



United Nations
Environment Programme

Distr.

LIMITED

UNEP(DEPI)/CAR WG.39/INF.9

18 July 2018

Fourth Meeting of the Scientific, Technical and Advisory Committee (STAC) to the Protocol Concerning Pollution from Land-Based Sources and Activities in the Wider Caribbean.

Panama City, Panama, 18th to 20th July 2018

**MEETING REPORT OF THE
SECOND PROJECT STEERING COMMITTEE FOR THE GEF-FUNDED
INTEGRATING LAND, WATER, AND ECOSYSTEMS MANAGEMENT IN
CARIBBEAN SMALL ISLAND DEVELOPING STATES (GEF IWEco)**

MINUTES
26-27 February 2018
Havana, Cuba

Opening of the Meeting

The meeting was declared open by Dr. Lorna Inniss, Coordinator of the Caribbean Environment Programme at approximately 9:10 a.m. It was chaired by Alain Muñoz and attended by the members of the Project Steering Committee (PSC), Regional Project Coordinating Unit (PCU) and partner agencies.

Refer Annex 1 for list of participants.

Opening Remarks

Opening remarks were given by Dr. C. Odalys Giocochea (CITMA), Dr. Inniss (UN Environment CAR/RCU), Mrs. Isabelle Vanderbeck (GEF IW Task Manager), Ms. Amrikha Singh (CARICOM) Lyndon Robertson (CARPHA) and Jose Troya (UNDP Panama).

Dr. C. Odalys Giocochea, Environmental Director of Ministerio de Ciencia, Tecnología y Medio Ambiente (CITMA) who welcomed and thanked all participating countries in this regional initiative aimed at strengthening the environmental protection of the fragile Caribbean region. She emphasized that IWeco is an initiative that perfectly aligns with the interests of Caribbean states and appreciation is extended for its value and all the efforts and results that are gradually being achieved in the region. She pledged support for the project then concluded by wishing for a successful and beneficial meeting on the behalf of the Minister, and for all to have a pleasant week in Havana.

Dr. Inniss welcomed all present. She pointed out that integrating water, land and ecosystems was a must for sustainable environmental management and each country being present indicated the significance of the project; it is the only way to achieve developmental goals. She added that inputs from the national focal points were important to the implementation of the project and urged all to engage during the meeting so that all will be on the same path of achieving the Project's objectives. She concluded by wishing for a successful and productive meeting.

Mrs. Vanderbeck thanked all for attending and stressed the fact that it is a collaboration with the countries as well as United Nations Development Programme (UNDP). She reminded everyone that the Global Environment Facility (GEF) works from a supervisory role and added that there was opportunity for collaboration with the CLME+ project which also looks at coastal zone management and land-based pollution. She wished the meeting success.

Ms. Singh brought greetings on behalf of the Caribbean Community (CARICOM). She mentioned that the IWeco Project enables CARICOM in achieving Goal 6 of the Sustainable Development Goals (SDG) to implement water resource management at all levels and in particular Goal 6.6 which states to protect and restore water-related ecosystems. She then reiterated and closed with the reminder that the Caribbean network will work best when we work together.

Mr. Robertson mentioned that the IWeco Project is crucial for the Caribbean region and that the protection of our ecosystems is important. He highlighted it was pertinent for his Agency and the region to look at how to protect human health in a changing climate. He also pointed out that Caribbean Public Health Agency (CARPHA) brings technical assistance to the member states in the protection of human health and ecosystems and will play a leading role on Component 2 with National Oceanic and Atmospheric Administration (NOAA),

Centro del Agua del Trópico Húmedo para América Latina y el Caribe (CATHALAC) and other partners and Component 4 on knowledge transfer.

Mr. Troya, Regional Technical Advisor - Water & Oceans at UNDP, expressed his pleasure that the project is now ready to move forward with the project coordinator onboard. He pointed out that the IWEco project is a foundational project not only because it provides basis for the work to be done in the countries but there are a lot of opportunities for synergies and collaboration with projects such as CLME+.

Mr. Jan Betlem, Regional Project Coordinator - IWEco, emphasized that the project belongs to the countries and that UN Environment and the Project Coordination Unit (PCU) are there to provide support. He then reminded the meeting that the working language of the meeting according to the Terms of Reference (ToR) is English. However, interpreters are available to translate Spanish into English and vice versa.

