

UN ENVIRONMENT OZONACTION

Training Programme for National Ozone Officers

Comprehensive modular training programme for new National Ozone Officers (NOOs), assistants and other staff of National Ozone Units



Introduction

A key factor contributing to the significant success of the Montreal Protocol on Substances that Deplete the Ozone Layer is the 'country-driven approach'. This approach places National Ozone Units at the centre of the action to protect the ozone layer. The National Ozone Unit led by the National Ozone Officer (NOO), is the single most important element in national strategies to comply with the Montreal Protocol. The knowledge and capacity of the NOO in effectively developing projects, managing strategies, reporting data, and working with national and international institutions -directly or indirectly affects each developing (Article 5) country's ability to meet its obligations under the Montreal Protocol treaty.

Objective

The main objective of this training programme is to provide new National Ozone Unit (NOU) staff with essential information about the Montreal Protocol, a country's obligations under the Montreal Protocol, and the main activities carried out by NOUs. It aims to provide new NOU staff with fundamental knowledge and information tools that will enable them to support their national government in meeting the commitments agreed by all countries under the Montreal Protocol.

Focus

The curriculum and training materials included in this Training Programme therefore focus on information that will support new NOOs in carrying out their daily work in an effective manner. This includes an understanding of national commitments under the Montreal Protocol, the annual cycle of events, annual and intermittent reporting requirements to the Ozone Secretariat and Multilateral Fund (MLF) Secretariats and MLF project cycles. It also addresses key activities at national level, such as the effective implementation of MLF projects, interacting with ODS users and other stakeholders.

Content

The training programme comprises a series of standardised training tools, including concise booklets, standard agendas for training modules, presentation slides (PowerPoints), videos and other audio-visual materials, handouts, checklists for NOOs, quizzes, evaluation documents, guides for additional work by NOOs before and after training sessions, lists of useful posters or wall charts, generic certificate of participation, etc.

Please find overleaf a summary of the main elements covered in the programme.

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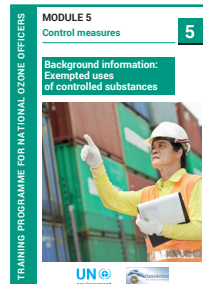
The Training Programme for National Ozone Officers comprises the following modules:



MODULE 1

Introduction

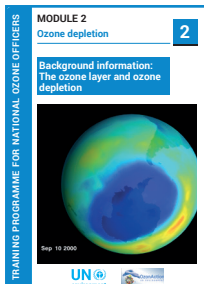
- Contents and objectives of training package



MODULE 5

Control measures

- Control measures under the Protocol
- Exemptions
- Articles of the MP
- Other requirements and measures



MODULE 2

Ozone depletion

- Ozone layer
- Why ozone is important
- Ozone depletion
- Trends in ozone depletion
- Links between ozone and climate



MODULE 6

National framework

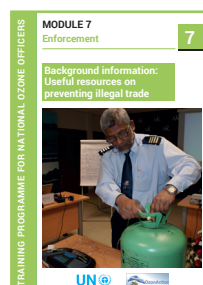
- Role of national government and National Ozone unit
- Existing national framework
- Developing and Strengthening License and Quota Systems
- Strengthening the national framework



MODULE 3

Protocol overview

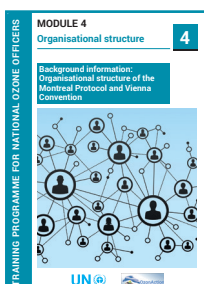
- Evolution of the Montreal Protocol
- Main features of the Protocol
- Climate issues



MODULE 7

Enforcement

- Role of enforcement
- Illegal trade
- Enforcement
- Informal Prior-Informed Consent (iPIC)



MODULE 4

Organisational structure

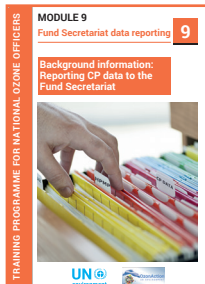
- Montreal Protocol structure and bodies
- Multilateral Fund structure and bodies
- Vienna Convention structure and bodies
- Assessment panels
- Who's who in the Montreal Protocol



