

WORKSHOP REPORT

**Regional Workshop on Control and Monitoring of ODS  
Consumption for West Asia**

Damascus, Syria, 13-15 December 1997



OzonAction Information Clearinghouse  
OzonAction Programme



## Industry and Environment

**WORKSHOP REPORT**

**REGIONAL WORKSHOP ON CONTROL AND MONITORING  
OF ODS CONSUMPTION FOR WEST ASIA**

**Damascus, Syria, 13-15 December 1997**

Organized by  
The United Nations Environment Programme Industry and Environment  
(UNEP IE)

Hosted by the Government of Syria

Funded under the Multilateral Fund for the Implementation of the Montreal Protocol

## TABLE OF CONTENTS

<b>EXECUTIVE SUMMARY .....</b>	<b>5</b>
<b>1. BACKGROUND. ....</b>	<b>6</b>
<b>2 OBJECTIVES.....</b>	<b>7</b>
<b>3. EXPECTED RESULTS.....</b>	<b>7</b>
<b>4. PARTICIPANTS.....</b>	<b>7</b>
<b>5. METHODOLOGY.....</b>	<b>7</b>
<b>6. CONTENTS .....</b>	<b>8</b>
<b>7. RESULTS, CONCLUSIONS, RECOMMENDATIONS AND LESSONS LEARNED.....</b>	<b>9</b>
<b>8. FOLLOW-UP ACTION PLAN.....</b>	<b>13</b>
<b>9. EVALUATION BY PARTICIPANTS .....</b>	<b>13</b>
<b>ANNEXES</b>	
ANNEX 1: WORKSHOP AGENDA .....	15
ANNEX 2: LIST OF PARTICIPANTS .....	20
ANNEX 3: LIST OF TRAINERS/SPEAKERS.....	26
ANNEX 4: LIST OF PRESENTATIONS AND WORKING SESSIONS.....	28
ANNEX 5: LIST OF TRAINING AND BACKGROUND MATERIAL .....	29
ANNEX 6: FINAL ACTION PLANS.....	31
ANNEX 7: EVALUATION OF THE WORKSHOP - GRAPHICAL REPRESENTATION .....	57
ANNEX 8: RECOMMENDATIONS AND COMMENTS BASED ON THE WORK OF THE PARTICIPANTS.....	61

## EXECUTIVE SUMMARY

The Regional Workshop on Control and Monitoring of ODS Consumption for West Asia is the second of a series of similar workshops designed and implemented by UNEP for the benefit of Article 5 countries in Africa, Asia, Latin America and the Caribbean regions. The Workshop for West Asia was approved at the 19<sup>th</sup> Meeting of the Executive Committee of the Multilateral Fund for the Implementation of the Montreal Protocol (MP).

The objective of the Workshop was to enable the participating countries to set up and implement efficient legal systems and institutional frameworks to control and monitor their ODS consumption, in particular imports and exports.

It was expected that each participating country's team would develop an action plan showing how to establish an efficient legal system and a necessary institutional framework to control and monitor the ODS imports and exports in their own country and how to implement these measures.

29 participants from 12 countries registered for the Workshop and one representative from Palestine was present as observer. The participants profile was as follows :

Ozone Officers	-	30%
Customs Administration Officers	-	23%
Supervisors (Ministerial level)	-	47%

The Workshop was structured in such a way that the participants could obtain expert advice on the subject matter and share their own experiences through :

plenary presentations where the speakers were dealing with the most important problems concerning control and monitoring of ODS in the framework of ODS import/export licensing system

working sessions where the participants could express and exchange their own opinions on the issues covered by the Workshop as well as work out the suggestions for plans of necessary actions to be undertaken in their countries.

The participants were given all workshop documents, including presentations and introductions to the working sessions, translated to Arabic. English versions of the documents were also provided on request. Simultaneous translation to and from English/Arabic was maintained during all plenary presentations and discussions.

The Workshop Agenda included inter-alia, the following four working sessions :

1. Systems currently in place in participating countries

2. Establishing an import/export licensing system
3. Training in practical use of an import/export licensing system
4. Drafting national action plans

During the workshop, the participants had an opportunity to acquire valuable information on the existing related MP requirements as well as on the ODS import/export licensing systems already in place in other countries, methods of establishing such systems, options for their design and their practical suitability for monitoring and control of ODS consumption. The participants had also the opportunity to discuss their own situation with regard to these issues and share experience with their colleagues from the other countries, not only from the West Asia Region (ROWA), but also from neighbouring regions (Egypt, Iran, Iraq).

