

Outcome 1

Consultations to advance the national processes for the NAPs and NAMAs are continuing in the various countries (e.g. Belize, Dominica, Grenada, and Jamaica). The expectation remains that these processes will carry over into early 2016 with active engagement of the Project Management Unit and the anticipated discussions to be held at the Inception Workshop in January 2016.

Further, this consultative process has resulted in the articulation of the partnership agreement between the UNDP and CCCCC for the preparation of a detailed scientific study for a NAMA in the Belize waste- to-energy sector. This process aims to facilitate the analysis of producible and usable renewable energy in the form of electricity and heat from biogas, biomass and organic waste. Under this agreement CCCCC will contract and supervise a team responsible for providing all relevant technical and scientific information in accordance with the provisions set out in the Letter of Agreement signed in December 2015.

Outcome 2

The procurement process for the baseline assessment was undertaken during November to December, concluding with an unsuccessful due to the quality of the applications received. The RFP and TOR will be reassessed and modified and republished in the week of January 4th 2016. In the interim the PMU will determine what preliminary activities that can be undertaken by the PMU and NFPs in lieu of the procurement of consultancy services, since the contract would not be expected to commence before February. It is anticipated that these preliminary activities would inform the work to be undertaken by the consultants, facilitating a more efficient process and shortened timelines for the completion of the assessments. These activities will include the review of available documents, systems and policies as it related to NAPs, NAMAs and climate-related activities at the national level in each of the beneficiary countries.

Following the passage of Tropical Storm Erika and the resultant devastation, the Government of the Commonwealth of Dominica (GoCD) identified several priority areas related to national post-disaster needs. These needs are primarily focused on the resettlement of various affected communities. Further, the GoCD with the support of the UNDP, has developed a Resettlement Strategy in which the principles of building back better and risk resilience take high precedence.

In consultation with the national partners, UNDP will partner with the University of the West Indies to undertake detailed risk and environmental assessments of the 10 identified potential relocation sites. These assessments will seek to properly assess the climate change and natural hazard risk that new human settlements in these sites would have to deal with, in order to ensure the sites have low hazard exposure and/or propose risk mitigation and climate adaptation measures to encompass the resettlement project. It will also contribute to collection of data and information to support possible integration with other initiatives e.g. early warning systems relating to hydro-meteorological and geological hazards. Teams are expected to be deployed in early January 2016.

Outcome 3

The PMU has undertaken the development of communication collateral that will be used to raise awareness of the project and the benefits of the project activities throughout the region. Information banners will be made available to the NFPs for each of the countries to bolster their efforts in networking and awareness building among key national stakeholders. These banners will be made available in both English and Dutch.

Project management

The recruitment process for the Project Manager has been completed. Ms. Yoko Ebisawa has joined the PMU as of 17 December and will be based in the UNDP Barbados and OECS sub regional office.

The recruitment of the two Technical Specialist has also been completed. Ms. Neisha Manickchand and Ms. Donna Gittens joined the PMU as of 15 December. Additionally the recruitment of a Communications Associate, Ms. Penny Bowen, and the Project Associate, Ms. Sherri Frederick, for the JCCCP has also been finalised. These positions are expected to be filled in early January 2016 and will also be based in the UNDP Barbados and the OECS sub regional office.

The process of recruitment of the NFPs has been completed or is in its final stages in all of the participating countries. Three of the NFPs are already on board (Grenada, St. Vincent and the Grenadines and Suriname) and it is expected that each of the successful candidates for five remaining countries will commence their duties in early January 2016. The table below outlines the countries whose recruitment processes have been completed and where the successful candidate has been identified for the position.

Name	Location	Country	Start date
Annllyn McPhie	Ministry of Economic Development, Planning, Trade and Cooperatives	Grenada	16 Nov 2015
Ruthvin Harper	Environmental Management Department Ministry of Health, Wellness and the Environment	St. Vincent and the Grenadines	16 Nov 2015
Sharon Legiman	UNDP Suriname	Suriname	14 December 2015
Astrid Lynch	UNDP Guyana	Guyana	Jan 2016
Claudine Roberts	Ministry of Planning, Economic Development and Investment	Dominica	4 Jan 2016
Kurt Prospere	TBC	Saint Lucia	4 Jan 2016

The UNDP SRO is also in the process of acquiring all relevant equipment for each of the positions under the JCCCP. Computer equipment has been ordered and shipped accordingly.

