		24,000	6,000	6,000	6,000	6,000	24,000
	1681	UNEP staff travel	9,600	8,010	5,000	20,000	9,000			51,610	9,600	16,505	16,505	9,000	51,610
	1699	Sub-Total	9,600	8,010	5,000	20,000	9,000	24,000	0	75,610	15,600	22,505	22,505	15,000	75,610
	1999	Component Total	36,700	43,890	19,800	64,200	40,500	180,000	0	385,090	81,700	108,945	108,945	85,500	385,090
20		SUB-CONTRACT COMPONENT													
	2100	Sub-contracts (UN organizations)													
	2101									0	0	0	0	0	0
	2199	Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0
	2200	Sub-contracts (SSFA, PCA, non-UN)													
	2201	Subcontracts for national implementation (coordination)	135,600							135,600	33,900	33,900	33,900	33,900	135,600
	2202	Subcontracts for nat'l implementation of air, water, human milk sampling		423,600	184,800					608,400	202,800	202,800	202,800		608,400
	2203	Subcontracts to national POPs labs (air, water, milk, nat'l samples)		107,820	68,400	64,800				241,020		120,510	120,510		241,020
	2204	Plan for sustainable monitoring plan development					48,000			48,000	16,000	16,000	16,000		48,000
	2281	Subcontracts for expert laboratories for analysis of core matrices and nat'l priority samples		357,000	128,100	243,000				728,100		364,050	364,050		728,100
	2282	Expert laboratory, analysis PFOS water		15,000						15,000		7,500	7,500		15,000
	2283	All POPs analysis in active air sampler		24,000						24,000		12,000	12,000		24,000
	2284	Implementation of 2 rounds of interlab, GRULAC region				120,000				120,000	60,000		60,000		120,000
	2299	Sub-Total	135,600	927,420	381,300	427,800	48,000	0	0	1,920,120	312,700	756,760	816,760	33,900	1,920,120
	2999	Component Total	135,600	927,420	381,300	427,800	48,000	0	0	1,920,120	312,700	756,760	816,760	33,900	1,920,120
30		TRAINING COMPONENT													
	3200	Group training (field trips, WS, etc.)													
	3201	Assistance to expert training courses in GRULAC labs		14,000	12,000					26,000		13,000	13,000		26,000
	3202	Inception and final training WS for interlab assessments				90,000				90,000	45,000		45,000		90,000
	3203	Sectoral interim training and results WS		72,090	45,000					117,090		117,090			117,090
	3281	Subcontracts of expert laboratories for lab training courses		126,000	108,000					234,000		117,000	117,000		234,000
	3299	Sub-Total	0	212,090	165,000	90,000	0	0	0	467,090	45,000	247,090	175,000	0	467,090
	3300	Meetings/conferences													
	3201	Project inception and final results workshop (travel+org)	110,700				121,500			232,200	110,700			121,500	232,200
	3202	Meetings of Steering Committee						10,000		10,000	2,500	2,500	2,500	2,500	10,000
	3399	Sub-Total	110,700	0	0	0	121,500	10,000	0	242,200	113,200	2,500	2,500	124,000	242,200
	3999	Component Total	110,700	212,090	165,000	90,000	121,500	10,000	0	709,290	158,200	249,590	177,500	124,000	709,290
40		EQUIPMENT and PREMISES COMPONENT													
	4100	Expendable equipment (under 1,500 $)													
	4101	Supplies of samplers, containers for air, water, human milk		6,600	3,000					9,600	9,600				9,600
	4103	Set-up of site for active sampling of air in one country		13,500						13,500	13,500				13,500
	4181	Spares and consumables for sampling and analysis		59,400	63,000					122,400	61,200	61,200			122,400
	4199	Sub-Total	0	79,500	66,000	0	0	0	0	145,500	84,300	61,200	0	0	145,500
	4200	Non-expendable equipment (above 1,500 $)													
	4201	Lab equipment													
	4202	Admin equipment													
	4203	Vehicules													
	4299	Sub-Total	0	0	0	0	0	0	0	0					
	4999	Component Total	0	79,500	66,000	0	0	0	0	145,500	84,300	61,200	0	0	145,500
50		MISCELLANEOUS COMPONENT													
	5200	Reporting costs (publications, maps, NL)													
	5201	Sectoral, thematic reports		7,500	6,500	7,000				21,000			10,500	10,500	21,000
	5202	National reports and regional summary report					108,000			108,000				108,000	108,000
	5203	Preparation of final regional report					27,000			27,000				27,000	27,000
	5204	Visualization, translation, interpretation (Web, WS, documents)					56,000			56,000	14,000	14,000	14,000	14,000	56,000
	5205	Data entry into sheets and databanks		18,000						18,000		18,000			18,000
	5281	Visualization, communication of results					14,000			14,000	3,500	3,500	3,500	3,500	14,000
	5282	Sectoral thematic reports		45,000	36,000	36,000				117,000			58,500	58,500	117,000
	5283	SOPs, sampling and analysis of core matrices, all POPs		22,500	22,500					45,000		22,500	22,500		45,000
	5299	Sub-Total	0	93,000	65,000	43,000	205,000	0	0	406,000	17,500	58,000	109,000	221,500	406,000
	5500	Evaluation													
	5501	Annual audits							9,000	9,000	3,000	3,000	3,000		9,000
	5502	mid-term review							26,000	26,000			26,000		26,000
	5503	Final evaluation							35,000	35,000				35,000	35,000
	5599	Sub-Total	0	0	0	0	0	0	70,000	70,000	3,000	3,000	29,000	35,000	70,000
	5999	Component Total	0	93,000	65,000	43,000	205,000	0	70,000	476,000	20,500	61,000	138,000	256,500	476,000
	TOTAL		283,000	1,355,900	697,100	625,000	415,000	190,000	70,000	3,636,000	657,400	1,237,495	1,241,205	499,900	3,636,000