Adoption of the Minutes of the First RPSC Meeting of 2016

The minutes of the first regional PSC meeting held in September 2016 were presented to the members for endorsement. Mr. Hayden Romano (Trinidad and Tobago) asked if there was a quorum and Mr. Betlem responded yes and pointed out that only representatives of Barbados and the Dominican Republic were absent. The minutes were then accepted by the meeting; they were confirmed by Mr. Romano of Trinidad and Tobago and seconded by Mr. Robertson of CARPHA.

Overview of the Project and Project Documents

Mr. Betlem gave an overview of the week's proceedings, the Terms of Reference of the PSC Meeting as well as the IWEco project objectives, project components, the Cartagena Convention and partnerships (research, governance and public awareness/public education). He then presented the project organogram.

The following updates to the project documents were presented:

1. Project document (page 147: change of location of the Project Coordinating Unit (PCU) from CARPHA to UNEP CEP).
2. GEF CEO approval document Page 1 – executing partners updated; page 9 para G – project amount
3. GEF CEO approval document Page 9 – St. Vincent and the Grenadines (project intervention area to be defined)
4. Page 11 (GEF CEO approval document) – change in project timeframe; extension will be needed (until 19 September 2021)
5. Page 50 (GEF CEO approval document) – implementing and co-implementing agencies
6. Page 51 (GEF CEO approval document) – PCU moved from CARPHA to UN Environment-CAR/RCU Caribbean Environment Programme (CEP)
7. Page 51 (GEF CEO approval document) – new paragraphs about the Cartagena Convention added.
8. Page 53 (GEF CEO approval document) – Research and monitoring partnership (component 2) updated – CARPHA to work in those countries whereby Organisation of Eastern Caribbean States (OECS) does not have capacity
9. Minutes of the inception meeting – 5.2 record of PCU now located in Kingston Jamaica
10. Decision-making flow chart updated – major change is that PCU moved from CARPHA to UN Environment - CAR/RCU

11. Updated organogram which clearly displays the relationship between CARPHA, UN Environment-CAR/RCU and UN Environment Task Manager.

Following the presentations of the changes to the documents, the following comments and questions were posed:

1. Ms. Marlén Pérez (Regional Activity Center - Centro de Ingeniería y Manejo Ambiental de Bahías y Costas (RAC - CIMAB) – grateful for the invitation to participate in the meeting and anxious to work with the project; able to participate in the regional activities, being a member of the regional technical group (LBS RAC) in areas such as environmental monitoring and contamination; Mr. Betlem thanked her.
2. Mr. Anthony McKenzie (Jamaica) – timeframe of project to be extended beyond September 2021. Will countries implement beyond the regional project timeline? Will it be practical? Mr. Betlem responded that since the national project of Jamaica, for example, is five (5) years the project lifespan will have to be extended to cover the project life spans of all the national country projects.
3. Mrs. Vanderbeck asked if all projects would end in 2023. She added that the projects should be compressed since there will not be budget for staff. Mr. Betlem replied that later during the presentations this issue would be further discussed.
4. Mr. Robertson reminded the PSC that the movement of the PCU from CARPHA to UN Environment CEP was to have two (2) staff attached to their department to focus on Components 2 and 3.

Status Report: UNEP CAR/RCU

Mr. Christopher Corbin highlighted the work of the UN Environment CEP in relation to the IWeco project from the first PSC to the present. This included the hiring of staff and establishment of the Project Coordinating Unit (PCU). He indicated the reason for CEP's involvement in the IWeco Project and highlighted how CEP works with governments to implement the Protocol Concerning Pollution from Land-Based Sources and Activities (LBS Protocol). He stressed that Non-Contracting countries are expected to be a Contracting Party by the end of the IWeco Project. He then added that countries should recognize the technical support available through the partners.

Dr. Inniss then asked the focal points if their respective country had already established a national intersectoral committee and encouraged them to request support before the project advances. She pointed out its importance as some IWeco countries are completing national marine environmental plans with CARICOM and that the objective of the Secretariat is to assist countries with programmes that impinge on the implementation of the Cartagena Convention.

Of the countries present, only Cuba had established a national intersectoral committee while the other countries present indicated that they were in the process of doing so and hoped to have it done by March/April 2018.