Final revisions to the budget for 2015 resulted in an estimated projection of \$630,000. 2015 AWP's were received from all COs and the resources were approved and transferred to facilitate identified project activities for the year.

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The reprogrammed resources for 2016 remains at an estimated total of \$9.1 million. The preparations to undertake relevant activities which had been previously identified by beneficiary governments is advanced in Belize (waste-to-energy NAMA) and Dominica (resettlement risk assessment). It is expected that work under these two initiatives will commence in early January 2016. Further, work is expected to be undertaken with regards to actions aimed at the completion NAPs/NAMAs already identified, implement existing NAMAs/NAPs, and develop MRV systems in other countries. Also, the PMU will undertake the preliminary efforts to articulate and prioritise multi-focal pilot activities under outcome 2 and identify which can be readily replicated or scaled up, and can attract additional investment.

Following conversations initiated with various regional and national partners, formal invitations to membership for the Technical Advisory Group were sent to CIMH, CDEMA, CCCCC, UNFCCC-RCC, CANARI, CARDI and CARPHA. The functions of this group have been articulated in the terms of reference which has been shared with each potential member, to be finalised at the first meeting of the TAG in to be held in the margins of the Inception workshop in January 2016.

The UNDP PMU continues to explore strategic alliances with various partners in the region to advance buy in and to encourage technical input.

The first Project Board (PB) was held virtually on 22 October. This meeting was chaired by Ms. Rebeca Arias, Director RBLAC, and attended by the Minister-Counsellor at the Embassy of Japan, Mr Masatoshi Sato, representatives from each of the beneficiary countries and representatives from regional and international organisations (OECS, CARICOM Secretariat and JICA). The participants reviewed the terms of reference for the Project Board as well as reviewed and accepted the 2015 AWP. The progress of project activities, challenges encountered in implementation and strategies to advance planned activities were also discussed. The summary of the main points from the PB meeting are as follows:

- Project Board meetings will be held twice a year with ad hoc meetings being scheduled as necessary;
- The UNDP Barbados and the OECS SRO would facilitate the discussions regarding the selection of national representatives for the Project Board;
- Countries who are not in the rotation in a given year can participate as observers and present their updates, issues and priorities virtually;
- The budgetary allocations for each country for Outcome 2 will be based on the results of the baseline assessments, which are expected to start in the near future;
- The 2015 AWP has been approved under the condition that a more detailed breakdown of the budget is provided;
- The Project Board Meeting, Inception Workshop and Project Launch can take place together by January 2016 and is expected to be a 2-3 day event. The dates for the Project Board meeting, Inception Workshop and Project Launch will be finalised by UNDP Barbados and the OECS SRO and communicated as soon as possible.

Further to the decisions undertaken at the meeting, the second Project Board meeting, Project Launch and Inception Workshop are scheduled to be held January 26-28th in Barbados. Invitations for these events have been disseminated to the relevant parties to allow for finalisation of the list of participants and of all logistical requirements.

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Additionally the UNDO SRO is facilitating the formalisation of the Project Board membership. Formal invitations to membership have been disseminated requesting the nomination of a standing member and an alternate. This process is expected to be completed by early January upon the confirmation of membership by all parties.

Key milestones

January

- PB meeting, Project Launch and Inception Workshop
- Re-advertisement of baseline assessment procurement
- Preliminary analysis of available country specific data (NAMAs, NAPs and climate actions) by the PMU and NFPs
- Engagement of COs with national counterparts on upcoming activities
- Expected commencement of NFPs, Communications Associate and Project Associate
- Formation of TAG and formalisation of membership

February

- Expected start of baseline assessment consultancies
- In-country inception workshops
- In-country consultations by PMU
- Determination and planning for Outcome 1 and 2 activities
- Development of JCCCP Communications Strategy

March

- In country stakeholder consultations