



**Department of Environment and Natural Resources
Mines and Geosciences Bureau
and Foreign-Assisted and Special Projects Service**

CALL FOR EXPRESSION OF INTEREST

Terms of Reference

for the execution of the **Development of a National Action Plan for the Artisanal and Small-Scale Gold Mining Sector in the Philippines (NAP ASGM PH) Project**

I. GENERAL BACKGROUND

The Mines and Geosciences Bureau (MGB) in collaboration with the Foreign-Assisted and Special Projects Service (FASPS) and in partnership with the United Nations Environment Programme (UNEP) as implementing agency, is initiating a call for expression of interest for the execution of the Development of a National Action Plan for the Artisanal and Small-scale Gold Mining (ASGM) Sector in the Philippines (NAP ASGM PH) Project. This project aims to support the Philippine government in fulfilling its commitments as Party to the Minamata Convention on Mercury, particularly in reducing and, where feasible, eliminating the use of mercury and mercury compounds in ASGM activities.

The Minamata Convention on Mercury, a global treaty to protect human health and the environment from the adverse effects of mercury, was adopted in 2013 and entered into force in 2017. The Philippines participated actively in the Intergovernmental Negotiating Committee (INC) negotiations supported by UNEP. On 10 October 2013, the Philippines became a signatory of the Minamata Convention. On 8 July 2020, the Philippines became the 123rd Party to the Minamata Convention on mercury. The major highlights of the Convention include a ban on new mercury mines, the phase-out of existing ones, control measures on air emissions, and the international regulation of the informal sector for artisanal and small-scale gold mining (ASGM).

On 22 October 2020, the Philippines notified the Minamata Convention Secretariat according to article 07 paragraph 3 of the Minamata Convention, that “artisanal and small-scale gold mining and processing in its territory is more than insignificant”. Hence, the Philippines shall develop and implement a National Action Plan in accordance with Annex C and submit its Plan to the Secretariat.

The purpose of these Terms of Reference is to request proposals/expressions of interest for the execution of a technical cooperation project funded by the Global Environment Facility (GEF) and to be implemented by UNEP.

II. The PROJECT

The NAP ASGM PH Project aims to support the Government of the Philippines in the development of its National Action Plan for the ASGM sector, raise awareness on the Minamata Convention, and build initial national capacity for the early implementation of the National Action Plan and the Minamata Convention.

The project is to be implemented by UNEP in close coordination with the Mines and Geosciences Bureau of the Department of Environment and Natural Resources (DENR-MGB).

The project has the following main components:

- Global Technical Support for NAP Development
- National Action Plan Development
- Monitoring and Evaluation

The project is expected to be implemented for 2 years and the estimated total budget is USD 500,000 for the 3 components as listed below:

Enabling Activity Component	Enabling Activity Outcomes	Enabling Activity Outputs	GEF Enabling Activity Financing (US\$)
Component 1: Global Technical Support for the National Action Plan development	The Philippines is enabled to develop and implement its NAP and contribute to the protection of the human health and the environment from the emissions and releases of mercury from the artisanal and small-scale gold mining sector	1.1: Training and guidance provided to relevant national stakeholders in the Philippines to develop and implement a NAP as per Annex C of the Minamata Convention	50,000
Component 2: National Action Plan development		2.1: National Action Plan developed as per Annex C of the Minamata Convention	390,000
M&E		3.1: Status of project implementation and probity of use of funds accessed on a regular basis and communicated to the Global Environment Facility. 3.2: Independent terminal review developed and made publicly available.	15,000
Subtotal			455,000
Project Management Cost			45,000
Total Enabling Activity Cost			500,000

The total budget available for the required services is 435,000 USD. The budget related to Component 1 and M&E will remain with UNEP.

The project description is available as Annex A – Request for Enabling Activity. Interested parties are enjoined to fully peruse the document for reference before submitting their proposals.

Institutional Arrangement for the Project

This project will be implemented by UNEP Chemicals and Waste - GEF Unit (Chemicals and Health Branch, Industry and Economy Division). As Implementing Agency, UNEP will be responsible for the overall project supervision, overseeing the project progress through the monitoring and evaluation of project activities and progress reports, including on technical issues.