Regarding the intersectoral committee, Mrs. Vanderbeck pointed out that it is significant for the GEF and added that all the related ministries should be involved. She then asked about the committees that were established from the GEF Integrating Watershed and Coastal Area Management (IWCAM) Project and pointed out that they can be used for IWeco instead of creating new ones.

Mr. Robertson suggested that countries look at their national hydrological programmes and explore possibilities for collaboration.

Mr. Corbin added that the committees do not have to be new but can build on an existing one to influence high-level policy, decision-making and sustainability. He also stated that there should be coordination with the Small Grants Programme (SGP) at the project level.

Mr. Patrick Debels asked if the Centre for Resource Management and Environmental Studies (CERMES) had looked at the different countries to see what existed, what worked well or not. He suggested that the countries could do that and move forward. He promised to provide a guidance document to assist.

Mr. Cornelius Isaac added that the OECS was about to complement the Sustainable Land Management (SLM) project funded by the Global Climate Change Alliance (GCCA) and that a national intersectoral committee was established for it and since the objectives were very similar it can be used. He also added that some committees that were previously established are still very active and could also be used.

Ms. Singh pointed out that the skill-set being required for IWECO is also required for other projects; however, sometimes integration does not happen but that it is needed to bring the project into the national agenda.

Budget Overview/Updates

The Regional Project Coordinator, Mr. Betlem, provided an overview of the budget. He informed the meeting of the following:

- a budget revision was done due to the change of PCU being moved from CARPHA to UN Environment CEP;
- funding for staff and project extension was secured from other lines;
- approximately \$12M was allocated for national projects;
- UNEP functions as a medium to move funds from GEF directly to the countries while UNDP is the medium for the SGP;
- Component 2 – CARPHA should take the lead for this component and that meetings were already held with partners and this was agreed upon. CARPHA should generate co-funding for IWECO by reaching out to the partnering agencies;
- Co-funding is available for Component 3 however the project just needs to reach out to the organizations to secure it;
- Component 3 – OECS will act as lead agency but since they cannot operate in all project countries CARPHA will take the lead for those countries; and
- Component 4 – the lead agency for this component is PCI Media Impact but a portion of the budget has been earmarked to CAR/RCU. UNDP also has a role to develop the website under this component.

He ended his presentation by providing a summary of the project's total budget amount (USD \$ 20,722,572) which was to be divided over the various partners.

Component 1: Status of National Projects

The project countries gave an overview of their national projects, highlighting their achievements and challenges:

1. Antigua and Barbuda – Ms. Rashauna Adams presented. She stated that the IWEco project was an expansion of their IWCAM project. She added that the Project Management Plan has been approved and that snap elections are due in March/April 2018 which could influence the implementation of the project but not necessarily the project itself as it is a legal document. Several project milestones were reached namely: Cabinet acknowledging project as a regional project and thus a priority, supplier for wind turbines for treatment plant as well as improved engagement and information access initiatives secured. There has been no challenges faced during preparation phase.

Mrs. Vanderbeck asked if the turbines and windmills were covered under another GEF project and the response was yes.

2. Cuba – In his presentation, Mr. Muñoz highlighted the achievements and challenges of the Cuban National Project to date, although funds had not yet been released to Cuba. Some of their achievements included: approval of the terms of reference, establishment of National Intersectoral Committee for project supervision, identification of wastewater treatment solution for the Peñas Altas community, approval for construction of laboratory, fundamental aspects identified, two (2) projects approved for IWEco SGP (one in Havana and other in San Juan) and completed communication strategy. Some challenges faced included the finalization of the procurement process for imported goods which will require budget adjustments and the ability to start national project due to limited transportation means and financial resources.

Mrs. Vanderbeck reminded Mr. Muñoz that the project was getting access/funding from biodiversity, so the project documents need to show how biodiversity will be conserved.

Mr. Corbin pointed out that IWEco differed from IWCAM and that there was potential for support from the regional components (components 1, 2 and 3).