APPENDIX 4: CO-FINANCE BY SOURCE AND UNEP BUDGET LINES (RECEIVED 15 PLEDGED)

Source of funding (noting whether cash or in-kind):		Co-finance by donor																ALLOCATION BY CALENDAR YEAR				
		Antigua Barbuda	Argentina	Barbados	Brazil (CETESB)	Chile	Colombia	Ecuador	Jamaica	Mexico	Peru	Uruguay+Centro	UNEP Chemicals	WHO	CVUA	EULA, Chile	BRS Secretariat	CSIC	Total	Year 1	Year 2	Year 3	Year 4	Total
																				12 months	12 months	12 months	12 months	
	UNEP BUDGET LINE/OBJECT OF EXPENDITURE	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$	US$
10	PROJECT PERSONNEL COMPONENT																							
	1100 Project Personnel																							
	1101 Project coordinator (EA)											250,000							250,000	62,500	62,500	62,500	62,500	250,000
	1102 Project staff (other than EA, includes Steering Committee)	70,000	220,000	120,000	240,000	54,000	509,005	51,075	200,000	240,000	68,150		150,000	0	469,200	150,000	435,000	260,000	3,236,430	809,108	809,108	809,108	809,108	3,236,430
	1199 Sub-Total	70,000	220,000	120,000	240,000	54,000	509,005	51,075	200,000	240,000	68,150	250,000	150,000	0	469,200	150,000	435,000	260,000	3,486,430	871,608	871,608	871,608	871,608	3,486,430
	1200 Consultants w/m																							
	1201 Project assistant																							
	1202 Updating of UNEP's POPs Lab databank																		0		0			0
	1299 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1600 Travel on official business (above staff)																							
	1601 Travel project staff (EA)																		0	0	0	0	0	0
	1699 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	1999 Component Total	**70,000**	**220,000**	**120,000**	**240,000**	**54,000**	**509,005**	**51,075**	**200,000**	**240,000**	**68,150**	**250,000**	**150,000**	**0**	**469,200**	**150,000**	**435,000**	**260,000**	**3,486,430**	**871,608**	**871,608**	**871,608**	**871,608**	**3,486,430**
20	SUB-CONTRACT COMPONENT																							
	2100 Sub-contracts (UN organizations)																							
	2101																		0		0	0		0
	2199 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2200 Sub-contracts (SSFA, PCA, non-UN)																							
	2201 National implementation	5,500	0	100,000	200,000	120,000	102,955	240,000	200,000	210,000	0	10,000	0	0	0		0	200,000	1,388,455	347,114	347,114	347,114	347,114	1,388,455
	2202 Subcontracts for natl implementation of sampling air																		0	0	0	0		0
	2203 Subcontracts for regional implementation of sampling water																		0	0	0	0	0	0
	2204 Subcontracts for natl implementation of sampling human milk																		0	0	0	0		0
	2205 Subcontracts for natl POPs analysis (air, water, milk, natl)																		0		0	0		0
	2206 Expert laboratories for core matrices																		0	0	0	0	0	0
	2207 Expert laboratory, analysis PFOS water																		0		0	0		0
	2208 Implementation of 2 rounds of interlab, GRULAC region																		0	0		0		0
	2209 Implemenation of mirror samples and analysis (expert labs)																		0	0	0	0	0	0
	2210 Implemenation of mirror samples and analysis (natl labs)																		0	0	0	0		0
	2299 Sub-Total	5,500	0	100,000	200,000	120,000	102,955	240,000	200,000	210,000	0	10,000	0	0	0	0	0	200,000	1,388,455	347,114	347,114	347,114	347,114	1,388,455
	2999 Component Total	**5,500**	**0**	**100,000**	**200,000**	**120,000**	**102,955**	**240,000**	**200,000**	**210,000**	**0**	**10,000**	**0**	**0**	**0**	**0**	**0**	**200,000**	**1,388,455**	**347,114**	**347,114**	**347,114**	**347,114**	**1,388,455**
30	TRAINING COMPONENT																							
	3200 Group training (field trips, WS, etc.)																							
	3201 POPs analysis training in/for GRULAC labs		70,000																70,000	23,333	23,333	23,333		70,000