It was very important that at the same time countries with no experience in ODS import/export control were advised how to select, establish and run import/export system and countries with some level of experience could acquire information that may help them to improve their own systems.

The participants of the Workshop drafted recommendations and comments where they pointed out the need for introducing ODS import/export licensing system in these countries who do not have it in place and possibility of improving such system if it already exists. They encouraged countries of the Region who are not Parties to the Vienna Convention, Montreal Protocol or its Amendments to ratify these treaties. They also agreed that introduction of international harmonized customs coding system (HS) is of great importance for facilitating monitoring and control of ODS. Evaluation results show that the Workshop was appreciated by the participants.

One outstanding output from the Workshop was that the participants developed action plans concerning establishment of ODS import/export licensing systems in their countries as well as proposals for institutional frameworks necessary to deal with such system in practice.

## **1. BACKGROUND.**

The Regional Workshop on Control and Monitoring of ODS Consumption for West Asia is the second of a series of similar workshops designed and organised by UNEP for developing countries in African, Asian, Latin American and Caribbean regions. The Workshop for West Asia was approved by the Executive Committee at its 19th Meeting.

According to the Montreal Protocol, the developing countries (Article 5(1) countries) must freeze their consumption of five main chlorofluorocarbons (CFCs) by 1 July 1999 at the average 1995-97 level, and then start reducing and eliminating the consumption of the CFCs and other ODS. Under the MP, each country must report its ODS consumption, defined as import plus production minus export of the controlled chemicals, to the Parties of the MP through Ozone Secretariat.

A legal system to control and monitor the ODS imports and exports is then of vital importance for the governments' possibilities to fulfill these requirements. Moreover, having an import/export licensing system has become mandatory under the latest Amendment to the Protocol approved by the Parties in Montreal in September 1997. Legal restrictions on the production of ODS are also

necessary but will have less practical impact in most developing countries, as relatively few of them produce ODS.

## **2 OBJECTIVES**

The objective of the Workshop was to enable the participating countries to set up and implement efficient legal systems and institutional frameworks to control and monitor their ODS consumption, in particular imports and exports.

## **3. EXPECTED RESULTS**

It was expected that at the end of the Workshop each participating country's team would develop an action plan showing how to establish an efficient legal system and a necessary institutional framework to control and monitor the ODS imports and exports in their own country and how to implement these measures. After the workshop, these officers were expected to further develop proposals for such system/framework for discussions with and decisions by the appropriate bodies in each country.

It was expected that the information provided at the Workshop and in the UNEP Resource Module on Export/Export licencing systems should make the participants adequately equipped for this work at the national level.

## **4. PARTICIPANTS**

29 participants from 12 countries registered for the Workshop and one representative from Palestine was present as observer. 6 countries represented at the Workshop (Jordan, Qatar, Kuwait, Saudi Arabia, Egypt and Iran) were parties to the MP and its London and Copenhagen Amendments, 2 (Bahrain and Lebanon) were parties to the MP and its London Amendments, 2 (Syria and Yemen) were parties to the MP only and 2 (Oman and Iraq) were not parties to the MP. The participation of non-Party countries was funded by the Government of Finland through FINNIDA funds. The complete list of participants is presented in ANNEX 10.2.

The participants profile was as follows :

Ozone Officers	-	30%
Customs Administration Officers	-	23%
Supervisors (Ministerial level)	-	47%

The presence of both decision makers and officers dealing with ozone layer protection issues in their daily practice as well as customs officers was necessary to ensure that the required coordination for establishing an ODS import/export licencing system would be established.

## **5. METHODOLOGY**

The Workshop was structured in such a way that the participants could receive information and share

their own experience step by step through :

plenary presentations where the speakers were dealing with the most important problems concerning control and monitoring of ODS in view of ODS import/export licensing system; and

working sessions where the participants could express and exchange their own opinions on the issues covered by the Workshop as well as work out the suggestions for plans of necessary actions to be undertaken in their countries.