3. Dominican Republic – Mr. Betlem presented the status of implementation for Dominican Republic due to the absence of the country representative. He informed that: the project status was approved but not implemented, a national intersectoral committee has been established consisting of vice ministers of soils and waters, environmental management, protected areas and biodiversity and forest resources. There were a few challenges which they have been facing in the preliminary phases of development of the national sub-project such as signing of the Project Cooperation Agreement (PCA), stability in the occupation of management posts and functions at the institutional level, updating the information presented in the original sub-project documents and the hiring of personnel (management and administrative) to carry out project tasks.
4. Jamaica – Mr. McKenzie informed that the project was approved but not implemented. The challenges and issues they have facing included PCA to be signed, however necessary action to have the PCA signed has been implemented and hopefully should be completed by March 2018. He added that the project is late to start but that ToRs for the various consultancies were being prepared and major project activities were to be fast-tracked.
5. St. Kitts and Nevis – Mr. Eavin Parry informed the meeting that the project documents were still under development and the budget was submitted for approval. He added that the national project was focussing on both islands, meetings had been held with some key public-sector agencies, private sector organisations and NGOs, and the ToR for the National Intersectoral Committee was being drafted. He further informed

that a project coordinator had not been recruited and that the major challenge being faced by St. Kitts and Nevis was the slow finalization of project document and budget; more staff time was needed to address that issue.

6. Saint Lucia – Ms. Aretha Darcheville informed that the project is in implementation phase and that \$16,591 of the budget had been used. She further informed that the project was targeting the Upper Soufriere watershed and a major component would be to assist farmers to adopt more sustainable farming practices. The achievements to date were presented in relation to components and outputs, some of which included assistance given to the Fond St. Jacques community to source funds for the establishment of an agro-tourism landscape. She added that the inception workshop, which introduced the project to all stakeholders, was strategically held at the community centre and this encouraged full participation at this workshop and a strong sense of community ownership of the project. Some challenges being faced included the operation of many partners within Soufriere without a coordinating mechanism and making the community understand how bad farming practices on the hillsides lead to denuded slopes, siltation and coral reef degradation. Some suggestions for addressing the issues were the preparation of a multi-agency workplan for the Soufriere Watershed and the launch of an aggressive communication awareness campaign targeted at the residents within the watershed.
7. St. Vincent and the Grenadines – Mr. Casmus McLeod stated that the project was still under development as there had been a change in the geographic area of the national project site, through support from IWEco PCU, a consultant has been selected and recruited and the new project document and budget is being designed. Some emerging challenges included full acceptance and understanding of the project by the Financial Planning Unit regarding the financial arrangements and the reestablishment of the national steering committee to prevent duplications and numerous meetings, the committee will function within the framework of already existing committees.

Mr. Corbin mentioned that it was possible to promote the sustainable development goals at the upcoming Sustainable Development Conference to be held in St. Vincent and the Grenadines. He indicated that he had met with ministers and assistance from other countries was offered (Antigua for St. Kitts and Grenada for St. Vincent). He added that the offer was still on the table and support could be provided where possible.

8. Trinidad and Tobago – Mr. Romano informed that the national project was under implementation and focused on land degradation. The sum of \$15,184.41 had been used as at 31 January 2018. Some of the projects achievements to date included the drafting and current review of a suite of handbooks on best practices for quarry rehabilitation, confirmation of training and pilot site, submission of grant proposal with concept note and budget to develop training programme on quarry rehabilitation to SGP by NGO (currently being reviewed). As it relates to challenges being faced, the identification of project site(s) both private and state-owned – this was being negotiated with a state-owned organisation and private sector operators. A pilot site has been identified for first phase.

Mr. Corbin requested elaboration and emphasis during future presentations of Trinidad and Tobago on the private sector link.

Following the country presentation, Mr. Betlem concluded by showing the funding each country will receive from GEF through the project and the general timeline of all national projects and that project with the latest end date being Jamaica which was slated to end in early 2023.

Component 4: Status of UNDP Implemented Activities

Ms. Sulan Chen gave a presentation on the SGP. During her presentation she gave an overview of the SGP, the progress made in each country and the challenges she has seen at both the regional and national level. She also highlighted the lessons learnt.

Ms. Alejandra Moncada gave a financial overview of the IWeco SGP – budget versus expenditure. She also presented the annual work plan (AWP) for SGP Component and UNDP's Component 4. The AWP for SGP has planned activities until early 2020, whereas for UNDP's Component 4, the activities are planned until 2021. She also highlighted the importance to finish the project on-time and to avoid long non-cost extensions as they increase the administrative cost of the project.