The DENR-MGB will be the lead partner for the project through a third-party modality, where it will engage a qualified external organization as a Project Executing Agency (EA) to assist in the implementation and management of the project activities. The DENR-MGB will maintain overall responsibility and oversight for the project, but it will work in partnership with the selected third-party organization. The EA will establish the necessary managerial and technical teams to execute the project and it will also be responsible for the selection and hiring of any required consultants for technical activities and other support staff for the MGB, as may be required. While the EA will ensure the acquisition of equipment, both parties will monitor the project's progress. To ensure transparency and accountability, independent audits will be organized to guarantee the proper use of GEF funds. Financial transactions, audits, and reports will adhere to national regulations and UNEP procedures. Regular administrative, progress, and financial reports will be provided to UNEP.

The expected scope of work is detailed in the Request for Enabling Activity attached in Annex A.

III. PREPARATION AND SUBMISSION OF PROPOSALS

The call for expression of interest is limited to national organizations/entities present in the Philippines. Interested entities are requested to submit a written proposal with the following content at a minimum:

- List of sub-components of interest (if applicable), and demonstration of entity's capacity, expertise and experience to deliver the services described in each sub-component;
- CVs of the project management team to be engaged in the project;
- Estimated rates of the project team and support staff, as necessary;
- Overhead costs as a percentage of the total contract amount;
- CVs of external experts to be engaged, if available;
- Completed proposal form via provided template, including cover letter, general information sheet, document confirming qualifications, list of reference projects, comments and suggestions on the project concept.

Qualification Requirements

An entity will be selected by a selection group composed of the MGB, FASPS, EMB and UNEP and/or in line with funding partner requirements as a Project Executing Agency, and will sign an execution contract with UNEP, if such entity meets the following minimum qualification requirements:

- Be registered/recognized as a legal entity;
- Be able to receive and report in US dollars;
- Have a proven track record in terms of contributing to project/programme country ownership, and improving efficiency and accountability;
- Have certified and recognized quality standard(s) as appropriate considering the scope and nature of execution;
- Demonstrate sufficient experience and operational capacity considering the scope and nature of execution;
- Demonstrate that adequate systems are in place to ensure institutional efficiency as well as to mitigate risk;
- Demonstrate fluency in English.

An organization under consideration to become a Project Executing Agency shall provide reasonable assurance to UNEP confirming that:

- It commits to the objectives of the project, and its mandate and operations are not in conflict with UNEP's project objectives and the fiduciary standards of the funding partner;
- Where relevant, it possesses sufficient experience, qualifications and capabilities as evidenced by similar activities carried out for other international/national organizations, substantially complying with the due diligence requirements of those organizations;
- The institutional setup and structure, governance, key personnel, qualifications and capacities, financial strength, etc. are adequate to perform the substantive tasks necessary to augment the efficient and effective delivery of UNEP projects in conformity with UNEP's requirements and the fiduciary standards of its funding partner;
- Its governance structure and administrative procedures are in line with fiduciary standards and requirements established by UNEP and its funding partner or with best practice;
- It has adequate risk management procedures and controls in place;
- It places priority on the prevention of harmful social and environmental impacts or compensates adverse project impacts and enhances positive impacts through environmental planning and management that includes the proposed mitigation measures, monitoring, institutional capacity development and training measures, an implementation schedule, and cost estimates;

- It promotes gender equity and mainstream gender in its activities;
- It understands that the project is supported by a multilateral development institution with public funds, and therefore all products, information, and resources developed and acquired under the project must be made available to partner country governments, and cannot be used for commercial purposes and;
- It has sufficient key technical specialists, administrative and other support staff to execute the project's component(s).

Submission of Proposals

All proposals should be submitted electronically to the following email addresses on or before **March 23, 2024**:

central@mgb.gov.ph
miningtech@mgb.gov.ph

Assessment of the Proposals

Assessment of all the proposals received will be conducted by both UNEP and the DENR (FASPS, MGB, and EMB) after the submission deadline.

