**ITEM 6 – STRATEGIC DECISIONS ON PROJECT IMPLEMENTATION (CHALLENGES AND FUTURE DIRECTIONS)**

***Action Required:***Members are required to approve the recommendations contained in the document attached as RSC/DP3/01/2019.

**ISSUE**

1. The Project has made significant progress despite short comings posed by barriers in communication and challengers in receiving feedback from some member countries.

1. As a result of proper planning, able leadership within the project at SPREP, guidance from the Implementing Agency (UN Environment) and support from the ABS Capacity Development Initiative, the Project has been able to develop working relationship with all the 14 PIC’s.
2. In doing so, the Project has undertaken missions to Palau, Marshall Islands, Tuvalu, Tonga, Solomon Islands, Vanuatu, Fiji and Cook Islands and led to comprehensive consultations on capacity building needs and identifying the ‘status quo’ for ABS implementation in respective countries.
3. The Project has considered each country need as unique to others because of the availability of resources, their respective aspirations on ABS implementation and domestic situation both in terms of political will and technical capacity. The non-availability of much information on the web also poses a challenge to the Project in completing tasks under the project.
4. The Project therefore notes that countries require further assistance both in terms of capacity building and institutional strengthening. In absence of these, it has become difficult to deliver key outputs under Outcome 1 and Outcome 2 of the Project. The Project Team notes that without actual country visitation, success of these outputs may be restrained.
5. In noting serious financial constraints on travel budget, the Project has proactively made an effort to make savings from some of the line items in the budgetary allocations of the multi-year project budget. These are in view of pragmatic reasons described below :
   1. The Project will be able to better utilize funds programmed in some of the line items by revising the budget to include them in the travel budget.
   2. The activities that are budgeted for ‘Drafting Instructions’ requires engagement of consultant however the project has been able to deliver this through the Legal Advisor. The Legal Advisor’s role in drafting instructions provided capacity building to the countries in question and offered opportunity of knowledge retention and also achievement of the required outcomes in a short span of time which otherwise would have taken a long process ( in the case of engagement of a consultant ).
6. It should also be noted that the Committee has previously approved 50,000 USD from the unutilised Inception Workshop to be used for travel budget.
7. In reference to the above, the following recommendations are made to the Steering Committee:

**RECOMMENDATION 1**

Approve budget revisions as follows: [refer to **annex 1** of this document for revised budget]

*Budget Note 7*: Drafting Instructions is reprogrammed to be used for travel budget.

*Budget Note 12:* This exchange is held as one day event, held as back to back during a sub/regional workshop.

*Budget Note 15*: Saving made from this item shall be reprogrammed for an additional regional workshop.