Following the presentation, Mrs. Vanderbeck informed that the IW:Learn platform had a toolkit that assists in creating websites and she would share this with Ms. Moncada.

Ms. Donna Spencer added that the discussion regarding timelines and tasks were needed; website creation and its population would go beyond the project. She added that each component will produce different knowledge products and that documentation should continue until the end of the project. She highlighted that it was important for the website to be promoted as that would contribute to its success.

The Regional PSC recognized the challenges and difficulties to limit SGP demonstration activities in the national projects due to the lack of capacity, changing contexts, political sensitivities and other operational challenges incurred during SGP's implementation. It was agreed that SGP would align its work with the national priorities and exert efforts to develop activities in the physical sites of national projects but should be given the flexibility to develop and implement activities outside the national project sites when it is deemed appropriate by SGP's national steering committees in the country to adapt to local contexts and situations.

Component 4: Status of Knowledge Management/Communication Activities

Mr. Sean Southey informed that since the start of the implementation of their contract, achievements included: a week-long communications and engagement strategies capacity-building regional workshop, establishment of community of practice and infrastructure and grant awards. Three (3) of eight (8) webinars on monitoring and evaluation, grants program, youth engagement had been hosted. Of the \$453,541 budget, \$148,238 has already been spent with \$150,000 pledged to the countries to launch their communication campaigns that matched their national projects following a pledge made at the regional communications workshop held in Saint Lucia in 2017. Some challenges being faced by PCI Media Impact included language support for Spanish-speaking countries, getting all countries to submit their campaign plan, difficulty transferring money from the USA to Cuba and poor attendance of countries in webinars.

Following the presentation, Mr. Romano asked if the communication campaigns being put in place depended on PCI's contract with IWeco which is due to end in November 2018. The response was that the campaign was expected to end in January/February 2019 so there was need to look at fundraising (e.g. from National Project budgets and/or from co-funding).

CLME+ Project – General Context & Strategic Action Program

Mr. Debels gave an overview of the CLME+ Project and the Strategic Action Programme (SAP). In the regional context, the project covers the Caribbean and the North Brazil Shelf Large Marine Ecosystems and is a geopolitically diverse and complex project. He informed that the SAP is a negotiated policy document which was endorsed at the highest level of all relevant sectors of government and establishes clear priorities for action based on identifiable key environmental problems. The project promotes the blue economy and blue growth theories and the SAP will be implemented through a series of projects. He further informed that since CLME+ was already working with partners that are working with IWECO, it should make for better coordination in creating a partnership; IWECO will contribute to the various action plans (regional, investment, research). Additionally, CLME+ can collaborate with IWECO in terms of communications. He introduced the CLME+ Hub and stated that it was not just a website, but a departure point that takes visitors to the various related projects.

After the presentation, Mr. Robertson informed that in regard to the research component, CARPHA would have to collaborate with CLME+ in addition to United Nations University – Institute for Water, Environment and Health (UNU INWEH) among others. The response was that responsibility for research lies with Gulf and Caribbean Fisheries Institute (GCFI) and since UNEP CEP is responsible for the implementation of the LBS Protocol then it was up to the CEP to make sure things go in that direction.

Ms. Chen asked about the possible approaches/incentives to align SGP activities to the CLME+ (SAP) and was informed that CLME+ has different areas to work with different sectors.

Mrs. Vanderbeck asked if IWECO could work together with CLME+ to upscale best practices and if the CLME+ hub (or the IW: LEARN's platform for the Caribbean) could be applied.

Status of Expenditure

An overview of the status of expenditure was given by Mr. Betlem. He informed that the budget had to be transferred into UMOJA, the financial platform used by UN Environment. He showed the original and updated budget allocation and mentioned that the system sometimes does not recognise where funding for some activities should come from. For example, travel (even for PSC Meeting) comes from the travel budget line and not necessarily operational costs budget line which it ought to. He then stated that by June 2018 all countries and main partners should have their PCAs thus 65% of the budget will be committed in 2018.

Following this presentation, there were a few questions/comments:

Mr. McKenzie asked how flexible it was to move funds across components and was informed that the PSC can move funds between components hence by the vote of members.

Mr. Isaac asked if there was a contingency plan in place, for example, if countries were affected by a hurricane and the response was no.