Prior to the detailed review and assessment, UNEP and the DENR shall determine whether the prospective Project Executing Agency is eligible and qualified. This includes whether (i) it meets the eligibility criteria and qualification requirements specified above, (ii) its proposal documents have been properly signed; and (iii) its proposal documents in general are in order and substantially responsive to the requirements of the Request for Proposals.

If a prospective Project Executing Agency is not eligible or, in material respect, not qualified or if its proposal documents are incomplete or not substantially responsive to the TOR, its proposal shall not be considered further. The proposal may not be made subsequently responsive by correction or withdrawal of the nonconforming deviation or reservation.

Shortlisted prospective EAs maybe requested to make a presentation of their proposals to UNEP and the DENR.

This Call for Expression of Interest does not commit UNEP nor DENR to award an agreement. Both UNEP and the DENR reserve the right to accept or reject any proposal, or annul this call and reject all proposals, at any time prior to award, without thereby incurring any liability to the affected prospective Project Executing Entity(ies) or any obligation to inform the affected prospective Project Executing Entity(ies) on the grounds for the action of UNEP and the DENR.

This CALL FOR EXPRESSION OF INTEREST contains no contractual proposal of any kind; any proposal submitted will be regarded as a proposal by the prospective Project Executing Agency and not as an acceptance by the organization of any proposal by both UNEP and the DENR. No contractual relationship will exist except pursuant to a written agreement signed by the authorized official of UNEP and by the successful Project Executing Agency chosen by UNEP and endorsed by the government counterpart.

This CALL FOR EXPRESSION OF INTEREST does not commit UNEP and DENR to pay any costs incurred in the preparation or submission of proposal documents, or costs incurred in making necessary studies for the preparation thereof, or to procure or contract for services or supplies. The prospective Project Executing Entities shall bear all costs associated with the preparation and submission of the proposal documents, and UNEP and the DENR will not in any case be responsible or liable for those costs, regardless of the conduct or outcome of this exercise.

Upon selection of the Project Executing Agency(ies) and contract award, UNEP, in consultation and coordination with DENR, reserves the right to terminate the execution agreement in cases of non-delivery or unsatisfactory performance against the terms of reference of the execution agreement.

Cover Letter

Date [*Organization to insert date*]

To: **Atty. Danilo U. Uykieng**
OIC-Director
Mines and Geosciences Bureau

Attn: Mining Technology Division

Dear Atty. Uykieng,

1. Having read the project purpose and concept, we, the undersigned, hereby express our interest, should we be so selected, to execute the project titled "Development of a National Action Plan for the Artisanal and Small-scale Gold Mining (ASGM) Sector in the Philippines" in accordance with your request for proposals dated [XXXXX] and our proposal documents.
2. We hereby confirm that we comply with your eligibility and qualification requirements as specified <*If relevant, organization to include "except for the following requirements: (please state)"*>.
3. By reference to your brief description of the project purpose and concept, please find attached our proposed execution modality.
4. Please also find attached our input on your institutional assessment form.
5. Please find attached, as requested in your Request for Proposal, all requested documents.
6. In the event we were to be approved by you to become a Project Executing Entity in respect of this project, we agree and acknowledge to abide by the terms and conditions of your <*Project Execution Contract*>.
7. We understand you are not bound to accept any proposal documents that you receive, and that you reserve the right to accept or reject any proposal document and to cancel the process and reject all proposal documents at any time, without thereby incurring any liability whatsoever.

We remain.