There were brief introductions given to each of the working sessions by the discussion facilitator. At the working sessions the participants were divided into working groups, usually consisting of country teams. Working groups were structured differently for each working session. Countries with some experience and without any experience were put together. Each working group selected its own discussion moderator and rapporteur who represented the group at the plenary discussion of the results of each particular working session. Discussion facilitators visited each of the working groups during the working sessions.

The participants were given all workshop documents, including presentations and introductions to the working sessions, translated to Arabic. English versions of the documents were also provided on request. Simultaneous translation to and from English/Arabic was maintained during all plenary presentations and discussions.

## 6. CONTENTS

The Workshop Agenda is presented in ANNEX 10.1. It included, *inter alia*, presentations on systems currently in place in some participating countries and establishment and operation of import/export licensing systems. It also included the following four working sessions :

1. Systems currently in place in participating countries
2. Establishing an import/export licensing system
3. Training in practical use of an import/export licensing system
4. National action plans

Presentations given at the Workshop are briefly summarized below :

Mr. G. Bankobeza from the Ozone Secretariat (UNEP, Nairobi) presented the phaseout schedules for the controlled substances under the MP and the reporting requirements and actions to be taken by the Parties to implement decisions taken at IX MOP that were dealing with ODS licensing systems and control of import/export of products and equipment using ODS or designed to be used with ODS.

Mr. D. Langlois from Environment Canada described the import/export licensing system introduced in Canada to monitor and control ODS traffic. Based on Canada's experience he discussed the problems that have to be solved in implementing such system giving special attention to training of



customs officers, as well as building awareness of these problems in the ODS users, dealers and importers and even general public.

Mr. K. Kalaly from the Ministry of Environment (Syria) and Mr. H. Shahin from General Corporation for Environment Protection (Jordan) presented the import/export licensing systems implemented in their countries. These systems, which are currently used only to monitor trade with ODS can be modified in the near future to enable control of these substances to meet the phaseout schedules required by the MP.

Dr. J. Kozakiewicz from Ozone Layer Protection Unit Poland presented steps to be taken in establishing an import/export licensing system in any country. He pointed out the need of establishing both suitable legislation and well designed institutional framework to deal with monitoring and control of ODS. Based on his experience in preparation and implementation of such system he explained how to design and complete application forms used for import/export permits as well as how to monitor and control ODS under such system He also presented certain issues to be taken into account when dealing with ODS import/export including proper use of customs codes and avoiding illegal trade and explained problems that may be faced in practice.

Ms G. Hernandez from UNEP presented the new UNEP Resource Module designed to be used by the national Ozone Units in Article 5(1) countries for the design and implementation of import/export licensing system. The Module was used as resource document during the working sessions.

The Workshop proceedings containing , *inter alia*, the texts of presentations as well as introductions and training materials to working sessions, is available upon request from the UNEP IE OzonAction Programme.

## **7. RESULTS, CONCLUSIONS, RECOMMENDATIONS AND LESSONS LEARNED**

During the workshop, the participants had an opportunity to acquire valuable information on the existing MP requirements concerning ODS as well as on the ODS import/export licensing systems already in place, methods of establishing such systems, options for their design and their practical suitability for monitoring and control of ODS consumption. The participants had also an opportunity to discuss their own situation with regard to these issues and share experience with their colleagues from the other countries, not only from the West Asia Region (ROWA), but also from neighbouring regions (Egypt, Iran, Iraq).

It was very important that in the same time countries with no experience in ODS import/export control were advised how to select, establish and run import/export system and countries with some level of experience could acquire information that may help them to improve their own systems. However, it is recommended that the questionnaires prepared for the participants of the next workshops of this series are re-designed to differentiate between countries which already have ODS import/export licensing system and those without such system.

It should also be noted that even representatives of countries which are not parties to the MP participated very actively in the Workshop and distinctly contributed to its outputs, what strongly

supports the need for organization of such workshops in the future.

Results of Working Sessions 1-3 are presented below. Working Session 4 (National action plans) will be described under Chapter 8 : Follow-up Action Plan.