Mrs. Vanderbeck suggested that the diagrams used should also show a split of the funds for UNDP across the years and informed that Ms. Moncada could provide that information. She also asked why did the diagram show the budget/fund for 2018 as going out but was not necessarily listed as an expenditure. The response was that although funds were listed as 'commitment' in the system, the expenditures will be spread over the years; they are committed in the system but will be spent over the 4-5 years.

Mr. Robertson asked about the percentage limit to move funds between components without going to the GEF and was informed that changing between components would send us back to the previous table (original amount in project document) and that changes between components will affect other partners and could be tricky and as such should be avoided.

Mr. Corbin pointed out that Mr. Robertson posed an important question, and it should be considered that in addition to activities we were asked to deliver on mid-term and end-term targets the project might be able to deliver additional outputs. Hence, if all deliverables are achieved there was the opportunity to move funds around; it is important not to compromise outputs/activities.

Ms. Moncada asked if commitments should be displayed as yearly or multi-year agreements. The response was that funds committed in UMOJA are for multiple years and that shadow-bookkeeping will show the true reflection of the budget status.

Briefing from the IWECO Project Coordination Unit (UNEP/PCU)

Mr. Betlem provided a roadmap of the Project Coordination Unit (PCU) from the Inception Meeting to the present. The staff of the Unit was introduced and the revisions made to the project document, the CEO approval document and minutes of the inception meeting were shared with the meeting. Additionally, budget revision to Components 1, 2, 3 and 4 and to IWECO staffing costs was done by the PCU. Three (3) PCAs were signed with project countries and one (1) with the communications partner, PCA with two (2) countries would be completed by March 2018 and the rest before the close of 2018. He further informed the Steering Committee that a form was created by the PCU for persons wishing to request for financial support from the project for participation in related events should the need arise.

Mr. Corbin stated that given the role of the PCU in coordinating submission of report (UNDP and UN Environment), it should be clear that the PCU is separate from the Secretariat.

Monitoring & Evaluation – Project Reporting Requirements

An overview of the project reporting requirements of the various activities to be monitored for the four (4) GEF focal areas was given by Mr. Betlem. He stated that the Project Results Framework shows what the project and its partners are expected to deliver. He also mentioned that the Technical Specialist, once hired, will play a key role in providing support for monitoring activities and ensuring that reports are submitted in a timely manner.

After the presentation, Mrs. Vanderbeck stated that project countries should have a tracking tool for the focal areas that came with the project package; they can indicate what can be delivered or what information is missing. She encouraged each country to view the tracking tool and consult with the PCU should there be any doubts.

Mr. Corbin suggested to the PCU that when lead agencies are coordinating activities, for example, participation in a workshop/meeting, it should be tracked as they contribute to the deliverables. In relation to the point raised by Mrs. Vanderbeck, he stated that once the PCAs are signed, even though CARPHA will have lead role, one of those workshops should focus on reporting and monitoring and evaluation. He suggested that one of the project staff - the technical specialist should play a key coordinating role on monitoring and evaluation for the project.

Mr. Muñoz suggested that everyone should review the project and all the information as baseline data was very important.

Mr. Debels stated that the role of IWEco was going to be significant and an identification of “indicators workshop” should be considered.

Mrs. Vanderbeck further stated that monitoring and evaluation was very critical; the work from IWCAM was captured and continued in IWEco; a lot of time was spent on this during project formulation. She added that the table presented was generated to avoid another layer of reporting and would provide a better idea of the state of the environment in the region. All information gathered could result in a state of the environment report for the countries which could be submitted to the different conventions. She further added that meeting all the GEF requirements was not easy to grasp; requirements for the different focal areas were different – a redesigned version of the tracking tool was available and would be shared.

Mr. Troya added that this was an important session in terms of presenting the requirements for monitoring and evaluation, the instruments that will be used and the risks. He suggested that making changes in the budget should not be encouraged. He also reminded the meeting not to lose sight of the project review; yearly reporting was required at the PSC and this was important and should not be seen as a burden.

Mr. Robertson was pleased that Mr. Corbin proposed a regional workshop on reporting and monitoring; it had target and indicators of annual work programme (health and environment) of the strategy plan which will feed to environmental and social resilience of the Caribbean plan. After a critical review was done, it was realized that some targets were too ambitious and indicators not realistic. He wanted to know if modifications could be made if indicators were deemed as unrealistic when projects tasks under Component 2 were being conducted. Mrs. Vanderbeck responded, yes but that it must be faithful to the outcome level.