Yours sincerely,

Authorized Signature: Name and Title of Signatory:

Name of Organization: Address:

General Information for the entity submitting the proposal, separate tables will be required for each sub-contractor, member of consortium (if applicable)

1. Name of Organization:			
2. Street Address:	Postal Code:	City:	Country:
3. P.O. Box and Mailing Address:			
4. Telephone Number:			
5. Fax Number:			
6. E-mail Address:			
7. WWW Address:			
8a. Contact Name:			
8b. Contact Title:			
11. Country of Establishment:			
12. Type of Organization:			
13. Year Established:			
14. Number of Staff Employed:			
15. Name of sub-contractor(s)			
16. Percentage of subcontracting/consortium partners			
17. No. of key personnel the bidder/entity submitting a proposal will make available and dedicate to the proposed contract (full time and part time stating % of time i.e. 50%)			
18. Engagement with national/international experts (percentage as well as type of services that will be carried out by national /international staff)			

Document Confirming Qualifications

UNEP Qualification Requirement	COMPLY (YES/NO) Please indicate page number in the proposal that contains the required information
<p>a.) An organization may be selected by UNEP and DENR as an Executing Agency and sign an execution contract with UNEP, if such organization meets the following minimum qualification requirements:</p> <ul style="list-style-type: none"> ▪ Be registered/recognized as a legal entity; ▪ Be able to receive and report in US dollars; ▪ Have a proven track record in terms of contributing to project/programme country ownership, and improving efficiency and accountability; ▪ Have certified and recognized quality standard(s) as appropriate considering the scope and nature of execution; ▪ Demonstrate sufficient experience and operational capacity considering the scope and nature of execution; ▪ Demonstrate that adequate systems are in place to ensure institutional efficiency as well as to mitigate risk; 	

b.) An organization under consideration to become an Executing Agency of UNEP shall provide reasonable assurance to UNEP confirming that:

- It commits to the objectives of the project, and its mandate and operations are not in conflict with UNEP's project objectives and the fiduciary standards of the funding partner;
- Where relevant, it possesses sufficient experience, qualifications and capabilities as evidenced by similar activities carried out for other international/national organizations, substantially complying with the due diligence requirements of those organizations;
- The institutional setup and structure, governance, key personnel, qualifications and capacities, financial strength, etc. are adequate to perform the substantive tasks necessary to augment the efficient and effective delivery of UNEP projects in conformity with UNEP's requirements and the fiduciary standards of its funding partner;
- Its governance structure and administrative procedures are in line with fiduciary standards and requirements established by UNEP and its funding partner or with best practice;
- It has adequate risk management procedures and controls in place;
- It places priority on the prevention of harmful social and environmental impacts or compensates adverse project impacts and enhances positive impacts through environmental planning and management that includes the proposed mitigation measures, monitoring, institutional capacity development and training measures, an implementation schedule, and cost estimates;
- It promotes gender equity and mainstream gender in its activities;
- It satisfies other criteria and requirements, as applicable.

We, stated below, hereby certify to the best of our knowledge that the foregoing statements are true and correct and all available information and data have been provided herein, and that we agree to show you documentary proof thereof upon your request.

(Date)

(Signature of Authorized Representative)

(Printed Name of Authorized Representative)

(Position of Authorized Representative)

(if a consortium, authorized representatives from all members of the consortium should sign)

Reference Projects

Relevant Projects Executed in the Last <Three (3)> Years That Best Illustrate Qualifications

Name of Agency:	Country/Location:	
Assignment Name:		
Narrative Description of Project:		
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Assignment (EUR):
Name(s) of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:		
Profile(s) of Professional Staff Provided by Your Organization:		
Description of Actual Project Execution Services Provided by Your Organization:		

We, stated below, hereby certify to the best of our knowledge that the foregoing statements are true and correct and all available information and data have been provided herein, and that we agree to show you documentary proof thereof upon your request.

(Date)

(Signature of Authorized Representative)

(Printed Name of Authorized Representative)

(Position of Authorized Representative)

Comments and Suggestions on the Project Concept

Note to prospective Executing Entities: You are kindly invited to present and justify on this form any modifications or improvements to the Project Concept described herein. Such suggested modifications or improvements should aim to augment the efficient and effective execution of the project. Such suggestions should be concise and to the point. Please note that any comments and suggestions made by the prospective Executing Agency may form an important part of the assessment of your proposal documents.



