



United Nations Development Programme

Country: JAMIACA

PROJECT DOCUMENT

Project Title:	National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica	
UNDAF Outcome (2012-2016): Pillar #1	National, local authorities and communities island-wide improve natural resource management and resilience to disaster	
UNDP Strategic Plan (2014-2017) Primary Outcome:	Area of Work 1- Sustainable Development Pathways	
UNDP Strategic Plan Secondary Outcome:	Area of Work 2- Inclusive and Effective Democratic Governance AND Area of Work 3- Resilience-Building	
Expected CP Outcome (2012-2016):	CPD Outcome 6: Policy and Institutional framework strengthened to manage natural resources including parks and protected areas and resilience built for the reduction of vulnerability to natural disaster and impacts from climate change <i>(Those linked to the project and extracted from the country programme document)</i>	
Expected CPAP Output (2012-2016) :	Output 1: Strengthening the Operational and Financial Sustainability of the National Protected Areas System in Jamaica	
Project Objective:	To integrate Jamaica's obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process, in a manner that is in line with the global guidance contained in the CBD's Strategic Plan for 2011-2020.	
Executing Entity/Implementing Partner:	United Nations Development Programme Jamaica Country Office	
Implementing Entity/Responsible Partners:	National Environment and Planning Agency	

Brief Description

This project is part of the second generation of Biodiversity Enabling Activities (BD EA) under the GEF. Jamaica has been Party to the Convention on Biological Diversity (CBD) since 6 January 1995. The project addresses the country's need to continue to fulfil its obligations under the CBD, with particular focus on the Convention's Article 6, the Aichi Targets and the CBD COP Decision X/2. Above all, the project is a significant contribution to Jamaica's efforts towards implementing the CBD Strategic Plan 2011-2020 at the national level. The project builds on the current status and achievements of Jamaica with respect to biodiversity planning and reporting. It aims to integrate Jamaica's obligations under the CBD into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process. This process is expected to produce measurable targets for biodiversity conservation and sustainable use. It will equally ensure that the value of ecosystems' goods and services, as well as the challenges and opportunities for ecosystem-based adaptation and resilience are taken into consideration in the process. The project will achieve its objective through the implementation of three components, whose activities are thoroughly described in the GEF approved proposal for BD EA. They are: (1) A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets; (2) The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience; and (3) National frameworks for resource mobilization, Convention reporting and exchange mechanisms are strengthened.

Programme Period: 2014-2015

Atlas Award ID: 00076339

Project ID: 00087787

PIMS # 5192

Start date: February 2014

End Date: January 2015

Management Arrangements

NIM,
Implementing
Agency-
National
Environment
and Planning
Agency

[A] + [B] Total resources required US\$250,000.00

[A] Total allocated resources US\$220,000.00

Regular (UNDP TRAC)-US\$0

GEF- US\$220,000.00

[B] Other- US\$30,000.00

- o Government –US\$30,000.00 (In-kind)
- o NGOs-US\$0
- o Other-US\$0

PAC Meeting Date

November
29, 2013

Agreed by (Government):

Barbara Scott

March 4, 2014

Date

John K...

Agreed by (Executing Entity/Implementing Partner):

2/10/26

Date

EU Agreed by (UNDP):

Amu...

11/03/14

Date



Empowered lives.
Resilient nations.



UNDP Project Document

Government of Jamaica
Executing Agency: National Environment and Planning Agency (NEPA)
Additional partners: Institute of Jamaica

United Nations Development Programme - UNDP
Global Environment Facility - GEF

UNDP GEF PIMS no. 5192

National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica

Brief description

This project is part of the second generation of Biodiversity Enabling Activities (BD EA) under the GEF. Jamaica has been Party to the Convention on Biological Diversity (CBD) since 6 January 1995. The project addresses the country's need to continue to fulfill its obligations under the CBD, with particular focus on the Convention's Article 6, the Aichi Targets and the CBD COP Decision X/2. Above all, the project is a significant contribution to Jamaica's efforts towards implementing the CBD Strategic Plan 2011-2020 at the national level. The project builds on the current status and achievements of Jamaica with respect to biodiversity planning and reporting. It aims to integrate Jamaica's obligations under the CBD into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process. This process is expected to produce measurable targets for biodiversity conservation and sustainable use. It will equally ensure that the value of ecosystems' goods and services, as well as the challenges and opportunities for ecosystem-based adaptation and resilience are taken into consideration in the process. The project will achieve its objective through the implementation of three components, whose activities are thoroughly described in the GEF approved proposal for BD EA. They are: (1) A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets; (2) The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience; and (3) National frameworks for resource mobilization, Convention reporting and exchange mechanisms are strengthened.

Table of Contents

Overview of Approved Proposal	3
SECTION I: Elaboration of the Narrative.....	5
PART I: Situation Analysis.....	5
Point of Departure	5
Stakeholder Analysis and Engagement	6
PART II: Strategy.....	9
Project Goal, Objective, Outcomes and Outputs/activities	9
Project Risks.....	10
PART III: Management Arrangements.....	10
PART IV: Monitoring and Evaluation Plan and Budget	14
Monitoring and reporting	14
Communications and visibility requirements.....	15
PART V: Legal Context.....	15
SECTION II: Project Results Framework and GEF Increment.....	17
PART I: Indicator Framework and Project Outputs	17
SECTION III: Total Budget and Workplan	22
SECTION IV: ADDITIONAL INFORMATION.....	24
PART I: Other agreements	24
PART II: Terms of References for key project staff.....	26
Project Annexes	31
Annex 1. Approved GEF proposal for BD EA (Headings Overview on page 3)	31
Annex 2. GEF CEO Approval Letter	61
Annex 3. Minutes of the Local Project Appraisal Committee (LPAC) Meeting	62
Annex 4: Project Cycle Management Services	63
Annex 5: STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT FOR THE PROVISION OF SUPPORT SERVICES	66
DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES.....	67
Signature Page.....	68

Overview of Approved Proposal

Sdt EA Proposal: Headings Overview (Blue Template)

PART I: PROJECT IDENTIFIERS

- A. EA FRAMEWORK
- B. CO-FINANCING FOR THE EA BY SOURCE AND BY NAME
- C. GRANT RESOURCES REQUESTED BY AGENCY, FOCAL AREA AND COUNTRY
- D. EA MANAGEMENT COST

PART II: ENABLING ACTIVITY JUSTIFICATION

- A. ENABLING ACTIVITY BACKGROUND AND CONTEXT
- B. ENABLING ACTIVITY GOALS AND OBJECTIVES
- C. DESCRIBE THE EA AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION
- D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT
- E. DESCRIBE THE BUDGETED M&E PLAN
- F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE).

PART III: APPROVAL/ENDORSEMENT BY GEF OPERATIONAL FOCAL POINT(S) AND GEF AGENCY(IES)

- A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S)
- B. CONVENTION PARTICIPATION
- C. GEF AGENCY(IES) CERTIFICATION

Annex A: CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY

Annex B: OPERATIONAL GUIDANCE TO FOCAL AREA ENABLING ACTIVITIES

-- Refer to Annex I for the approved proposal --

Acronyms

APR/PIR	Annual Project Review / Project Implementation Report
BD EA	Biodiversity Enabling Activities
CBD	Convention on Biological Diversity
CDR	Combined Delivery Report
CHM	Clearing House Mechanism
CO	Country Office (UNDP)
COP	Conference of the Parties
GEF	Global Environment Facility
IOJ	Institute of Jamaica
NBSAP	National Biodiversity Strategy and Action Plan
NEPA	National Environment & Planning Agency
MWLECC	Ministry of Water, Land, Environment & Climate Change
PIOJ	Planning Institute of Jamaica
PoWPA	CBD's Programme of Work on Protected Areas
QOR	Quarterly Operational Reports
TBW	Total Budget and Workplan
TEEB	The Economics of Ecosystems and Biodiversity
UDC	Urban Development Corporation
UNDP	United Nations Development Programme

SECTION I: Elaboration of the Narrative

PART I: Situation Analysis

POINT OF DEPARTURE

1. This Project Document (PRODOC) serves to operationalize at the level of UNDP and the Government of Jamaica, the proposal for Biodiversity Enabling Activities approved by the GEF on August 2, 2013. This proposal is appended to the PRODOC in **Annex 1** and the GEF CEO Letter of Approval is in **Annex 2**.
2. The project builds on the current status and achievements of Jamaica with respect to its obligations vis-à-vis the Convention on Biological Diversity (CBD), in particular the country's biodiversity planning and Convention reporting processes, and its commitment to implement, at the national level, the CBD's Strategic Plan for the period 2011-2020. These processes and achievements are summarised in a matrix in **Annex 1**, under the heading '**Enabling Activity Background and Context**'.
3. In particular, the NBSAP for Jamaica was completed in 2003.¹ The 2003 version of the NBSAP does not include a number of elements of the CBD Strategic Plan's Aichi Targets and newer COP guidance. The new CBD Strategic Plan, adopted at CoP-10 in 2010 in Nagoya, clearly addresses the need for updating NBSAPs, stating in Target 17 that "By 2015, each Party has developed, adopted as a policy instrument, and has commenced implementing an effective, participatory and updated national biodiversity strategy and action plan." The strategic plan also covers a range of issues that will need to be incorporated into the revised NBSAPs, including guidance to countries to: a) fully realise the value of biodiversity and ecosystem services, and incorporate these values into national and local development and poverty reduction strategies (Targets 1 and 2); b) increase the global terrestrial protected area estate from 12% to 17% and the marine estate from 6% to 10% (Target 11); c) restore and safeguard key ecosystem services, especially for water, health and livelihoods (Target 14); and d) strengthen ecosystem resilience to climate change and promote ecosystem-based approaches to climate change adaptation and mitigation (Target 15).
4. Within the CBD parties recognize "the vital role that women play in the conservation and sustainable use of biological diversity and affirming the need for the full participation of women at all levels of policy making and implementation for biological diversity conservation"

The achievements and shortcomings of previous biodiversity planning processes in Jamaica are described in the GEF proposal (**Annex 1**), under the heading '**The Baseline Project: The Current NBSAP and the new CBD Strategic Plan**'. This current project seeks to fully incorporate lessons learnt from the previous NBSAP process including ensuring broad-based, cross-sectoral, multidisciplinary stakeholder engagement; identification of a key role for private

¹ See www.cbd.int/reports/search

sector; ensuring accountability of relevant state and non-state entities; and addressing democratic governance requirements and enforcement.. This 'next generation' NBSAP will create a national road map for achieving the Aichi Targets, and for changing the trajectory of development in Jamaica. Special emphasis will be placed on mainstreaming biodiversity into development plans, incorporating protected area networks and sustainable production systems into ecosystem-based climate adaptation and resilience plans, and creating sustainable finance for biodiversity conservation through the full valuation of key ecosystem services.

5. Together, all of the above elements constitute the 'Point of Departure' and general context for the current Biodiversity Enabling Activities project of Jamaica.

STAKEHOLDER ANALYSIS AND ENGAGEMENT

6. There is an extensive body of guidance explaining how those responsible for biodiversity planning can approach the task of identifying stakeholders. In its guidance to Parties on the organization of NBSAPs and preparation of national reports, the COP has repeatedly stressed that, if the necessary transition from biodiversity planning to biodiversity implementation is to be made, then everyone with a stake in the outcome of the NBSAP needs to be engaged.

7. The stakeholder engagement process in Jamaica will start with the CBD national focal points, the NBSAP responsible authority - National Environment & Planning Agency; and thereafter it will expand to include a much broader range of national actors. Developing and implementing Jamaica's NBSAP will be a widely inclusive and participative process. At the start of the process, a Communication Strategy will be developed which will clearly identify the programme for stakeholder engagement and the process that will be used to finalize the Fifth National Report to the CBD and the NBSAP 2014-2020.

8. The stakeholder engagement process will seek to be broad-based, cross-sectoral and multi-disciplinary to include state and non-state entities, private sector, civil society, and vulnerable groups including indigenous people, women, youth and the disabled.

9. A national NBSAP working committee will be formed to provide technical guidance for the process of developing national targets, updating the NBSAP and preparing the national reports. As far as possible, the NBSAP working committee will include representatives from relevant government ministries, agencies and departments, research and academic institutions, private sector to include business and industry, civil society to include local community organizations and environmental non-governmental organizations, and will be cross-sectoral to incorporate key sectors such as agriculture, forestry, fisheries, tourism, mining, water and housing, town planning, transport (road construction), heritage, disaster management and planning and any other entity, including vulnerable groups indigenous people, women, youth and the disabled, so identified by the committee. Below is an overview of the potential role of different stakeholders and the rationale for their involvement in the project.

Table 1. Stakeholder Matrix

Sector	Agency/department	Potential role in the project and rationale for involvement
Biodiversity conservation	National Environment and Planning Agency (NEPA)	Project Managers for revision of the NBSAP NEPA is the technical focal point for Biodiversity conservation and responsible for the development approval process
Protected Areas Management	NEPA, Forestry Department; Fisheries Division; Jamaica National Heritage Trust	Ensure mainstreaming of biodiversity conservation within the National Protected Areas System Master Plan
Watershed Management	NEPA, National Water Commission, Forestry Department, Water Resources Authority	Ensure mainstreaming of biodiversity conservation as a part of watershed management and protection
Coastal Zone Management	NEPA	Ensure mainstreaming of biodiversity conservation as a part of coastal zone management and protection
Sustainable Land use and management	NEPA; Forestry Department; Mines and Geology; Urban Development Corporation; National Land Agency	Ensure mainstreaming of biodiversity conservation during the implementation of sustainable land management initiatives
Development (Town) Planning	National Environment and Planning Agency (NEPA); Ministry of Local Government; Urban Development Corporation	Effects of spatial planning and management, including infrastructural development, on biodiversity conservation
Sustainable agriculture	Ministry of Agriculture and Fisheries	Provide technical information for impacts of agriculture on biodiversity
Climate change	Climate Change Division of the Ministry of Water, Land, Environment & Climate Change	Mainstreaming climate change in biodiversity conservation
Tourism	Ministry of Tourism and its agencies	Impact of tourism sector on biodiversity
Mining and processing, especially of bauxite	Mines and Geology Unit	Impact of mining on biodiversity conservation
National Finance and Budgeting	Ministry of Finance & Planning	Budgeting of funds for support of revised actions outlined within the new NBSAP
Foreign Direct Investment	JAMPRO / Ministry of Industry Investment and Commerce	Consideration of biodiversity when assessing feasibility of investment projects and in implementation of investment policy
Gender	Bureau of Women's Affairs	Mainstreaming gender into Biodiversity conservation and protection
Water quality, security, planning	MWLECC, National Water Commission, National Irrigation Commission and the Water Resources Authority	Impact of water extraction and quality on biodiversity
Energy, Mining and Extractive Industries	Ministry of Science Technology Energy & Mining	Impact of use of renewable energy on biodiversity
Fisheries	Fisheries Division	Impact of fishing practices on biodiversity
Forestry	Department of Forestry	Impact
Waste management	National Solid Waste Management Authority	Assessment of impact which waste (solid and liquid) has on Biodiversity
Biodiversity Data and Information management	Institute of Jamaica (Clearing House Mechanism)	Increasing the capacity of stakeholders in biodiversity conservation to contribute to an online knowledgebase on invasive alien species in Jamaica. Help source information for the preparation of the Fifth National Report and provide one of the links to the Report
Intellectual property rights	Jamaica Intellectual Property Office (JIPO)	Property rights surrounding access and benefit sharing in relation to genetic resources and traditional knowledge

Sector	Agency/department	Potential role in the project and rationale for involvement
Transportation (Road Construction)	Ministry of Transport and Works; National Works Agency	Incorporating biodiversity conservation into drainage management and road construction
Heritage	Jamaica National Heritage trust	
Cross-cutting amongst all sectors	Civil Society (Community and NGOs); Tertiary Institutions	Ensuring accuracy of mainstreaming of biodiversity conservation across various sectors
Disaster	Office of Disaster Preparedness and Emergency Management (ODPEM)	Mainstreaming Biodiversity Conservation in disaster management and planning
Housing	Ministry of Housing; Housing Association of Jamaica	Impact of increased housing developments on Biodiversity
National Planning and Coordination	Planning Institute of Jamaica	Coordination and oversight of external cooperation and assistance
Private Sector	Private Sector Organization of Jamaica, Jamaica Hotel and Tourist Association, Chambers of Commerce	Conservation activities, monitoring, enforcement, investment opportunities

Gender marking

Jamaica enjoys a relatively high degree of gender parity in the region. The country complies with the UN treaties, such as the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW) and Millennium Development Goals (MDGs), and the national and state constitutions have articles stipulating that all the people have equal rights, including marriage and inheritance rights. Women and men share a high adult literacy rate.

Consultation under this project will make a particular emphasis on including women from the beginning of the project, with an emphasis on women's NGOs (similar to the process of involving women's NGOs during the 44th session of the UN's CEDAW² in July 2009).

The project coordination will ensure that gender consideration become an integral part of the updated NBSAP. COP guidance will be followed.³ More specifically two are worth mentioning: (i) COP Decision IX/24 on the approval and endorsement of the CBD Gender plan of Action; and (ii) COP Decision X/19, which amongst other matters invited Parties to consider gender as a core cross-cutting issue in the implementation of biodiversity-related activities.

During the project inception the mandatory UNDP gender marker will be applied. This requires that each project in UNDP's ATLAS system be rated for gender relevance. This will for example include a brief analysis of how the project plans to achieve its environmental objective by addressing the differences in the roles and needs of women and men.

Furthermore Gender marking will see the recording of disaggregated data by the end of the project, as follows::

- Total number of full-time project staff that are women
- Total number of full-time project staff that are men
- Total number of Project Board members that are women
- Total number of project Board members that are men
- The number jobs created by the project that are held by women
- The number jobs created by the project that are held by men

² "Gender Mainstreaming: The Role of Civil Society. Results of Monitoring the National Gender Mechanism" report by the Public Union for Gender Equality and Women's Initiatives, Baku, August 2010, paper copy

³ See e.g. www.chd.int/doc/nbsap/nbsapcbw-pac-02/nbsap-nadi-schd-gender.pdf and www.cbd.int/doc/publications/cbd-ts-49-en.pdf

PART II: Strategy

PROJECT GOAL, OBJECTIVE, OUTCOMES AND OUTPUTS/ACTIVITIES

10. **The project's goal** is to enable Jamaica to integrate its CBD obligations into national planning processes, in light of the CBD's Strategic Plan 2011-2020.

11. **The project objective** is to integrate Jamaica's obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process, in a manner that is in line with the global guidance contained in the CBD's Strategic Plan for 2011-2020.

12. In order to achieve the above objective, three 'outcomes' (corresponding to GEF components) are expected from the project:

- Outcome 1 – A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets including lessons learnt from the previous NBSAP
- Outcome 2 – The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience
- Outcome 3 – National frameworks for resource mobilization, Convention reporting and exchange mechanisms are established and strengthened

The Outcomes of the project, as well as the expected outputs and activities under those Outcomes, are thoroughly described in the GEF proposal in **Annex 1**. Project Outcomes will reflect the attainable synergies between sustainable biodiversity planning, job creation, economic opportunities, while strengthening resilience of the marginalized population.

13. UNDP's Country Programme Action Plan (CPAP 2012-2016) supports biodiversity conservation. Outcome 6 is "policy and institutional framework strengthened to manage natural resources including parks and protected areas, and resilience built for the reduction of vulnerability to natural disasters and impacts from climate change".

PROJECT RISKS

Table 2. Project Risks Assessment and Mitigation Measures

IDENTIFIED RISKS	RISK ASSESSMENT	MITIGATION MEASURES	DATE OF RECORDING OF RISK IN ATLAS
Institutional complexity towards preparation of the NBSAP	Medium	Involvement of relevant institutions from Concept design Frequent communication to institutions on project progress	
Poor Monitoring And Evaluation	Low	Outline of an M&E Framework for effective management and delivery of output	
Violation of principles of NBSAP due to lack of enforcement	High	Engage broad-based stakeholder participation in monitoring for enforcement measures	
Human Resources	High	Target Specialists within local professional groups with the specific skills for preparing strategic action plans	
Stakeholder Relationships	High	Involvement of relevant stakeholders at an early stage of project development and execution	
Adverse Public opinion/media intervention	Medium	Engage media to assist with effective public education and awareness	
Implementation time frame	High	Immediate recruitment of required national and international consultants	
Poor governance and accountability	High	Establish reporting and monitoring framework, with identified responsibilities for state and non-state accountability	

PART III: Management Arrangements

14. The institutional and management arrangements for this project are described in the GEF proposal in **Section C-VI** under the heading '**Institutionalizing, Monitoring and Reporting**' and '**Project Implementation Arrangement**'.

15. In the applicable descriptions in **Section C-VI**, a Project Steering Committee (PSC) is proposed to serve as the project's coordination and decision-making body. The Committee will equally function as the 'Project Board', as per guidance in UNDP's Programme and Operations Policies and Procedures (POPP). The following will be the composition of the PSC for the project:

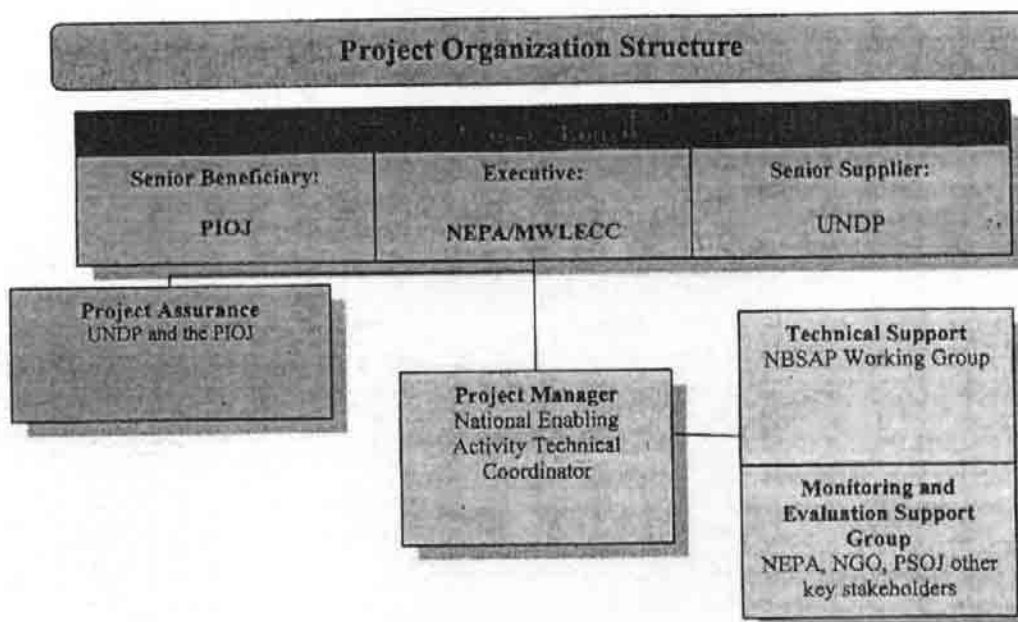
The PSC will include representation of all the key project stakeholders inclusive of the PIOJ, NEPA, UNDP, Environmental Management Division (MWLECC). The Chair of the PSC will be determined by the Project Board at its first meeting, and secretariat functions will be carried out by NEPA. To ensure inclusiveness and participation of all relevant stakeholders other agencies or entities, in particular private sector, the IOJ and NGO's/CBO's may be *co-opted* as required and invited to serve on technical sub-committees or working committees. To ensure gender mainstreaming in the project the Bureau of Women's Affairs will also be co-opted as required and invited to serve on technical sub-committees, monitoring and evaluation support or on

working groups. The aim of gender mainstreaming is to reduce the chances of negative impact on gender equity in biodiversity policies and programmes being implemented.

16. Until the PSC has met and has deliberated, the following are the proposed TOR for the Committee:

- Provide policy and strategic oversight and direction to project implementation
- Support to the implementation of the project, in particular to the process of updating the NBSAP, developing the country's CHM and of completing and submitting national reports to the CBD with full government endorsement.
- Advise and ensure stakeholder involvement on matters of biodiversity, sectoral and development mainstreaming (such as gender), biodiversity valuation and on the nexus biodiversity-climate change.
- Support project reviews and evaluations, if applicable
- Deliberate on the TOR and membership for other committees and working groups that are expected to contribute to the implementation of project activities and the achievement of its outcomes.
- Review and approve the annual project budget
- Steer the implementation of the project through adaptive management strategies
- Any other relevant task as applicable

17. Besides the roles and responsibilities of different stakeholders outlined in this PRODOC and in the approved proposal in **Annex 1**, the following project diagram represents the expected key relationships governing the project.



18. **Project Board** is responsible for making management decisions for a project in particular when guidance is required by the Project Manager. The Project Board plays a critical role in project monitoring and evaluations by quality assuring these processes and products, and using evaluations for performance improvement, accountability and learning. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems with external bodies. In addition, it approves the appointment and responsibilities of the Project Manager and any delegation of its Project Assurance responsibilities. Based on the approved Annual WorkPlan, the Project Board can also consider and approve the quarterly plans (if applicable) and also approve any essential deviations from the original plans.

19. In order to ensure UNDP's ultimate accountability for the project results, Project Board decisions will be made in accordance to standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition. In case consensus cannot be reached within the Board, the final decision shall rest with the UNDP Project Manager.

The Board contains the following roles:

- 1) **An Executive:** individual representing the project ownership to chair the group.
 - *e.g. Representative of the Government Cooperating Agency or UNDP*
- 2) **Senior Supplier:** individual or group representing the interests of the parties concerned which provide funding for specific cost sharing projects and/or technical expertise to the project. The

Senior Supplier's primary function within the Board is to provide guidance regarding the technical feasibility of the project.

- *e.g. Representative of the Implementing Partner and/or UNDP*

3) **Senior Beneficiary:** individual or group of individuals representing the interests of those who will ultimately benefit from the project. The Senior Beneficiary's primary function within the Board is to ensure the realization of project results from the perspective of project beneficiaries.

- *e.g. Representative of the Government or Civil Society.*

4) **The Project Assurance** role supports the Project Board Executive by carrying out objective and independent project oversight and monitoring functions. The Project Manager and Project Assurance roles should never be held by the same individual for the same project.

- *e.g. A UNDP Staff member typically holds the Project Assurance role.]*

20. **Project Manager:** The Project Manager (PM) has the authority to run the project on a day-to-day basis on behalf of the Implementing Partner within the constraints laid down by the Board. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

21. **Project Support:** The Project Support role provides project administration, management and technical support to the Project Manager as required by the needs of the individual project or Project Manager.

22. **Audit:** The project will be audited in accordance with the UNDP Financial Regulations and Rules and applicable audit policies

23. **Direct Project Services:** In its role as GEF Implementing Agency (IA) for this project UNDP shall provide project cycle management services as defined by the GEF Council (described in Annex 4). The Government of Jamaica shall request UNDP to provide direct project services specific to project inputs according to its policies and convenience. These services—and the costs of such services—are specified in the Letter of Agreement in Annex 5. In accordance with GEF Council requirements, the costs of these services will be part of the executing entity's Project Management Cost allocation identified in the project budget. UNDP and the Government of Jamaica acknowledge and agree that these services are not mandatory and will only be provided in full accordance with UNDP policies on recovery of direct costs.

24. **Results of capacity assessment of implementing partner:** A micro-assessment of the National Environment and Planning Agency (NEPA) was conducted on Monday, February 9, 2009. The objective of the assessment was to review the financial management capacity of the partner to manage funds for the implementation of projects by UN Agencies. It is intended to identify the most suitable cash transfer modality under the Harmonized Approach to Cash Transfers (IIACT).

25. An overall risk rating of 'low' is applied to the National Environmental and Planning Agency (NEPA) financial management system. This indicates that this partner's system for managing cash transfers is "considered capable of correctly recording all transactions and balances, supports the preparation of regular and reliable financial statements, safeguards the entity's assets, and is subject to acceptable auditing arrangement.