Ms. Moncada indicated that it would be good for national project coordinators to register the risks and assess if there were changes.

Ms. Chen congratulated the meeting and expressed gratitude for support provided to the SGP. She indicated that it was important that we all play a role in taking care of our environment for future generations.

IWEco Project Workplan for 2018

Mr. Betlem presented the workplan of the project for 2018 by component. Following the presentation there were questions and comments.

Mr. Debels asked if financing of participants to regional and international meetings was possible. Mr. Betlem responded that that was included in the budget. Mr. Debels then stated that OECS received funding from CLME+ and that links of collaboration should be established as each project is unaware of what the other was working on.

Proposed Extension of IWEco Project

Mr. Betlem presented a timeline of the project and explained that currently the project is slated to end in September 2021. However, since most national projects have not yet started; he proposed the new end date for the project as June 2023 to facilitate the late start of most national projects. The extension is for one (1) year and nine (9) months. He added that funding for staff salaries in facilitating the project extension was secured from other budget lines. He further added that during the first two (2) years after GEF CEO approval, not much funding was spent through the project. No final decision was made and it was proposed that during the next Steering committee meeting (when all PCAs have been concluded) a clearer picture of extension needed for the IWEco project could be given.

Component 4: Presentation of the IWeco Project Style Guide

Mr. Southey presented on the project's style guide. He informed that the style guide will show the project logo and how it is to be used with other logos. Several options for the project and country logo were presented and feedback was provided by the meeting. A consensus was reached and the meeting was informed that the final logos would be shared within one (1) week and the style guide by the end of March 2018 with all committee members.

Collaboration between IWeco and CLME+

Mr. Debels also presented and revealed that there are two ways to collaborate with the CLME+ SAP, informal or formal. He further added that the formal way would provide opportunities to concretize the collaboration and is done through the submission of a proposal. He mentioned that the second Steering Committee Meeting of the CLME+ Project will be held 18-20 June 2018 and that the IWeco Regional Project Coordinator had been invited to participate. The 1st CLME+ Partnership Forum will be held in June 2018 and collaboration with IWeco was sought and needed to be further refined. Some of the partnerships already formed with the CLME+ Project were highlighted.

Following Mr. Debels' presentation, Mr. Corbin commented that participating could be an opportunity to advance both the CLME+ and IWeco projects.

IW:Learn - Inventory of Learning and Capacity Building Needs

Mrs. Spencer presented on IW: Learn's Inventory of Learning and Capacity Building Needs; this involved the showing of a video which demonstrated the qualities of using IW: Learn platform in developing websites. The IW: Learn website was also showcased. She mentioned that it was important to document activities, experiences and lessons learnt – document as you go along to prevent the loss of information. She stated that twinning was a feature of IW: Learn which was encouraged to share important lessons with another.

Following the presentation, Mr. Southey asked if the information presented could be shared with different communication groups. The response was that the PCU plays a role of coordination to pool similar needs and that inputs can come from any of the project partners.

Mrs. Vanderbeck informed that apart from IW: Learn, there is also a sister project called LME: Learn which had just established the SLACK platform. This platform allows for direct communication, questions and sharing of experiences.

Introduction to Regional Technical Advisory Groups (RTAGs) – Function, Lead Partners and Other Project Partners

An overview of the RTAG was presented by Mr. Corbin.

Mr. Romano suggested that the RTAG Meeting be held before the Steering Committee Meeting.

Mrs. Vanderbeck asked Mr. Debels if CLME+ has a technical committee which IWeco could collaborate with or mimic. Mr. Debels responded yes but did not necessarily see how they would work together or similarly.