	3202 Inception WS and final WS for interlab assessment (travel+org)																		0	0			0	0
	3203 Sectoral interim training and results WS																		0		0			0
	3299 Sub-Total	0	70,000	0	0	0	0		0	0	0	0	0	0	0	0	0	0	70,000	23,333	23,333	23,333	0	70,000
	3300 Meetings/conferences																							
	3301 Regional project inception workshop																		0	0				0
	3302 Regional final results workshop (travel, organisation)																		0				0	0
	3303 Meetings of Steering Committee												10,000						10,000	2,500	2,500	2,500	2,500	10,000
	3399 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	10,000	0	0	0	0	0	10,000	2,500	2,500	2,500	2,500	10,000
	3999 Component Total	**0**	**70,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**10,000**	**0**	**0**	**0**	**0**	**0**	**80,000**	**25,833**	**25,833**	**25,833**	**2,500**	**80,000**
40	EQUIPMENT and PREMISES COMPONENT																							
	4100 Expendable equipment (under 1,500 $)																							
	4101 Supplies of samplers, containers for air, water, human milk																20,000		20,000	20,000				20,000
	4102 For GRULAC labs: spares, consumables, standards						247,346												247,346	247,346				247,346
	4103 Set-up of site for active sampling of air in one country																		0		0			0
	4199 Sub-Total	0	0	0	0	0	247,346	0	0	0	0	0	0	0	0	0	20,000	0	267,346	267,346	0	0	0	267,346
	4200 Non-expendable equipment (above 1,500 $)																							
	4201 Lab equipment	50,000	870,000	120,000	240,000	100,000	894,570	300,000	728,000	240,000	800,700	1,798,000	0	0	276,000	300,000	0	420,000	7,137,270	7,137,270				7,137,270
	4202 Admin infrastructure/equipment	20,000	90,000	60,000	120,000	156,000	0	21,400	100,000	110,000	9,000	60,000	0	0	0	100,000	0	120,000	966,400	241,600	241,600	241,600	241,600	966,400
	4203 Vehicules						0		0										0	0	0	0	0	0
	4199 Sub-Total	70,000	960,000	180,000	360,000	256,000	894,570	321,400	828,000	350,000	809,700	1,858,000	0	0	276,000	400,000	0	540,000	8,103,670	7,378,870	241,600	241,600	241,600	8,103,670
	4999 Component Total	**70,000**	**960,000**	**180,000**	**360,000**	**256,000**	**1,141,916**	**321,400**	**828,000**	**350,000**	**809,700**	**1,858,000**	**0**	**0**	**276,000**	**400,000**	**20,000**	**540,000**	**8,371,016**	**7,646,216**	**241,600**	**241,600**	**241,600**	**8,371,016**
50	MISCELLANEOUS COMPONENT																							
	5200 Reporting costs (publications, maps, NL)																							
	5201 Sectoral, thematic reports																		0		0	0		0
	5202 SOPs, sampling and analysis of core matrices, all POPs																		0	0	0			0
	5203 National reports and regional summary report																		0			0		0
	5204 Preparation of final regional report																		0			0		0
	5205 Visualization, translation, interpretation (Web, WS, documents)	9,500																	9,500	2,375	2,375	2,375	2,375	9,500
	5299 Sub-Total	9,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,500	2,375	2,375	2,375	2,375	9,500
	5500 Evaluation																							
	5501 Evaluations/reviews/audits												40,000						40,000		40,000			40,000
	5599 Sub-Total	0	0	0	0	0	0	0	0	0	0	0	40,000	0	0	0	0	0	40,000	0	40,000	0	0	40,000
	5999 Component Total	**9,500**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**40,000**	**0**	**0**	**0**	**0**	**0**	**49,500**	**2,375**	**42,375**	**2,375**	**2,375**	**49,500**
	TOTAL	**155,000**	**1,250,000**	**400,000**	**800,000**	**430,000**	**1,753,876**	**612,475**	**1,228,000**	**800,000**	**877,850**	**2,118,000**	**200,000**	**0**	**745,200**	**550,000**	**455,000**	**1,000,000**	**13,375,401**	**8,893,146**	**1,528,530**	**1,488,530**	**1,465,196**	**13,375,401**