GEF-8 REQUEST FOR CHEMICALS AND WASTE ENABLING ACTIVITY

Proposal for Funding Under the GEF TRUST FUND

Processing Type: NON-EXPEDITED

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SECTION 1: ENABLING ACTIVITY SUMMARY

Enabling Activity Title:	Development of a National Action Plan for the Artisanal and Small-scale Gold Mining (ASGM) Sector in the Philippines		
Country(ies):	Philippines	GEF Enabling Activity ID:	TBC
GEF Agency(ies):	UNEP	GEF Agency Enabling Activity ID:	TBC
Project Executing Entity(s):	TBD	Executing Partner Type:	Government institution
		Submission Date:	TBC
GEF Focal Area (s):	Chemicals and Waste	Expected Implementation Start	TBC
		Expected Duration	24 months
Type of Report(s):	ASGM National Action Plan	Expected Report Submission to the Minamata Convention	TBC

A. Funding Elements

GEF-8 Program	Trust Fund	GEF Financing (\$)
CW-EA	GEFTF	500,000
Total Enabling Activity Cost		500,000

Does the enabling activity deviate from typical cost ranges? Yes No

If yes, please describe.

B. Enabling Activity Summary

Provide a brief description of the Enabling Activity.

Enabling Activity Objective (max. 200 words, approximately a sentence or two): To assist the Government of the Philippines in the development of its National Action Plan for the Artisanal and Small-scale Gold Mining (ASGM) sector, raise awareness on the Minamata Convention, and to build initial national capacity for the early implementation of the National Action Plan and the Minamata Convention.

Enabling Activity Summary (max. 500 words, approximately 1 page):

Component 1 – Global Technical Support for NAP Development

Output 1.1: Training and guidance provided to relevant stakeholders in the Philippines to develop and implement a NAP as per Annex C of the Minamata Convention.

Activities:

1.1.1: Enhance the existing roster of experts; collection and development of tools and methodologies for NAP development.

1.1.2: Quality check of the NAP project products including, for example, a national overview of the ASGM sector, draft of the NAP document and the final quality check by an independent consultant.

1.1.3: Technical support and capacity building on key elements of the NAP as needed, including e.g., baseline inventories of mercury use in ASGM.

1.1.4: Knowledge management and information exchange through the UNEP Global Mercury Partnership website and or Partners websites and tools.

1.1.5: NAP data extraction, analysis and visualization to draw lessons learned and recommendations.

Component 2 – National Action Plan development

Output 2.1: National Action Plan developed as per Annex C of the Minamata Convention.

Activities:

2.1.1: National Inception workshop to (i) develop ToRs for the National Coordination Mechanism and Stakeholder Advisory Group; (ii) agree on the budget allocation and workplan for the project; and finally (iii) develop an awareness raising strategy on mercury use in ASGM and its environmental and health impacts to be implemented throughout the whole project (iv) develop a gender strategy to be implemented throughout the project; (v) develop a capacity building plan for a more effective participation of key stakeholders in the development of the NAP.

2.1.2: Development of the national overview of the ASGM sector according to the NAP guidance including a thorough review of the plans and programs of the government for the sector, through multipartite consultations, where strategies and plans for the NAP development can be based and drawn from.

2.1.3: Development of draft NAP.

2.1.4: Organize national consultations and trainings to finalize the NAP, raise awareness, build capacity for early implementation and agree on a roadmap for NAP endorsement and submission to the Minamata Secretariat.

2.1.5: Organize a final national workshop to identify lessons learned and opportunities for future cooperation in NAP implementation.

2.1.6: Submit the endorsed NAP to the Minamata Secretariat.

Monitoring and Evaluation

Output 3.1: Status of project implementation and probity of use of funds accessed on a regular basis and communicated to the GEF.

Activities:

3.1.1: The EA develops and submits technical and financial reports quarterly to UNEP using UNEP's templates.

3.1.2: UNEP communicates project progress to GEF yearly during the PIR using GEF's template.

3.1.3: Develop and submit terminal report and financial statement of accounts to UN Environment at project end.

3.1.4: The EA submits final financial audit reports to UNEP.

Output 3.2: Independent terminal review developed and made publicly available.

Activities:

3.2.1: Independent consultant carries out the terminal review upon the request of the UNEP Task Manager and makes it publicly available on the UNEP website.