Results of Working Session 1 : Systems currently in place in participating countries

The purpose of this session was to review the current situation in the participating countries as regards ODS monitoring and control. Questions concerning the following issues were asked first through a questionnaire sent to the countries before the Workshop and then at the working session:

1. Controls of imports in general
2. Control on exports of chemicals
3. Control on sales of chemicals
4. Control on production of chemicals
5. Permits or licenses for imports of ODS
- 5.5 Existing law or regulations to introduce a license requirement for ODS imports without going to the Parliament
6. Special permits or licenses required for exports of ODS
8. Regulation on imports of products containing CFCs or other ODS
9. System to collect ODS imports and exports data
10. Regulations under preparation

The results based both on answers given by the countries before the Workshop and on reports of the session are presented below.

Country	Q1	Q2	Q3	Q4	Q5	Q55	Q6	Q8	Q9	Q10
Bahrain***	Yes	Yes	No	Yes	No	Yes	No	No	No	No
Egypt	Yes	Yes	No	No	No	Yes	No	No	Yes	Yes
Iraq*	Yes	Yes	No	Yes	No	No	No	No	No	No
Iran	Yes	Yes	No	Yes	Yes	No	No	No	No	No
Jordan	Yes	Yes	No	No	Yes	No	No	No	No	No
Kuwait	Yes	Yes	No	No	Yes	Yes	No	No	Yes	Yes
Lebanon** *	Yes	Yes	No	No	No	No	No	No	No	No
Oman*	No	Yes	No	Yes	No	Yes	No	Yes	Yes	Yes
Palestine*	Yes	Yes	Yes	No	No	No	No	No	No	Yes
Qatar	Yes	No	No	No	Yes	No	No	Yes	No	Yes
S. Arabia	Yes	No	Yes	No	Yes	No	Yes	No	No	Yes
Syria**	Yes	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes

Yemen**	Yes	No	No	Yes	No	Yes	No	No	No	Yes
---------	-----	----	----	-----	----	-----	----	----	----	-----

\* Not parties to the MP

\*\* Not parties to London and Copenhagen Amendments

\*\*\*Not parties to Copenhagen Amendments

It seems clear from this table that while most of the participating countries have general control of imports in place, only few have established specific measures to control ODS.

### Results of Working Session 2 : Establishing an import/export licensing system

The purpose of this session was to get participants' views on establishing or improving import/export licensing systems in their countries. The main results of the discussions can be summarized as follows

All country teams agreed that import permits should be used not only to monitor ODS, but also to limit their availability

Most country teams agreed that the legislation should be based on the existing acts and it should preferably include general licenses given to selected importers and then issuing temporary permits since it would provide better flexibility in dealing with pool of ODS allowed by the MP

Most country teams agreed that institutional framework designed to deal with ODS imports/exports should be as simple as possible and all of them proposed schemes for such framework that would be possible to establish in their countries

All country teams agreed that Annex A ODS (CFCs and halons) should be controlled, some added also Annex B, C and E substances. There was no consensus on level of ambition - some country teams wanted to stick to the minimum obligations under the MP, while some declared they could follow more strict phaseout schedules

Most country teams agreed that importers should be selected based on their ODS market share and that some margin should be left for emergency cases

### Results of Working Session 3 : Training in practical use of an import/export licensing system

The purpose of this session was to make the participants acquainted with the most common problems faced in dealing with import/export licensing system in practice and get their views on these problems.

The most common problems found by the participants in completing and checking-out the forms used to apply for import/export permits were :

- giving customs codes to particular substance or mixture
- differentiation between HCFCs and HFCs

differentiation between ODS-containing mixture and ODS-containing product (products are treated differently by the MP)  
trade with non-Parties

There was consensus on that importers should be requested to keep records of their customers, but there was no consensus on whether export controls should also be included to the legislation dealing with ODS

These observations will help in designing the next workshops of the series. However, it is suggested that because of presence of some high level administration officers at the workshops, direct exercises at the working sessions should rather be avoided.

The final recommendations and comments agreed upon at the Workshop are included in **Annex 8**.

## **8. FOLLOW-UP ACTION PLAN**

At Working Session 4 all participating countries were expected to develop their final plans for action aimed at establishing or improving an import/export licensing system. These plans were presented by the countries and discussed in the plenary, and were revised after consultations with responsible authorities in each country. The plans were based on the previous experience of the participants and information acquired at the Workshop. The plans included, inter alia, order of administrative actions to be taken, time needed to start drafting recommendations and to take final decisions, cooperation with customs authorities.