APPENDIX 5

PUBLIC AWARENESS, COMMUNICATIONS AND MAINSTREAMING

Achieving intra-governmental cooperation (synergies) and public awareness will be a major outcome of the project and is expected to trigger actions and activities nationally. Indeed, the overall purpose of the project is to assist countries in generating high quality scientific data for monitoring the presence of POPs in its population and environment. Such scientific data allows to assess the amplitude of the risks imposed by POPs in the region, and thus offer the basis for awareness raising, decision-making and actions within governments and the general public, both at national and regional levels.

Therefore, the project puts a strong emphasis in adopting a multi-stakeholder approach, first in identifying relevant and strategic stakeholders, and then in establishing good communication and solid networks between them (see project component 1). The project aims at developing communication strategies for effective dissemination of findings among the public, as well as to mainstream POPs management in the national political agendas. The primary beneficiaries of the project are the national governments, their ministries, agencies and related research institutions.

Results of the different reports (*e.g.*, national, sectoral, etc.) contribute to the regional monitoring plan and (finally) to the global monitoring plan. Some of these results will also be published in the scientific literature. Moreover, the numeric data will be made publicly available through the GMP database hosted by the Stockholm Convention regional center in the Czech Republic, Recetox Institute at Masaryk University in Brno.

Component 4 of this project, which involves an intercalibration assessment, will also contribute to raise awareness of national laboratories concerning international standards for POPs analysis and will generate confidence into data coming from developing country laboratories and thus increase trust and visibility. Such qualified laboratories will be able to submit high quality data to the GMP in the future.

Furthermore, the participating countries and stakeholders will meet at the end of the project for a final workshop, where they will develop statements and conclusions on lessons learned, as well as recommendations for future monitoring plan. These conclusions and recommendations will then be incorporated into a roadmap for sustainable POPs monitoring in the region, which will consists of an agreed and integrative document negotiated and discussed by all stakeholders. The roadmap will include actions on how to disseminate within the region the project's data, main findings and conclusions. This approach allows to develop communication strategies based on the findings and lessons learned of the project, and fosters stakeholders' ownership and cultural appropriateness.

Communication and dissemination of the project and its results needs careful consideration, planning and professionalism, to offer the right perspective and messages, and to achieve intended results. Therefore, the communication strategy and the communicators have to be entrusted by the national government. It is anticipated that the main communication mechanisms will be through public institutions (according to their mandates) and academia.

It is worth noting that the participating countries already identified the development of such information exchange, monitoring and reporting system as national priorities in their National Implementation Plans (NIPs). The NIPs were developed through a multi-stakeholder processes, where representatives from key ministries participated and endorsed the final document. Hence, political commitment for communication and mainstreaming appears to be strong.