Adoption of the Decisions of the Meeting

The following decisions of the PSC were noted and approved:

1. All participating countries that are a part of the IWEco project and all other related projects should ratify the three Protocols (LBS, SPAW and Oil Spills) of the Cartagena Convention by the end of the project.
2. Agree, in principle (but to be reviewed during the next IWEco Steering Committee Meeting), to an extension of the IWEco project until June 2023 because of the late start of national projects.
3. IWEco should directly collaborate with CLME+ to achieve objectives of both projects and work towards common goals and targets.
4. Budget Plan for the Project life time approved by PSC.
5. IWEco 2018 Workplan with related Budget approved by PSC.
6. National Intersectoral/Inter-ministerial Committees to be created and/or optimized for each country as an important government mechanism for national project implementation.
7. The webinar resource should be made available for participation of all members of the PSC and participating countries (can nominate persons) for greater involvement - Communications Partnership
8. In further development & implementation of GEF IWEco Small Grants, adaptive management and flexibility should be encouraged to ensure that SGP interventions support overall objectives of IWEco at local community level offering opportunities for learning, replication and upscaling.
9. There must be consistency in the branding and outreach of the IWEco project (through website, social media, etc.) and mechanisms established for communications among all partners/countries that build upon the communication elements already developed.
10. All countries interested in participating in meeting/workshops/conferences, etc. that could advance IWEco and/or CLME+ project(s) should inform the respective PCUs.
11. Proposed country for the next PSC meeting is Dominican Republic (pending their agreement).
12. Utilize existing fora/mechanisms including Governance, Research and Communications Partnership meetings, to ensure relevant technical discussions occur rather than hosting or establishing IWEco Regional Technical Advisory Group (RTAG) meetings.

Closing Remarks

Mr. Betlem thanked Dr. Inniss for the support she had given to him and the project since his arrival. He also thanked the administrative staff of the Project for their administrative and logistical support given in making the meeting a success.

Dr. Inniss thanked Mr. Southey, Mrs. Vanderbeck, CARICOM, OECS, CLME+ and the Government of Cuba and wished them all the best.

The Chair, Mr. Muñoz, thanked everyone for their effort and dedication towards the Project and declared the meeting closed at 4:32 p.m.

ANNEX 1 – LIST OF PARTICIPANTS (2nd IWEco Regional PSC Meeting)

Project Countries

- | | |
|--|------------------------------|
| 1. ADAMS , Rashauna | Antigua & Barbuda |
| 2. MUÑOZ , Alain | Cuba |
| 3. PALMER , Dillon | Grenada |
| 4. McKENZIE , Anthony | Jamaica |
| 5. PARRY , Eavin | St. Kitts & Nevis |
| 6. DARCHEVILLE , Aretha | St. Lucia |
| 7. McLEOD , Casmus | St. Vincent & the Grenadines |
| 8. ROMANO , Hayden | Trinidad & Tobago |
| 9. ALONSO PEREZ , Tatiana | Cuba |
| 10. RAMOS PALENZUELA , Marileny | Cuba |
| 11. CASANELLA , Luis Antonio | Cuba |
| 12. CHANG , Eugenio Olalde | Cuba |

Organisations

- | | |
|------------------------------------|--------------------------------|
| 13. ROBERTSON , Lyndon | CARPHA |
| 14. ISAAC , Cornelius | OECS |
| 15. SINGH , Amrikha | CARICOM Secretariat |
| 16. SOUTHEY , Sean | PCI Media Impact |
| 17. CHEN , Sulan | UNDP, Small Grants Programme |
| 18. TROYA , Jose | UNDP, SGP Panama |
| 19. DEBELS , Patrick | UNOPS, CLME+ |
| 20. MONCADA , Alejandra | UNOPS, Small Grants Cluster |
| 21. VANDERBECK , Isabelle | UNEP, GEF International Waters |
| 22. VILASOL NUÑ , Antonio | RAC - Cimab |
| 23. PERÉZ , Marlén | RAC - Cimab |
| 24. BETLEM , Jan | UNEP CAR/ RCU, GEF IWEco |
| 25. CORBIN , Christopher | UNEP CAR/ RCU |
| 26. INNISS , Lorna | UNEP CAR/ RCU |
| 27. SPENCER , Donna | UNEP CAR/ RCU |
| 28. HENRY-HERNANDEZ , Donna | UNEP CAR/ RCU |
| 29. PARKER , Shamene | UNEP CAR/ RCU, GEF IWEco |
| 30. FUENTES , Adolfo | Interpreter |

- 31. **MARTINEZ**, Frances
- 32. **POMAR**, Ahmed
- 33. **GONZALEZ**, Adrian

Interpreter
Interpreter
Interpreter

Date

Mr. Alain Muñoz
(Chairman of the 2nd IWEco Regional PSC Meeting)