PART IV: Monitoring and Evaluation Plan

MONITORING AND REPORTING

26. At the initial stage of the project, the project Monitoring and Evaluation system, composed of following components will be developed:

- a) Monitoring plan, with defined benchmarks, indicators and targets, based on results and resources framework to be developed by the PM/coordinator in consultation with relevant UNDP programme staff;
- b) Risk, issues and quality logs to be created by the PM and relevant program officer;
- c) Quarterly project planning (with detailed activities and budget) and reporting to be conducted by the PMU;
- d) Quarterly project reporting and monitoring, conducted by the PMU and the Project Board (also to include risk and issues monitoring and development of lessons learned reports);
- e) Annual project planning (with general activities and budget) and reporting to be conducted by the PMU;
- f) Annual project review to be conducted by the Executive Board on the basis of monitoring reports and products prepared by the project (also to include proposal for eventual changes to the project strategy or even project revision)

27. All main reports will be compiled by the PMU and endorsed by the Project Board. Regular financial reports will be submitted to UNDP according to the UNDP financial rules and regulations. The M&E System should include standardized formats (aligned with UNDP procedures and formats) for the following documents:

- quarterly action plan
- quarterly progress report, including financial report
- quarterly monitoring report, including risk monitoring report
- quarterly indicator tracking tables
- quarterly lessons learned report
- annual action plan
- annual report, including financial report⁴
- the simplified Biodiversity Enabling Activities Annual Project Review / Project Implementation Report (APR/PIR)
- PMU monthly workplans and progress reports
- task reports
- final report, including lessons learned

⁴ Biodiversity Enabling Activities use an abridged

COMMUNICATIONS AND VISIBILITY REQUIREMENTS

28. Full compliance is required with UNDP's Branding Guidelines. These can be accessed at <http://intra.undp.org/coa/branding.shtml>, and specific guidelines on UNDP logo use can be accessed at: <http://intra.undp.org/branding/useOfLogo.html>. Amongst other things, these guidelines describe when and how the UNDP logo needs to be used, as well as how the logos of donors to UNDP projects needs to be used. For the avoidance of any doubt, when logo use is required, the UNDP logo needs to be used alongside the GEF logo. The GEF logo can be accessed at: [www.thegef.org/gef/GEF logo](http://www.thegef.org/gef/GEF%20logo). The UNDP logo can be accessed at <http://intra.undp.org/coa/branding.shtml>.

29. Full compliance is also required with the GEF's Communication and Visibility Guidelines (the "GEF Guidelines"). The GEF Guidelines can be accessed at: www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08_Branding_the_GEF%20final_0.pdf. Amongst other things, the GEF Guidelines describe when and how the GEF logo needs to be used in project publications, vehicles, supplies and other project equipment. The GEF Guidelines also describe other GEF promotional requirements regarding press releases, press conferences, press visits, visits by Government officials, productions and other promotional items.

30. Where other agencies and project partners have provided support through co-financing, their branding policies and requirements should be similarly applied.

PART V: Legal Context

31. This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the Standard Basic Assistance Agreement (SBAA) and all CPAP provisions apply to this document.

32. Consistent with the Article III of the SBAA the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

33. The implementing partner shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

34. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

35. The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

SECTION II: Project Results Framework and GEF Increment

PART I: Indicator Framework and Project Outputs

Objective/ Outcome	Indicator	Baseline	End of Project target	Source of Information	Risks and assumptions																						
<p>Objective – To integrate Jamaica’s obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative ‘biodiversity planning’ and strategizing process, aligning the results of the process to the global guidance contained in the CBD’s Strategic Plan for 2011-2020.</p>	<p>The inclusion of measurable biodiversity conservation and sustainable use targets into the following sectoral planning frameworks in addition to sectors identified during the course of the project implementation:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Agriculture</td></tr> <tr><td>Forestry</td></tr> <tr><td>Transport</td></tr> <tr><td>Mining and processing, especially of bauxite and limestone</td></tr> <tr><td>Tourism</td></tr> <tr><td>Energy</td></tr> <tr><td>Fisheries</td></tr> <tr><td>Water quality, security and planning</td></tr> <tr><td>Waste Management</td></tr> <tr><td>Development Planning & Finance</td></tr> <tr><td>Housing</td></tr> </table> <p>The inclusion of measurable biodiversity conservation and sustainable use targets into the following development frameworks in addition to sectors identified during the course of the project implementation:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Land use planning and management, including spatial planning and infrastructural development</td></tr> <tr><td>Development finance</td></tr> <tr><td>Poverty alleviation</td></tr> <tr><td>Rural development and livelihoods</td></tr> <tr><td>Food security</td></tr> <tr><td>Local development and decentralization</td></tr> <tr><td>Rights of indigenous groups</td></tr> <tr><td>Gender</td></tr> <tr><td>Climate change mainstreaming</td></tr> <tr><td>Population & urban planning</td></tr> <tr><td>Health provision, including traditional medicine</td></tr> </table>	Agriculture	Forestry	Transport	Mining and processing, especially of bauxite and limestone	Tourism	Energy	Fisheries	Water quality, security and planning	Waste Management	Development Planning & Finance	Housing	Land use planning and management, including spatial planning and infrastructural development	Development finance	Poverty alleviation	Rural development and livelihoods	Food security	Local development and decentralization	Rights of indigenous groups	Gender	Climate change mainstreaming	Population & urban planning	Health provision, including traditional medicine	<p>Inclusion of Biodiversity conservation in sectoral planning frameworks as defined in the NBSAP (2003)</p>	<p>Inclusion of Biodiversity conservation in sectoral planning frameworks for the 11 sectors listed and any additional sectors identified</p>	<p>Corporate and Operational Plans for entities responsible for each sector</p> <p>Status of Vision 2030 Actions</p>	<p>Participation of stakeholders in consultative process and provision of required information</p>
Agriculture																											
Forestry																											
Transport																											
Mining and processing, especially of bauxite and limestone																											
Tourism																											
Energy																											
Fisheries																											
Water quality, security and planning																											
Waste Management																											
Development Planning & Finance																											
Housing																											
Land use planning and management, including spatial planning and infrastructural development																											
Development finance																											
Poverty alleviation																											
Rural development and livelihoods																											
Food security																											
Local development and decentralization																											
Rights of indigenous groups																											
Gender																											
Climate change mainstreaming																											
Population & urban planning																											
Health provision, including traditional medicine																											
		<p>Inclusion of Biodiversity conservation in development frameworks as defined in the NBSAP (2003)</p>	<p>Inclusion of Biodiversity conservation in 14 development frameworks listed and any additional sectors identified</p>	<p>Corporate and Operational Plans</p> <p>Status of Vision 2030 Actions</p>																							

Objective/ Outcome	Indicator	Baseline	End of Project target	Source of Information	Risks and assumptions				
	<table border="1"> <tr><td>Public Education and awareness on Biodiversity issues</td></tr> <tr><td>Intellectual property rights</td></tr> <tr><td>Coastal and marine management and planning</td></tr> <tr><td>Science and research development (biosafety, access to benefit sharing and genetic resources)</td></tr> </table>	Public Education and awareness on Biodiversity issues	Intellectual property rights	Coastal and marine management and planning	Science and research development (biosafety, access to benefit sharing and genetic resources)				
Public Education and awareness on Biodiversity issues									
Intellectual property rights									
Coastal and marine management and planning									
Science and research development (biosafety, access to benefit sharing and genetic resources)									
<p>Outcome 1 – A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets</p>	<p>Output 1.1 (Gender responsive) review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative manner to include lessons learned from the previous NBSAP.</p> <p>Output 1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Jamaica's reality.</p> <p>Output 1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.</p> <p>Output 1.4 In an iterative manner, Jamaica taps into useful information on, and participates into, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership, Global Biodiversity Information Facility and the World Conservation Monitoring Centre, the Global Environment Outlook portal, among other relevant ones).</p>	<p>No working group is established</p>	<p>By end of 2014, a multi-sectoral/multi-stakeholder working group is established and it completes the stock-taking exercise.</p> <p>By 2014, national targets in response to the global Aichi Targets are developed.</p>	<p>Project reports CBD National Reports</p> <p>Project reports CBD National Reports Official gazette (e.g. on PA establishment) Status of Vision 2030 Actions</p>	<p>Participation of stakeholders in consultations</p>				
<p>Outcome 2 – The Fifth National Report to the CBD is prepared and the NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and</p>	<p>Effective establishment of a multi-sectoral/multi-stakeholder working groups, including gender-based groups</p> <p>Development of a national targets in response to the global Aichi Targets</p>	<p>Targets defined in NBSAP (2003)</p>							
	<p>Output 2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Jamaica, anchored into national sectoral and development frameworks, is revised / updated, in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.</p> <p>Output 2.2 The updated and fully endorsed NBSAP for Jamaica is submitted to the CBD preferably within the deadline set by the COP.</p>	<p>NBSAP is out of date and does not consider</p>	<p>By end 2014, Jamaica's NBSAP is</p>	<p>CBD Website.</p>					
<p>Status of NBSAP vis-à-vis the guidance in the CBD Strategic Plan (2011-2020)</p>									

Objective/ Outcome	Indicator	Baseline	End of Project target	Source of Information	Risks and assumptions
promoting ecosystem-based adaptation and resilience		fewer biodiversity conservation targets	fully updated in line with the guidance in the CBD Strategic Plan (2011-2020); the Aichi targets and has been submitted to the CBD COP		
	<p>Outcome 3 – National frameworks for resource mobilisation, Convention reporting and exchange mechanisms are established and strengthened</p> <p>Output 3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance (v) institutions participating in the NBSAP process should have an explicitly stated organizational mandate for gender mainstreaming</p> <p>Output 3.2 Increased and updated web content and technological capacity for the Jamaica CHM website that includes a link to the Fifth National Report, the national invasive alien species database and new links to biodiversity knowledge networks of relevance to Jamaica.</p> <p>Output 3.3. Immediate CBD reporting obligations are met by Jamaica in a timely manner: The Fifth National Report prepared and submitted to the CBD</p>				
Status of the capacity, technology and financial frameworks for implementing the revised NBSAP	Status of the national clearinghouse mechanisms (CHM)	CHM is periodically updated and is linked to the CBD site, the CBD's biosafety portal, bird clearing-house and to other Caribbean and international information and knowledge exchange networks	By 31 March 2014 the national invasive alien species database is online and data entry has begun. The database will be periodically updated thereafter.	<p>CBD Website</p> <p>CHM national website site(s). See http://www.cbd.int/doc/meetings/chm/chm-rw-2013-car/official/chm-rw-2013-car-02-en.doc. Annex III</p>	Some capacity exists within IOJ for completion of this activity. Major challenges are under-staffing and limited financial resources.
	Status of the capacity, technology and financial frameworks for implementing the revised NBSAP	No framework exists	By 2014, a complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment, has been produced and underpins NBSAP	Project APR/PIR Biodiversity Support Programme Website (being upgraded)	

Objective/ Outcome	Indicator	Baseline	End of Project target	Source of Information	Risks and assumptions
	Status of the Fifth National Report to be submitted to the CBD	Targets outlined in the NBSAP (2003) Status of Targets outlined in the Fourth National Report to the CBD	implementation By mid- 2014, the Fifth National Report is submitted to the CBD	NBSAP (2003) Document 5 th National Report	Stakeholder participation

36. A detailed activity list and a chronogram of activities per output will be finalized / updated upon project inception.

Comp	Modules	Guiding activities under each module	2013				2014				COP 12		
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Oct-Dec	Oct-Dec	
1	I. Stocktaking and Assessment	1. Gender responsive stocktaking and review of relevant plans, policies and reports, including lessons learned from previous NBSAP 2. Identification of stakeholders for consultations and awareness 3. Assessment of the causes and consequences of biodiversity loss highlighting the value of biodiversity and ecosystem services and their contribution to human well-being 4. Preparation of a Problem Analysis, Gap identification and Lesson Learned document on implementation of the previous NBSAP (2003) 5. Setting national targets, principles, & main priorities of the strategy through national consultations											
							X						
2	II. Setting national targets, principles, & main priorities of the strategy III. Strategy and action plan development	6. Developing the strategy and actions to implement the agreed targets through national consultations 7. Application of the NBSAP to sub-national entities through sub-national and local consultations 8. Sectoral integration including mainstreaming into development, poverty reduction and climate change plans through sectoral consultations 9. Development of a plan for capacity											
							X	X	X	X	X	X	X
3	IV. Development of												

Implementation plans and related activities	development for NBSAP implementation including capacity development of women in CBD processes and decision-making.																			
	10. Needs assessment for implementation of the new targets.												X							
	11. Development of a communication and outreach strategy for the NBSAP											X								
	12. Development of a plan for resource identification for NBSAP implementation											X								
	13. Fifth national report prepared											X								
	14. Establishment/ strengthening of national coordination structures											X								
	15. Assessment and identification of i) Fifth National Report preparation needs, and ii) the role and capacity of the CHM to address these needs.											X								
	16. Updating of the national alien invasive species database to include i) online posting of the new version, ii) data entry workshop and iii) launch of updated database											X								
	17. NBSAP Finalized																			X
	V. Institutional, monitoring, reporting and exchange																			

SECTION III: Total Budget and Workplan

GEF Component (Outcome) /Atlas Activity	Implem. Agent	Fund ID	Donor Name	ERP / ATLAS Budget Code	Atlas Budget Description	TOTAL Amount (USD)	Budget Notes
Comp 1. Stocktaking and National Target Setting	NIM	62000	GEF-10003	71200	International Consultants	8,000	a
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	13,200	b
	NIM	62000	GEF-10003	71600	Travel	4,000	c
	NIM	62000	GEF-10003	75700	Training, Workshops and Confer	4,000	d
	NIM	62000	GEF-10003	74500	Miscellaneous Expenses	1,500	e
GEF Subtotal Atlas Activity 1 (Comp 1)						30,700	
TOTAL ACTIVITY 1 (Comp 1)						30,700	
Comp 2. Strategy and Action Plan Development	NIM	62000	GEF-10003	71200	International Consultants	8,000	a
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	22,000	b
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	21,840	f
	NIM	62000	GEF-10003	71600	Travel	6,000	g
	NIM	62000	GEF-10003	71600	Travel	5,500	h
	NIM	62000	GEF-10003	75700	Training, Workshops and Confer	15,000	i
	NIM	62000	GEF-10003	72400	Communic& Audio Visual Equip	5,350	j
	NIM	62000	GEF-10003	72500	Supplies	900	k
	NIM	62000	GEF-10003	74500	Miscellaneous Expenses	1,500	e
	GEF Subtotal Atlas Activity 2 (Comp 2)						86,090
TOTAL ACTIVITY 2 (Comp 2)						86,090	
Comp 3. Development of Implementation, Institutional Monitoring Reporting and exchange	NIM	62000	GEF-10003	71200	International Consultants	8,000	a
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	8,800	b
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	20,000	l
	NIM	62000	GEF-10003	71600	Travel	5,500	m
	NIM	62000	GEF-10003	75700	Training, Workshops and Confer	8,000	i
	NIM	62000	GEF-10003	72800	Information Technology Equipmt	18,000	n
	NIM	62000	GEF-10003	74100	Professional Services	5,000	o
	NIM	62000	GEF-10003	74200	Audio Visual&Print Prod Costs	10,000	p
	NIM	62000	GEF-10003	74500	Miscellaneous Expenses	1,500	e
	GEF Subtotal Atlas Activity 3 (Comp 3)						84,800
TOTAL ACTIVITY 3 (Comp 3)						84,800	
Project Mgt	NIM	62000	GEF-10003	71400	Contractual Services - Individ	9,360	q
	NIM	62000	GEF-10003	71600	Travel	5,000	r
	NIM	62000	GEF-1003	74100	Audit	3,250	s
	NIM	62000	GEF-1003	74599	Direct Project Cost	800	t
	GEF Subtotal Atlas Activity 3 (Comp 3)						84,800

GEF Subtotal Atlas Activity 4 (ProjMgt)	18,410
TOTAL ACTIVITY 4 (Project Management)	18,410
SUB-TOTAL GEF	220,000
GRAND TOTAL (in cash)	220,000

Budget Notes

a	Int. Cons. (short-term): NBSAP International Advisor - 8 weeks at \$3000/week, totaling \$24,000, spread over the project's three Components.
b	Nat. Cons. (medium and long term): Biodiversity Specialist. Remuneration (\$44K) distributed on a pro rata basis among components 1, 2 and 3.
c	Pro rata national travel costs of National Enabling Activity Technical Manager, Biodiversity Specialist and International NBSAP Advisor (for Component 1)
d	Budget reserve for the Inception Workshop.
e	Bank charges, insurance and miscellaneous charges.
f	Nat. Cons. (medium and long term): National Enabling Activity Technical Manager (technical inputs, corresponding to 70% of the incumbent's time).
g	International travel costs of International NBSAP Advisor
h	Pro rata national travel costs of National Enabling Activity Technical Manager, Biodiversity Specialist and International NBSAP Advisor (for Component 2)
i	Communication and feedback meetings with Government, NGOs, civil society and international cooperation
j	Communication and audiovisual equipment for NBSAP updating and dissemination
k	Office supplies.
l	Nat. Cons. (medium and long term): Integration and Coordination Specialist Remuneration (\$20K) for component 3.
m	Pro rata national travel costs of National Enabling Activity, Institutional Strengthening Specialist and International NBSAP Advisor (for Component 3)
n	IT equipment upgrade for CHIM. This amount also includes laptops, printer and other peripherals for NBSAP consultants.
o	Web design and development services for updating the CHIM site and Editor for the NBSAP
p	Printing of final version of ENBPA
q	Nat. Cons. (medium and long term): National Enabling Activity Technical Manager (managerial inputs, corresponding to 30% of the incumbent's time).
r	Pro rata national travel costs of National Enabling Activity Technical Manager (for Project Mgmt)
s	Audit costs.
t	Estimated costs of Direct Project Services requested by the GoJ to UNDP for executing services (procurement; travel etc) and as requested by the GoJ through the Letter of Agreement (Annex 5). Direct project service costs will be charged at the end of each year based on the UNDP Universal Pricelist (UPL) or the actual corresponding service cost. The amounts indicated here are estimations based on the services indicated in Annex 5, however as part of annual project operational planning the direct project services to be requested during that calendar year would be defined and the amount included in the yearly budgets. As noted these costs would be charged based on actual services provided at the end of the year and would be reported to the implementing partners (GoJ).

SECTION IV: ADDITIONAL INFORMATION

PART I: Other agreements

Letter of Endorsement



MINISTRY OF WATER, LAND, ENVIRONMENT AND CLIMATE CHANGE

16A HALF WAY TREE ROAD, KINGSTON 5, JAMAICA W.I.
TELEPHONE: (876) 920-9117, (876) 920-8210, (876) 920-3406, (876) 960-5832-3 FAX: (876) 920-7267

ANY REFERENCE TO THE JAMAICAN GOVERNMENT IN THIS DOCUMENT IS TO BE UNDERSTOOD TO REFER TO THE FOLLOWING REFERENCE NUMBERS ONLY:

7 June, 2013

Ms. Adriana Dinu
Officer-in-Charge and Deputy Executive Coordinator
UNDP-GEF
304 East 45th Street, 9th Floor
New York, NY 10017 USA

Dear Ms. Dinu

Re: Endorsement for the Biodiversity Enabling Activities project "National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica"

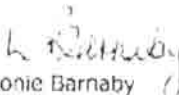
In my capacity as Global Environment Facility (GEF) Operational Focal Point for Jamaica, I confirm that the above project proposal (a) is in accordance with my government's national priorities, including the implementation of the National Strategy and Action Plan on Biological Diversity in Jamaica (NBSAP) and our commitment to the relevant global environmental conventions, with focus on the Convention on Biological Diversity and its Strategic Plan (2011-2020); and (b) was discussed with relevant stakeholders, including the global environmental convention focal points.

I am pleased to endorse the preparation of the above project proposal with the support of the United Nations Development Programme (UNDP) as specified below. If approved, the project will be prepared and implemented by the National Environment and Planning Agency with support from relevant partner institutions and organizations. I request the UNDP to provide a copy of the project proposal for information before it is submitted to the GEF Secretariat for CEO approval, and of the UNDP project document (PRODOC) before signature.

The total financing from the GEF Trust Fund being requested for this project is US\$240,900, inclusive of Agency fees for project cycle management services associated with the total GEF grant. The financing requested for Jamaica is detailed in the table below.

Source of Funds	GEF Agency	Focal Area	Amount (in US\$)		
			Project	Fee	Total
GEF Trust Fund	UNDP	Biodiversity Focal Area Set Aside	220,000	20,900	240,900
Total GEF Resources			240,900		

Yours sincerely,


 Leonie Barnaby
 for Permanent Secretary

cc: Dr. Naoko Ishii
 Chief Executive Officer and Chairman
 Global Environment Facility
 Gcoordination@thegef.org

Mr. Jerome Smith
 CBD Focal Point for Jamaica

Mr. Peter Knight
 Chief Executive Officer, National Environment and Planning Agency,
 Attention: Ms. Sheries Simpson

Dr. Arun Kashyap
 UNDP Resident Representative

Mr. Lyes Ferroukhi, Regional Technical Adviser: Biodiversity and Ecosystems, UNDP
 Regional Center for Latin America and the Caribbean

Ms. Fabiana Issler, Regional Technical Advisor, UNDP/GEF (Head of BD Enabling
 Activities)

PART II: Terms of References for key project staff

ANNEX A. CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY

<i>Position Titles</i>	<i>\$ / Person Week</i>	<i>Estimated Person Weeks</i>	<i>Tasks to be Performed</i>
<i>Local</i>			
National Enabling Activity Technical Coordinator Technical input corresponding to 70% of the incumbent's time (36.4 person weeks); the rest 30% (15.6 person weeks) will be managerial inputs.	600	52	<p><i>Objective (managerial)</i> To undertake the general administrative requirements of the project, including those related to project management and funding.</p> <p><i>Key tasks are:</i></p> <ul style="list-style-type: none"> - Ensure that project Objective, Outcomes, Outputs and Activities are executed in a timely and appropriate manner. - Develop annual work plans and budgets, and submit these to the Steering Committee and to the UNDP Country Office for approval. - Develop TORs for Consultants for technical services, consultants, experts, and specifications of materials as required by the project, in consultation with the Project Director/UNDP. - Facilitate, guide and monitor the work of consultants, and approve their deliverables in association with the Project Committee. - Organize and assist in project related activities, where required. These may include planning for meetings, local and national workshops, consultations, trips, and other project related activities. - Establish and maintain linkages with national and international organizations and persons which/who can be of assistance to the objectives of the Project. - Provide timely reporting of project status as required by the Project Committee and the UNDP. - Maintain records of Project Committee meetings, decisions, actions etc - Coordinate with other initiatives and programs whose outcomes and outputs are relevant to this project's objectives. <p>Any other duties assigned by the Project Committee that have direct relevance to the project.</p> <p><i>Objective (technical):</i> To lead the overall process of the stocktaking, stakeholder consultation, national target setting, preparation of the Fifth National Report and the development of the NBSAP and be responsible for the timely drafting and finalization of the NBSAP. The key tasks are:</p> <ul style="list-style-type: none"> • Serve as team leader for other consultants involved in the NBSAP and be overall responsible for the timely drafting of the document for submission to the CBD Secretariat, strictly adhering to the deadlines agreed to, and ensuring quality control. • Ensure that the inception meeting results in a clear roadmap on the scope of services and project tasks to be accomplished with the support of key national implementing partners and the UNDP technical staff. • Submit draft and revised versions of all studies and reports of the NBSAP activities to Project Committee, key national implementing partners and UNDP technical staff, per reporting timelines agreed on or before the inception meeting. • Play a pivotal role in developing a work plan and coordinating the input and outputs of all consultants, as well as overseeing the technical quality of deliverables. • Ensure that all Climate Change-related issues highlighted in the second National Communication to the UNFCCC that affect Biodiversity (Adaptation) or affected by Biodiversity (Mitigation), and resource valuation, are integrated and addressed in the final NBSAP. • Ensure that all lessons learnt in the mainstreaming of biodiversity into the production sectors are incorporated into the NBSAP. • Identify implementation partners for the undertaking of the various activities and develop an overall implementation plan. • Coordinate the submission of Draft and Final reports to the Project Committee, incorporating stakeholder inputs and guidance provided. <p><i>Contribution to the following deliverables:</i></p> <ul style="list-style-type: none"> ➤ Brief Review of the Biodiversity Planning Process in Jamaica ➤ Biodiversity Targets for Jamaica; As part of national efforts to implement the CBD's Strategic Plan for 2011-2020

Position Titles	\$/ Person Week	Estimated Person Weeks	Tasks to be Performed
			<ul style="list-style-type: none"> ➤ Second National Biodiversity Strategy and Action Plan for Jamaica ➤ Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Jamaica ➤ Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in Jamaica ➤ Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions, increasing representativeness, improving marine connectivity; designing protected areas for climate resilience; and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.) ➤ Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➤ Updated and fully functional CHM for Jamaica, based on best international practice on the matter ➤ Fifth National Report to the CDB <p><i>Qualifications and experience:</i> Should have an advanced degree in Natural Resource Management with professional exposure to biodiversity conservation issues. Proven track record in Project Management and drafting relevant materials in the biodiversity/ecosystem based adaptation areas (publications, reports and related documentation). Proven ability to collect, verify and analyze information, and to finish and present work with a high degree of accuracy and technical quality. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences. Aware of gender issues and have knowledge and understanding of the relevant UN Convention and previous experience in the development of NBSAPs are assets.</p>
Biodiversity Specialist	1,100	40	<p><i>Key Tasks</i></p> <ul style="list-style-type: none"> • Review of causes and consequences of threats to biodiversity • Review of biodiversity and ecosystem services • Development of specific proposals for addressing biodiversity issues within the NBSAP • Development of proposals for indicators related to biodiversity • Preparation of gap analysis and lessons learned document on the implementation of the previous NBSAP (2003) • All above tasks should include gender considerations <p>The consultant will make a significant contribution to all of the project's outputs, with stress on the following:</p> <ol style="list-style-type: none"> 1.1 (Gender responsive) review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative and informative manner under the coordination of DiBio and with the economic support of GIZ and of other actors of interest. 1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Jamaica's reality. 1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means. 1.4 In an interactive manner, Jamaica taps into useful information on, and participates into, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership, Global Biodiversity Information Facility and the World Conservation Monitoring Centre, the Global Environment Outlook portal, among other relevant ones). 2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Jamaica, anchored into the Plan of Nation development framework, are developed in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience. 2.2 The updated and fully endorsed NBSAP for Jamaica is submitted to the CBD preferably within the deadline set by the COP. 3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is

Position Titles	\$/ Person Week	Estimated Person Weeks	Tasks to be Performed
			<p>appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.</p> <p>3.2 Increased and updated web content and technological capacity for the Jamaica CHM website that includes a link to the Fifth National Report, the national invasive alien species database and new links to biodiversity knowledge networks of relevance to Jamaica.</p> <p>3.3. Immediate CBD reporting obligations are met by Jamaica in a timely manner, in particular the Fifth National Report to the CBD by 31 March 2014.</p> <p><i>Contribution to the following deliverables.</i></p> <ul style="list-style-type: none"> ➤ Brief Review of the Biodiversity Planning Process in Jamaica ➤ Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020 ➤ Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Jamaica ➤ Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in Jamaica ➤ Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions, increasing representativeness, improving marine connectivity; designing protected areas for climate resilience; and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.) ➤ Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➤ Updated and fully functional CHM for Jamaica, based on best international practice on the matter ➤ Fifth National Report to the CDB ➤ Final Second National Biodiversity Strategy and Action Plan for Jamaica
Integration and Coordination Specialist	1,000	20	<p><i>Key Tasks:</i></p> <ul style="list-style-type: none"> ▪ Review of institutional context and identification of institutional stakeholders ▪ Development of plan for institutional strengthening ▪ Development of a proposal for sensitizing Jamaican institutions on how to utilize the CHM ▪ Development of proposals for indicators related to institutional capacities <p>The consultant will make a significant contribution to all of the project's outputs, with emphasis on the following:</p> <p>1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the national level carried out in participative and informative manner under the coordination of DiBio and with the economic support of GIZ, and of other actors of interest.</p> <p>1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Jamaica's reality.</p> <p>1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.</p> <p>1.4 In an interactive manner, Jamaica taps into useful information on, and participates into, global networks and initiatives on biodiversity data and indicators (such as the Inter-American Biodiversity Information Network, Biodiversity Indicators Partnership, Global Biodiversity Information Facility and the World Conservation Monitoring Centre, the Global Environment Outlook portal, among other relevant ones).</p> <p>2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Jamaica, anchored into the Plan of Nation development framework, are developed in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.</p> <p>3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is</p>