Enabling Activity Component	Enabling Activity Outcomes	Enabling Activity Outputs	GEF Enabling Activity Financing (\$)
Component 1: Global Technical Support for the National Action Plan development	The Philippines is enabled to develop and implement its NAP and contribute to the protection of the human health and the environment from the emissions and releases of mercury from the artisanal and small-scale gold mining sector	1.1: Training and guidance provided to relevant national stakeholders in the Philippines to develop and implement a NAP as per Annex C of the Minamata Convention	50,000
Component 2: National Action Plan development		2.1: National Action Plan developed as per Annex C of the Minamata Convention	390,000
M&E		3.1: Status of project implementation and probity of use of funds accessed on a regular basis and communicated to the Global Environment Facility. 3.2: Independent terminal review developed and made publicly available.	15,000
Subtotal			455,000
Project Management Cost			45,000
Total Enabling Activity Cost			500,000

SECTION 2: ENABLING ACTIVITY SUPPORTING INFORMATION

C. Eligibility Criteria

Please provide eligibility information for this enabling activity. (max. 250 words, approximately ½ page).

The Minamata Convention on Mercury is a multilateral environmental agreement whose objective is to protect human health and the environment from anthropogenic emissions and releases of mercury and mercury compounds. The Philippines signed the Convention on 10 October 2013 and ratified it on 8 July 2020.

The Philippines prepared its Minamata Initial Assessment (MIA) (GEF ID 5863) which allowed for the identification of the main mercury sources, including artisanal and small-scale gold mining (ASGM). Five-hundred thousand (500,000) individuals and their families rely on ASGM in more than 40 different provinces as a primary and secondary livelihood. The sector contributes to approximately 25 metric tons of gold produced per year although it is likely underrepresented due to informality and smuggling.

The socioeconomic conditions in rural ASGM communities present a complex set of development challenges closely linked to health, environmental, and governance concerns. Unsustainable practices have grave repercussions to both

health and the environment and require a coordinated implementation of policies, strategies and approaches to support professionalization and formalization of the sector.

On 9 June 2016, the Philippines notified the Minamata Secretariat that “artisanal and small-scale gold mining and processing in its territory is more than insignificant” and hence, must develop a National Action Plan (NAP) on ASGM according to Annex C of the Convention as part of its obligations under Article 7.

The National Action Plan (NAP) will build on (1) national development plans and programs of the Philippines for the small-mining sector, (2) the results of the project “Improving the health and environment of artisanal gold miners by reducing mercury emissions” (GEF ID 5216), and (3) the planet GOLD Philippines project (GEF ID 9695) as well as other non-GEF initiatives related to the ASGM sector.

D. Institutional Framework

Describe the institutional arrangements for implementation of the enabling activity. (max. 500 words, approximately 1 page)

Implementing Agency (IA): This project will be implemented by UNEP Chemicals and Waste - GEF Unit (Chemicals and Health Branch, Industry and Economy Division). As Implementing Agency, UNEP will be responsible for the overall project supervision, overseeing the project progress through the monitoring and evaluation of project activities and progress reports, including on technical issues.

Executing Agency (EA): The DENR-MGB will adopt a third-party modality in executing the project, where it will engage a qualified external organization as a Project Executing Agency (EA) to assist in the implementation and management of the project activities. The DENR-MGB will maintain overall responsibility and oversight for the project, but it will work in partnership with the selected third-party organization. The EA will establish the necessary managerial and technical teams to execute the project and it will also be responsible for the selection and hiring of any required consultants for technical activities and other support staff for the MGB, as may be required. While the EA will ensure the acquisition of equipment, both parties will monitor the project's progress. To ensure transparency and accountability, independent audits will be organized to guarantee the proper use of GEF funds. Financial transactions, audits, and reports will adhere to national regulations and UN Environment Programme procedures. Regular administrative, progress, and financial reports will be provided to UNEP.

National Coordination Mechanism (NCM): will meet regularly during project implementation. The Committee will include key national stakeholders and will evaluate the progress of the project and will take the necessary measures to guarantee the fulfillment of its goals and objectives. The NCM will take decisions on the project in line with the project objectives and these decisions will be implemented by DENR-MGB.