APPENDIX 6

ENVIRONMENTAL AND SOCIAL SAFEGUARDS

Under WHO, a protocol has been developed for sampling and sample preparation methodology for exposure studies of Persistent Organic Pollutants (Malisch and Moy, 2006; WHO, 2007), and is based on the three previous rounds of WHO coordinated studies (1987-1988, 1992-1993 and 2000-2001). This protocol will form the basis for the human milk component of the GMP. Local ethical considerations will be taken into account in the application of the protocol. It should be noted that for all WHO projects, all sampling for human material needs formal clearance by an ethics committee.

Under the *environmental safeguards*, the project will follow internationally agreed standards in sampling and analysis of biotic and abiotic matrices for POPs. The principles of good laboratory practices (GLP) as defined by the Organisation for Economic Co-operation and Developmen (OECD; http://www.oecd.org/env/ehs/testing/goodlaboratorypracticeglp.htm). GLP is a quality system concerned with the organisational processing process and conditions under which non-clinical health and environmental safety studies are planned, performed, monitored, recorded, archived and reported. The primary objective of the OECD Principles of Good Laboratory Practice (GLP) is to ensure the generation of high quality and reliable test data related to the safety of industrial chemical substances and preparations in the framework of harmonising testing procedures for the Mutual Acceptance of Data (MAD).

Good Laboratory Practice (GLP) embodies a set of principles that provides a framework within which laboratory studies are planned, performed, monitored, recorded, reported and archived. These studies are undertaken to generate data by which the hazards and risks to users, consumers and third parties, including the environment, can be assessed for pharmaceuticals (only preclinical studies), agrochemicals, cosmetics, food additives, feed additives and contaminants, novel foods, biocides, detergents *etc.* . GLP helps assure regulatory authorities that the data submitted are a true reflection of the results obtained during the study and can therefore be relied upon when making risk/safety assessments.

During the implementation of this project, special attention will be given to the management of wastes from the laboratories since they may contain harmful substances (such as POPs) or solvents and adsorbents.

APPENDIX 7: WORKPLAN AND TIMETABLE

Project Outputs	Project year 1				Project year 2				Project year 3				Project year 4				Post project period
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
Component 1: Securing conditions for successful project implementation.																	
1.1 Key stakeholders sign legal documents to carry activities.		*		*													
1.2 Organise inception workshop, with project workplan and budget assigned.			*														
1.3 Update POPs laboratory databank.		*		*												*	
Component 2: Capacity building and data generation on analysis of core abiotic matrices.																	
2.1 Identify sampling sites for air monitoring and make them operational.				*				*					*				
2.2 Identify sampling sites for water monitoring and make them operational.				*									*				
2.3 Make nat'l labs operational for undertaking analysis of abiotic matrices.				*		*		*									
2.4 Analyse nat'l samples for air and water, and report high quality data.																	
2.5 Summarize results of analysis in two distinctive sectoral reports.																*	
Component 3: Capacity building and data generation on analysis of core biotic matrices.																	
3.1 Make countries in the region capable to undertake sampling of human milk for the 6th round of UNEP/WHO survey.				*													
3.2 Make nat'l laboratories operational for undertaking analysis of human milk samples.				*						*							
3.3 Implement the 6th round of human milk survey.		*								*							
3.4 Compare results with data from earlier rounds, and report them to the GMP.																	
Component 4: Assessment of existing analytical capacities and reinforcement of national POPs monitoring.																	
4.1 Undertake two rounds of the Interlab Assessment.							*								*		
4.2 Identify and analyse samples of major nat'l interest.													*				
Component 5: Securing conditions for sustainable POPs monitoring.																	
5.1 Develop conclusions, lessons learned and recommendations from GMP2 for future monitoring plan.														*		*	
5.2 Prepare a state-of-the-art report to picture the present situation of POPs in the region's environment and humans.																*	
5.3 Develop a roadmap for sustainable POPs monitoring.												*				*	
Project monitoring and evaluation																	
6.1 Half-yearly progress reports delivered.																	
6.2 Project Implementation Review (PIRs) performed.																	
6.3 Minutes of Project Steering Committee (PSC) meetings submitted.																	
6.4 Mid-term review performed.																	
6.5 Independent terminal evaluation report undertaken (up to 1 year after finalization of the project)																	
6.6 Independent financial audit report carried out.																	