Position Titles	S / Person Week	Estimated Person Weeks	Tasks to be Performed
			<p>appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.</p> <p>3.2 A proposal for sensitizing institutions to the use of the Jamaica CHM is developed and presented to the national CHM Steering Committee.</p> <p><i>Contribution to the following deliverables:</i></p> <ul style="list-style-type: none"> ➤ Brief Review of the Biodiversity Planning Process in Jamaica ➤ Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020 ➤ Second National Biodiversity Strategy and Action Plan for Jamaica ➤ Sub-product 1: Challenges to Jamaica's Protected Areas in the 21st Century ➤ Set of "straight-forward" and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➤ Updated and fully functional CHM for Jamaica, based on best international practice on the matter
<p><i>International</i></p> <p>NBSAP International Advisor</p>	<p>3000</p>	<p>8</p>	<p><i>Objectives:</i></p> <p>To provide overall technical support through advisory and capacity building services to the stocktaking, stakeholder consultation, national target setting processes, as well as to the development of the NBSAP and its implementation plans in Jamaica. The International Advisor will also be asked to provide Editing Services for the final Document prepared.</p> <p>The NBSAP International Advisor will be an experienced expatriate consultant, with wide experience in biodiversity management and policy, and preferably with experience working in the Caribbean region including gender mainstreaming in biodiversity strategies. He/she will be responsible for the technical quality control during the formulation of the NBSAP and for the timely finalisation of the NBSAP and a number of related products. The NBSAP International Advisor will render services to the National Enabling Activity Technical Coordinator as his/her main clients.</p> <p><i>Key tasks:</i></p> <ul style="list-style-type: none"> - Under the overall guidance of the National Enabling Activity Technical Coordinator, national execution partners and the UNDP technical staff, ensure that the inception meeting results in a clear roadmap for the project. - Assist the National Enabling Activity Technical Coordinator in developing a detailed work plan on that basis, in executing the project's scope and budget, in identifying further implementation partners, and in coordinating the efforts allocated to the different activities and deliverables including the input and outputs of the different project consultants and service providers. This will imply reviewing and revising TORs and providing support in the recruitment of consultants and procurement of service providers upon demand. - Provide oversight, technical guidance and support to the consultants and working groups involved in the NBSAP, ensuring high technical quality of project deliverables. - Ensure that the conclusions from the different studies conducted under the project are incorporated into the NBSAP. - Ensure that all climate change-related issues that affect or are affected by biodiversity (including both adaptation and mitigation opportunities and measures), including those that are highlighted in the latest National Communication to the UNFCCC, are integrated and addressed in the NBSAP. - Submit draft, revised and final versions of the new NBSAP and of all NBSAP-related studies and reports to the National Enabling Activity Technical Coordinator, key national implementing partners and UNDP technical staff, as per the agreed timelines. - Ensure the timely completion of the new NBSAP and its timely submission to the CBD Secretariat in compliance with agreed deadlines. <p><i>Contribution to the following deliverables:</i></p> <ul style="list-style-type: none"> ➤ Brief Review of the Biodiversity Planning Process in Jamaica ➤ Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020 ➤ Second National Biodiversity Strategy and Action Plan for Jamaica ➤ Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Jamaica

<i>Position Titles</i>	<i>\$ / Person Week</i>	<i>Estimated Person Weeks</i>	<i>Tasks to be Performed</i>
			<ul style="list-style-type: none"> ➤ Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in Jamaica ➤ Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions; increasing representativeness; improving marine connectivity; designing protected areas for climate resilience; and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.) ➤ Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➤ Updated plan for increased information sharing and technological capacity for the CHM for Jamaica, based on the CBD CHM Work Programme for 2010-2020. ➤ Fifth National Report to the CDB <p>Selection criteria: The consultant should have an advanced degree (MSc) in environmental or natural sciences, preferably with exposure to biodiversity conservation issues at the international level, in both the field and policy arenas. Proven track record of drafting relevant materials (publications, reports and related documentation) in the biodiversity and ecosystem-based adaptation/mitigation areas. Proven ability to collect, verify and analyse information, and to finish and present work with a high degree of accuracy and technical quality. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences. Solid knowledge and understanding of the CBD decisions and processes. Previous experience in the development of NBSAPs, especially at the international level and inclusive of gender considerations, is an advantage. Full proficiency in English</p>

Project Annexes



Annex 1. Approved GEF proposal for BD EA (Headings Overview on page 3) **REQUEST FOR BIODIVERSITY ENABLING ACTIVITY**
PROPOSAL FOR FUNDING UNDER THE GEF TRUST FUND

PART I: PROJECT IDENTIFIERS

EA Title:	National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica		
Country(ies):	Jamaica	GEF Project ID:	TBD
GEF Agency(ies):	UNDP	GEF Agency Project ID:	5192
Other Executing Partner(s):	National Environment and Planning Agency (NEPA)	Submission Date:	5192
GEF Focal Area (s):	Biodiversity	Project Duration(Months)	12
Check if applicable:	NCSA <input type="checkbox"/> NAPA <input type="checkbox"/>	Agency Fee (\$):	\$20,000

A. EA FRAMEWORK

EA OBJECTIVE: TO INTEGRATE JAMAICA'S OBLIGATIONS UNDER THE CONVENTION ON BIOLOGICAL DIVERSITY (CBD) INTO ITS NATIONAL DEVELOPMENT AND SECTORAL PLANNING FRAMEWORKS THROUGH A RENEWED AND PARTICIPATIVE 'BIODIVERSITY PLANNING' AND STRATEGIZING PROCESS, IN A MANNER THAT IS IN LINE WITH THE GLOBAL GUIDANCE CONTAINED IN THE CBD'S STRATEGIC PLAN FOR 2011-2020.

EA Component	Grant Type	Expected Outcomes	Expected Outputs	Grant Amount (\$)	Confirmed Co-financing (\$)
1) Stocktaking and national target setting	TA	- By mid-2014, national targets in response to the global Aichi Targets are developed.	<p>1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative manner.</p> <p>1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Jamaica's reality.</p> <p>1.3 The achievement of national targets, developed in line with the global Aichi Targets, is monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.</p> <p>1.4 In an iterative manner, Jamaica taps into useful information on, and participates in, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership⁵, Global Biodiversity Information Facility⁶ and the World Conservation Monitoring Centre⁷, the Global Environment Outlook portal⁸, among other relevant ones).</p>	30,700	9,000

⁵ www.biodiversityindicators.net

⁶ www.gbif.org

⁷ www.unep-wcmc.org

⁸ geodata.rreap.unep.org

2) NBSAP update	TA	- By 2014, Jamaica's NBSAP is fully updated, is in line with the guidance in the CBD Strategic Plan (2011-2020) and has been submitted to the CBD COP	2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Jamaica anchored into national development frameworks, is updated, in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience. 2.2 The updated and fully endorsed NBSAP for Jamaica is submitted to the CBD preferably within the deadline set by the COP.	86,090	12,000
3) National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms		- By 2014, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment - By 31 March 2014, the Fifth National Report is submitted to the CBD By 31 March 2014 the national invasive alien species database is online and data entry has begun.	3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance. 3.2. National invasive alien species database updated for online access, and training on data entry provided through the Jamaica CHM. 3.3 Immediate CBD reporting obligations are met by Jamaica in a timely manner, in particular the Fifth National Report to the CBD by 31 March 2014.	84,800	5,000
Subtotal				201,590	26,000
EA Management Cost ⁹				18,410	4,000
Total EA Cost				220,000	30,000

⁹ List the \$ by EA components.

B. CO-FINANCING FOR THE EA BY SOURCE AND BY NAME

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Amount (\$)
National Government	Government of Jamaica, NEPA (Technical Oversight of the NBSAP update and Project Direction)	In-kind	30,000
Total Co-financing*			30,000

*Note This represents the minimum amount, but may be increased later.

⁹ This is the cost associated with the unit executing the project on the ground and could be financed out of trust fund or co-financing sources.

C. GRANT RESOURCES REQUESTED BY AGENCY, FOCAL AREA AND COUNTRY

GEF Agency	Type of Trust Fund	Focal Area	Country Name/Global	EA Amount (a)	Agency Fee (b)	Total (c)=(a)+(b)
UNDP	GEF TF	Biodiversity Focal Area Set-Aside	Jamaica	220,000	20,900	240,900
Total Grant Resources				220,000	20,900	240,900

D. EA MANAGEMENT COSTS

COST ITEMS	[GEF ONLY] TOTAL ESTIMATED PERSON WEEKS/MONTHS	GRANT AMOUNT (\$)	CO-FINANCING (\$)	EA TOTAL (\$)
LOCAL CONSULTANTS*	15.6	9,360		9,360
INTERNATIONAL CONSULTANTS*				
OFFICE FACILITIES, EQUIPMENT, VEHICLES AND COMMUNICATIONS*			4,000	4,000
Travel		5,000		5,000
Others** - Project Audit		3,250		3,250
Direct Project Costs		800		800
Total		18,410	4,000	22,410

* Details to be provided in Annex A. ** Other items to be clearly specified.

ADDITIONAL INFORMATION FOR TABLE D, IF APPLICABLE:

If costs for office facilities, equipment, vehicles and communications, travels are requesting for GEF financing, please provide justification here:

PART II: ENABLING ACTIVITY JUSTIFICATION

A. ENABLING ACTIVITY BACKGROUND AND CONTEXT (Provide brief information about projects implemented since a country became party to the convention and results achieved):

Background to Jamaica's biodiversity:

Approximately 70% of the island's surface area is covered by limestone. The remaining 30% is covered by igneous and metamorphic rocks, shale, and alluvium cover. Jamaica has been rated fifth in islands of the world in terms of endemic plants. There is also a high level of endemism for many species of animals including snails, terrestrial grapsid crabs, amphibians, reptiles, and land birds. The status of species of fungi, bacteria, viruses and some invertebrates is not yet well known. According to Jamaica's Conservation Data Centre database (CDC), at least 221 endemic species are classified as 'critically imperiled' and 'especially vulnerable to extinction'. Like all small island nations, Jamaica's biodiversity is especially vulnerable to extinction. Species thought to be extinct in Jamaica include: Monk Seal (*Monachus tropicalis*); Giant Galliwasp (*Celestus occidus*); Black Racer (*Alsophis alter*); Jamaican Rice Rat (*Oryzomys antillarum*); Jamaican Parauque (*Siphonorhis americana*); and Black-capped Petrel/Blue Mountain Duck (*Pterodroma Hasitata Caribaea*). Jamaica has an extraordinary richness of marine, coastal, freshwater, agri-biodiversity and forest biodiversity.

Economic Development Challenges:

Natural resources have played an important role in Jamaica's development in both the pre - and post-colonial periods. The island's major economic sectors, agriculture, tourism and mining, are all based on natural resources. The pattern of economic development and urbanisation has contributed substantially to the destruction of biodiversity. Initially, the increasing demand (in Europe) for sugar led to the development of estates for the cultivation of sugar cane in the lowland areas of the island. Later, agricultural production expanded to include crops such as bananas, coconuts, coffee and citrus. This agricultural development required the clearing of primary forests and was ecologically very destructive. While the main impact of sugar cane and banana cultivation may have been confined to lowland areas, coffee cultivation has caused substantial deforestation of the upland areas mainly as a result of the felling and clearing of forest vegetation in preparation for planting coffee.

In addition, the effects of chemical fertilisers and pesticides used in crop production have implications for the viability of non-target populations including crop pollinators. The impact of harmful agricultural chemical residues in surface and ground water on coral reefs

is also of concern. The discovery of commercial deposits of bauxite in the 1950s triggered a major change in the pattern of resource exploitation. Large areas of vegetation were cleared to allow ore extraction and construction of the necessary physical infrastructure to support mining operations and transport of products. Mining and processing of bauxite ore also contribute to land degradation, and air and ground water pollution. During the 1950s, the Government provided incentives to encourage foreign investments through the "Industrialization by Invitation" programme. By the 1970s, this led to the transformation of the main urban areas into centres with industries of considerable size. Hotel construction proceeded rapidly in coastal locations such as Montego Bay and Ocho Rios. The need for land to support the growing manufacturing and tourism sectors contributed to the destruction of forest and mangrove biodiversity. Air, ground and coastal water pollution also occurred.

The negative impact of tourism and manufacturing on biodiversity has been exacerbated by the unprecedented urban growth and unplanned developments in the coastal areas between 1943 and 1975. Planned and unplanned urbanization and informal (squatter) settlement construction have resulted in the loss of prime agricultural land. In addition, alteration and destruction of coastal and marine ecosystems are jeopardising biodiversity in these areas and beyond.

Most of the challenges facing Jamaica in the second half of the 20th Century persist today, except that they are even further aggravated by the impacts of climate change.

Threats to biodiversity:

Jamaica has a rich biodiversity inheritance, but, this fragile biological inheritance is seriously threatened due to both natural and anthropogenic events. Significant declines in the biodiversity of Jamaica are clearly evident, and key threats and pressures include:

- **Unsustainable Mining and processing:** Both mining and processing place serious and sustained burdens on the environment. On an annual basis, an average of almost 100 hectares of land are disturbed for bauxite mining while only 76 ha are restored. Bauxite mining continues to pose a threat to diversity within Jamaica.
- **Improper Waste Disposal:** Primary causes include: terrestrial and aquatic pollution (e.g. oil spills, coastal waste dumpsites); solid waste collection and disposal; hazardous waste usage and disposal; sewage collection, treatment and disposal; and disposal of heavy equipment (e.g. cars):
- **Land clearing for agriculture and non-sustainable farming practices:** Forest and aquatic biodiversity in Jamaica is at high risk from conversion to large-scale farms, overuse of pesticides and fertilisers, and industrial agricultural practices.
- **Invasive Alien Species:** Jamaica has a task force that focuses on monitoring and addressing threats from invasive alien species. The following Invasive Species are being monitored: Indian Mongoose (*Herpestes javanicus*), Red-Claw Crayfish, (*Cherax quadricarinatus*), White-tailed Deer (*Odocoileus virginianus*), Australian Box weed (*Pitiospor umundulatum*), White Ginger Lily (*Hedychium coronarium*), Combed Fork Fern (*Dicranopteris pectinata*), Paper Bark Tree (*Melaleuca quinquenervia*), Wild Ginger (*Alpinia allughas*), Lionfish (*Pterois volitans*) and feral pigs. In addition, the Mason River Reserve ecosystem is threatened by the native invasive thicket forming fern species (*Dicranopteris pectinata*) and the alien invasive Strawberry Guava (*Psidium cattleianum*).
- **Impacts from Climate Change:** The primary impacts of climate change in Jamaica include increased episodes of coral bleaching, increase sea temperatures, increased sea acidity, increased frequency and intensity of storms during the hurricane season, and hotter inland temperatures, leading to hydrological changes.
- **Coastal Spatial development and inappropriate land use:** Jamaica's fragile marine and land-based biodiversity continues to be threatened by coastal construction projects which disturbs sensitive ecosystems. The threats of construction activities are mitigated through National Environment and Planning Agency's (NEPA) Permits and Licenses system which stipulates specific conditions for development, however, the activities have resulted in intense land degradation and fragmentation of habitats.

Administration and legislation:

Jamaica's biodiversity is managed under the (NEPA). The National Environment and Planning Agency (NEPA) is an Executive Agency that became operational on April 1, 2001. NEPA represents a merger between the Natural Resources Conservation Authority (NRCA), the Town Planning Department (TPD) and the Land Development and Utilization Commission (LDUC). The Agency results from the work of the Government of Jamaica Public Sector Modernization Programme (PSMP). The aim of the merger is to integrate environmental, planning and sustainable development policies and programmes and to improve customer service.

Jamaica's current environmental legislation provides a basic framework for the conservation and sustainable use of biodiversity. There are at least 52 pieces of legislation which have aspects that directly relate to the management of the environment. However, very few of these statutes deal comprehensively with the protection, conservation and sustainable use of biodiversity, as they are primarily sectoral in nature.

The legislative framework in Jamaica does not comprehensively protect ecosystem diversity, species diversity or genetic diversity. A new framework is needed that recognises the components of biodiversity and ensures the sustainable use of biodiversity in Jamaica. In this regard, Jamaica is in the process of reviewing or developing several pieces of legislation that are relevant to the conservation of biodiversity and its sustainable use. These include the review of the Forest Act (1996); the creation of a new Wild Life Protection Act, a new Fisheries Act and a new Watershed Act; and the creation of regulations under The Endangered Species (Protection, Conservation and Regulation of Trade) Act (2000).

Key acts that guide environmental laws and policies include:

The Natural Resources Conservation Authority Act, 1991; The Watershed Protection Act, 1965; The Beach Control Act, 1956; The Wild Life Protection Act, 1945; The Fishing Industry Act, 1975; The Forest Act, 1996; Endangered Species (Protection, Conservation and Regulation of Trade) Act, 2000; Town and Country Planning Act, 1948 (amended in 1999); The Quarries Control Act, 1983; Water Resources Authority Act, 1995; Forest Policy, 2001 (updated Forest Land Use Policy, 1996); National Forest Management and Conservation Plan (NFMCP) National Physical Plan, 1978; Ocean and Coastal Zone Policy; Policy for Jamaica's System of Protected Areas, 1997; Jamaica National Environmental Action Plan; Jamaica National Land Use Policy 1996; Management and Recovery Plans for Endangered Species. It is worth noting that there is currently no policy governing the protection of rivers and caves or offshore cays in Jamaica.

Protected area system:

In 2012, Jamaica's developed a protected areas action plan, in line with the CBD recommendations (<http://www.cbd.int/protected/implementation/actionplans/country/?country=jm>). This report highlights key issues and next steps for Jamaica's protected area system.

- *Protected area multi-stakeholder committee:* There is a Protected Areas Committee (PAC) which includes representatives from government agencies responsible for protected areas (Forestry Department, Fisheries Division, National Environment and Planning Agency and the Jamaica National Heritage Trust); Ministry of Water, Land, Environment and Climate Change; Scientific Authority and The Nature Conservancy. The mandate of the PAC is to prepare a Protected Areas System Master Plan for Jamaica, in accordance with the Convention on Biological Diversity (CBD) guidelines and national needs to ensure an effectively managed and sustainably financed, ecologically representative protected areas system.
- Jamaica's current protected areas cover nearly 2,000 km² which is approximately 18% of the country's land area (Ecological Working Group 2009) as well as approximately 1,820 km² of marine area.
- Jamaica is the third largest island in the Caribbean and is approximately 145km south of Cuba and 161km west of Hispaniola (Map 1). It is located at approximately 17022' North latitude and 77030' West longitude (National Environment and Planning Agency, 2003).
- The Policy for Jamaica's System of Protected Areas (1997) defines a protected area as an area of land or water that is managed for the protection and maintenance of its ecological systems, biological diversity and/or specific natural, cultural and aesthetic resources. This definition is currently under review. Jamaica's protected areas include a variety of "biologically important features such as ecosystems, communities, habitat types, as well as plant and animal species" (Ecological Working Group, 2009). Protected areas include a variety of categories with different protective regimes. These areas are declared under a number of Acts, the most important of which are the Forest Act, Fishing Industry Act, Natural Resources Conservation Authority Act and the Jamaica National Heritage Trust Act (Table 1).
- Jamaica has a wide number of protected areas, shown here:

PA category/type	Quantity	Surface area, hectares*	Corresponding IUCN category	Management authority
Marine Park	2	20,069	II, VI	Natural Resources Conservation Authority (NRCA) but there are Memoranda of Understanding with Non-governmental Organizations (NGOs).
National Park	1	49,520	II, VI	NRCA has an agreement with a NGO.
Protected Area	5	238,217	IV, VI	<ul style="list-style-type: none"> • NRCA • NRCA and Jamaica National Heritage Trust
Environmental Protection Area	1	40,670	V, VI	NRCA
Forest Reserve	102	116,000	I, II, IV	Forestry Department and co-management (Forestry Department and Local Forest Management Committees)

Forest Management Area	2		V, VI	Private owners
Special Fishery Conservation Area ¹⁰	14	6900*	IV	Fisheries Division
Protected National Heritage Site	177	TBD	III, IV	Jamaica National Heritage Trust
National Monument	19	TBD	III, IV	Jamaica National Heritage Trust

Jamaica has completed numerous protected area assessments. The National Report on Management Effectiveness Assessment and Capacity Development Plan identified fourteen (14) major threats to protected areas in Jamaica. These include invasive alien species; forest clearing for agriculture; mining and quarrying; pollution; hunting and harvesting; timber harvest (illegal); timber harvest; (legal); encroachment (legal); encroachment (illegal); tourism; destructive fishing practices (e.g. use of dynamites, poisons, spear); over fishing; fires (human-induced); and global climate change (Figure 1) (Hayman, 2007). The most critical of these threats are invasive alien species, mining, clearing forest/vegetation, hunting, pollution, encroachment-illegal, tourism, over fishing, fires, tourism and climate change (Hayman, 2007). Threats to/pressures on marine protected areas include climate change, pollution, tourism, over-fishing and hunting and harvesting of *inter alia* corals, sea moss, sea turtles and sea fans (Hayman 2007). Protected areas that are both marine and terrestrial are affected by pressures/threats including invasive alien species, forest clearing, encroachment, harvesting, fires and tourism (Hayman 2007). Threats to/pressures on terrestrial protected areas include *inter alia* forest clearing, hunting, timber harvesting, invasive alien species, tourism, mining, fires and climate change.

There are thirteen (13) goals and thirteen (13) targets for the protected areas system which are aligned with the Convention on Biological Diversity (CBD) Programme of Work on Protected Areas (PoWPA). The goals and targets will be finalized when the process to review the draft Protected Area System Master Plan (PASMP) has been completed. The goals are as follows:

- To integrate protected areas into broader land and seascapes and sectors so as to maintain ecological structure and function.
- To substantially improve site-based protected area planning and management.
- To enhance and secure the involvement of local communities and other relevant stakeholders.
- To ensure the financial sustainability of the protected areas within the national system.
- To evaluate, monitor and improve protected areas management, status and trends.
- To develop and adopt minimum standards and best practices for the national protected area system.
- To build capacity for the planning, establishment and management of protected areas.
- To prevent and mitigate the negative impacts of key threats to protected areas.
- To ensure that scientific knowledge contributes to the establishment and effectiveness of protected area systems
- To identify and integrate climate change adaptation and mitigation measures in protected area planning and management strategies.
- To address under-representation of marine, inland water, and terrestrial ecosystems and heritage sites in the protected area system.
- To provide an enabling policy, institutional and socio-economic environment for protected areas

Primary barriers to the effective implementation of the CBD in Jamaica:

The latest National Report for Jamaica identified a wide range of barriers to the effective implementation of the CBD. Many of these are directly related to the activities identified in this proposal, and include:

- Inadequate capacity to act, caused by institutional weaknesses and lack of interagency coordination.
- Inadequate mainstreaming of biodiversity into other sectors and development
- Loss of biodiversity and corresponding goods and services not properly understood and documented
- Lack of financial, technical and human resources
- Weak enforcement
- Lack of understanding of how to address natural disasters and environmental change

Other related biodiversity planning processes:

¹⁰ Fish sanctuary was renamed as Special Fishery Conservation Area, in May 2012 under the Fishing Industry Act

In addition to the CBD reporting processes and the conclusions from previous capacity needs assessments, the preparation of Jamaica's new NBSAP will build on prior and ongoing biodiversity planning processes, including:

- Jamaica Ridge to Reef Watershed (R2RW) Project:** The Ridge to Reef Watershed Project was a joint project between the National Environment Planning Agency and the United States Agency for International Development. The project included work with several communities including Cascade, Penlyne Castle, and Irish Town on reforestation projects. R2RW was designed to build upon the achievements of a previous project, CWIP, in terms of both establishing strong community partners to improve environmental management in selected watersheds and expanding the coastal mandate of CWIP into upland areas. The project addressed the degradation of watersheds in Jamaica by improving and sustaining the management of natural resources in targeted watershed areas that are both environmentally and economically significant. This has been an important initiative in partially addressing some of the gaps and challenges identified in the areas of sustainable tourism and coastal and marine resources. The NBSAP revision process will build on and strengthen this Ridge to Reef Watershed approach.
- The Environmental Action (ENACT) Programme:** The Environmental Action (ENACT) Programme was jointly funded by the Government of Jamaica (GOJ) and the Canada International Development Agency (CIDA). It focused its capacity development initiatives around the following five main components: 1) Greening of Government; 2) Capacity Development for NEPA; 3) Local Sustainable Development Planning (LSDP); 4) Environmental Education for Sustainable Development (EESD); and 5. Environmental management in the private Sector. The Dolphin Head Trust also implemented a project entitled Bamboo Conservation and Utilization Facility. This was an initiative to provide women and youth in the Dolphin Head area with alternatives to environmentally destruction activities, while laying the foundation for re-forestation efforts. The NBSAP revision process will build on these important capacity-building efforts.
- Climate change adaptation efforts:** The issue of the importance of climate change was expressed by Caribbean governments as early as 1997. This has been partially addressed by a project funded by the Canadian Climate Change Development Fund (CCCDF) through the Canadian International Development Agency (CIDA). The project, "Adapting to Climate Change in the Caribbean" (ACCC) begun in 2001 and ended in September 2004. Outputs include: 1) Development of "Caribbean Risk Management Guidelines for Climate Change Adaptation Decision Making"; 2) A draft regional Public Education and Outreach Strategy; 3) Business Plan for the Caribbean Community Climate Change Centre; 4) Development and application of climate scenarios for Caribbean SIDS (to be completed under MACC). Work is also in progress at the Climate Studies Group in the Physics Department of the UWI, Mona, including: A Guide to assist CARICOM country environmental impact assessment (EIA) practitioners in the integration of climate change into the EIA process; Staff training and development at the Caribbean Institute for Meteorology and Hydrology (CIMH) to strengthen their climate change capacity; Eight Students, including a Jamaican, participated in the Master's Degree course in climate change at the UWI; and Dialogue established with SPREP and the Pacific Islands Climate Change Assistance Program (PICCAP) for collaboration on issues related to climate change. Despite this, the country lacks equipment needed to monitor and adapt to the impacts of climate change.