Stakeholder Advisory Group (SAG): This group will include relevant stakeholders who possess significant knowledge and information, and whose collaboration and cooperation will be needed for the successful formulation and future implementation of the NAP. The NCM will engage with the stakeholder advisory group at regular intervals and during all phases of the NAP development and direct feedback on these documents will be provided through a mechanism to be agreed upon by the NCM. In the Philippines, a National Working Group on the Minamata Convention on Mercury is already operational and could continue to operate under the project as the SAG.

Global Mercury Partnership (GMP): Hosted by UNEP, the partnership works closely with stakeholders to assist in the timely ratification and effective implementation of the Minamata Convention. Reducing mercury in ASGM is one of the partnership areas and it has supported countries in its efforts to reduce mercury uses and releases in the ASGM sector; eliminate the worst practices in ASGM and explore innovative market-based approaches to enable the transition away from mercury. The partnership will ensure the Philippines has access to all the expertise and experience of its members to implement the project.

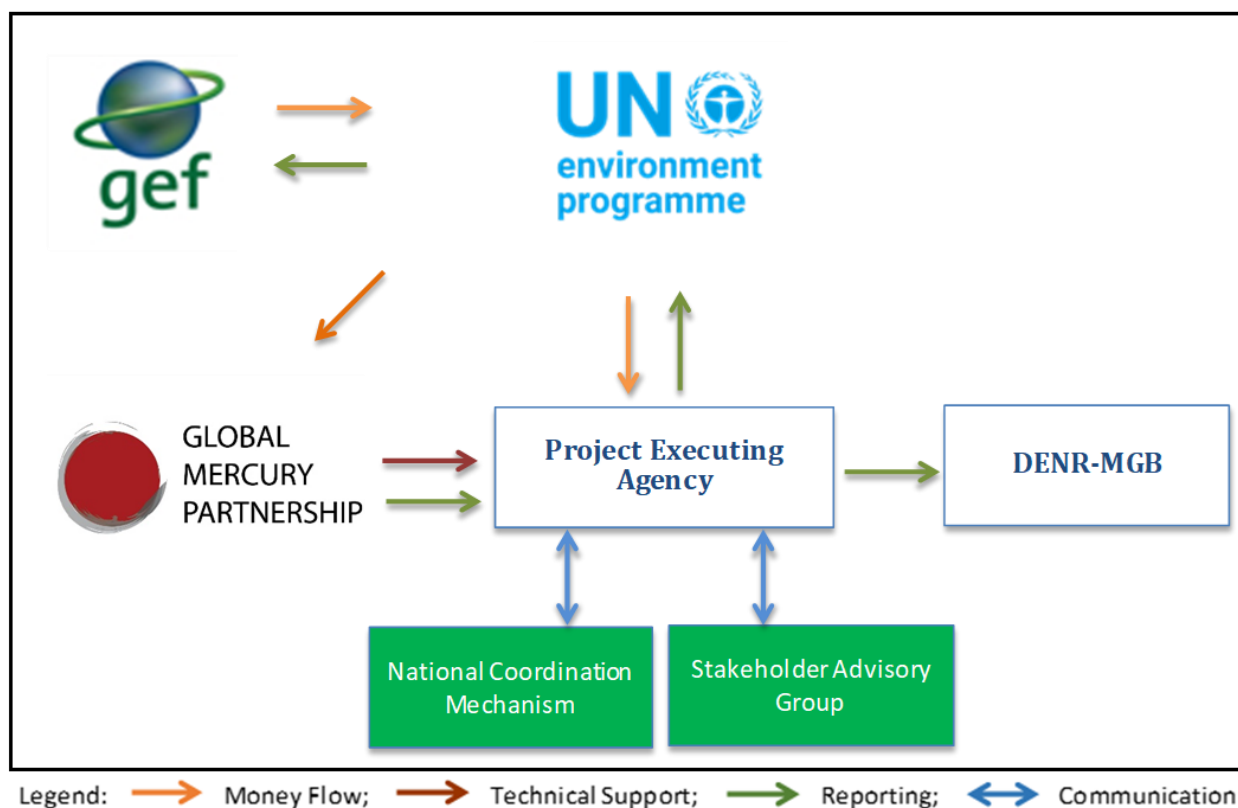


Figure 1: Implementation arrangements

E. Monitoring and Evaluation Plan

Describe the budgeted M&E plan. (max. 500 words, approximately 1 page)