* **milestones**

APPENDIX 8

KEY DELIVERABLES AND BENCHMARKS

See Appendix 7

APPENDIX 9

SUMMARY OF REPORTING REQUIREMENTS AND RESPONSIBILITIES

M&E activity	Purpose	Responsible Party	Budget GEF (US$)	Time-frame
Half-yearly progress reports		UNEP and BCCC-SCRC EA	0	
PIRs		UNEP EA with UNEP TM	0	Months 26, 38, 50
Final report	Reviews effectiveness against implementation plan, highlights technical outputs, identifies lessons learned and likely design approaches for future projects, assesses likelihood of achieving design outcomes	UNEP in cooperation with BCCC-SCRC	0	At end of project implementation
Project review and steering by PSC	Assesses progress, effectiveness of operations and technical outputs; Recommends adaptation where necessary and confirms implementation plan.	PSC	0	Months 2, 24, and 48
Mid-term review	Reviews project performance at mid-term, to analyze whether the project is on track, what problems and challenges the project is encountering, and which corrective actions are required	BCCC-SCRC with UNEP TM	26,000	Month 24
End-term financial audit at national level	Reviews use of project funds against budget and assesses probity of expenditure and transactions at national level.	BCCC-SCRC with national partners	0	Month 44
Independent Terminal evaluation	Reviews effectiveness, efficiency and timeliness of project implementation, coordination mechanisms and outputs Identifies lessons learned and likely remedial actions for future projects Highlights technical achievements and assesses against prevailing benchmarks	UNEP TM in coordination with UNEP Evaluation Office (EO)	35,000	At end of project implementation
Annual audits	Reviews use of project funds against budget and assesses probity of expenditure and transactions (3 audits)	BCCC-SCRC with UNEP TM	9,000	
Total indicative M&E cost			**70,000**	