1) National Reporting to CBD			
Reports	Date of Submission to CBD Secretariat	Current Status*	Comments
National Biodiversity Strategy and Action Plan	July 2003	Submitted	Currently outdated, as does not address Aichi Targets fully and issues of traditional knowledge and climate change.
Revision of NBSAP	Not submitted	Not yet started	Funding being applied for under this project
1 st National Report	July 2003	Submitted	Currently outdated
2 nd National Report	October 2003	submitted	Currently outdated
3 rd National Report	December 2009	Submitted	Currently outdated
4 th National Report	Not submitted	Not submitted	The 4 th National Report does not fully consider the Aichi Targets and new CBD guidance. This document is currently being finalized for submission. The Aichi Targets will be included in the review of the NBSAP/5 th National Report to be prepared under this project.
2) Capacity Needs Assessments carried out			
		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Start Date: Sep 2004		End Date: Sep 2005	
Please list all of the CBD Program of Work and cross-cutting themes that were addressed in the Biodiversity Enabling Activities Capacity Needs Assessments:			Dates
<ul style="list-style-type: none"> Cross-cutting capacity needs assessments for the implementation of the 3 Rio Conventions (Biodiversity, Climate Change and Desertification) 			2005

<ul style="list-style-type: none"> ▪ Under the First National Report to the CBD: <ul style="list-style-type: none"> - Agrobiodiversity - Biodiversity for Development - Invasive Alien Species - Protected Areas - Sustainable Use of Biodiversity - Marine and Coastal Biodiversity - Public Education 	2003
3) Clearing House Mechanism (CHM) established?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
CHM link(s):	http://jamaicachm.org.jm/foj_wp/
Is the CHM website maintained up to date?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
How many people currently operate and maintain the national CHM?	1
How many people visited the national CHM website in the past 12 months?	Unknown

B. ENABLING ACTIVITY GOALS AND OBJECTIVES(The proposal should briefly justify the need for the project.)

The Baseline Project: The Current NBSAP and the new CBD Strategic Plan

The new CBD Strategic Plan, adopted at CoP-10 in 2010 in Nagoya-Japan, clearly addresses the need for updating NBSAPs, stating in Target 17 that "By 2015, each Party has developed, adopted as a policy instrument, and has commenced implementing an effective, participatory and updated national biodiversity strategy and action plan." The strategic plan also covers a range of issues that will need to be incorporated into the revised NBSAPs, including guidance to countries to: a) fully realize the value of biodiversity and ecosystem services, and incorporate these values into national and local development and poverty reduction strategies (Targets 1 and 2); b) increase the global terrestrial protected area estate from 12% to 17% and the marine estate from 6% to 10% (Target 11); c) restore and safeguard key ecosystem services, especially for water, health and livelihoods (Target 14); and d) strengthen ecosystem resilience to climate change and promote ecosystem-based approaches to climate change adaptation and mitigation (Target 15). The most recent NBSAP for Jamaica was completed in February 2003. This version of the NBSAP does not include the following elements of the CBD Strategic Plan's Aichi Targets:

- A plan for integrating the value of biodiversity into national and local development and poverty reduction strategies and planning processes and are being incorporated into national accounting, as appropriate, and reporting systems (Target 2) – Jamaica has identified that poverty is a major driver of biodiversity loss, the previous NBSAPs did not include specific strategies for poverty alleviation and linkages with human wellbeing, including the identification of critical ecosystem services;
- A plan for creating incentives and removing harmful subsidies (Target 3) – although there is a section on creating positive incentives, the NBSAP did not address tackling harmful subsidies and perverse incentives;
- A plan for fully implementing the Programme of Work on Protected Areas, including increased protection and landscape/seascape connectivity (Target 11) – Jamaica has recently developed a draft action plan for the Programme of Work on Protected Areas, but still needs to assess specifically how the new proposed protected areas can address many of the Aichi Targets, including avoiding extinctions, safeguarding critical ecosystems, and strengthening climate resilience (in particular reef resilience);
- A plan for restoring and safeguarding ecosystems that provide essential services, including services related to water, and contribute to health, livelihoods and well-being (Target 14) – the previous NBSAP did not identify areas of critical ecosystem services, nor did it address specific strategies for safeguarding these ecosystem services; this is especially important in the case of Jamaica, which relies heavily on ecosystem services for drinking water and irrigation, for pollination and for storm surge control;
- A plan for strengthening ecosystem resilience and the contribution of biodiversity to carbon stocks, including the restoration of at least 15 percent of degraded ecosystems (Target 16) – this is particularly important in Jamaica, and will be a key feature of the revised NBSAP;
- A plan for the mobilization of financial resources for effectively implementing the Strategic Plan for Biodiversity 2011-2020 from all sources (Target 20) – This was a major decision at CoP-11, and Jamaica will be identifying and mobilizing required resources to implement its revised NBSAP.

Proposed Response and Rationale: The new generation of BD EA. This project seeks to fully incorporate the above issues into the NBSAP. This 'next generation' NBSAP will create a national road map for achieving the Aichi Targets, and for changing the trajectory of development in Jamaica. Special emphasis will be placed on mainstreaming biodiversity into development plans, incorporating protected area networks and sustainable production systems into ecosystem-based climate adaptation and resilience plans, and creating sustainable finance for biodiversity conservation through the full valuation of key ecosystem services.

Alignment with Focal Area Outcome(s):

BD5 Objective: Integrate CBD Obligations into National Planning Processes through Enabling Activities (herein serving as the

'Project Development Goal')

Focal Area Outcome 5.1: Development and sectoral planning frameworks at country level integrate measurable biodiversity conservation and sustainable use targets.

The Project Objective is:

To integrate Jamaica's obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process, in a manner that is in line with the global guidance contained in the CBD's Strategic Plan for 2011-2020.

This will be achieved through the following **Outcomes** (corresponding to components described in detail below):

- Outcome 1 – A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets
- Outcome 2 – The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience
- Outcome 3 – National frameworks for resource mobilization, NBSAP implementation, Convention reporting and exchange mechanisms are strengthened

How the project plans to build national capacity

Enabling Activities are considered foundation activities within the framework of the GEF. The ultimate goal of Biodiversity Enabling Activities is to build national capacity across the board for biodiversity management. The effective achievement of global biodiversity benefits depends on the development of national capacity for managing biodiversity. The approach to building of national capacity in this proposal will include:

- (1) driving a participatory and consultative process for preparing all of key products under the project; and
- (2) bringing professional expertise into the process, e.g. by planning a few highly strategic output-based consultancies, where one of the key aims is to build national capacity to carry out activities related to biodiversity planning.

The project will focus on strengthening national capacity in Jamaica in the following manner:

Individual	Much of the work under this project will be carried out through working groups. This is an ideal forum for imparting knowledge among different individuals involved in biodiversity planning and in environmental matters in Jamaica. This approach ensures that national and international consultants, technical experts and advisors, stakeholders and government staff collaborate in a shared learning process.
Organizational	UNDP's approach to Biodiversity Enabling activities in GEF5 goes beyond the mere production of national reports and strategies to the CBD and the development of a website for the CHM. Rather, it is concerned about developing a permanent framework for reporting to the CBD and monitoring on biodiversity management. This implies institutionalizing the capacity for eventually achieving this with as little external assistance as possible. Given the ambitious targets of the CBD Strategic Plan for 2011-2020, it is recognized that actions to engage external assistance and retain national are in the meanwhile needed. This will be availed through the project. In particular, the following activities are specially targeted at building organizational capacity: <ul style="list-style-type: none">▪ Taking stock of the NBSAP and identifying barriers to its implementation▪ Setting targets and priorities▪ Developing implementation plans for the revised NBSAP▪ Assessing and strengthening capacity needs▪ Developing a permanent framework for reporting to the CBD

Systemic	<p>The approach that UNDP has developed for Biodiversity Enabling Activities in GEF5 is transformational with respect to systemic capacity elements (i.e. policy, economic, regulatory, and accountability frameworks within which organizations and individuals operate). The aim is to ensure that the objectives, targets and guidance from the CBD Strategic Plan for 2011-2020 become fully anchored into national development frameworks and that the system is capable of effectively and in those cases where relevant and possible real-time collecting, analyzing and feeding back the relevant information into the policy making. The method will utilize systemic and societal capabilities and harness those for policy making and monitoring and evaluation that will combine traditional with innovative mechanisms of data collection. The knowledge developed through these activities will become part of Jamaica's new NBSAP and will have a greater chance of influencing and even becoming policy. In particular, the following activities are specially targeted at building systemic capacity:</p> <ul style="list-style-type: none"> ▪ Assessing and integrating ecosystem services through economic valuation ▪ Mainstreaming biodiversity into development policies, plans and practices, into sectoral plans and strategies, and into national accounting frameworks ▪ Incorporating climate change issues into the NBSAP, including the incorporation of challenges and opportunities linked to ecosystem-based adaptation and mitigation and ecosystem resilience. ▪ Integrating the NBSAP implementation plan with the CBD Programme of Work on Protected Areas implementation plan ▪ Securing sustainable finance for NBSAP implementation ▪ Monitoring and reporting on the status of biodiversity under climate change scenarios
----------	--

C. DESCRIBE THE ENABLING ACTIVITY AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION (discuss the work intended to be undertaken and the output expected from each activity as outlined in Table A).

Detailed Description of Activities per Project Component/Outcome

The description that follows has been organized in five modules (I -V), following the GEF's guidance, but which for the sake of simplicity were grouped within the three already mentioned Components/Outcomes. The following are modules:

Component	Outline of modules for NBSAP Revision and Related Activities	Indicative percentage of total GEF funding in the proposal (mgt costs excl.)
1	I. Stocktaking and National Target Setting	13.2
	II. Setting national targets, principles, & main priorities of the strategy	
2	III. Strategy and action plan development	34.6
3	IV. Development of Implementation plans and related activities	52.1
	V. Institutional, monitoring, reporting and exchange	

Component I. Stocktaking and national target setting

Key Outputs expected under this component includes the following:

- 1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative manner.
- 1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Jamaica's reality.
- 1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.
- 1.4 In an iterative manner, Jamaica taps into useful information on, and participates into, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership, Global Biodiversity Information Facility and the World Conservation Monitoring Centre, the Global Environment Outlook portal, among other relevant ones).

Key Outcomes:

- By early 2013, a multi-sectoral/multi-stakeholder working group is established and it completes the stock-taking exercise. It is very likely that the existing multi-sectoral advisory group that already exists in Jamaica will be tasked with this job
- By October 2013, national targets in response to the global Aichi Targets are developed.

Key Products or publications resulting from activities:

- Brief Review of the Biodiversity Planning Process in Jamaica
- Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020

Key Activities (I-II):

The existing multi-advisory group, and a stakeholder group of key sectors will play a pivotal role in preparatory and target-setting activities under Component 1. They will be assisted by the national coordinator and consultants, who will carry out the various products. The process of setting targets will be participatory and will include the views of a broad audience, e.g. through a national workshop. Key activities of this component include:

I. Preparing for the NBSAP revision

- Taking stock of the NBSAP and identifying barriers to its implementation: This activity will focus on rapidly but accurately taking stock of existing plans, policies and practices, and of the root causes of biodiversity loss. Within country-specific contexts, the aim is not only to identify key threats, but to understand the drivers behind these threats, as well as the key aspects of the policy environment that are barriers and challenges to effective conservation/sustainable use. Based on existing studies and analyses, the emphasis of this activity will be on identifying key gaps in the existing NBSAP, understanding the primary drivers and root causes, and identifying the means of overcoming existing barriers and challenges.
- Stakeholder consultation and participation: This activity will focus on ensuring a robust consultative process that engages representatives from key sectors, administrative leaders, and traditionally under-represented groups. The aim is to develop and sustain a participatory process in order to increase the likelihood of successful implementation of the NBSAP. This is especially important relative to the goals of mainstreaming biodiversity into national development plans, and promoting resilient landscapes that include production sectors. Inadequate stakeholder participation was also identified in the 3rd National Report as a barrier to effective biodiversity planning.

For this specific task the project will closely collaborate with the currently on-going GEF-funded, UNDP implemented Strengthening the Operational and Financial Sustainability of the National Protected Area System Protected Areas in Jamaica project, which has already identified many primary stakeholders in the biodiversity area and established mechanisms for exchanging information.

II. Setting targets

- Setting targets and priorities: This activity focuses on setting specific, measurable, achievable and time-bound targets for the NBSAPs based on the global Aichi Targets, including targets on restoration of ecosystems, protected area coverage, overall biodiversity loss, and other aspects of the Strategic Plan. This activity, which is linked to priority setting among different aspects within the NBSAP, will be initiated (if not completed) by CoP-11.

III. Defining Biodiversity Indicators

- Biodiversity indicators: Indicators for the Biodiversity targets need to be developed according to national priorities.

Component 2. NBSAP Update

Key Outputs expected under this component includes the following:

- 2.1. The National Biodiversity Strategy and Action Plan (NBSAP) for Jamaica, anchored into national development frameworks, is updated, in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as:
 - (i) mainstreaming,
 - (ii) the valuing of ecosystem goods and services; and
 - (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.
- 2.2 The updated and fully endorsed NBSAPs for Jamaica is submitted to the CBD preferably within the deadline set by the COP¹¹, incorporating recommendations of the following strategic studies:
 - Local-level assessment of the value of critical ecosystems within Jamaica, and opportunities for capturing that value; and
 - Exploring and costing options for developing ecosystem-based adaptation strategies and for strengthening resilience for climate change in Jamaica
 - Revised and updated protected areas action plan

¹¹ The actual submission of the NBSAP to the CBD Secretariat is the responsibility of the government of the FSM, not UNDP.

Key Outcome:

- By early 2014, Jamaica's NBSAP is fully updated, it is in line with the guidance in the CBD Strategic Plan (2011-2020) and has been submitted to the CBD COP

Key Products or Publications resulting from activities

- > Second National Biodiversity Strategy and Action Plan for Jamaica
- > Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Jamaica
- > Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in Jamaica
- > Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions, increasing representativeness, improving marine connectivity; designing protected areas for climate resilience; and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.)

Key Activity (III)

IV. Developing the NBSAP

This step will seek to achieve the following: (i) Developing the strategy and actions to implement the agreed targets through national consultations; (ii) Application of the NBSAP to sub-national entities through sub-national and local consultations; and (iii) Sectoral integration including mainstreaming into development, poverty reduction and climate change plans through sectoral consultations.

While the project will focus on updating all aspects of NBSAPs, it will place particular emphasis on those aspects that are both highlighted in the 2011-2020 CBD Strategic Plan, and that are typically absent from its existing NBSAP. These include the following:

- Assessing and integrating ecosystem services through economic valuation. The study on the Economics of Ecosystems and Biodiversity (TEEB) has drawn attention to the global economic benefits of biodiversity and ecosystem services and to the growing costs of biodiversity loss and degradation. However, JAMAICA has not yet linked the value of biodiversity and ecosystem services to its own national development goals, including poverty alleviation, employment and sustainable livelihoods. The only effort to develop a rough estimate of the lower limit of the total economic value (TEV) of the protected area system was done through a GEF-funded project "Strengthening PA system in JAMAICA". This economic valuation was done for the PAS in order to support the case for sustained public investment in protected area establishment and management. Based on the previous study, but by looking at other elements of ecosystem valuation not typically captured in the mentioned study, JAMAICA will be able to demonstrate the benefits and values of ecosystems and biodiversity at a national level, and better link ecosystems and priority sectors in national development plans, in order to guide allocation of resources. The aim is to strengthen the point that biodiversity not only underpins human well-being, but that biodiversity and associated ecosystem services can make a significant contribution to poverty reduction and economic development. By engaging national specialists and providing support from global specialists, hard economic data will be collected and processed at the country level to demonstrate the costs and benefits of investing in biodiversity management. Capacity to carry out the assessments and make important links to priority economic sectors will be simultaneously built within the country. The availability of essential data and the analysis will allow JAMAICA to "make the case" for biodiversity and will facilitate the process of mainstreaming biodiversity into sectoral planning through concrete biodiversity valuation examples.

Specific steps in this process include:

- a. Identify and assess the full range of values of key ecosystem services within the country, based on existing local, national, regional and global studies on the value of ecosystems and biodiversity, including: the national TEEB valuation results, the valuation of protected areas, any other national ecosystem services studies that have been conducted (e.g. water, carbon), and existing global and regional maps and overlays of key ecosystem services
- b. Identify the implications of these services for different stakeholder groups within the country, including those who benefit from, and pay for, the maintenance of these ecosystem services, and those that degrade ecosystems through unsustainable use.
- c. Estimate and demonstrate the value of key ecosystem services (using methods appropriate to each service), including the value of the ecosystem service in contributing to climate resilience, adaptation and mitigation; reducing poverty, and sustaining livelihoods.
- d. Where appropriate, this activity will also identify potential means of capturing the value of targeted ecosystem services including through policies such as payments for ecosystem services and other positive incentives.

- Mainstreaming biodiversity into development policies, plans and practices and into sectoral plans and strategies: Mainstreaming has been defined as the internalization of biodiversity conservation goals into economic and development sectors, policies and programs, such that they become an integral part of their functioning of these sectors.¹² This aspect is deeply linked to several of the Aichi Targets (3, 4, 14, 16 and 20 to mention a few).

As part of this process, the project will focus on the following sectors and development topics:

- Agriculture
- Mining and processing, especially of bauxite and limestone
- Energy
- Fisheries
- Development Planning & Finance
- Water quality, security and planning
- Poverty alleviation
- Waste management
- Gender
- Climate change
- Land use planning and management, including spatial planning and infrastructural development
- Coastal and marine management and planning
- Public Education and awareness on Biodiversity issues
- Intellectual property rights
- Housing
- Tourism
- Forestry

Specific steps in this process will include:

- Forming partnerships between relevant stakeholders interested in biodiversity conservation issues and in development issues – this will include the existing protected areas committee of Jamaica;
 - Explicitly identifying key stakeholders' interests, and desired outcomes;
 - Embedding and institutionalizing these strategies in the institutions, policies, agreements, programs and mechanisms of each sector.
- Incorporating climate change issues into NBSAPs: The previous NBSAP did not adequately address aspects of climate change. This activity will involve incorporating aspects of climate change into NBSAPs, including, for example:
 - a) identifying, protecting and appropriately managing areas important for carbon sequestration;
 - b) updating the country's ecological gap assessment to include predicted future distribution of biodiversity under climate change scenarios;
 - c) assessing the impact of climate change on the functioning of ecosystem services, such as water, soil formation, refugia to threatened species, recreation, among others;
 - d) identifying areas important for improving nature's ability to adapt to climate change, such as altitudinal gradients and conservation corridors; and
 - e) identifying areas of particular importance for restoration in order to improve climate resilience, adaptation and mitigation.

Component 3. National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms

Key outputs expected under this component includes the following:

- 3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.
- 3.2 National invasive alien species database updated for online access, and training on data entry provided.

¹²Petersen, C and B. Huntley. 2005. Mainstreaming Biodiversity in Productive Landscapes. Working Paper 20. Washington DC: GEF.

3.3 Immediate CBD reporting obligations are met by Jamaica in a timely manner, in particular the Fifth National Report to the CBD by 31 March 2014.

Key Outcomes:

- By 2014, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment
- Fifth National Report to the CBD

Key Products or publications:

- Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP and fully address the Aichi Targets
- Updated and fully functional CHM for Jamaica, based on best international practice on the matter
- Fifth National Report for the CBD

Key Activities (IV – V)

V. Developing implementation plans

This activity will focus on developing an overall plan for implementing the NBSAP. The Biodiversity Specialist and the Institutional Strengthening Specialist will play a pivotal role in the development of implementation plans for the NBSAP under Component 3. Collectively, these consultants will prepare the required products according to their TOR (see Annex A) and for involving a wide range of stakeholders in the process.

The development implementation plan will include the following elements:

- a) Developing an overall implementation plan: The primary output of this activity is an overall implementation plan that delineates major steps, responsible parties, costs for main activities, expected outcomes and a timeline
- b) Integrating the NBSAP implementation plan with the CBD Programme of Work on Protected Areas implementation plan: Jamaica is working towards the strengthening of its protected area system through gap analysis, capacity building for a more effective management, management effectiveness, connectivity planning, and by dealing with the challenges of sustainably financing of the system. These are all aspects linked to the implementation of the PoWPA, to which Jamaica committed to adhering to. We will place particular emphasis on those aspects of Target 11 from the CBD Strategic Plan, including our plans for expanding protected areas, improving management effectiveness, sustainably financing protected areas, improving connectivity, and integrating protected areas into the wider landscape and seascape.
- c) Securing sustainable finance for NBSAP implementation: Article 20 of the Convention mentions the need for Parties "to provide, in accordance with its capabilities, financial support and incentives in respect of those national activities which are intended to achieve the objectives of this Convention." In the past few years, there has been a wide proliferation of innovative biodiversity finance mechanisms, such as payments for ecosystem services, conservation trust funds, biodiversity offsets and bio-carbon funding, among many others. Jamaica is still in the early stages of exploring these mechanisms. This activity will therefore focus on the following:
 - Identifying the existing financial gap for implementing the NBSAP
 - Identifying potential sources of revenue for filling these gaps
 - Assessing the feasibility for these revenue sources
 - Developing a detailed plan for operationalizing these revenue sources
- d) Assessing and strengthening capacity needs: One of the primary areas of enabling activities is the assessment of capacity needs. The decisions at CoP-10 place new and ambitious demands on countries, including requirements to protect and sustainably manage their lands and water, to develop comprehensive plans that integrate climate change into their land use, development and sectoral plans and strategies, and to develop appropriate biodiversity and climate policies, laws and incentives. This activity will ensure that Jamaica develops a road map for strengthening these specific capacities. Building on existing capacity needs assessment, and using existing guidance, Jamaica will identify the following gaps, along with capacity-building strategies to fill those gaps:
 - Insufficiency mandate and attributions and functions of authorities responsible for biodiversity management to execute their programme of work in full;
 - Inadequate level of expert knowledge in sphere of biodiversity management;
 - Limited funding for direct implementation of NBSAP

- Lack of clarity on possible economic benefits derived from the sustainable use of biodiversity
- General lack of financial, human and information resources needed for an ecosystem approach
- Reduced capacity for research of the biodiversity components and monitoring
- Reduced management and financial capacities for development and maintenance of the protected areas system
- Underdeveloped financial incentive measures
- Lack of experience for biodiversity rehabilitation

VI. Institutionalizing, monitoring and reporting

- Monitoring and reporting on the status of biodiversity under climate change scenarios: Monitoring and reporting on the status of biodiversity is a key aspect of several Programmes of Work within the CBD. To date, efforts to monitor and report on the status of biodiversity have been sporadic and have typically not taken into full account the status and trends of biodiversity, the status of effective conservation, the contribution of ecosystem services (such as water and carbon), and the likely impacts of climate change on biodiversity and ecosystem services. Through this project, Jamaica will ensure that future monitoring and reporting on the status of biodiversity and ecosystem services is comprehensive, and fully incorporates climate change issues.
- Developing a permanent framework for reporting to the CBD: Parties to the CBD committed to submitting a fifth national report by 2014. In this project, Jamaica will submit a 5th National Report that fully covers the NBSAPs, key changes in the status and trends in biodiversity status, threats and conservation.

Collaboration and synergies with related initiatives

UNDP has a large and active GEF biodiversity portfolio in Jamaica and in the surrounding region. The project manager, the host organization and the UNDP Country Office will ensure that this proposed project and the other projects benefit from technical synergies. These synergies will be created primarily with the following projects:

- *Climate change enabling activity* (GEF 1882): This project's aims were to identify technology needs, capacity building to assess technology needs, and modalities required to capitalize on these capacities in order to be able to host climate change projects;
- *Integrated Management of the Yallahs River and Hope River Watersheds* (GEF 4454): This project aims to reduce pressure on natural resources in the Yallahs River and Hope River Watersheds of the Blue Mountains by increasing the practice of SLM resulting in improved flow of ecosystem services that sustain local livelihoods. This will help identify strategies for mainstreaming biodiversity into various sectors, and identify how the ecosystem can be managed to sustain local livelihoods.
- *Strengthening the Operational and Financial Sustainability of the National Protected Area System* (GEF 3764): The aim of this project was to consolidate the operational and financial sustainability of Jamaica's National System of Protected Areas, building on work from the GEF-funded Early Action Grant for Protected Areas. This will help address Aichi Target 11 more precisely, as well as to address a host of other Aichi Targets.
- *Piloting Natural Resource Valuation within Environmental Impact Assessments* (GEF 3049): This project aims to develop natural resource valuation (financial and economic) tools to be used to strengthen a holistic approach to the implementation of policies, programmes, plans and development projects with particular reference to strengthening the national implementation of MEAs. In particular, the project will incorporate natural resource valuation tools in the implementation of the Strategic Environmental Assessments (SEA), ensuring that governmental development policies are better informed of environmental values (i.e., biodiversity conservation, environmentally sound and sustainable land management, and climate change mitigation and adaptation strategies) to national economic priorities.

For all above-mentioned projects, the key idea is for them to assist the NBSAP process by providing data and sharing studies carried out in connection with the implementation of this project. Project officers and consultants for the above-mentioned projects will be invited to key events under the BD EA project, so that synergies and collaboration can effectively take place.

A National Target Setting and NBSAP Update Working Group, building off of the successful protected areas committee, will be established that gathers relevant stakeholders and technical experts on biodiversity issues and all the related projects in Jamaica will be represented on this group. Regular meetings will be held between the different projects to leverage synergies and ensure efficiency in implementing the projects. The studies conducted and information gathered under the other projects will be integrated into project implementation and into the strategic documents developed under this project. In particular, the State of the Environment Report (2010) and the Protected Area System Master Plan (2013 draft) will provide valuable information in the development of the NBSAP. Appropriate lessons from the region in dealing with biodiversity issues and related subjects will also be of importance and integrated into the implementation of the project and highlighted through the facilitation of the meetings.

The list herein covers the initiatives which are immediately relevant for the BD EA project. This does not exclude other possible synergies with a number of different initiatives lead by partners, either governmental, non-governmental, research centres, interest groups, private sector etc.

Project implementation arrangement:

The project will be implemented over a period of 12 months. The National Environment and Planning Agency (NEPA) is the government institution responsible for the implementation of the project and will act as the Executing Agency. UNDP is the Implementing Agency for the project and accountable to the GEF for the use of funds. The project is nationally implemented (NIM), in line with the Standard Basic Assistance Agreement (SBAA, 1976) between the UNDP and the Government of Jamaica, and the Country Programme Action Plan (CPAP) for 2012-2016.

The NEPA will nominate a high level official who will chair the Project Steering Committee (PSC) and will be responsible for providing government oversight and guidance to the project implementation. Project technical team will receive technical backstopping provided from the UNDP/GEF Regional Technical Advisor responsible for the project and the UNDP Environment Focal Point at the Regional Office.

Working closely with the NEPA, the UNDP Country Office (UNDP-CO) will be responsible for: (i) providing project assurance services to government (ii) the recruitment of project staff, if so requested by government, and advise on the contracting of consultants and service providers, especially international; (iii) overseeing financial expenditures against project budgets approved by PSC; (iv) appointment of independent financial auditors; and (v) ensuring that all activities including procurement and financial services are carried out in strict compliance with UNDP/GEF procedures. A UNDP Programme Associate will be assigned with the responsibility for the day-to-day management and oversight of project finance.

A *National Project Steering Committee* (PSC) will be convened by the NEPA, and will serve as the project's coordination and decision-making body (Project Board). The PSC will include representation of all the key project stakeholders. It will meet according to the necessity, but not less than once in three months, to review project progress, approve project work plans and approve major project deliverables. The PSC is responsible for ensuring that the project remains on course to deliver products of the required quality to meet the outcomes defined in the project document.

NEPA will commence the project implementation prior to the signature of the project document. The activities will include the preparation of terms of reference for the project personnel and the setup of the PSC and the NPSAP update working group.

The day-to-day administration of the project will be carried out by the Enabling Activity Project Coordinator who will be located within NEPA offices. The project staff will be recruited using the applicable recruitment procedures for the NEX/NIM modality. The Enabling Activity Technical Coordinator will, with the support of the Project Assistant, manage the implementation of all project activities.

The Enabling Activity Project Coordinator will liaise and work closely with all partner institutions to link the project with complementary national programs and initiatives. The Enabling Activity Project Coordinator is accountable to the NEPA, and the PSC for the quality, timeliness and effectiveness of the activities carried out, as well as for the use of funds. The Enabling Activity Project Coordinator will also be technically supported by contracted national and international consultants and service providers.