**Annex 1**

**REVISED BUDGET BY PROJECT COMPONENTS AND UNEP BUDGET LINES - FOR APPROVAL BY THE STEERING COMMITTEE**

**Project title**: Ratification and Implementation of the Nagoya Protocol in the countries of the Pacific Region

**Project number**: 5634

**Project executing partner**: SPREP

**Project implementation period:** 36 months

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | **Expenditure by project component/activity** | | | | | **Expenditure by calendar year** | | | | **Budget Notes** |
| UNEP Budget Line | | | **Component**  **1** | **Component**  **2** | **Component 3** | **Component 4** | **TOTAL** | **2016-2017** | **2017-2018** | **2018-2019** | **TOTAL** |  |
|  | | |  |  |  |  |  | **2017-2018** | **2018-2019** | **2019-2020** |  | **A** |
| 10 | PERSONNEL COMPONENT | |  |  |  |  |  |  |  |  |  |  |
|  | 1100 | ***Project Personnel*** |  | | | | | | | | | |
|  | 1101 | Capacity Development Officer (CDO) | 18,000 | 109,000 | 207,000 | 32,000 | **366,000** | 122,000 | 122,000 | 122,000 | **366,000** | 1 |
|  | 1102 | Legal Officer (LO) | 33,000 | 132,000 | 309,000 | 24,000 | **498,000** | 166,000 | 166,000 | 166,000 | **498,000** | 2 |
|  | 1103 | Technical Assistant (TA) |  |  |  | 89,325 | **89,325** | 29,775 | 29,775 | 29,775 | **89,325** | 3 |
|  | 1104 | Finance Assistant |  |  |  | 36,000 | **36,000** | 12,000 | 12,000 | 12,000 | **36,000** | 4 |
|  |  |  | **B** |
|  | 1199 | Sub-total | 51,000 | 241,000 | 516,000 | 181,325 | **989,325** | 329,775 | 329,775 | 329,775 | **989,325** |  |
|  | *1200* | *Consultants* |  |  |  |  |  |  |  |  |  |  |
|  | 1201 | ICT Services |  |  |  | 5,000 | **5,000** | 5,000 |  |  | **5,000** | 5 |
|  | 1202 | Communication | 4,000 |  | 15,000 |  | **19,000** | 7,000 | 7,000 | 5,000 | **19,000** | 6 |
|  | 1203 | Drafting Instructions |  | 45,000 |  |  | **45,000** | 25,000 | 15,000 | 5,000 | **45,000** | 7  **C** |
|  | 1299 | Sub – total | 4,000 | 45,000 | 15,000 | 5,000 | **69,000** | 37,000 | 22,000 | 10,000 | **69,000** |  |
|  | ***1300*** | ***Administrative Support*** |  | | | | | | | | | |
|  | 1301 | Translation Cost |  |  | 27,000 |  | **27,000** | 7,000 | 10,000 | 10,000 | **27,000** | 8 |
|  | 1302 | Project Steering Committee |  |  |  | 3,000 | **3,000** | 1,000 | 1,000 | 1,000 | **3,000** | 9 |
|  | *1399* | *Sub – total* |  |  | 27,000 | 3,000 | **30,000** | 8,000 | 11,000 | 11,000 | **30,000** |  |
|  | ***1600*** | ***Travel on Official business*** |  | | | | | | | | | |
|  | 1601 | CDO Travel |  | 9,000 | 18,000 |  | **27,000** | 7,000 | 10,000 | 10,000 | **27,000** | 10 |
|  | 1602 | LO Travel |  | 39,000 |  |  | **39,000** | 21,000 | 12,000 | 6,000 | **39,000** | 11 |
|  | *1699* | *Sub – total* |  | 48,000 | 18,000 |  | **66,000** | 28,000 | 22,000 | 16,000 | **66,000** |  |
| 1999 | **Personnel Component Total** | | 55,000 | 334,000 | 576,000 | 189,325 | **1,154,324** | 402,775 | 384,775 | 366,775 | **1,154,325** |  |
| **30** | **TRAINING COMPONENT** | | | | | | | | | | | |
|  | ***3200*** | ***Group Training*** | | | | | | | | | | |
|  | 3201 | Intraregional exchange |  |  |  | 20,000 | **20,000** | 10,000 | 10,000 |  | **20,000** | 12  D |
|  | 3202 | National Workshops |  | 72,000 |  |  | **72,000** | 38,000 | 18,000 | 16,000 | **72,000** | 13  E |
|  | 3203 | Communication Services |  | 2,000 | 5,000 |  | **7,000** | 3,500 | 3,500 |  | **7,000** | 14 |
|  | 3204 | Sub- regional workshops |  |  |  | 52,500 | **52,500** | 18,500 | 34,000 |  | **52,500** | 15  F |
|  | 3299 | Sub – total |  | 74,000 | 5,000 | 72,500 | **151,500** | 70,000 | 65,500 | 16,000 | **151,500** |  |
|  | 3300 | Meetings/ conferences |  |  |  |  |  |  |  |  |  |  |
|  | 3301 | Inception Workshop |  |  |  | 10,000 | **100,000** | 100,000 |  |  | **100,000** | 16  G |
|  | 3302 | Closing Workshop |  |  |  | 70,000 | **70,000** |  |  | 70,000 | **70,000** | 17 |
|  | 3304 | Expert Consultant Travel |  |  | 20,000 |  | **20,000** | 20,000 |  |  | **20,000** | 18 |