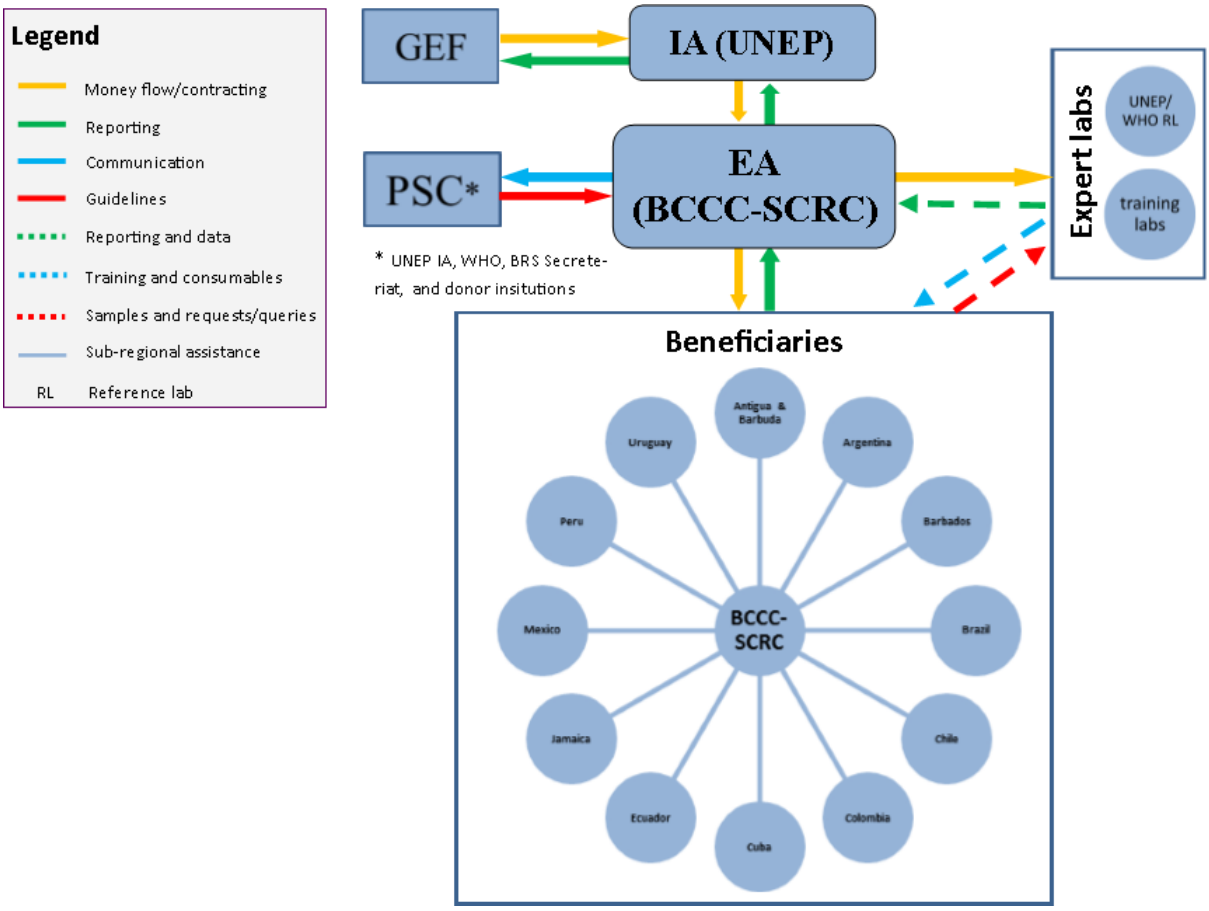
APPENDIX 10

STANDARD TERMINAL EVALUATION

Following rules and procedures.

APPENDIX 11

DECISION MAKING FLOWCHART AND ORGANIGRAM



APPENDIX 12

TERMS OF REFERENCE

To be developed after the inception workshop.

APPENDIX 13

CO-FINANCING COMMITMENT LETTERS FROM PROJECT PARTNERS

APPENDIX 14

ENDORSEMENT LETTERS OF GEF N ATIONAL FOCAL POINTS

APPENDIX 15

DRAFT PROCUREMENT PLAN

			GEF funding (total USD)
	UNEP BUDGET LINE/OBJECT OF EXPENDITURE		
	2200	**Sub-contracts (SSFA, PCA, non-UN)**	
	2201	Subcontracts for national implementation	135,600
	2202	Subcontracts for nat'l implementation of air, water, human milk sampling	608,400
	2203	Subcontracts to national POPs labs (air, water, milk, nat'l samples)	241,020
	2204	Plan for sustainable monitoring plan development	48,000
	2281	Subcontracts for expert laboratories for analysis of core matrices and nat'l priority samples	728,100
	2282	Expert laboratory, analysis PFOS water	15,000
	2283	All POPs analysis in active air sampler	24,000
	2284	Implementation of 2 rounds of interlab, GRULAC region	120,000
	2299	Sub-Total	1,920,120
	2999	**Component Total**	1,920,120
40	EQUIPMENT and PREMISES COMPONENT		
	4100	**Expendable equipment (under 1,500 $)**	
	4101	Supplies of samplers, containers for air, water, human milk	9,600
	4103	Set-up of site for active sampling of air in one country	13,500
	4181	Spares and consumables for sampling and analysis	122,400
	4199	Sub-Total	145,500
	4999	**Component Total**	**145,500**
50	MISCELLANEOUS COMPONENT		
	5200	**Reporting costs (publications, maps, NL)**	
	5201	Sectoral, thematic reports	21,000
	5202	National reports and regional summary report	108,000
	5203	Preparation of final regional report	27,000
	5204	Visualization, translation, interpretation (Web, WS, documents)	56,000
	5205	Data entry into sheets and databanks	18,000
	5281	Visualization, communication of results	14,000
	5282	Sectoral thematic reports	117,000
	5283	SOPs, sampling and analysis of core matrices, all POPs	45,000
	5299	Sub-Total	406,000
	5500	**Evaluation**	
	5501	Annual audits	9,000
	5502	mid-term review	26,000
	5503	Final evaluation	35,000
	5599	Sub-Total	70,000
	5999	**Component Total**	**476,000**
	TOTAL		**2,541,620**

APPENDIX 16

TRACKING TOOLS

APPENDIX 17

SUPERVISION PLAN

To be developed at the inception workshop