Comparative advantage of UNDP in Jamaica with respect to this project:

The Government of Jamaica has requested UNDP assistance in designing and implementing this project, due to UNDP's track record in Latin America and the Caribbean. UNDP has an established national office in Kingston, with well-developed working relationships with the key stakeholders of the project. It counts on three programme staff dedicated to the Energy & Environment portfolio, plus support staff, operations and Senior Management. Moreover, the project will benefit from the presence of a UNDP/GEF Regional Technical Advisor dedicated to Biodiversity in the UNDP Regional Service Centre in Panama. UNDP also has extensive experience in integrated policy development, human resources development, institutional strengthening, and non-governmental and community participation.

Project's alignment with UNDP's programme for Jamaica:

The project is in line with the endorsed "Country Programme Action Plan (CPAP) (2012 – 2016) between the Government of Jamaica and the United Nations Development Programme Jamaica Country Office. In particular, the project contributes to the Strategic Development Goal 4.5: "Environment and Sustainable Management," with the key outcomes of strengthening capacity development to mainstream environmental sustainability concerns at a national level.

Stakeholder involvement in the implementation of the project:

The stakeholder involvement element is embedded in the description of several activities within this proposal which will have a consultative and participatory character. A full stakeholder involvement plan will be developed in connection with the preparation of the UNDP Project Document that will operationalize this proposal at the level of UNDP, allowing Jamaica to access the funding. This plan will depart from the following indicative and non-exhaustive list:

National Environment and Planning Agency; Fisheries Division; Maritime Authority; Maritime Police; Jamaica Defence Force Coast Guard; National Council on Oceans and Coastal Zone Management; Negril Coral Reef Preservation Society; Montego Bay Marine Park Trust; Caribbean Area Coastal Management Foundation; Friends of the Sea, Portland Environment Protection Association, University of the West Indies (Centre for Marine Sciences, Discovery Bay Marine Laboratory, Port Royal Marine Laboratory); Jamaica Hotel and Tourist Association and Tourism Products Development Company

The participation of NGOs and CBOs stakeholders in the implementation of this project will be ensured in every stage of it. NGOs and CSOs in Jamaica are active in the environment arena. They play an important advocacy role with respect to biodiversity. Many of them count on extensive networks of stakeholders and have produced research data that can help enrich the products that this project will be concerned with. These advantages will be explored in full during project implementation. Members of local communities have large influence over the long-term conservation of biodiversity. Therefore, their full involvement and participation in the revision of the NBSAP are very important to ensure common agreement and support to the NBSAP. This is also paramount to the success of the implementation of the NBSAP and in the overall objective - the conservation of biodiversity. In order to ensure the full involvement of local communities at a national level, community representatives (community leaders and NGOs) will be included in the National Target Setting and NBSAP Update Working Group. This is to ensure that community perspectives and knowledge are integrated into the national targets and the updated NBSAP, in particular on issues of protection of biological diversity in priority areas, forms of sustainable uses of biological diversity/natural resources, threats and factors threatening biodiversity. Further, the participation of local communities at a local level will be secured through UNDP-coordinated projects in the field and cooperation with environmental NGOs. The projects and NGOs are working with the municipalities and local communities and NBSAP topics will be included in their agendas when they organise working groups and public consultations.

Gender marking

Jamaica enjoys a relatively high degree of gender parity in the region. The country complies with the UN treaties, such as the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW) and Millennium Development Goals (MDGs), and the national and state constitutions have articles stipulating that all the people have equal rights, including marriage and inheritance rights. Women and men share a high adult literacy rate.

Consultation under this project will make a particular emphasis on including women from the beginning of the project, with an emphasis on women's NGOs (similar to the process of involving women's NGOs during the 44th session of the UN's CEDAW¹³ in July 2009).

The project coordination will ensure that gender consideration become an integral part of the updated NBSAP. COP guidance will be followed.¹⁴ More specifically two are worth mentioning: (i) COP Decision IX/24 on the approval and endorsement of the CBD Gender plan of Action; and (ii) COP Decision X/19, which amongst other matters invited Parties to consider gender as a core cross-cutting issue in the implementation of biodiversity-related activities.

During the project inception the mandatory UNDP gender marker will be applied. This requires that each project in UNDP's ATLAS system be rated for gender relevance. This will for example include a brief analysis of how the project plans to achieve its environmental objective by addressing the differences in the roles and needs of women and men.

Furthermore, gender marking implies the production of the following data by the project's year 2 and by its end:

- Total number of full-time project staff that are women
- Total number of full-time project staff that are men
- Total number of Project Board members that are women
- Total number of project Board members that are men
- The number jobs created by the project that are held by women
- The number jobs created by the project that are held by men

¹³ "Gender Mainstreaming: The Role of Civil Society. Results of Monitoring the National Gender Mechanism" report by the Public Union for Gender Equality and Women's Initiatives, Baku, August 2010, paper copy

¹⁴ See e.g. www.cbd.int/doc/nbsap/nbsapcbw-pac-02/nbsap-nadi-scbd-gender.pdf und www.cbd.int/doc/publications/cbd-16-49-en.pdf

D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT:

The proposed GEF project will ensure that a national strategy and action plan guide all stakeholders and partners in the conservation of these precious resources. This is one way of making optimal use of biodiversity planning resources.

The project combines GEF funding with government co-financing in order to achieve the project objective without duplication to ensure the application of resources in the most critical areas. The government contribution to the project include the staff time of a Project Director and of support staff, a number of project activities, organization of and participation in Project Board meetings, plus other work related to reporting, work plan approvals, signing off on Combined Delivery Report (CDR), and reviewing Annual Project Reports/Project Implementation Reports (APR/PIR). In addition, information and data will be collected and provided by the NEPA and other state agencies regularly throughout the project.

The cost-effectiveness of the proposed activities will further be ensured by combining government-internal, other national and international expertise in implementing similar projects. GEF funding of consultation costs will be kept to a minimum, as government can finance much of it from existing resources. The same applies to the national contribution to EA working groups.

The Government of Jamaica wishes the work on the new NBSAP to be transformational from a biodiversity planning point of view. This requires expertise that is not found in the country. Hence, the GEF's financing of specialised consultants and knowledge/capacity building within the framework of this project is essential to its success, to the extent that it finances the costs of going beyond what government would be able to do without foreign assistance. The GEF funding to the project will focus in overcoming this specific barrier. UNDP is well positioned to assist JAMAICA in sourcing the necessary expertise for this EA project in a cost-effective manner.

Other options have been considered, e.g. sub-contracting an NGO to assist in NBSAP update as an entire 'package' of services to be rendered. High costs in fees from service providers would make such option less cost effective, coupled with the risk of biasing the NBSAP, which is supposed to reflect broad societal views on the national strategy for biodiversity.

The project adopts the least-cost means of achieving the project's objectives and follows the activity norms and cost benchmarks defined by GEF guidelines. It will be built upon the strong foundation of the previously developed NBSAP, Capacity Assessments and National Reports.

E. DESCRIBE THE BUDGETED M&E PLAN:

Type of M&E activity	Responsible Parties	Budget US\$ <i>Excluding project team staff time</i>	Time frame
Inception Meeting	Project Coordinator UNDP CO UNDP GEF	\$3,000	Within first month of project start up
Inception Report	Project Team UNDP CO	None	Immediately following IW
Measurement of Means of Verification for Project Purpose Indicators. Project Progress and Performance (measured on an annual basis)	Oversight by Project Manager Project team	To be finalized during the inception phase and determined as part of the Annual Work Plan's preparation.	Annually prior to ARR/PIR and to the definition of annual work plans
Simplified Biodiversity Enabling Activities Annual Project Review / Project Implementation Report (APR/PIR)	Project Team UNDP-CO UNDP-GEF	None	Annually
Quarterly progress reports	Project team	None	Quarterly
CDRs	Project Manager	None	Quarterly
Lessons Learned Log	Project Manager UNDP CO Programme Staff	None	Quarterly
Terminal Report	Project team UNDP-CO	Printing costs only, if any.	At least one month before the end of the project
Lessons learned	Project team UNDP-GEF Regional Coordinating Unit (suggested formats for documenting best practices, etc.)	To be determined as part of the Annual Work Plan's preparation.	Yearly
Audit	UNDP-CO Project team	\$3,250 for 1 year To be included in the CO audit plan.	Once in project lifetime
TOTAL indicative COST <i>Excluding project team staff time and UNDP staff and travel expenses</i>		US\$ 6,250	

F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE):

-- n/a--

PART III: APPROVAL/ENDORSEMENT BY GEF OPERATIONAL FOCAL POINT(S) AND GEF AGENCY(IES)

A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S):

NAME	POSITION	MINISTRY	DATE
Leonie Barnaby	GEF OPERATIONAL FOCAL POINT	Ministry of Water, Land, Environment and Climate Change	June 7, 2013


B. CONVENTION PARTICIPATION*

CONVENTION	DATE OF RATIFICATION/ ACCESSION (mm/dd/yy)	NATIONAL FOCAL POINT

*To be filled for NCSA proposals only

B. GEF AGENCY(IES) CERTIFICATION

This request has been prepared in accordance with GEF policies and procedures and meets the standards of the GEF Project Review Criteria for Biodiversity Enabling Activity approval.

Agency Coordinator, Agency name	Signature	Date	Project Contact Person	Telephone	E-mail Address
Adriana Dinu, UNDP/GEF Officer-in-Charge		July 22, 2013	Lyes Ferroukhi Regional Technical Advisor, EBD	+507 302-4576	Lyes.Ferroukhi@undp.org

ANNEX A. CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY

All positions will be open to equally qualified male and female applicants. Job descriptions will include the requirement for the promotion of gender equity and reporting on the gender aspects of the work undertaken.

<i>Position Titles</i>	<i>S / Person Week</i>	<i>Estimated Person Weeks</i>	<i>Tasks to be Performed</i>
<p><i>Local</i></p> <p>National Enabling Activity Technical Coordinator</p> <p>Technical input corresponding to 70% of the incumbent's time (36.4 person weeks); the rest 30% (15.6 person weeks) will be managerial inputs.</p>	600	52	<p><i>Objective (managerial)</i></p> <p>To undertake the general administrative requirements of the project, including those related to project management and funding.</p> <p><i>Key tasks are:</i></p> <ul style="list-style-type: none"> - Ensure that project Objective, Outcomes, Outputs and Activities are executed in a timely and appropriate manner. - Develop annual work plans and budgets, and submit these to the Steering Committee and to the UNDP Country Office for approval. - Develop TORs for Consultants for technical services, consultants, experts, and specifications of materials as required by the project, in consultation with the Project Director/UNDP. - Facilitate, guide and monitor the work of consultants, and approve their deliverables in association with the Project Committee. - Organize and assist in project related activities, where required. These may include planning for meetings, local and national workshops, consultations, trips, and other project related activities. - Establish and maintain linkages with national and international organizations and persons which/who can be of assistance to the objectives of the Project. - Provide timely reporting of project status as required by the Project Committee and the UNDP. - Maintain records of Project Committee meetings, decisions, actions etc. - Coordinate with other initiatives and programs whose outcomes and outputs are relevant to this project's objectives. Any other duties assigned by the Project Committee that have direct relevance to the project. <p><i>Objective (technical)</i></p> <p>To lead the overall process of the stocktaking, stakeholder consultation, national target setting and the development of the NBSAP and be responsible for the timely drafting and finalization of the NBSAP. The key tasks are:</p> <ul style="list-style-type: none"> • Serve as team leader for other consultants involved in the NBSAP and be overall responsible for the timely drafting of the document for submission to the CBD Secretariat; strictly adhering to the deadlines agreed to; and ensuring quality control. • Ensure that the inception meeting results in a clear roadmap on the scope of services and project tasks to be accomplished with the support of key national implementing partners and the UNDP technical staff. • Submit draft and revised versions of all studies and reports of the NBSAP activities to Project Committee, key national implementing partners and UNDP technical staff, per reporting timelines agreed on or before the inception meeting. • Play a pivotal role in developing a work plan and coordinating the input and outputs of all consultants, as well as overseeing the technical quality of deliverables.

			<ul style="list-style-type: none"> ▪ Ensure that all Climate Change-related issues highlighted in the second National Communication to the UNFCCC that affect Biodiversity (Adaptation) or affected by Biodiversity (Mitigation) are integrated and addressed in the final NBSAP ▪ Ensure that all lessons learnt in the mainstreaming of biodiversity into the production sectors are incorporated into the NBSAP ▪ Identify implementation partners for the undertaking of the various activities and develop an overall implementation plan. ▪ Submit a final draft to the Project Committee, incorporating stakeholder inputs and guidance provided. <p><i>Contribution to the following deliverables:</i></p> <ul style="list-style-type: none"> ➢ Brief Review of the Biodiversity Planning Process in Jamaica ➢ Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020 ➢ Second National Biodiversity Strategy and Action Plan for Jamaica ➢ Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Jamaica ➢ Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in Jamaica ➢ Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions, increasing representativeness, improving marine connectivity, designing protected areas for climate resilience; and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.) ➢ Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➢ Updated and fully functional CHM for Jamaica, based on best international practice on the matter ➢ Fifth National Report to the CDB <p><i>Qualifications and experience:</i></p> <p>Should have an advanced degree in Natural Resource Management with professional exposure to biodiversity conservation issues. Proven track record in Project Management and drafting relevant materials in the biodiversity/ecosystem based adaptation areas (publications, reports and related documentation). Proven ability to collect, verify and analyze information, and to finish and present work with a high degree of accuracy and technical quality. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences. Knowledge and understanding of the relevant UN Convention and previous experience in the development of NBSAPs are assets.</p>
Biodiversity Specialist	1,100	40	<p><i>Key Tasks</i></p> <ul style="list-style-type: none"> ▪ Review of causes and consequences of threats to biodiversity ▪ Review of biodiversity and ecosystem services ▪ Development of specific proposals for addressing biodiversity issues within the NBSAP ▪ Development of proposals for indicators related to biodiversity <p>The consultant will make a significant contribution to all of the project's outputs, with stress on the following:</p> <ol style="list-style-type: none"> 1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative and informative manner under the coordination of DiBio and with the economic support of GIZ and of other actors of interest. 1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Jamaica's reality.

			<p>1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.</p> <p>1.4 In an interactive manner, Jamaica taps into useful information, and participates in, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership, Global Biodiversity Information Facility and the World Conservation Monitoring Centre), the Global Environment Outlook portal, among other relevant ones).</p> <p>2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Jamaica, anchored into the Plan of Nation development framework, are developed in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.</p> <p>2.2 The updated and fully endorsed NBSAP for Jamaica is submitted to the CBD preferably within the deadline set by the COP.</p> <p>3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.</p> <p>3.2 An effective, user-friendly and easily updatable country-driven CHM site is developed, it is linked up to the CBD's global CHM networks and to other information and knowledge exchange network on biodiversity.</p> <p>3.3 Immediate CBD reporting obligations are met by Jamaica in a timely manner, in particular the Fifth National Report to the CBD by 31 March 2014.</p> <p><i>Contribution to the following deliverables:</i></p> <ul style="list-style-type: none"> ➤ Brief Review of the Biodiversity Planning Process in Jamaica ➤ Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020 ➤ Second National Biodiversity Strategy and Action Plan for Jamaica ➤ Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Jamaica ➤ Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in Jamaica ➤ Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions, increasing representativeness, improving marine connectivity, designing protected areas for climate resilience; and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.) ➤ Set of "straight-forward" and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➤ Updated and fully functional CHM for Jamaica, based on best international practice on the matter ➤ Fifth National Report to the CDH <p><i>Key Tasks:</i></p> <ul style="list-style-type: none"> ▪ Review of institutional context and identification of institutional stakeholders ▪ Development of plan for institutional strengthening ▪ Development of proposals for national coordination structures and CHM ▪ Development of proposals for indicators related to institutional capacities <p>The consultant will make a significant contribution to all of the project's outputs, with stress on the following:</p> <p>1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the national level</p>
Institutional Strengthening Specialist	1,000	20	

			<p>are carried out in participative and informative manner under the coordination of DiBio and with the economic support of GIZ and of other actors of interest.</p> <p>1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Jamaica's reality.</p> <p>1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.</p> <p>1.4 In an interactive manner, Jamaica taps into useful information, and participates into, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership, Global Biodiversity Information Facility, and the World Conservation Monitoring Centre, the Global Environment Outlook portal, among other relevant ones).</p> <p>2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Jamaica, anchored into the Plan of Nation development framework, are developed in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.</p> <p>3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.</p> <p>3.2 An updated CHM website that is appropriately linked to the CBD's global CHM networks and to other information and knowledge exchange network on biodiversity.</p> <p><i>Contribution to the following deliverables:</i></p> <ul style="list-style-type: none"> ➤ Brief Review of the Biodiversity Planning Process in Jamaica ➤ Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020 ➤ Second National Biodiversity Strategy and Action Plan for Jamaica ➤ Sub-product 1 - Challenges to Jamaica Protected Areas in the 21st Century ➤ Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➤ Updated and fully functional CHM for Jamaica, based on best international practice on the matter
<p><i>International</i> NBSAP International Advisor</p>	<p>3000</p>	<p>8</p>	<p>Objectives: To provide overall technical support through advisory and capacity building services to the stocktaking, stakeholder consultation, national target setting processes, as well as to the development of the NBSAP and its implementation plans in Jamaica. The NBSAP International Advisor will be an experienced expatriate consultant, with wide experience in biodiversity management and policy, and preferably with experience working in the Caribbean region. He/she will be responsible for the technical quality control during the formulation of the NBSAP and for the timely finalisation of the NBSAP and a number of related products. The NBSAP International Advisor will render services to the National Enabling Activity Technical Coordinator as his/her main clients.</p> <p>Key tasks: Under the overall guidance of the National Enabling Activity Technical Coordinator, national execution partners and the UNDP technical staff, ensure that the inception meeting results in a clear roadmap for the project. Assist the National Enabling Activity Technical Coordinator in developing a detailed work plan on that basis, in</p>

	<ul style="list-style-type: none"> - executing the project's scope and budget, in identifying further implementation partners, and in coordinating the efforts allocated to the different activities and deliverables including the input and outputs of the different project consultants and service providers. This will imply reviewing and revising TORs and providing support in the recruitment of consultants and procurement of service providers upon demand - Provide oversight, technical guidance and support to the consultants and working groups involved in the NBSAP, ensuring high technical quality of project deliverables. - Ensure that the conclusions from the different studies conducted under the project are incorporated into the NBSAP. Ensure that all climate change-related issues that affect or are affected by biodiversity (including both adaptation and mitigation opportunities and measures), including those that are highlighted in the latest National Communication to the UNFCCC, are integrated and addressed in the NBSAP - Submit draft, revised and final versions of the new NBSAP and of all NBSAP-related studies and reports to the National Enabling Activity Technical Coordinator, key national implementing partners and UNDP technical staff, as per the agreed timelines. - Ensure the timely completion of the new NBSAP and its timely submission to the CBD Secretariat in compliance with agreed deadlines. 		
	<p><i>Contribution to the following deliverables:</i></p> <ul style="list-style-type: none"> ➤ Brief Review of the Biodiversity Planning Process in Jamaica ➤ Biodiversity Targets for Jamaica: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020 ➤ Second National Biodiversity Strategy and Action Plan for Jamaica ➤ Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Jamaica ➤ Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in Jamaica ➤ Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions, increasing representativeness, improving marine connectivity, designing protected areas for climate resilience, and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.) ➤ Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP ➤ Updated and fully functional CHM for Jamaica, based on best international practice on the matter ➤ Fifth National Report to the CBD 		
	<p>Selection criteria: The consultant should have an advanced degree (MSc) in environmental or natural sciences, preferably with exposure to biodiversity conservation issues at the international level, in both the field and policy arenas. Proven track record of drafting relevant materials (publications, reports and related documentation) in the biodiversity and ecosystem-based adaptation/mitigation areas. Proven ability to collect, verify and analyse information, and to finish and present work with a high degree of accuracy and technical quality. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences. Solid knowledge and understanding of the CBD decisions and processes. Previous experience in the development of NBSAPs, especially at the international level, is an advantage. Full proficiency in English.</p>		

ANNEX B. CHRONOGRAMME OF ACTIVITIES

Comp	Modules	Guiding activities under each module	2013			2014				CDP 12 Oct-Dec	
			Q1	Q2	Q3	Q4	Q1	Q2	Q3		Q4
			Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	
1	I. Stocktaking and Assessment	1. Rapid stocktaking and review of relevant plans, policies and reports			X						
		2. Identification of stakeholders; consultations and awareness			X						
		3. Rapid assessment of the causes and consequences of biodiversity loss highlighting the value of biodiversity and ecosystem services and their contribution to human well-being			X						
2	II Setting national targets, principles, & main priorities of the strategy	4. Setting national targets, principles, & main priorities of the strategy through national consultations			X						
		5. Developing the strategy and actions to implement the agreed targets through national consultations			X						
		6. Application of the NBSAP to sub-national entities through sub-national and local consultations			X			X			
3	III. Strategy and action plan development	7. Sectoral integration including mainstreaming into development, poverty reduction and climate change plans through sectoral consultations			X			X			
		8. Development of a plan for capacity development for NBSAP implementation.						X	X	X	
		9. Technology needs assessment						X	X	X	
3	IV. Development of implementation plans and related activities	10. Development of a communication and outreach strategy for the NBSAP.			X						
		11. Development of a plan for resource mobilization for NBSAP implementation							X	X	
		12. Fifth national report							X	X	
3	V. Institutional, monitoring, reporting and exchange	12. Establishment/ strengthening of national coordination structures						X	X		
		13. CHM update (to include alien invasive species database)									

ANNEX C. UNDP TOTAL BUDGET AND WORKPLAN

GEF Component (Outcome)/Atlas Activity	Implem. Agent	Fund ID	Donor Name	ERP / ATLAS Budget Code	Atlas Budget Description	TOTAL Amount (USD)	Amount Year 1 (USD)	Amount Year 2 (USD)	Budget Notes
Comp 1. Stocktaking and National Target Setting	NIM	62000	GEF-10003	71200	International Consultants	8,000	3,000	5,000	a
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	13,200	4,400	8,800	b
	NIM	62000	GEF-10003	71600	Travel	4,000	1,500	2,500	c
	NIM	62000	GEF-10003	72100	Contractual Services- Companies	4,000	4,000		d
	NIM	62000	GEF-10003	74500	Miscellaneous Expenses	1,500	500	1,000	e
GEF Subtotal Atlas Activity 1 (Comp 1)						30,700	13,400	17,300	
TOTAL ACTIVITY 1 (Comp 1)						30,700	13,400	17,300	
Comp 2. Strategy and Action Plan Development	NIM	62000	GEF-10003	71200	International Consultants	8,000	3,000	5,000	a
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	22,000	7,333	14,667	b
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	21,840	6,720	15,120	f
	NIM	62000	GEF-10003	71600	Travel	6,000	3,000	3,000	g
	NIM	62000	GEF-10003	71600	Travel	5,500	1,900	3,600	h
	NIM	62000	GEF-10003	72100	Contractual Services- Companies	15,000	5,000	10,000	i
	NIM	62000	GEF-10003	72400	Communic& Audio Visual Equip	5,350	5,350		j
	NIM	62000	GEF-10003	72500	Supplies	900	400	500	k
	NIM	62000	GEF-10003	74500	Miscellaneous Expenses	1,500	500	1,000	e
	GEF Subtotal Atlas Activity 2 (Comp 2)						86,090	33,203	52,887
TOTAL ACTIVITY 2 (Comp 2)						86,090	33,203	52,887	
Comp 3. Development of Implementation, Institutional Monitoring Reporting and exchange	NIM	62000	GEF-10003	71200	International Consultants	8,000	3,000	5,000	a
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	8,800	2,933	5,867	b
	NIM	62000	GEF-10003	71400	Contractual Services - Individ	20,000	6,500	13,500	l
	NIM	62000	GEF-10003	71600	Travel	5,500	1,860	3,640	m
	NIM	62000	GEF-10003	72100	Contractual Services- Companies	8,000	2,600	5,400	i

	NIM	62000	GEF-10003	72800	Information Technology Equipmt	18,000	18,000	n
	NIM	62000	GEF-10003	74100	Professional Services	5,000	5,000	o
	NIM	62000	GEF-10003	74200	Audio Visual&Print Prod Costs	10,000	10,000	p
	NIM	62000	GEF-10003	74500	Miscellaneous Expenses	1,500	500	e
GEF Subtotal Atlas Activity 3 (Comp 3)						84,800	35,393	49,407
TOTAL ACTIVITY 3 (Comp 3)						84,800	35,393	49,407
Project Mgt	NIM	62000	GEF-10003	71400	Contractual Services - Individ	9,360	2,880	q
	NIM	62000	GEF-10003	71600	Travel	5,000	1,500	r
	NIM	62000	GEF-10003	74100	Audit	3,250	3,250	s
	NIM	62000	GEF-10003	74599	Direct Project Cost	800	800	t
GEF Subtotal Atlas Activity 4 (ProjMgt)						18,410	4,680	13,730
TOTAL ACTIVITY 4 (Project Management)						18,410	4,680	13,730
SUB-TOTAL_GEF						220,000	86,676	133,324

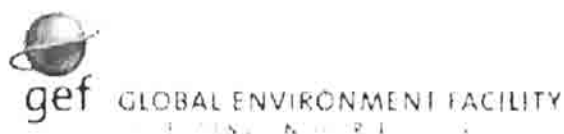
GRAND TOTAL (in us\$)						220,000	86,676	133,324
------------------------------	--	--	--	--	--	----------------	---------------	----------------

Budget Notes

- a Intl. Cons. (short-term): NBSAP International Advisor - 8 weeks at \$3000/week, totaling \$24,000, spread over the project's three Components.
- b Nat. Cons. (medium and long term): Biodiversity Specialist. Remuneration (\$44K) distributed on a pro rata basis among components 1, 2 and 3.
- c Pro rata national travel costs of National Enabling Activity Technical Manager, Biodiversity Specialist and International NBSAP Advisor (for Component 1)
- d Budget reserve for the Inception Workshop.
- e Bank charges, insurance and miscellaneous charges.
- f Nat. Cons. (medium and long term): National Enabling Activity Technical Manager (technical inputs, corresponding to 70% of the incumbent's time).
- g International travel costs of International NBSAP Advisor
- h Pro rata national travel costs of National Enabling Activity Technical Manager, Biodiversity Specialist and International NBSAP Advisor (for Component 2)
- i Communication and feedback meetings with Government, NGOs, civil society and international cooperation
- j Communication and audiovisual equipment for NBSAP updating and dissemination
- k Office supplies.
- l Nat. Cons. (medium and long term): Institutional Strengthening Specialist Remuneration (\$20K) for component 3.
- m Pro rata national travel costs of National Enabling Activity, Institutional Strengthening Specialist and International NBSAP Advisor (for Component 3)
- n IT equipment upgrade for CHM. This amount also includes laptops, printer and other peripherals for NBSAP consultants.

o	Web design and development services for updating the CHM site
p	Printing of final version of ENBPA
q	Nat. Cons. (medium and long term): National Enabling Activity Technical Manager (managerial inputs, corresponding to 30% of the incumbent's time).
r	Pro rata national travel costs of National Enabling Activity Technical Manager (for Project Mgmt)
s	Audit costs.
t	Estimated costs of Direct Project Services requested by the GoJ to UNDP for executing services (procurement; travel etc) and as requested by the GoJ through the Letter of Agreement (Annex 5). Direct project service costs will be charged at the end of each year based on the UNDP Universal Pricelist (UPL) or the actual corresponding service cost. The amounts indicated here are estimations based on the services indicated in Annex 5, however as part of annual project operational planning the direct project services to be requested during that calendar year would be defined and the amount included in the yearly budgets. As noted these costs would be charged based on actual services provided at the end of the year and would be reported to the implementing partners (GoJ).

Annex 2. GEF CEO Approval Letter



Naoko Ishii, PhD
Chief Executive Officer and Chairperson

Washington, DC, USA
Tel: +1 410 319 3100
Fax: +1 301 319 3105
E-mail: naoko@gef.org
www.thegef.org

August 2, 2013

Ms. Adriana Dimu
Deputy GEF Executive Coordinator
United Nations Development Programme
New York, NY 10017

Dear Ms. Dimu,

I am pleased to inform you that I have approved the enabling activity detailed below.