|  | 3399 | Sub – total |  |  | 20,000 | 170,000 | **190,000** | 120,000 |  | 70,000 | **190,000** |  |
| 3999 | Training component total | |  | 74,000 | 25,000 | 242,500 | **341,500** | 190,000 | 65,500 | 86,000 | **341,500** |  |
| 40 | EQUIPMENT & PREMISES COMPONENT | | | | | | | | | | | |
|  | 4100 | Expendable Equipment |  |  |  |  |  |  |  |  |  |  |
|  | 4101 | Office supplies, PSC and Communication |  |  |  | 10,000 | **10,000** | 4,000 | 3,000 | 3,000 | **10,000** | 19 |
|  | 4102 | Audiovisual Support |  | 2,000 |  |  | **2,000** | 1,000 | 500 | 500 | **2,000** | 20 |
|  | 4199 | Sub – total |  | 2,000 |  | 10,000 | **12,000** | 5,000 | 3,500 | 3,500 | **12,000** |  |
|  | 4200 | Non- expendable equipment |  |  |  |  |  |  |  |  |  |  |
|  | 4201 | IT Support |  |  |  | 8,000 | **8,000** | 4000 | 2000 | 2000 | **8000** | 21 |
|  | 4299 | Sub – total |  |  |  | 8000 | **8000** | 4000 | 2000 | 2000 | **8000** |  |
|  | 4999 | Equipment Component Sub total |  | 2000 |  | 18,000 | **20,000** | 9,000 | 5,500 | 5,500 | **20,000** |  |
|  | ***5200*** | ***Reporting Costs*** | | | | | | |  | | | |
|  | 5201 | PIR and Steering Committee Reports |  |  |  | 1,500 | **1,500** | 500 | 500 | 500 | **1,500** | 22 |
|  | 5299 | Sub – total |  |  |  | 1,500 | **1,500** | 500 | 500 | 500 | **1,500** |  |
|  | 5300 | Sundry |  |  |  |  |  |  |  |  |  |  |
|  | 5301 | PMC (10%) |  |  |  | 160,232 | **160,232** | 53,410 | 53,411 | 53,411 | **162,232** | 23 |
|  | 5399 | Sub – total |  |  |  | 160,232 | **160,232** | 52,410 | 53,411 | 53,411 | **162,232** |  |
|  | ***5500*** | ***Evaluation*** | | | | | |  | | | | |
|  | 5501 | Audit fees |  |  |  | 15,000 | **15,000** | 5,000 | 5,000 | 5,000 | **15,000** | 24 |
|  | 5502 | Mid - term review |  |  |  | 40,000 | **40,000** |  | 40,000 |  | **40,000** | 25 |
|  | 5503 | Terminal Report |  |  |  | 30,000 | **30,000** |  |  | 30,000 | **30,000** | 26 |
|  | 5599 | Sub – total |  |  |  | 85,000 | **85,000** | 5,000 | 45,000 | 35,000 | **85,000** |  |
| 5999 | **Miscellaneous Component Total** | |  |  |  | 246,732 | **246,732** | 58,910 | 98,911 | 88,911 | **246,732** |  |
| 99 | **GRAND TOTAL** | | 55,000 | 410,000 | 601,000 | 696,557 | **1,762,557** | 660,685 | 554,686 | 547,186 | **1,762,557** |  |
|  |  | |  |  |  |  |  |  |  |  |  |  |

BUDGET REVISION NOTES

1. The project was delayed therefore the revised dates are as follows: Year 1: 2017-2018 and ends in 2019-2020.
2. The position of ‘Finance Assistant’ and ‘Technical Assistant’ has been combined to one position.
3. The activities ‘drafting instructions’ have been undertaken by Legal Officer instead of engaging a consultant. This has been done for practical reasons and due to the nature of consultations, engagement and activities the LO had undertaken. There was NOT sufficient time also for procurement process to engage a consultant and deliver by the deadline (or when countries needed) before the country workshops / regional workshops. This also helped in capacity building. Savings from this will be utilised for travel budget (which is substantially low) to deliver on outputs under the same component as its requires detailed consultation which in impossible through desktop review.
4. This exchange will be a one day event held as back to back for a sub/regional workshop. This will give more opportunity and will be an efficient use of limited funds for workshops and a strategy to have both events at one cost (maximising value for money).
5. Saving has been made on ‘National Workshops to a amount of XXX which is requested to be added to the travel budget.
6. Saving has been made on this budget after the partnership of ABS CDI and IDLO on the regional workshop. Savings will therefore allow for an additional regional workshop.
7. Savings from the Inception has already been approved towards the travel budget in the previous steering committee meeting.