MODULE 8

Multilateral Fund projects

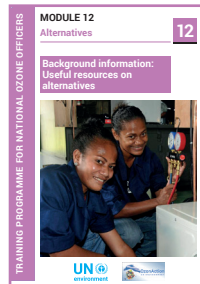
- Financial mechanism
- Structure and bodies of the MLF
- Institutional strengthening (IS) projects
- HCFC Phase-out Management Plans (HPMPs)
- Enabling activities for Kigali implementation
- Benefits of synergies



MODULE 9

Fund Secretariat data reporting

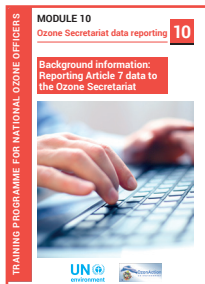
- Requirements and benefits of reporting
- Types of data that need to be reported; data collection and checking
- Reporting form



MODULE 12

Alternatives

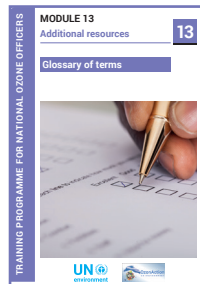
- MOP decisions
- Climate issues related to alternatives
- HCFC & HFC uses
- Alternatives overview
- Reducing consumption in servicing sectors



MODULE 10

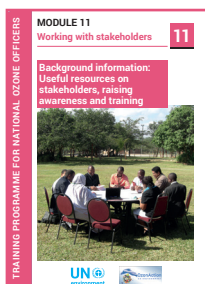
Ozone Secretariat data reporting

- Requirements and benefits of reporting
- Types of data that need to be reported; data collection and checking
- Reporting forms



MODULE 13

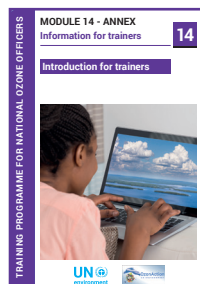
Additional resources for participants



MODULE 11

Working with stakeholders

- Stakeholders
- Awareness raising and Furnishing information
- Training programmes



ANNEX

Information for trainers

Training Programme for National Ozone Officers



Interactive training

Since interactive training programmes are recommended for improved learning, the National Ozone Officers Training Programme includes innovative interactive techniques that include a range of activities that demand the active involvement of both participants and presenters, such as: demonstrations, active discussion; sharing experiences and ideas; case studies and examples drawn from real life, visual aids and PowerPoints, group work and small discussion groups, practical exercises by participants, quizzes, games and similar activities help participants to learn and internalise key information, as well as providing some variety during a training session.

Training modules

The Training Programme is divided into modules. Modules 1-12 contain the documents and materials used during the two-day training course, as well as some background information and follow-up activities. Each module typically contains:

- A training presentation (PowerPoint slides)
- A handout copy of the PowerPoint presentation, for participants to annotate or make notes during the presentation, if they wish
- A practical activity or exercise for participants
- Background information resources on the topics covered by the module

Module 13 contains additional resources for participants such as follow-up activities and checklists for new ozone officer, it also includes a range of resources, including a glossary of terms and list of contacts. The Annex contains administrative documents for the training organisers.

The modular course allows for much flexibility to best fit the requirements of the participating countries. The training organisers may tailor the course programme, depending on the specific needs of the participants of each training course, and the time available for training.

More information

For more information about the Training Programme please contact Mikheil Tushishvili:

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or consult your UN Environment OzonAction regional focal point, available from:

→ <https://www.unenvironment.org/ozonaction/networks>



The training activities included in Training Programme for National Ozone Officers are prepared and carried out by the Compliance Assistance Programme (CAP) of UN Environment's OzonAction programme, funded by the Multilateral Fund for the Implementation of the Montreal Protocol.

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