Decision Sought	Enabling Activity (EA) Approval
GEFSEC ID	5507
Agency	UNDP
Agency ID	5192
Focal Area	Biodiversity
Project Type	Enabling Activity
Country	Jamaica
Name of Project	National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan
GEF Project Grant	\$220,000
Agency Fee	\$20,000
Funding Source	GEF Trust Fund

This approval is subject to the comments made by the GEF Secretariat in the attached document. It is also based on the understanding that the project is in conformity with GEF focal areas strategies and in line with GEF policies and procedures.

Sincerely,


Naoko Ishii
Chief Executive Officer and Chairperson

Attachment: GEFSEC Project Review Document
cc: Country Operational Focal Point, GEF Agencies, STAP, Trustee

Annex 3. Minutes of the Local Project Appraisal Committee (LPAC) Meeting

MINUTES PREPARED AND SIGNED BY UNDP AND NEPA



Empowered lives.
Resilient nations.

December 17, 2013

RR/2013/110

Dear Mr. Bullock,

Re: Standard Letter of Agreement between UNDP and the Government for the Provision of Support Services

The United Nations Development Programme (UNDP) has agreed to undertake the recruitment of consultants at the special request of the National Environment and Planning Agency in order to improve the rate of implementation of projects. The recruitment services are to be provided for two projects, "Strengthening the Operational and Financial Sustainability of the National Protected Area System" and "National Biodiversity Planning to Support the Implementation of the CBD 2011-202 Strategic Plan in Jamaica".

The UNDP will undertake the recruitment process using open international competition. The National Environment and Planning Agency will participate in the process by sitting on the review and interview panels for each consultancy. A fee will be charged for the recruitment process, issuing of payments to consultants and any other service provided in association with these contracts.

Both of the aforementioned projects are funded by the Global Environment Facility (GEF). The GEF now requires that a Standard Letter of Agreement (LOA) be signed between UNDP and the Government for the provision of support services. The LOA is attached for your review and signature. It will form part of the relevant project documents.

Please contact Margaret Jones Williams at UNDP if you require further information.

Sincerely

A handwritten signature in black ink, appearing to read 'Arun Kashyap', is written over a horizontal line. Below the signature, the name and title are printed.

Arun Kashyap
Resident Representative

Mr Collin Bullock
Director General
Planning Institute of Jamaica
10 Oxford Road
Kingston 5

CC: Peter Knight – CEO, NEPA



RE: Letter of Agreement between UNDP and the Government for the Provision of Support Services

1. Reference is made to consultations between officials of the Government of Jamaica (hereinafter referred to as "the Government") and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its institution designated in the relevant programme support document or project document, as described below.

2. The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.

3. The UNDP country office may provide, at the request of the designated institution, the following support services for the activities of the programme/project:

- (a) Identification and/or recruitment of project and programme personnel;
- (b) Identification and facilitation of training activities;
- (a) Procurement of goods and services;

4. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be detailed in an annex to the programme support document or project document, in the form provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project, the annex to the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the designated institution.

5. The relevant provisions of the *UNDP standard basic assistance agreement with the Government of Jamaica* (the "SBAA") signed January 1976, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.

limited to the provision of such support services detailed in the annex to the programme support document or project document.

6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.

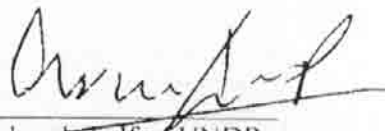
7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the annex to the programme support document or project document.

8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

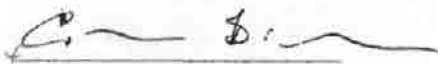
9. Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.

Yours sincerely,



Signed on behalf of UNDP
Arun Kashyap
Resident Representative



For the Government
Colin Bullock
Director General
Planning Institute of Jamaica

Attachment I

National Biodiversity Planning to Support the Implementation of the CBD 2011-202 Strategic Plan in Jamaica

DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES

1. Reference is made to consultations between the National Environment and Planning Agency (NEPA), the institution designated by the Government of Jamaica and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed project "National Biodiversity Planning to Support the Implementation of the CBD 2011-202 Strategic Plan in Jamaica" "the Project".

2. In accordance with the provisions of the letter of agreement signed January 1976 and the Project Document, the UNDP country office shall provide support services for the Project as described below.

3. Support services to be provided:

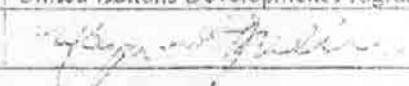
Support services (insert description)	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
1. Contracting and payment of the international NBSAP Advisor	During The first quarter of project implementation	800	The cost will be recovered from the direct project cost line of the project budget.


4. Description of functions and responsibilities of the parties involved:

UNDP Jamaica will conduct the recruitment process and contracting for the International NBSAP Advisor. UNDP will make payments to the consultant on the request of NEPA once deliverables have been approved

**Simplified Minutes of the Local Project Appraisal Committee Meeting
For UNDP/GEF Biodiversity Enabling Activities**

Date of the LPAC	Start time	End time	Held at
Friday 29 November 2013	10:30 a.m.	12:30 p.m.	UNDP Conference Room (Kingston)

Name of LPAC Chairperson:	Dr. Margaret Jones Williams
Functional Title:	Environment and Energy Advisor
Institution:	United Nations Development Programme
Signature:	

Name of LPAC Co-Chair:	Mrs. Novlette Douglas
Functional Title:	Director, Policy Planning, Evaluation & Research
Institution:	National Environment and Planning Agency
Signature:	

Have all LPAC participants received the PRODOC for appraisal prior to the meeting and in a timely manner?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Remarks:	Draft Project Document was circulated to all participants on 20 November 2013

Country:	Jamaica		
Project Title (full):	National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica		
Date of submission to the GEF	July 2013	Date of approval by the GEF:	02 August 2013
Remarks on approval process, if applicable	N/A		
Name and contact of Environment Focal Point at the UNDP Office:	Dr. Margaret Jones Williams, Environment and Energy Advisor		

UNDAF Outcome(s): Pillar 1	National, local authorities and communities island-wide improve natural resource management and resilience to disasters
UNDP Strategic Plan Environment and Sustainable Development Primary Outcome:	Strengthen national capacity to manage the environment in a sustainable manner while ensuring adequate protection of the poor. Mobilizing environmental financing.
UNDP Strategic Plan 2008-2013 Secondary Outcome:	Mainstreaming environment and energy.
UNDP Strategic Plan 2014-2017 Secondary Outcome:	Area of Work 2: Inclusive and Effective Democratic Governance AND Area of Work 3: Resilience-Building
Expected CP Outcome(s):	CPD Outcome 6: Policy & institutional framework strengthened to manage natural resources including parks & protected areas & resilience built for the reduction of vulnerability to natural disasters & impacts from climate change

Expected CPAP Output (s):	Output 1: Strengthening the Operational and Financial Sustainability of the National Protected Areas System in Jamaica Output 3: Mainstreaming Disaster Risk Reduction and Adaptation to Climate Change
---------------------------	--

Programme Period:	2012-2016	Total resources required (total project funds)	USD 250,000
Atlas Award ID:	00076339	Total allocated resources (UNDP managed funds)	USD 220,000
Project ID:	00087787	Regular (UNDP TRAC)	USD 0
PIMS #	5192	GEF	USD 220,000
Project Start date:	Jan 2014	Other (partner managed resources)	
Project expected End Date:	Dec 2014	o Government (In-Kind)	USD 30,000
Proposed Management Arrangements	<input checked="" type="checkbox"/> NEX <input type="checkbox"/> DEX	o NGOs	USD 0
		o Other [complete, if applicable]	USD 0

Executing Entity/Implementing Partner	United Nations Development Programme
Implementing Entity/Responsible Partners:	National Environment and Planning Agency

1) Decisions of the LPAC	<input checked="" type="checkbox"/> General endorsement of the Project's strategy: <input checked="" type="checkbox"/> - Objective, Outputs and Activities (see proposal) <input checked="" type="checkbox"/> - Logframe indicators (see Strategic Results Framework) <input checked="" type="checkbox"/> - Management Arrangements (see PRODOC Section I, Part III)
I	<input checked="" type="checkbox"/> Specific endorsement of the project's budget (see PRODOC TBW)
	<input checked="" type="checkbox"/> Specific endorsement of the proposed project staff complement (see PRODOC Section IV, Part II) and the project's organigramme (if included)
	<input checked="" type="checkbox"/> Endorsement of the TOR for key project staff (PRODOC Section IV, Part III)
	<input checked="" type="checkbox"/> Endorsement of the proposed strategy for stakeholder engagement (see PRODOC Section I, Part I)
Remarks on the above	

2) Engagement of Implementing Entity/Responsible Partners		
Will the project engage entities other than the national Executing Entity/Implementing Partner?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If YES, which and for what purpose?	<input checked="" type="checkbox"/> Government department <input type="checkbox"/> NGO <input type="checkbox"/> Academia / centre of excellence <input type="checkbox"/> Other	Institute of Jamaica for the implementation of the components related to the National Clearing House Mechanism
	<input checked="" type="checkbox"/> Government department <input type="checkbox"/> NGO <input type="checkbox"/> Academia / centre of excellence <input type="checkbox"/>	Planning Institute is the government agency responsible for coordination of external cooperation and will be a

	Other [name] <input type="checkbox"/> Government department <input type="checkbox"/> NGO <input type="checkbox"/> Academia / centre of excellence <input type="checkbox"/> Other	signatory to the project document [purpose]
Is the pre-selection of these partners in line with UNDP procedures and has this been fully endorsed by the LPAC?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Remarks	Entities were engaged during the preparation of the PIF and the ProDoc. Both entities were represented at the LPAC.	

3) General and Specific Recommendations of the LPAC

The PRODOC was endorsed for signature by UNDP and Government.

Outcome 1

- Recommendation to include review of implementation status of the activities that were to be implemented in the last NBSAP in the stocktaking exercise. Suggestion was made for the specific preparation of a document outlining the gaps, problem analysis and lessons learned during the implementation of the previous NBSAP (2003)
- The stocktaking review will need to be more in depth than a rapid assessment so that we understand why activities have not been implemented and how we can address these problems. To address this, an activity for problem and gap analysis will be included.
- The timeframe for the stocktaking exercise should be extended from 3 months to 6 months. The response was that due to timelines for reporting to the CBD extending to 6 months was not feasible. Additionally, the point was made that NEPA should not be on its own collecting data for the stocktaking exercise, but NEPA should engage with other relevant agencies to support the data gathering exercise.

Outcome 2

- Stakeholder consultations to be done in thematic groups rather than one large meeting for everyone. This is to ensure that the feedback is more focused and that all the relevant sectors have an opportunity to give their input.
- The project will need to have the commitments of the heads of agencies and also ensure that the individuals participating have the requisite experience, knowledge and ability to make decisions on behalf of their respective agencies.
- Need to review the list of stakeholders and how they are engaged to ensure greater participation of non-government entities.
- Corporate planners should be include in the stakeholder engagement

Outcome 3

- The IOJ concerned with not being properly consulted during the development of the Project. The IOJ expressed that the information on the CHM has not been correctly represented as the CHM related activities are already being done by a special committee. The IOJ would like that the activities included in the project to be more relevant to the actual needs. It was clarified that the IOJ was consulted in the initial stages of the PIF development, but the IOJ now has the opportunity correct the information prior to submission of the document.
- Change the wording of activity 11 "Development of a plan for resource mobilization for NBSAP implementation" to "development of a resource identification strategy for NBSAP implementation"
- Need to ensure that we have a plan that is actually implementable and realistic. The Resource

Mobilization strategy will therefore be very important and should be given some priority within the scope of work of one of the consultants.

- There is a gap in the biodiversity data as the CHM is not able to get all the available information. The CHM does however provide information on where information is housed but is not able provide this information itself. The development of this should be in the NBSAP that is developed.

Management Structure

- PIOJ to be included as the senior beneficiary not IOJ which is an error.
- Recommended that the NBSAP working group include representatives from all the sectors from government, private sector and NGOs. This group could assist with providing as well verifying information presented in the plan.
- Ministry of Local Government to be included in the list of stakeholders.
- Jamaica National Heritage Trust to be added
- Transport and tourism sector to be included
- Urban Development Corporation to be added to represent land development and planning
- Office of Disaster Preparedness & Emergency Management to be included as a relevant stakeholder

Other

- Gender mainstreaming needs to be strengthened in the document. Comments were received from UNDP's Regional Service Centre Gender Team and these will be incorporated as appropriate to strengthen the gender component
- Query as to whether this large sum of money i.e. USD 20,000 should be used for merely updating a document and could some of the funds be used to implement at least one project instead. It was clarified that the project activities as outlined were required to fulfil the obligations under the CBD and as such the activities will remain as outlined in the draft ProDoc.
- Given the sum allocated, and the penchant to measure success by the use of funds, does the GOH have the absorptive capacity to implement the project in the one year period? The response was that it was believed that the funds could be utilised in the time frame of the project.
- Query as to whether this large sum of money i.e. USD 200,000 should be used for merely updating a document and could some of the funds be used to implement at least one project instead. It was clarified that the project activities as outlined were required to fulfil the obligations under the CBD and as such the activities will remain as outlined in the draft ProDoc.

NB

At the close of the meeting, attendees were given until Close of business on Tuesday, 03 December to send any additional comments or inputs. Only one submission was received and this is included in the Annexes.

Apologies for Absence

Dr. Susan Otuokon, Jamaica Conservation and Development Trust
Mr. Basil Fernandez, Water Resources Authority
Mr Nash, Ministry of Agriculture and Fisheries
Mrs. Karen McDonald-Gayle, Environmental Foundation of Jamaica

ANNEXES

E-mail comments from Jamaica Environment Trust received Wednesday, 20 November, 2013

E-mail responses from UNDP Country Office (Environment and Energy Advisor and Resident Representative)

Email comments from Gender Team in UNDP RSC

Email comments from Jamaica Environment Trust received Saturday, 30 November, 2013

GENERAL COMMENTS FOR THE PROJECT
National Biodiversity Planning to Support the implementation of the
CBD 2011-2020 Strategic Plan in Jamaica
Gender Area, Regional Centre for LAC, UNDP

November 28th, 2013

1. Project doesn't mainstream gender. Unique reference to that is in the Table 1. Stakeholder Matrix to the Bureau of Women's Affairs, but not reference if they will be part of the Steering Committee or if they will have any role on the project.
2. Project has a big potential to mainstream gender and to promote gender equality. Our comments and suggestions aims to guide on that sense. They are inspired in a very useful document done by the CBD Secretariat "Guidelines for mainstreaming Gender into National Biodiversity Strategies and Action Plans". We recommend using this document as an implementation guide for this project, as it develops good checklist for integrating gender step by step and also shares examples of initiatives in different countries.
3. The importance of gender mainstreaming in environmental and poverty eradication policies has been recognized in a wide range of global agreements and forums (see <http://www.cbd.int/gender/decisions/background.shtml>).
4. In the Convention of Biological Diversity, parties recognize "the vital role that women play in the conservation and sustainable use of biological diversity and affirming the need for the full participation of women at all levels of policy making and implementation for biological diversity conservation". The convention claims to take into account the need to: " (a) Build on the basis of their knowledge, (b) Strengthen their access to biological diversity; (c) Strengthen their capacity on matters pertaining to the conservation, maintenance and protection of biological diversity; (d) Promote the exchange of experiences and knowledge; (e) Promote culturally appropriate and gender specific ways in which to document and preserve women's knowledge of biological diversity.
5. A Gender Action Plan in CBD has been developed oriented to:
 - a. To mainstream a gender perspective into the implementation of the Convention and the associated work of the Secretariat;
 - b. To promote gender equality in achieving the three objectives of the Convention on Biological Diversity and the 2010 Biodiversity Target;
 - c. To demonstrate the benefits of gender mainstreaming in biodiversity conservation, sustainable use and benefit sharing from the use of genetic resources; and
 - d. To increase the effectiveness of the work of the Secretariat of the Convention on Biological Diversity.<http://www.cbd.int/gender/decisions/planofaction.shtml>
6. The goal of gender mainstreaming in this area is to minimize the possibility of biodiversity policies and programmes having a negative impact on gender equality and to maximize the efficiency and sustainability of this initiatives.
 - a. Societies are not homogenous, but are composed of different social groups based on class, race, ethnicity, age, gender, and socio-economic status, etc. The different social groups tend to use different biological resources in different ways, as well as possessing

diverse knowledge and skills in relation to the management of biological resources. Therefore, it is extremely important to have information regarding people's specific relations (especially gender relations) with the components of biodiversity.

- b. Conservation policies frequently trigger the introduction of a series of new activities or the change of existing practices. Such changes can be related to land use, agriculture, forestry, livestock, fisheries and water management among others where women and men carry out different activities, have unequal access to different resources, and benefit from their use in a non-equitable manner.
- c. The responsibility of any biodiversity conservation initiative relies on ensuring that the development and implementation of proposals, under national and international conservation policies, contribute to equality and equity, through the creation of possibilities for equitable opportunities and benefits for both women and men.

7. Considering the objectives of the project and the commitments of the CBD about gender equality, and sharing the recommendations of the CBD guide on gender mainstreaming, find below some suggestions considering 3 essential factors for gender mainstreaming:

- ***Key considerations for designing the institutional structure and capacities in the project.***

There are some key considerations in the design of the institutional structure that are considered as minimum requirements for successful mainstreaming of gender. All institutions participating in the NBSAP process should have an explicitly stated organizational mandate for gender mainstreaming, and for individuals, this should be clearly stated in their job description. In the case of collaboration with other organizations, the promotion of gender equality should be incorporated into the Memorandum of Understanding between the entities involved. In order to introduce accountability, all entities and individuals participating in the NBSAP development process should be required to report on the gender aspect of their work.

To create expertise in gender in the structure through hiring gender experts and tailored gender training is important, especially at the level of the Steering Committee and the National Project Director.

In the Steering Committee, it is essential to ensure the presence of and commitment to gender equality at the highest political level (for example, Ministry of Women's Affairs). The inclusion of such organizations brings multiple benefits: these organizations supply data and information on the situation of women; they ensure harmonization of NBSAPs with other gender-related governmental policies; they enable a closer relationship with national and local organizations and networks working on gender; they ensure a "top-down effect" – gender being part of the high-level guidance that will impact the whole process.

The gender awareness of the National Project Director or individual with equivalent responsibilities is essential since she or he is responsible for guiding and monitoring the development process, organizing workshops, preparing recommendations and overseeing the work of the consultants, etc. The National Project Director does not need to have sophisticated gender expertise, but has to be gender sensitive. This is also important for the other staff hired.

Also the project can contribute to identify, develop/improve and promote gender-biodiversity implementation tools and methodologies to strengthen institutional capacities

in the country. Ministry of Women's Affairs or equivalent, the non-governmental sector and international organizations can be of significant support

- **Stocktaking and assessment**

It is necessary to consider not only carrying out an inventory of the biodiversity components of the country, but also to include information about the economic, social and cultural relations which determine the rapport of different social groups, such as women and men, to their environment. Gender-responsive stocktaking and assessment should reveal existing inequities between men and women in their relations with the components of biodiversity, and bring into focus those areas of conservation, recognized as the women's domain, which have traditionally been invisible or neglected by strategy planners. Stocktaking, as a functional part of strategy development, should identify problems, needs and potentials whereby the national strategy can be based on and facilitate the adoption of decisions which contribute to achieving equality, as well as a sustainable and efficient national conservation strategy. The disaggregation by sex of qualitative and quantitative data is a prerequisite for gender-sensitive stocktaking and assessment. Case studies establishing the linkages between gender and biodiversity conservation can be useful too. See the check list: Gender-responsive stocktaking and assessment in the guide.

- **Participatory strategy development with the equitable involvement of women.**

Project document makes reference to a participatory process (in stocktaking exercise and planning), but it seems reduced to state institutions (not civil society, not communities). It would be important to clarify this point.

As regards citizen participation, it is absolutely necessary to define its meaning: "participation is a social process through which the various members of the population, on behalf of their own interests (class, group, gender, among others), participate either directly or through their representatives, in the implementation of the various aspects involved in community life".

One of the most significant inequalities between women and men is the lack of female participation in decision-making processes related to their lives and communities. It is frequently assumed that women are in agreement with community leaders or that one single woman, such as the wife of a community leader, can represent all women. Participatory strategy design means bearing in mind that communities are not composed of one homogenous group and differences exist also among women. It is necessary to make clear that the presence alone of women does not guarantee the benefits of participatory strategy development if their opinions, needs and interests have not been expressed, considered and taken into account.

Also this project can contribute to build capacity of women (women groups and NGOs) to participate in CBD processes and decision-making.

In conclusion, this project has the opportunity to generate a positive impact on gender equality in Jamaica, and be a reference in the region on this gender mainstreaming on biodiversity policies and programmes. On regards gender marker, this project is now a 0, but it could become a 1 or a 2, integrating some of these recommendations. There are methodologies, checklist, and experiences in other countries that can be useful for that. The Gender Area of the Regional Centre will be available for any support you may need.

Margaret Jones Williams

From: Margaret Jones Williams
Sent: Saturday, November 30, 2013 12:49 PM
To: 'Jamaica Environment Trust'; Jerome Smith (jsmithemdmohe@yahoo.com); sasimpson@nepa.gov.jm; Strong, Yvette (YStrong@nepa.gov.jm)
Cc: ndouglas@nepa.gov.jm; Arun Kashyap; Elsie Laurence-Chounoune; Lyes Ferroukhi; Nicole Brown; sasha.shirley@undp.org
Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Diana,

Regarding your first request below please see here the link to the Aichi targets: <http://www.cbd.int/sp/targets/>

Regarding your third request, the minutes of the LPAC meeting held on Friday will be circulated to all stakeholders as soon as they have been completed.

Regarding your second request for status reports to the CBD and the consultation processes, I am directing your request, by copy of this e-mail, to NEPA (Ms. Yvette Strong and Mrs. Sheries Simpson) and the CBD Focal Point in the MWLWCC (Mr. Jerome Smith).

Dear Jerome, Sheries and Yvette,

Please see the request below from Diana McCaulay at JET. I do hope that you will be able to provide her with the reports and the information that she has requested.

Thank you.

Margaret



Margaret Jones Williams, PhD. QEP
Environment and Energy Programme Advisor
United Nations Development Programme
1-3 Lady Musgrave Road
Kingston 5, Jamaica
margaret.jones.williams@undp.org
Tel: 876-978-2390 Ext 2035
Fax: 876-946-2163

Empowered lives.
Resilient nations.

www.undp.org Follow us:   

From: Jamaica Environment Trust [mailto:jamentrust@cwjamaica.com]
Sent: Friday, November 29, 2013 3:02 PM
To: Margaret Jones Williams
Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Margaret,

Following the meeting today, I would like to request the following documents – not sure if you are the person to ask:

I would like the AICHI biodiversity targets – I believe I heard these are available on a website, but I did not catch whose...

The four Jamaica status reports to the CBD and info on whatever consultation process attended the production of these. I will need a list of those who were consulted, in what time frame, a list of those who sent in responses, and whether or not their views were incorporated in the report.

The minutes of today's meeting.

I hope that will be possible – please let me know.

Regards,

Diana

From: Margaret Jones Williams [<mailto:margaret.jones.williams@undp.org>]

Sent: Friday, November 22, 2013 1:40 PM

To: Jamaica Environment Trust; Nicole Brown; 'Leonie Barnaby'; 'Jerome Smith'; Okley_Coke@PIOJ.gov.jm; 'Elizabeth Emanuel'; andrea_stewart@pioj.gov.jm; 'Delores Wade'; 'Hopeton Peterson'; gakong@moa.gov.jm; 'Cynthia Fisher'; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; 'Gillian Guthrie'; 'Oral Khan'; cliffmah2000@yahoo.com; 'Jeffrey Spooner'; dblake@tnc.org; brandonhaye@cwjamaica.com; 'Ingrid Parchment'; 'Susan J. Otuokon'; dale.webber@uwimona.edu.jm; 'Christopher Corbin'; 'Jerome Smith'; kmcdonaldgayle@efj.org.jm; stacey.plummer@gmail.com; gsmarks-dorman@moa.gov.jm; kirkf@nicjamaica.com; ejones@eslcaribbean.com; 'Vidal, Fitzroy'; 'Barrett-Edwards, Yvonne'; agraham@wra.gov.jm; 'Suzanne Davis'; ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org

Cc: sasimpson@nepa.gov.jm; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm; 'Knight, Peter'; 'Danielle Andrade'

Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Diana,

Thank you for sending this additional information and for staying engaged in this process as a stakeholder. I will certainly table your inputs at the meeting on Friday.

Regards

Margaret

From: Jamaica Environment Trust [<mailto:jamentrust@cwjamaica.com>]

Sent: Friday, November 22, 2013 1:21 PM

To: Margaret Jones Williams; Nicole Brown; 'Leonie Barnaby'; 'Jerome Smith'; Okley_Coke@PIOJ.gov.jm; 'Elizabeth Emanuel'; andrea_stewart@pioj.gov.jm; 'Delores Wade'; 'Hopeton Peterson'; gakong@moa.gov.jm; 'Cynthia Fisher'; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; 'Gillian Guthrie'; 'Oral Khan'; cliffmah2000@yahoo.com; 'Jeffrey Spooner'; dblake@tnc.org; brandonhaye@cwjamaica.com; 'Ingrid Parchment'; 'Susan J. Otuokon'; dale.webber@uwimona.edu.jm; 'Christopher Corbin'; 'Jerome Smith'; kmcdonaldgayle@efj.org.jm; stacey.plummer@gmail.com; gsmarks-dorman@moa.gov.jm; kirkf@nicjamaica.com; ejones@eslcaribbean.com; 'Vidal, Fitzroy'; 'Barrett-Edwards, Yvonne'; agraham@wra.gov.jm; 'Suzanne Davis'; ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org

Cc: sasimpson@nepa.gov.jm; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm; 'Knight, Peter'; 'Danielle Andrade'

Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Margaret,

Perhaps you could also add to the list the devastation of the riparian zone of the Cabaritta River in Westmoreland in March of this year, done by the Ministry of Agriculture and Fisheries, which was stopped only after the devastation was

complete? And then when NEPA served an enforcement notice requiring replanting of the vegetation, that was appealed by the Min of Ag & Fisheries? And that the hearing by the NRCA Appeals tribunal was long delayed and the decision to uphold NEPA's enforcement notice only recently delivered? Maybe you could ask on my behalf, if any restoration has yet been done? I'm sending you a photo hopefully to spark some outrage.

I now remember that JET is doing a large research project on access to information, public participation and access to justice for environmental decision making in Jamaica. One of our case studies is with regard to the CBD and the NSAP. So perhaps I will have to attend your meeting after all. But since I have sent in my cry from the heart in this form, I am hoping you will do the speaking for me...

Diana

Diana McCaulay
CEO JET

From: Margaret Jones Williams [<mailto:margaret.jones.williams@undp.org>]

Sent: Thursday, November 21, 2013 5:49 PM

To: Jamaica Environment Trust; Nicole Brown; 'Leonie Barnaby'; 'Jerome Smith'; Okley_Coke@PIOJ.gov.jm; 'Elizabeth Emanuel'; andrea_stewart@pioj.gov.jm; 'Delores Wade'; 'Hopeton Peterson'; gakong@moa.gov.jm; 'Cynthia Fisher'; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; 'Gillian Guthrie'; 'Oral Khan'; cliffmah2000@yahoo.com; 'Jeffrey Spooner'; dblake@tnc.org; brandonhaye@cwjamaica.com; 'Ingrid Parchment'; 'Susan J. Otuokon'; dale.webber@uwlmona.edu.jm; 'Christopher Corbin'; 'Jerome Smith'; kmcdonaldgayle@efj.org.jm; stacey.plummer@gmail.com; gsmarks-dorman@moa.gov.jm; kirkf@nicjamaica.com; ejones@eslcaribbean.com; 'Vidal, Fitzroy'; 'Barrett-Edwards, Yvonne'; agraham@wra.gov.jm; 'Suzanne Davis'; ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org

Cc: sasimpson@nepa.gov.jm; Margaret Jones Williams; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm; 'Knight, Peter'; 'Danielle Andrade'

Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Diana,

Thank you for responding to the invitation to participate in the Project Appraisal Committee (PAC) for "National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica" project, and the points that you have raised. Please be assured that your comments will be shared at the meeting on Friday, 29 November.