Day-to-day project management and monitoring will be the responsibility of the Project Executing Agency. The project monitoring will start with the inception workshop and the development of a detailed workplan, budget and monitoring and evaluation plan with key stakeholders.

The Executing Agency will develop and submit to UNEP technical and financial reports every quarter describing the progress according to the workplan and budget, identifying obstacles occurred during implementation and the remediation actions to be taken.

UNEP will monitor the project progress according to the workplan on a regular basis and provide guidance to the Executing Agency to progress according to the workplan. Yearly during the GEF PIR, UNEP will provide information about the status of the project implementation and the disbursements made.

Monthly calls between the Executing Agency and the Implementing Agency will be agreed upon if the project is not progressing according to the work plan.

The terminal report and final statement of accounts developed by the Executing Agency at the end of the project closes the Executing Agency monitoring activities for this project. The final financial audit will review the use of project funds against budget and assess the probity of expenditure and transactions. The final audit is to be developed by an independent audit authority (a recognized firm of public accountants or, for governments, a government auditor). The final audit is to be sent to UN Environment up to six months after the technical completion of the project.

Templates for the quarterly progress and financial report, terminal report and final statement of accounts will be provided by UN Environment. There is no template for the final financial audit.

An independent terminal review (TR) will take place at the end of project implementation, at the latest 6 months after completion of the project. An independent consultant will be responsible for the TR and liaise with the UNEP Task Manager at the Chemicals and Health Branch of the Economy and Industry Division throughout the process. The TR will provide an independent assessment of project performance (in terms of relevance, effectiveness and efficiency), and determine the likelihood of impact and sustainability. It will have two primary purposes: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote learning, feedback, and knowledge sharing through results and lessons learned among UN Environment and executing partner – DENR-MGB in particular. The direct costs of the review will be charged against the project review budget. The TR report will be sent to project stakeholders for comments. Formal comments on the report will be shared by the independent consultant in an open and transparent manner. Project performance will be assessed against standard review criteria using a six-point rating scheme. The final determination of project ratings will be made by the independent consultant when the review report is finalized. The review report will be publicly disclosed and will be followed by a recommendation compliance process.

SECTION 3: INFORMATION TABLES

F. GEF Financing Table

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Programming of Funds	GEF Enabling Activity Financing (\$)	Agency Fee (\$)	Total (\$)
UNEP	GEFTF	Philippines	Chemicals and Waste	Mercury EA	500,000	47,500	547,500
Total GEF Resources					500,000	47,500	547,500

G. Sources of Funds for Country STAR Allocation

Not applicable.

H. Rio Markers

Climate Change Mitigation	Climate Change Adaptation	Biodiversity	Desertification
Climate Change Mitigation 0	Climate Change Adaptation 0	Biodiversity 0	Desertification 0

I. Record of Endorsement of GEF Operational Focal Point(s) on Behalf of the Government(s):

Please attach the *Operational Focal Point endorsement letter(s)* with this template.

Name	Position	Ministry	Date (Month, day, year)
Ms. Analiza Rebueta – The	Undersecretary	DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES	TBC

ANNEX A: RESPONSES TO STAKEHOLDER COMMENTS

Describe how the enabling activity has addressed comments from stakeholders, including Council Members, Convention Secretariats, and STAP (if applicable).

Not applicable.

ANNEX B: PROJECT BUDGET TABLE

Attach the project budget table.

ANNEX C: ENVIRONMENTAL AND SOCIAL SAFEGUARDS

Attached any screening documents or other ESS related documents (if applicable). ESS screening is not required for EAs but should be included if its available.

Check this box if ESS screening is not required per Agency's regulations