Yours sincerely,

Margaret Jones Williams



Margaret Jones Williams, PhD, QEP
Environment and Energy Programme Advisor
United Nations Development Programme
1-3 Lady Musgrave Road
Kingston 5, Jamaica
margaret.jones.williams@undp.org
Tel: 876-978-2390 Ext 2035
Fax: 876-946-2163

Empowered lives.
Resilient nations.

www.undp.org Follow us   

From: Jamaica Environment Trust [<mailto:jamentrust@cwjamaica.com>]

Sent: Wednesday, November 20, 2013 3:30 PM

To: Nicole Brown; 'Leonie Barnaby'; 'Jerome Smith'; Okley_Coke@PIOJ.gov.jm; 'Elizabeth Emanuel'; andrea_stewart@pioj.gov.jm; 'Delores Wade'; 'Hopeton Peterson'; gakong@moa.gov.jm; 'Cynthia Fisher'; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; 'Gillian Guthrie'; 'Oral Khan'; cliffmah2000@yahoo.com; 'Jeffrey Spooner'; dblake@tnc.org; brandonhayes@cwjamaica.com; 'Ingrid Parchment'; 'Susan J. Otuokon'; dale.webber@uwimona.edu.jm; 'Christopher Corbin'; 'Jerome Smith'; kmcdonaldgayle@efj.org.jm; stacey.plummer@gmail.com; gsmarks-dorman@moa.gov.jm; kirkf@nicjamaica.com; ejones@eslcaribbean.com; 'Vidal, Fitzroy'; 'Barrett-Edwards, Yvonne'; agraham@wra.gov.jm; 'Suzanne Davis'; ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org

Cc: sasimpson@nepa.gov.jm; Margaret Jones Williams; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm; 'Knight, Peter'; 'Danielle Andrade'

Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear colleagues,

I'm not often speechless, but this invitation has rendered me so.

(Hiatus while I try to find words for my outrage... OK. Words coming up.)

I do believe everyone copied on this email knows that currently the GOJ is actively considering the approval of a large transshipment port in the Portland Bight Protected Area in the vicinity of the Goat Islands. In fact, many believe it is a done deal. I do believe everyone copied on this email knows that there has been absolutely no consultation with a raft of key stakeholders, including the responsible government agencies themselves and the park managers. I do believe everyone knows that were this to go ahead, it would be in breach of several of the provisions of the National Strategy and Action Plan on Biological Diversity which is now 10 years old. I got the NSAP on BD off my bookshelf and I flipped through its pages. I consider, for instance, Page 35, under the section "Strategy." I see the first principle is Transparency. I see the fourth principle is to protect habitats, ecosystems, species and genetic resources. I see the 6th principle is the precautionary approach. The 8th is Sectoral Integration. On page 26, I note that the system of protected areas is to be expanded, and the priorities are Mason River, Cockpit Country, Dolphin Head and the offshore cays. I imagine Goat Islands is one of those cays. On Page 54, I note Black River is of importance, also on Page 59, that we are to reduce pollutants into freshwater systems, that the Port Antonio marine area (sic) is vital for conservation efforts, again Dolphin Head and Cockpit Country are mentioned. A few months ago I took a trip up the Black River and was so horrified by what I saw that I took the short film I took to various meetings. I emailed NEPA and to the WRA about how the Black River system was being mismanaged – I specifically mentioned agricultural run off since there was a huge pipe dumping directly into the Black River. Apart from the usual, thank you for your concern responses, nothing more occurred. More recently, I reported illegal activity to NEPA on the San San beach – land clearing with bulldozers – something NEPA was unaware of, despite the existence of an officer in Portland. I think a warning notice was issued, but I'm not sure what else happened. I'm sure whatever it is will go ahead. Back to Page 64 of the NSAP, we learn of the importance of our endangered sea turtles and the Jamaican iguana – in the event that the transshipment port goes ahead, both sea turtle nesting habitat and the last stronghold of the Jamaican iguana will be compromised, if not eliminated entirely. I especially enjoyed the lovely photo of the Jamaican iguana on Page 47.

I note on page 28 that we are to have regulations for five types of protected areas under the NRCA Act and further, that Jamaica plans to adopt the categorization system used by the IUCN. I hope most of you will have read the scoping study done by Conrad Douglas & Assoc on the Goat Islands project, and will have seen his contention that Portland Bight Protected Area fits none of these categories – although since none have been declared, I'm not sure what his point is. On Page 40, I note we are to assess the potential ecological impacts of fast growing alien/exotic species before they are introduced and after. Like neem, leucena and teak, I imagine. On Page 66, we are to have increase in fines and penalties for breaches in the fishing industry act. On Page 67, we are supposed to have done a stock assessment of remaining mangroves, increased enforcement against illegal harvesting and dumping, and developed and implemented a management plan for mangroves. And I note, with bone deep weariness, that on Page 61, the complete eradication of predators on Great Goat Island will provide ideal conditions for the creation of a wildlife sanctuary for the Jamaican iguana and other rare and endangered species.

So you will forgive me if the only meeting I want to attend is an honest assessment of these (and other – but I did not want to be writing for two days) failures, as opposed to updating a plan that mostly has not been implemented, except perhaps for some process aspects such as meetings and plans and strategies and consultations. I feel particularly aggrieved to receive this invitation in the context of the Goat Islands project, which seems to me to be about to drive a stake through the heart of any efforts to conserve Jamaica's biodiversity, including most seriously, the integrity of the protected areas system, imperfect as it may be.

Since I am fairly sure you would prefer to receive my thoughts in this form, as opposed to in person, I am sending them via email. And I hope you will forgive the tinge of sarcasm but these days, it's the only defence I can find against despair.

Diana McCaulay
CEO
Jamaica Environment Trust
11 Waterloo Road
Kingston 10

From: Nicole Brown [<mailto:nicole.brown@undp.org>]

Sent: Wednesday, November 20, 2013 12:48 PM

To: Leonie Barnaby (emdml@yaho.com); Jerome Smith; Okley_Coke@PIOJ.gov.jm; Elizabeth Emanuel; andrea_stewart@pioj.gov.jm; Delores Wade (delores_wade@pioj.gov.jm); Hopeton Peterson; gakong@moa.gov.jm; Cynthia Fisher; mheadley@forestry.gov.jm; tina.williams@mof.gov.jm; renelle.aarons-morgan@mof.gov.jm; Gillian Guthrie (emdmoh@yaho.com); Oral Khan (oral.khan@mwh.gov.jm); cliffmah2000@yahoo.com; Jeffrey Spooner (j.e.spooner@cwjamaica.com); dblake@tnc.org; jamentrust@cwjamaica.com; brandonhaye@cwjamaica.com; Ingrid Parchment (iparchment@yahoo.com); Susan J. Otuokon (jcdt@jcdt.org); dale.webber@uwimona.edu.jm; Christopher Corbin (cic@cep.unep.org); Jerome Smith; kmcdonaldgayle@efi.org.jm; 'Stacey Plummer (stacey.plummer@gmail.com)' (stacey.plummer@gmail.com); gsmarks-dorman@moa.gov.jm; Kirk Freckleton (kirkf@nicjamaica.com) (kirkf@nicjamaica.com); ejones@eslcaribbean.com; Vidal, Fitzroy (fvidal@mstem.gov.jm); Barrett-Edwards, Yvonne (yedwards@mem.gov.jm); agraham@wra.gov.jm; Suzanne Davis (sdavis@nhmj-joj.org.jm); ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org

Cc: sasimpson@nepa.gov.jm; Margaret Jones Williams; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm

Subject: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Colleagues,

UNDP Jamaica Country Office invites you or a representative from your agency to be a part of a Project Appraisal Committee (PAC) for "National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica" project". The project will be implemented by the National Environment and Planning Agency.

The objective of the project is to integrate Jamaica's obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process, in a manner that is in line with the global guidance contained in the CBD's Strategic Plan for 2011-2020

The PAC meeting will be held Friday November 29 from 10:30 a.m. -12:00 p.m. at the UNDP Conference Room. The project document is attached for your review and comment. Please reply to confirm receipt and acceptance of this invitation.

We look forward to your response and participation.

Regards
Nicole



Nicole Brown
Programme Associate, Environment and Energy
United Nations Development Programme
1-3 Lady Musgrave Road
Kingston 5, Jamaica
Nicole.brown@undp.org
Phone: (876) 978-2390 Ext. 2033
Fax: (876) 946-2163

*Empowered lives.
Resilient nations.*

www.jm.undp.org Follow us:   

Margaret Jones Williams

From: Diana McCaulay <dmccaulay@cwjamaica.com>
Sent: Saturday, November 30, 2013 12:04 PM
To: Margaret Jones Williams
Cc: jamentrust@cwjamaica.com
Subject: Meeting yesterday, re the updating of Ja's National Strategy & Action Plan for Biodiversity

Dear Margaret,

Last night I couldn't sleep – because all I could think about was the price tag for the updating of Jamaica's National Strategy and Action Plan on Biodiversity – US\$200,000.00. I think that was what you said – please tell me I added a zero in error.

Assuming what I wrote down is correct, I want to register the strongest possible objection to this. It is an unconscionable amount of money to spend for what is essentially going to be just another report, with the very great likelihood that it too will be ignored.

Jamaica wrote the NSAPB ten years ago. We have submitted regular reports to the CBD, I'm sure – I've seen some of them. We've sent representatives to the COPs and numerous other meetings. I have no doubt that Jamaica is recorded by the UN system as having complied with the CBD. **Yet the majority of the commitments in the NSAPB have not been met.** Why are we continuing down this futile road? It would be one thing if it was a free road – but it is not free. It is not even reasonable in cost.

I reckon the job of updating the current plan, identifying what funding is available to implement the provisions, setting priorities and crafting a realistic plan (instead of the long wish list of the last one) might be a month's work and at the outside should cost no more than US\$20,000.00, including the consultations.

This is the source of my frustration with the UN system, Margaret, which seems to be all about processes – plans, strategies, consultations, frameworks, meetings (at enormous cost and carbon footprint) and yet few of these processes result in the actual protection of natural resources.

Why can't we spend the \$200,000 on some IMPLEMENTATION of what is in the old plan? Nothing has changed, Margaret, all those things that are written down have mostly not been done and need to be done.

I will formally write your resident coordinator with my concerns – due to my rather leaky brain, and I suppose utter shock that this could even be considered, I forgot to raise this in the Q&A period.

Diana

Nicole Brown

From: Arun Kashyap
Sent: Friday, November 22, 2013 2:34 PM
To: Jamaica Environment Trust; Nicole Brown; 'Leonie Barnaby'; 'Jerome Smith'; Okley_Coke@PIOJ.gov.jm; 'Elizabeth Emanuel'; andrea_stewart@pioj.gov.jm; 'Delores Wade'; 'Hopeton Peterson'; gakong@moa.gov.jm; 'Cynthia Fisher'; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; 'Gillian Guthrie'; 'Oral Khan'; cliffmah2000@yahoo.com; 'Jeffrey Spooner'; dblake@tnc.org; brandonhaye@cwjamaica.com; 'Ingrid Parchment'; 'Susan J. Otuokon'; dale.webber@uwimona.edu.jm; 'Christopher Corbin'; 'Jerome Smith'; kmcdonaldgayle@efj.org.jm; stacey.plummer@gmail.com; gsmarks-dorman@moa.gov.jm; kirkf@nicjamaica.com; ejones@eslcaribbean.com; 'Vidal, Fitzroy'; 'Barrett-Edwards, Yvonne'; agraaham@wra.gov.jm; 'Suzanne Davis'; ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org
Cc: sasimpson@nepa.gov.jm; Margaret Jones Williams; Sasha Shirley; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm; 'Knight, Peter'; 'Danielle Andrade'; Lyes Ferroukhi; Helen Negret
Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Ms. McCauley

Thank you for your thoughtful and passionate comments. Your evident commitment towards maintaining the integrity of the National Strategy and Action Plan on Biodiversity in the country is worthy.

I hope I can count on you and the other equally committed stakeholders to work with us to make sure that the efforts to update Jamaica's NBSAP will (i) fulfill the principles of good governance, viz., participation, transparency, and accountability, and (ii) strengthen enforceability of the agreed commitments including through active engagement of diverse stakeholders. It is possible that such efforts may require strengthening or even expanding the current policy framework; this would be a part of the necessary role to be played by the stakeholders and would guarantee its inclusion in the updated NBSAP.

Accordingly, I am requesting my UNDP colleagues to include the lessons learnt from the implementation of 2003 NBSAP in the **Part I – Situation Analysis**. This would ensure the avoidance of repeating same and/or similar mistakes in the future. It is equally important to include global good practices in the updated NBSAP and we will seek assistance from our UNDP-GEF colleagues at the Regional Center/HQ to guide and assist us in capturing them and incorporating them in the updated version.

Similarly, **Stakeholder Analysis & Engagement** will be elaborated to include expectations of the role to be played by diverse stakeholders in formulating an updated NBSAP in accordance with the principles of good governance and their enforcement. It is imperative that the list of stakeholders includes communities, the private sector, all relevant UN agencies, international development

partners, bilateral partners and other institutions that are engaged in integrating biodiversity linkages for greater equitable development and creating options to improve the quality of life of all Jamaicans.

Part II – Strategy would be detailed to define an operational framework based on the context referred to above and that links sustainable biodiversity planning to job and livelihoods creation that also strengthens resilience of the marginalized population. The **Project Risks** would also include for instance, identifying violation of the principles of NBSAP by various actors while exploring solutions to minimize them if not eliminate them through better enforcement.

Part III Management Arrangements must be creative and flexible to ensure inclusiveness and participation of all relevant stakeholders with delegated responsibilities. This, I hope would safeguard the integrity of the same principles in the updated NBSAP.

The (Project Appraisal Meeting) process to improve the Project Document is vital; it will to a large extent determine the quality and worthiness of the eventual product – Updated NBSAP. While UNDP/UN system can facilitate the integrity and quality of the process the obligation of its operational effectiveness and effective implementation ultimately is the responsibility of the stakeholders and citizens of Jamaica. Even as the need to voice violations is mandatory and inviolable for all stakeholders, it is equally - if not more fundamental - to build a community of practice that represents the voice of all Jamaicans - who we all serve. And, JET has an important role to play in achieving that currently appears to be wanting. I would be keen to hear your vision to fill that niche.

My best wishes to all at the Project Appraisal Meeting.

With my best regards,

Arun



Arun Kashyap

UN Resident Coordinator/UNDP Resident Representative

1-3 Lady Musgrave Road

Kingston 5, Jamaica W.I.

Tel: (876) 978-2390-9 ext. 2015

Fax: (876) 946-2163

From: Jamaica Environment Trust [mailto:jamentrust@cwjamaica.com]

Sent: Wednesday, November 20, 2013 03:30 PM

To: Nicole Brown; 'Leonie Barnaby'; 'Jerome Smith'; Okley_Coke@PIOJ.gov.jm; 'Elizabeth Emanuel'; andrea_stewart@pioj.gov.jm; 'Delores Wade'; 'Hopeton Peterson'; gakong@moa.gov.jm; 'Cynthia Fisher'; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; 'Gillian Guthrie'; 'Oral Khan'; cliffmah2000@yahoo.com; 'Jeffrey Spooner'; dblake@tnc.org; brandonhayes@cwjamaica.com; 'Ingrid Parchment'; 'Susan J. Otuokon'; dale.webber@uwimona.edu.jm; 'Christopher Corbin'; 'Jerome Smith'; kmcdonaldgayle@efj.org.jm; stacey.plummer@gmail.com; gsmarks-dorman@moa.gov.jm; kirkf@nicjamaica.com; ejones@eslcaribbean.com; 'Vidal, Fitzroy'; 'Barrett-Edwards, Yvonne'; agraaham@wra.gov.jm; 'Suzanne Davis'; ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org

Cc: sasimpson@nepa.gov.jm; Margaret Jones Williams; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar

Gonzalez; ndouglas@nepa.gov.jm; 'Knight, Peter'; 'Danielle Andrade'

Subject: RE: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear colleagues,

I'm not often speechless, but this invitation has rendered me so.

(Hiatus while I try to find words for my outrage... OK. Words coming up.)

I do believe everyone copied on this email knows that currently the GOJ is actively considering the approval of a large transshipment port in the Portland Bight Protected Area in the vicinity of the Goat Islands. In fact, many believe it is a done deal. I do believe everyone copied on this email knows that there has been absolutely no consultation with a raft of key stakeholders, including the responsible government agencies themselves and the park managers. I do believe everyone knows that were this to go ahead, it would be in breach of several of the provisions of the National Strategy and Action Plan on Biological Diversity which is now 10 years old. I got the NSAP on BD off my bookshelf and I flipped through its pages. I consider, for instance, Page 35, under the section "Strategy." I see the first principle is Transparency. I see the fourth principle is to protect habitats, ecosystems, species and genetic resources. I see the 6th principle is the precautionary approach. The 8th is Sectoral Integration. On page 26, I note that the system of protected areas is to be expanded, and the priorities are Mason River, Cockpit Country, Dolphin Head and the offshore cays. I imagine Goat Islands is one of those cays. On Page 54, I note Black River is of importance, also on Page 59, that we are to reduce pollutants into freshwater systems, that the Port Antonio marine area (sic) is vital for conservation efforts, again Dolphin Head and Cockpit Country are mentioned. A few months ago I took a trip up the Black River and was so horrified by what I saw that I took the short film I took to various meetings. I emailed NEPA and to the WRA about how the Black River system was being mismanaged – I specifically mentioned agricultural run off since there was a huge pipe dumping directly into the Black River. Apart from the usual, thank you for your concern responses, nothing more occurred. More recently, I reported illegal activity to NEPA on the San San beach – land clearing with bulldozers – something NEPA was unaware of, despite the existence of an officer in Portland. I think a warning notice was issued, but I'm not sure what else happened. I'm sure whatever it is will go ahead. Back to Page 64 of the NSAP, we learn of the importance of our endangered sea turtles and the Jamaican iguana – in the event that the transshipment port goes ahead, both sea turtle nesting habitat and the last stronghold of the Jamaican iguana will be compromised, if not eliminated entirely. I especially enjoyed the lovely photo of the Jamaican iguana on Page 47.

I note on page 28 that we are to have regulations for five types of protected areas under the NRCA Act and further, that Jamaica plans to adopt the categorization system used by the IUCN. I hope most of you will have read the scoping study done by Conrad Douglas & Assoc on the Goat Islands project, and will have seen his contention that Portland Bight Protected Area fits none of these categories – although since none have been declared, I'm not sure what his point is. On Page 40, I note we are to assess the potential ecological impacts of fast growing alien/exotic species before they are introduced and after. Like neem, leucena and teak, I imagine. On Page 66, we are to have increase in fines and penalties for breaches in the fishing industry act. On Page 67, we are supposed to have done a stock assessment of remaining mangroves, increased enforcement against illegal harvesting and dumping, and developed and implemented a management plan for mangroves. And I note, with bone deep weariness, that on Page 61, the complete eradication of predators on Great Goat Island will provide ideal conditions for the creation of a wildlife sanctuary for the Jamaican iguana and other rare and endangered species.

So you will forgive me if the only meeting I want to attend is an honest assessment of these (and other – but I did not want to be writing for two days) failures, as opposed to updating a plan that mostly has not been implemented, except perhaps for some process aspects such as meetings and plans and strategies and consultations. I feel particularly aggrieved to receive this invitation in the context of the Goat Islands project, which seems to me to be about to drive a stake through the heart of any efforts to conserve Jamaica's biodiversity, including most seriously, the integrity of the protected areas system, imperfect as it may be.

Since I am fairly sure you would prefer to receive my thoughts in this form, as opposed to in person, I am sending them via email. And I hope you will forgive the tinge of sarcasm – but these days, it's the only defence I can find – against despair.

Diana McCaulay
CEO
Jamaica Environment Trust
11 Waterloo Road
Kingston 10

From: Nicole Brown [<mailto:nicole.brown@undp.org>]

Sent: Wednesday, November 20, 2013 12:48 PM

To: Leonie Barnaby (emdml@yahoo.com); Jerome Smith; Okley_Coke@PIOJ.gov.jm; Elizabeth Emanuel; andrea_stewart@pioj.gov.jm; Delores Wade (delores_wade@pioj.gov.jm); Hopeton Peterson; gakong@moa.gov.jm; Cynthia Fisher; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; Gillian Guthrie (emdmohe@yahoo.com); Oral Khan (oral.khan@mwh.gov.jm); cliffmah2000@yahoo.com; Jeffrey Spooner (j.e.spooner@cwjamaica.com); dblake@tnc.org; jamentrust@cwjamaica.com; brandonhaye@cwjamaica.com; Ingrid Parchment (iparchment@yahoo.com); Susan J. Otuokon (jcdt@jcdt.org); dale.webber@uwimona.edu.jm; Christopher Corbin (cjc@cep.unep.org); Jerome Smith; kmcdonaldgayle@efj.org.jm; 'Stacey Plummer (stacey.plummer@gmail.com)' (stacey.plummer@gmail.com); gsmarks-dorman@moa.gov.jm; Kirk Freckleton (kirkf@nicjamaica.com) (kirkf@nicjamaica.com); ejones@eslcaribbean.com; Vidal, Fitzroy (fvidal@mstem.gov.jm); Barrett-Edwards, Yvonne (yedwards@mem.gov.jm); agraham@wra.gov.jm; Suzanne Davis (sdavis@nhmj-ioj.org.jm); ystrong@nepa.gov.jm; cgordon@nepa.gov.jm; hyacinthd@unops.org

Cc: sasimpson@nepa.gov.jm; Margaret Jones Williams; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm

Subject: Project Appraisal Meeting for the Updating the Jamaica NBSAP

Dear Colleagues,

UNDP Jamaica Country Office invites you or a representative from your agency to be a part of a Project Appraisal Committee (PAC) for "National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica" project". The project will be implemented by the National Environment and Planning Agency.

The objective of the project is to integrate Jamaica's obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process, in a manner that is in line with the global guidance contained in the CBD's Strategic Plan for 2011-2020

The PAC meeting will be held Friday November 29 from 10:30 a.m. -12:00 p.m. at the UNDP Conference Room . The project document is attached for your review and comment. Please reply to confirm receipt and acceptance of this invitation.

We look forward to your response and participation.

Regards
Nicole



Nicole Brown
Programme Associate, Environment and Energy
United Nations Development Programme
1-3 Lady Musgrave Road
Kingston 5, Jamaica
Nicole.brown@undp.org
Phone: (876) 978-2390 Ext. 2033
Fax: (876) 946-2163

Empowered lives.
Resilient nations.

www.jm.undp.org Follow us:

Aichi Biodiversity Targets

Strategic Goal A: Address the underlying causes of biodiversity loss by mainstreaming biodiversity across government and society

Strategic Goal B: Reduce the direct pressures on biodiversity and promote sustainable use

Strategic Goal C: To improve the status of biodiversity by safeguarding ecosystems, species and genetic diversity

Strategic Goal D: Enhance the benefits to all from biodiversity and ecosystem services

Strategic Goal E: Enhance implementation through participatory planning, knowledge management and capacity building

Strategic Goal A: Address the underlying causes of biodiversity loss by mainstreaming biodiversity across government and society



Target 1

By 2020, at the latest, people are aware of the values of biodiversity and the steps they can take to conserve and use it sustainably.



Target 2

By 2020, at the latest, biodiversity values have been integrated into national and local development and poverty reduction strategies and planning processes and are being incorporated into national accounting, as appropriate, and reporting systems.



Target 3

By 2020, at the latest, incentives, including subsidies, harmful to biodiversity are eliminated, phased out or reformed in order to minimize or avoid negative impacts, and positive incentives for the conservation and sustainable use of biodiversity are developed and applied, consistent and in harmony with the Convention and other relevant international obligations, taking into account national socio economic conditions.



Target 4

By 2020, at the latest, Governments, business and stakeholders at all levels have taken steps to achieve or have implemented plans for sustainable production and consumption and have kept the impacts of use of natural resources well within safe ecological limits.

Strategic Goal B: Reduce the direct pressures on biodiversity and promote sustainable use



Target 5

By 2020, the rate of loss of all natural habitats, including forests, is at least halved and where feasible brought close to zero, and degradation and fragmentation is significantly reduced.



Target 6

By 2020 all fish and invertebrate stocks and aquatic plants are managed and harvested sustainably, legally and applying ecosystem based approaches, so that overfishing is avoided, recovery plans and measures are in place for all depleted species, fisheries have no significant adverse impacts on threatened species and vulnerable ecosystems and the impacts of fisheries on stocks, species and ecosystems are within safe ecological limits.



Target 7

By 2020 areas under agriculture, aquaculture and forestry are managed sustainably, ensuring conservation of biodiversity.



Target 8

By 2020, pollution, including from excess nutrients, has been brought to levels that are not detrimental to ecosystem function and biodiversity.



Target 9

By 2020, invasive alien species and pathways are identified and prioritized, priority species are controlled or eradicated, and measures are in place to manage pathways to prevent their

introduction and establishment.



Target 10

By 2015, the multiple anthropogenic pressures on coral reefs, and other vulnerable ecosystems impacted by climate change or ocean acidification are minimized, so as to maintain their integrity and functioning.

Strategic Goal C: To improve the status of biodiversity by safeguarding ecosystems, species and genetic diversity



Target 11

By 2020, at least 17 per cent of terrestrial and inland water, and 10 per cent of coastal and marine areas, especially areas of particular importance for biodiversity and ecosystem services, are conserved through effectively and equitably managed, ecologically representative and well connected systems of protected areas and other effective area-based conservation measures, and integrated into the wider landscapes and seascapes.



Target 12

By 2020 the extinction of known threatened species has been prevented and their conservation status, particularly of those most in decline, has been improved and sustained.



Target 13

By 2020, the genetic diversity of cultivated plants and farmed and domesticated animals and of wild relatives, including other socio-economically as well as culturally valuable species, is maintained, and strategies have been developed and implemented for minimizing genetic erosion and safeguarding their genetic diversity.

Strategic Goal D: Enhance the benefits to all from biodiversity and ecosystem services



Target 14

By 2020, ecosystems that provide essential services, including services related to water, and contribute to health, livelihoods and well-being, are restored and safeguarded, taking into account the needs of women, indigenous and local communities, and the poor and vulnerable.



Target 15

By 2020, ecosystem resilience and the contribution of biodiversity to carbon stocks has been enhanced, through conservation and restoration, including restoration of at least 15 per cent of degraded ecosystems, thereby contributing to climate change mitigation and adaptation and to combating desertification.



Target 16

By 2015, the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization is in force and operational, consistent with national legislation.

Strategic Goal E: Enhance implementation through participatory planning, knowledge management and capacity building



Target 17

By 2015 each Party has developed, adopted as a policy instrument, and has commenced implementing an effective, participatory and updated national biodiversity strategy and action plan.



Target 18

By 2020, the traditional knowledge, innovations and practices of indigenous and local communities relevant for the conservation and sustainable use of biodiversity, and their customary use of biological resources, are respected, subject to national legislation and relevant international obligations, and fully integrated and reflected in the implementation of the Convention with the full and effective participation of indigenous and local communities, at all relevant levels.

Target 19

By 2020, knowledge, the science base and technologies relating to biodiversity, its values, functioning, status and trends, and the consequences of its loss, are improved, widely shared and transferred, and applied.

Target 20

By 2020, at the latest, the mobilization of financial resources for effectively implementing the Strategic Plan for Biodiversity 2011-2020 from all sources, and in accordance with the consolidated and agreed process in the Strategy for Resource Mobilization, should increase substantially from the current levels. This target will be subject to changes contingent to resource needs assessments to be developed and reported by Parties.

Local Project Appraisal Committee
 National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica
 Friday, 29 November 2013

4) List of participants in the LPAC			
Name	Institution	Title	Email
Margaret Jones, W. Williams	UNOP	Executive Engrg Advisor	margaret.jones@unop.gov.jm
Noulette Douglas	NEPA	Director Policy NEPA	noulette.douglas@nepa.gov.jm
LEONARD FRANCIS	NEPA	Director Special Planning Division	leonard.f@nepa.gov.jm
Dionne Rose	NEPA	Manager - Public Education, NEPA	dionne.rose@nepa.gov.jm
Carroll Francis Rhiney	ARDA	Director, Foundation Marketing & Special Projects	rhiney.c@arda.gov.jm
Dudley Brown	UNOP	Programme Director	dudley.brown@unop.gov.jm
SHERIES SIMPSON	NEPA	Manager - Projects	ssimpson@nepa.gov.jm
MAEL RICHARDS	UNOP	Challenger in Environment Projects Assistant	mrael.richards@unop.gov.jm
Christine Orgill	NEPA	Executive Engrg Advisor	christine.orgill@nepa.gov.jm
JASON HONGSAM	CIPO	PATENT ADMINISTRATOR	jason.hongsam@ipo.gov.jm
ANN SUTTON	for C-CAM	CONSULTANT	asutton@cwjamaica.com
Lisa Grant	JNAT	Legal Officer	lisagrants@jnat.com
Flaine Fisher	SA & PAC		cfisher@yahoocom
Diana McCaulay	JET	CEO	jamentrust@cwjamaica.com
LORI-ANN HARRIS	UIDC	Entrepreneurial Officer	lharris@uidc.gov.jm

Asha Bobb-Semple

From: Nicole Brown
Sent: Tuesday, December 17, 2013 10:25 AM
To: Nicole Brown; 'Leonie Barnaby'; 'Jerome Smith'; Okley_Coke@PIOJ.gov.jm; 'Elizabeth Emanuel'; andrea_stewart@pioj.gov.jm; 'Delores Wade'; 'Hopeton Peterson'; gakong@moa.gov.jm; 'Cynthia Fisher'; mheadley@forestry.gov.jm; tina.williams@mot.gov.jm; renelle.aarons-morgan@mof.gov.jm; 'Gillian Guthrie'; 'Oral Khan'; cliffmah2000@yahoo.com; 'Jeffrey Spooner'; dblake@tnc.org; brandonhay@cwjamaica.com; 'Ingrid Parchment'; 'Danielle Andrade'; brandonhay@cwjamaica.com; jamaicaconservation@gmail.com; bfernandez@wra.gov.jm; yedwards@mstem.gov.jm; Rose, Dionne; Francis, Leonard; osbourne.chin@mot.gov.jm; althea.heron@mot.gov.jm; vernond@sdg.gov.jm; executive@rada.gov.jm; dmalcolm@udcja.com; mark.barnett@nwc.com.jm; gakong@moa.gov.jm; schen@udcja.com; ena.lee@nwc.com.jm; fisheries@moa.gov.jm; stacyparker@jnht.com; karenclevy@gmail.com; ksamuels40@yahoo.com; executive@jnht.com; bbandy@mstem.gov.jm; byron.wilson@uwimona.edu.jm; helen.asekota@uwimona.edu.jm; gmd1@pcj.com; rhutchinson@jis.gov.jm; carol.simpson@jipo.gov.jm; psoffice@moa.gov.jm; bodlesresearch@moa.gov.jm; lrsmyers@gmail.com; ps@mtw.gov.jm; albert.daley@mwlecc.gov.jm; awhite@musc.gov.jm; faith.webster@opm.gov.jm; evertonhunter@nwa.gov.jm; sebrina.esturine@mwlecc.gov.jm; sheldon.bailey2003@yahoo.com; moorecooke@yahoo.com; stephenieisaacs@nwa.gov.jm
Cc: sasimpson@nepa.gov.jm; Margaret Jones Williams; Sasha Shirley; Arun Kashyap; Elsie Laurence-Chounoune; Itziar Gonzalez; ndouglas@nepa.gov.jm; 'Knight, Peter'
Subject: Finalizing NBSAP
Attachments: FINALFINALNBSAP-LPACMinutes (2).docx; LPAC Minutes Signature Page.pdf; JETCommentsAfterLPAC.pdf; JETCommentsAndEandEAdvisorResponses.pdf; NBSAPLPACSignInSheet.pdf; RRRResponseToJET.pdf; Aichi Biodiversity Targets.docx; FINALFINALPRODOCJamaicaIBDEA_annotated(Draft1)December13, 2013.doc

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Colleagues,

As agreed at the Project Appraisal Committee meeting, the revised project document and minutes of the meeting are being circulated for final review and comment. In addition to the minutes all the comments that were received via email are attached for information. Please share any additional comments you may have by 4:30pm Thursday December 19, 2013. We would like to thank you for your participation and look forward to your support during the implementation of the project.

Kind regards
Nicole

Nicole Brown, Programme Associate, Environment, Energy and DRR | United Nations Development Programme (UNDP), Jamaica | 1-3 Lady Musgrave Road | Kingston 5, Jamaica W.I. | Tel: (876) 978-2390-9 ext. 2033

ANNEX 4: PROJECT CYCLE MANAGEMENT SERVICES

Stage	Country Office ¹⁵	UNDP/GEF
Identification, Sourcing/Screening of Ideas, and Due Diligence	Identify project ideas as part of country programme/CPAP and UNDAF/CCA.	<ul style="list-style-type: none"> • Technical input to CCA/UNDAFs and CPAPs where appropriate. • Input on policy alignment between projects and programmes. • Provide information on substantive issues and specialized funding opportunities (SOFs). • Policy advisory services including identifying, accessing, combining and sequencing financing. • Verify potential eligibility of identified idea.
	Assist proponent to formulate project idea / prepare project idea paper (e.g. GEF PIF/PPG).	<i>Technical support:</i> <ul style="list-style-type: none"> • Research and development. • Provide up-front guidance. • Sourcing of technical expertise. • Verification of technical reports and project conceptualization. • Guidance on SOF expectations and requirements. • Training and capacity building for Country Offices.
	<i>Appraisal:</i> <ul style="list-style-type: none"> • Review and appraise project idea. • Undertake capacity assessments of implementing partner as per UNDP POPP. • Environmental screening of project as and when included in UNDP POPP. • Monitor project cycle milestones. 	<ul style="list-style-type: none"> • Provide detailed screening against technical, financial, social and risk criteria. • Determine likely eligibility against identified SOF.
	<i>Partners:</i> <ul style="list-style-type: none"> • Assist proponent to identify and negotiate with relevant partners, cofinanciers, etc 	<ul style="list-style-type: none"> • Assist in identifying technical partners. • Validate partner technical abilities.
	<i>Obtain clearances:</i> <ul style="list-style-type: none"> • Government, UNDP, Implementing Partner, LPAC, cofinanciers, etc. 	<ul style="list-style-type: none"> • Obtain SOF clearances.
Project Development	<i>Initiation Plan: - though not applicable for Enabling Activities</i> <ul style="list-style-type: none"> • Management and financial oversight of Initiation Plan • Discuss management arrangements 	<ul style="list-style-type: none"> • Technical support, backstopping and troubleshooting. • Support discussions on management arrangements • Facilitate issuance of DOA
	<i>Project Document:</i> <ul style="list-style-type: none"> • Support project development, assist proponent to identify and negotiate with relevant partners, cofinanciers, etc. • Review, appraise, finalize Project Document. • Negotiate and obtain clearances and signatures – Government, UNDP, Implementing Partner, LPAC, cofinanciers, etc. • Respond to information requests, arrange revisions etc. 	<i>Technical support:</i> <ul style="list-style-type: none"> • Sourcing of technical expertise. • Verification of technical reports and project conceptualization. • Guidance on SOF expectations and requirements. • Negotiate and obtain clearances by SOF • Respond to information requests, arrange revisions etc. • Quality assurance and due diligence. • Facilitate issuance of DOA

¹⁵ As per UNDP POPP with additional SOF requirements where relevant.

Stage	Country Office ¹⁵	UNDP/GEF
	<ul style="list-style-type: none"> Prepare operational and financial reports on development stage as needed. 	
<i>Key UNDP/GEF management performance indicators/targets for Project Development:</i>		
<ol style="list-style-type: none"> Time between PIF approval to CEO endorsement for each project: <ul style="list-style-type: none"> Target for GEF trust fund project: FSP = 18 months or less, MSP 12 months or less. Target for LDCF and SCCF: FSP/MSP = 12 months or less. Time between CEO endorsement (or PAC for non GEF funded projects) to first disbursement for each project: <ul style="list-style-type: none"> Target = 4 months or less 		
Project Oversight	<i>Management Oversight and support</i>	<i>Technical and SOF Oversight and support</i>
	<i>Project Launch/Inception Workshop</i> <ul style="list-style-type: none"> Preparation and coordination. 	<ul style="list-style-type: none"> Technical support in preparing TOR and verifying expertise for technical positions. Verification of technical validity / match with SOF expectations of inception report. Participate in Inception Workshop
	<i>Management arrangements:</i> <ul style="list-style-type: none"> Facilitate consolidation of the Project Management Unit, where relevant. Facilitate and support Project Board meetings as outlined in project document and agreed with UNDP RTA. Provide project assurance role if specified in project document. 	<ul style="list-style-type: none"> Technical input and support to TOR development. Troubleshooting support. Support in sourcing of potentially suitable candidates and subsequent review of CVs/recruitment process.
	<i>Annual WorkPlan:</i> <ul style="list-style-type: none"> Issuance of AWP. Monitor implementation of the annual work plan and timetable. 	<ul style="list-style-type: none"> Advisory services as required Review AWP, and clear for ASL where relevant.
	<i>Financial management:</i> <ul style="list-style-type: none"> Conduct budget revisions, verify expenditures, advance funds, issue combined delivery reports, ensure no over-expenditure of budget. Ensure necessary audits. 	<ul style="list-style-type: none"> Allocation of ASLs, based on cleared AWPs Return of unspent funds to donor Monitor projects to ensure activities funded by donor comply with agreements/ProDocs Oversight and monitoring to ensure financial transparency and clear reporting to the donor
	<i>Results Management:</i> <ul style="list-style-type: none"> Alignment: link project output to CPAP Outcome in project tree in Atlas, link CPAP outcome in project tree to UNDP Strategic Plan Environment and sustainable Development Key Result Area as outlined in project document during UNDP work planning in ERBM. Gender: In ATLAS, rate each output on a scale of 0-3 for gender relevance. Monitoring and reporting: Monitor project results, track result framework indicators, and co-financing where relevant. Monitor risks in Atlas and prepare annual APR/PIR report where required by donor and/or UNDP/GEF. Annual site visits – at least one site visit per year, report to be circulated no later than 2 weeks after visit completion. 	<ul style="list-style-type: none"> Advisory services as required. Quality assurance. Project visits – at least one technical support visit per year.

Stage	Country Office ¹⁵	UNDP/GEF
	<p><i>Evaluation:</i></p> <ul style="list-style-type: none"> • Integrate project evaluations into CO evaluation plan. Identify synergies with country outcome evaluations. • Arrange mid-term, final, and other evaluations: prepare TOR, hire personnel, plan and facilitate mission / meetings / debriefing, circulate draft and final reports. • Participate as necessary in other evaluations. • Ensure tracking of committed and actual co financing as part of mid-term and final evaluations. • Prepare management response to project evaluations and post in UNDP ERC. 	<ul style="list-style-type: none"> • Technical support and analysis. • Quality assurance. • Compilation of lessons and consolidation of learning. • Dissemination of technical findings. • Participate as necessary in other SOF evaluations.
	<p><i>Project Closure:</i></p> <ul style="list-style-type: none"> • Final budget revision and financial closure (within 12 months after operational completion). • Final reports as required by donor and/or UNDP/GEF. 	<ul style="list-style-type: none"> • Advisory services as required. • Technical input. • Quality assurance.

Key UNDP GEF management performance indicators/targets for Project Oversight:

1. Each project aligned with country outcomes and UNDP Strategic Plan Environment and Sustainable Development key results, and included in Country Office Integrated Work Plan in the ERBM:
 - Target = 100%
2. Quality rating of annual APR/PIRs: Once completed and submitted, the quality of each project APR/PIR is rated by an external reviewer
 - Target = Rating of Satisfactory or above
3. Quality rating of Terminal Evaluations: Once completed, the quality of each terminal evaluation is rated by an external reviewer
 - Target = Rating of Satisfactory or above
4. Quality of results achieved by project as noted in terminal evaluation: the independent evaluator assigns an overall rating to the project.
 - Target = Satisfactory or above

UNDP Environmental and Social Screening Template (December 2012)

QUESTION 1:

Has a combined environmental and social assessment/review that covers the proposed project already been completed by implementing partners or donor(s)?

Select answer below and follow instructions:

→YES: Continue to Question 2 (do not fill out Table 1.1)

→NO: No further environmental and social review is required if the existing documentation meets UNDP's quality assurance standards, and environmental and social management recommendations are integrated into the project. Therefore, you should undertake the following steps to complete the screening process:

1. Use Table 1.1 below to assess existing documentation. (It is recommended that this assessment be undertaken jointly by the Project Developer and other relevant Focal Points in the office or Bureau).
2. Ensure that the Project Document incorporates the recommendations made in the implementing partner's environmental and social review.
3. Summarize the relevant information contained in the implementing partner's environmental and social review in Annex A.2 of this Screening Template, selecting Category 1.
4. Submit Annex A to the PAC, along with other relevant documentation.

Note: Further guidance on the use of national systems for environmental and social assessment can be found in the UNDP ESSP Annex B.

TABLE 1.1: CHECKLIST FOR APPRAISING QUALITY ASSURANCE OF EXISTING ENVIRONMENTAL AND SOCIAL ASSESSMENT	Yes/No
1. Does the assessment/review meet its terms of reference, both procedurally and substantively?	
2. Does the assessment/review provide a satisfactory assessment of the proposed project?	
3. Does the assessment/review contain the information required for decision-making?	
4. Does the assessment/review describe specific environmental and social management measures (e.g. mitigation, monitoring, advocacy, and capacity development measures)?	
5. Does the assessment/review identify capacity needs of the institutions responsible for implementing environmental and social management issues?	
6. Was the assessment/review developed through a consultative process with strong stakeholder engagement, including the view of men and women?	
7. Does the assessment/review assess the adequacy of the cost of and financing arrangements for environmental and social management issues?	

Table 1.1 (continued) For any "no" answers, describe below how the issue has been or will be resolved (e.g. amendments made or supplemental review conducted).

--

QUESTION 2:

Do all outputs and activities described in the Project Document fall within the following categories?

- Procurement (In which case UNDP's Procurement Ethics and Environmental Procurement Guide need to be complied with)
- Report preparation
- Training
- Event/workshop/meeting/conference (refer to Green Meeting Guide)
- Communication and dissemination of results

Select answer below and follow instructions:

- NO → Continue to Question 3
- YES → No further environmental and social review required. Complete Annex A.2, selecting Category 1, and submit the completed template (Annex A) to the PAC.

QUESTION 3:

Does the proposed project include activities and outputs that support *upstream* planning processes that potentially pose environmental and social impacts or are vulnerable to environmental and social change (refer to Table 3.1 for examples)? (Note that *upstream* planning processes can occur at global, regional, national, local and sectoral levels)

Select the appropriate answer and follow instructions:

- NO** → Continue to Question 4.
- YES** → Conduct the following steps to complete the screening process:
1. Adjust the project design as needed to incorporate UNDP support to the country(ies), to ensure that environmental and social issues are appropriately considered during the upstream planning process. Refer to Section 7 of this Guidance for elaboration of environmental and social mainstreaming services, tools, guidance and approaches that may be used.
 2. Summarize environmental and social mainstreaming support in Annex A.2, Section C of the Screening Template and select "Category 2".
 3. If the proposed project **ONLY** includes upstream planning processes then screening is complete, and you should submit the completed Environmental and Social Screening Template (Annex A) to the PAC. If downstream implementation activities are also included in the project then continue to Question 4.

TABLE 3.1	EXAMPLES OF UPSTREAM PLANNING PROCESSES WITH POTENTIAL DOWNSTREAM ENVIRONMENTAL AND SOCIAL IMPACTS	Check appropriate box(es) below:
1.	<p>Support for the elaboration or revision of global-level strategies, policies, plans, and programmes.</p> <p><i>For example, capacity development and support related to international negotiations and agreements. Other examples might include a global water governance project or a global MDG project.</i></p>	
2.	<p>Support for the elaboration or revision of regional-level strategies, policies and plans, and programmes.</p> <p><i>For example, capacity development and support related to transboundary programmes and planning (river basin management, migration, international waters, energy development and access, climate change adaptation etc.).</i></p>	
3.	<p>Support for the elaboration or revision of national-level strategies, policies, plans and programmes.</p> <p><i>For example, capacity development and support related to national development policies, plans, strategies and budgets, MDG-based plans and strategies (e.g. PRS/PRSPs, NAMAs), sector plans.</i></p>	
4.	<p>Support for the elaboration or revision of sub-national/local-level strategies, policies, plans and programmes.</p> <p><i>For example, capacity development and support for district and local level development plans and regulatory frameworks, urban plans, land use development plans, sector plans, provincial development plans, provision of services, investment funds, technical guidelines and methods, stakeholder engagement.</i></p>	

QUESTION 4:

Does the proposed project include the implementation of *downstream* activities that potentially pose environmental and social impacts or are vulnerable to environmental and social change?

To answer this question, you should first complete Table 4.1 by selecting appropriate answers. If you answer "No" or "Not Applicable" to all questions in Table 4.1 then the answer to Question 4 is "NO." If you answer "Yes" to any questions in Table 4.1 (even one "Yes" can indicate a significant issue that needs to be addressed through further review and management) then the answer to Question 4 is "YES":

NO → No further environmental and social review and management required for downstream activities. Complete Annex A.2 by selecting "Category 1", and submit the Environmental and Social Screening Template to the PAC.

YES → Conduct the following steps to complete the screening process:

1. Consult Section 8 of this Guidance, to determine the extent of further environmental and social review and management that might be required for the project.
2. Revise the Project Document to incorporate environmental and social management measures. Where further environmental and social review and management activity cannot be undertaken prior to the PAC, a plan for undertaking such review and management activity within an acceptable period of time, post-PAC approval (e.g. as the first phase of the project) should be outlined in Annex A.2.
3. Select "Category 3" in Annex A.2, and submit the completed Environmental and Social Screening Template (Annex A) and relevant documentation to the PAC.

TABLE 4.1: ADDITIONAL SCREENING QUESTIONS TO DETERMINE THE NEED AND POSSIBLE EXTENT OF FURTHER ENVIRONMENTAL AND SOCIAL REVIEW AND MANAGEMENT

1. Biodiversity and Natural Resources	Answer (Yes/No/ Not Applicable)
1.1 Would the proposed project result in the conversion or degradation of modified habitat, natural habitat or critical habitat?	
1.2 Are any development activities proposed within a legally protected area (e.g. natural reserve, national park) for the protection or conservation of biodiversity?	
1.3 Would the proposed project pose a risk of introducing invasive alien species?	
1.4 Does the project involve natural forest harvesting or plantation development without an independent forest certification system for sustainable forest management (e.g. PEFC, the Forest Stewardship Council certification systems, or processes established or accepted by the relevant National Environmental Authority)?	
1.5 Does the project involve the production and harvesting of fish populations or other aquatic species without an accepted system of independent certification to ensure sustainability (e.g. the Marine Stewardship Council certification system, or certifications, standards, or processes established or accepted by the relevant National Environmental Authority)?	
1.6 Does the project involve significant extraction, diversion or containment of surface or ground water? <i>For example, construction of dams, reservoirs, river basin developments, groundwater</i>	

TABLE 4.1: ADDITIONAL SCREENING QUESTIONS TO DETERMINE THE NEED AND POSSIBLE EXTENT OF FURTHER ENVIRONMENTAL AND SOCIAL REVIEW AND MANAGEMENT

<i>extraction.</i>		
1.7	Does the project pose a risk of degrading soils?	
2.	Pollution	Answer (Yes/No/ Not Applicable)
2.1	Would the proposed project result in the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and transboundary impacts?	
2.2	Would the proposed project result in the generation of waste that cannot be recovered, reused, or disposed of in an environmentally and socially sound manner?	
2.3	Will the propose project involve the manufacture, trade, release, and/or use of chemicals and hazardous materials subject to international action bans or phase-outs? <i>For example, DDT, PCBs and other chemicals listed in international conventions such as the Stockholm Convention on Persistent Organic Pollutants, or the Montreal Protocol.</i>	
2.4	Is there a potential for the release, in the environment, of hazardous materials resulting from their production, transportation, handling, storage and use for project activities?	
2.5	Will the proposed project involve the application of pesticides that have a known negative effect on the environment or human health?	
3.	Climate Change	
3.1	Will the proposed project result in significant ¹ greenhouse gas emissions? <i>Annex E provides additional guidance for answering this question.</i>	
3.2	Is the proposed project likely to directly or indirectly increase environmental and social vulnerability to climate change now or in the future (also known as maladaptive practices)? You can refer to the additional guidance in Annex C to help you answer this question. <i>For example, a project that would involve indirectly removing mangroves from coastal zones or encouraging land use plans that would suggest building houses on floodplains could increase the surrounding population's vulnerability to climate change, specifically flooding.</i>	
4.	Social Equity and Equality	Answer (Yes/No/ Not Applicable)
4.1	Would the proposed project have environmental and social impacts that could affect indigenous people or other vulnerable groups?	
4.2	Is the project likely to significantly impact gender equality and women's empowerment ² ?	
4.3	Is the proposed project likely to directly or indirectly increase social inequalities now or in	

¹ Significant corresponds to CO₂ emissions greater than 100,000 tons per year (from both direct and indirect sources). Annex E provides additional guidance on calculating potential amounts of CO₂ emissions.

² Women are often more vulnerable than men to environmental degradation and resource scarcity. They typically have weaker and insecure rights to the resources they manage (especially land), and spend longer hours on collection of water, firewood, etc. (OECD, 2006). Women are also more often excluded from other social, economic, and political development processes.

TABLE 4.1: ADDITIONAL SCREENING QUESTIONS TO DETERMINE THE NEED AND POSSIBLE EXTENT OF FURTHER ENVIRONMENTAL AND SOCIAL REVIEW AND MANAGEMENT

	the future?	
4.4	Will the proposed project have variable impacts on women and men, different ethnic groups, social classes?	
4.5	Have there been challenges in engaging women and other certain key groups of stakeholders in the project design process?	
4.6	Will the project have specific human rights implications for vulnerable groups?	
5. Demographics		
5.1	Is the project likely to result in a substantial influx of people into the affected community(ies)?	
5.2	Would the proposed project result in substantial voluntary or involuntary resettlement of populations? <i>For example, projects with environmental and social benefits (e.g. protected areas, climate change adaptation) that impact human settlements, and certain disadvantaged groups within these settlements in particular.</i>	
5.3	Would the proposed project lead to significant population density increase which could affect the environmental and social sustainability of the project? <i>For example, a project aiming at financing tourism infrastructure in a specific area (e.g. coastal zone, mountain) could lead to significant population density increase which could have serious environmental and social impacts (e.g. destruction of the area's ecology, noise pollution, waste management problems, greater work burden on women).</i>	
1. Culture		
6.1	Is the project likely to significantly affect the cultural traditions of affected communities, including gender-based roles?	
6.2	Will the proposed project result in physical interventions (during construction or implementation) that would affect areas that have known physical or cultural significance to indigenous groups and other communities with settled recognized cultural claims?	
6.3	Would the proposed project produce a physical "splintering" of a community? <i>For example, through the construction of a road, powerline, or dam that divides a community.</i>	
2. Health and Safety		
7.1	Would the proposed project be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions? <i>For example, development projects located within a floodplain or landslide prone area.</i>	
7.2	Will the project result in increased health risks as a result of a change in living and working conditions? In particular, will it have the potential to lead to an increase in HIV/AIDS infection?	
7.3	Will the proposed project require additional health services including testing?	
3. Socio-Economics		
8.1	Is the proposed project likely to have impacts that could affect women's and men's ability to use, develop and protect natural resources and other natural capital assets? <i>For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their development, livelihoods, and well-being?</i>	

TABLE 4.1: ADDITIONAL SCREENING QUESTIONS TO DETERMINE THE NEED AND POSSIBLE EXTENT OF FURTHER ENVIRONMENTAL AND SOCIAL REVIEW AND MANAGEMENT

8.2	Is the proposed project likely to significantly affect land tenure arrangements and/or traditional cultural ownership patterns?	
8.3	Is the proposed project likely to negatively affect the income levels or employment opportunities of vulnerable groups?	
9.	Cumulative and/or Secondary Impacts	Answer (Yes/No/ Not Applicable)
9.1	Is the proposed project location subject to currently approved land use plans (e.g. roads, settlements) which could affect the environmental and social sustainability of the project? <i>For example, future plans for urban growth, industrial development, transportation infrastructure, etc.</i>	
9.2	Would the proposed project result in secondary or consequential development which could lead to environmental and social effects, or would it have potential to generate cumulative impacts with other known existing or planned activities in the area? <i>For example, a new road through forested land will generate direct environmental and social impacts through the cutting of forest and earthworks associated with construction and potential relocation of inhabitants. These are direct impacts. In addition, however, the new road would likely also bring new commercial and domestic development (houses, shops, businesses). In turn, these will generate indirect impacts. (Sometimes these are termed "secondary" or "consequential" impacts). Or if there are similar developments planned in the same forested area then cumulative impacts need to be considered.</i>	

ANNEX A.2: ENVIRONMENTAL AND SOCIAL SCREENING SUMMARY

(to be filled in after Annex A.1 has been completed)

Name of Proposed Project: National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Jamaica

A. Environmental and Social Screening Outcome

Select from the following:

- Category 1.** No further action is needed
- Category 2.** Further review and management is needed. There are possible environmental and social benefits, impacts, and/or risks associated with the project (or specific project component), but these are predominantly indirect or very long-term and so extremely difficult or impossible to directly identify and assess.
- Category 3.** Further review and management is needed, and it is possible to identify these with a reasonable degree of certainty. If Category 3, select one or more of the following sub-categories:
 - Category 3a:** Impacts and risks are limited in scale and can be identified with a reasonable degree of certainty and can often be handled through application of standard best practice, but require some minimal or targeted further review and assessment to identify and evaluate whether there is a need for a full environmental and social assessment (in which case the project would move to Category 3b).
 - Category 3b:** Impacts and risks may well be significant, and so full environmental and social assessment is required. In these cases, a scoping exercise will need to be conducted to identify the level and approach of assessment that is most appropriate.

B. Environmental and Social Issues (for projects requiring further environmental and social review and management)

In this section, you should list the key potential environmental and social issues raised by this project. This might include both environmental and social opportunities that could be seized on to strengthen the project, as well as risks that need to be managed. You should use the answers you provided in Table 4.1 as the basis for this summary, as well as any further review and management that is conducted.

n/a

C. Next Steps (for projects requiring further environmental and social review and management):

In this section, you should summarize actions that will be taken to deal with the above-listed issues. If your project has Category 2 or 3 components, then appropriate next steps will likely involve further environmental and social review and management, and the outcomes of this work should also be summarized here. Relevant guidance should be obtained from Section 7 for Category 2, and Section 8 for Category 3.

n/a

D. Sign Off

Project Manager

Veronica Douglas

Date 18/3/2014

PAC

Raymond P. P. P.

Date 28, 2014

Programme Manager

Margaret Jones-Williams

Raymond P. P. P.

Date 21 Feb 2014