Detailed final action plans (including in most cases a scheme of institutional framework designed to implement import/export licensing system in particular country) are presented in Annex 10.6.

It is expected that countries participating at the Workshop will include those plans in their activities under the Institutional Strengthening project, if applicable, and will inform UNEP about progress in implementation of their action plans through the corresponding progress reports, and at network meetings.

## **9. EVALUATION BY PARTICIPANTS**

Graphical representation of the Workshop evaluation by the participants (20 participants out of 29 answered the questionnaire) is presented in Annex 10.7. An important observation from the evaluation results is that the Workshop was, in general, highly appreciated by the participants since only good or very good marks were given under "Overall Evaluation". Especially high marks were also given to "Working Sessions" which correlates with the main outcome from the Workshop - final action plans to establish or improve their own ODS import/export licensing system were prepared by all participating countries. Assistance of the Workshop in establishing such system and monitoring ODS consumption got also very good or good marks. However, it is suggested that questions in the evaluation questionnaire should be re-drafted to differentiate between countries with

some experience in such system and those who are newcomers.

In their additional comments some participants pointed out that too much work was planned for too little time (three days), so they did not have enough time to think over the excessive information given during presentations to take full advantage of it during working sessions.

## **ANNEXES**

### **ANNEX 1**

#### **WORKSHOP AGENDA**

##### ***Workshop objectives***

To enable participating Art.5 countries to initiate the establishment and implementation of efficient systems to control and monitor their ODS consumption.

To facilitate reporting of ODS consumption to the Ozone Secretariat and to the Multilateral Fund.

##### ***Target audience***

Officers in charge of coordinating ODS strategies (ODS Officers) and key officers from ministries that control import and export, in countries in West Asia (two persons per country).

***Duration:*** 3 days.

Time for presentations includes time for questions.

## DAY 1

*Chair : Mr. Khaled Kalaly, Syria*

*Rapporteur : Mr. Hussain Shahin, Jordan*

08.00-08.45 Registration

08.55-09.00 Arrival of H.E. Minister of the Environment, Mr Abdel Hamid Al Mounadid

### 1. Opening Session

09.00-09.15 *Welcome address: Mr Khalid Kalaly, National Ozone Unit Coordinator, Ministry of Environment*

09.15-09.30 *Keynote Opening Address : H.E.Minister of the Environment, Mr Abdel Hamid Al Mounadid*

09.30-09.50 *UNEP Address: The detrimental effects of ozone depletion and the workshop objectives: Ms Gladys Hernandez, OzonAction Programme, UNEP*

09.50-10.15 *UNEP video film: "Saving the Ozone Layer"*

10.15-10.30 Coffee Break

### 2. Montreal Protocol Requirements

10.30-11.20 *Phase-out schedule of controlled substances under the Montreal Protocol, reporting Requirements and Actions to be taken by Parties to implement decisions IX/8 (Licensing Systems) and IX/9 (Control of export of Products and Equipment using ODS):Mr Gilbert Bankobeza, Legal Officer, Ozone Secretariat*

### 3. Experience of Existing Control and Monitoring Systems

11.20-12.00 *Current and/or planned control and monitoring systems in some developed and developing countries): Canada: Mr Denis Langlois, Environment Canada*

12.00-13.00 Lunch Break

13.00-14.20 *Current and/or planned control and monitoring systems in some developed and developing countries (continued):*  
-Syria : Mr Khalid Kalaly  
-Jordan : Mr Hussein Shahin, General Corporation for Environment Protection

14.20-14.35 Coffee Break



### **DAY 1 cont.**

- 14.35-14.50 *Logistics of working groups, objectives and proceedings of First Working Session: Dr Janusz Kozakiewicz, Ozone Layer Protection Unit, ICRI, Poland*
- 14.50-16.30 ***First Working Session - Systems Currently in Place in Participating Countries***  
Each country team reports on the current situation in its country; discussions on problems encountered and possibilities foreseen.  
5 working groups (6-8 persons/group).
- 16.30-17.30 *Each working group reports to plenary on the current situation and problems encountered in countries belonging to its group.*

### **DAY 2**

*Chair : Mr Ibrahim Ahmed Ali Al-Ajami, Oman*

*Rapporteur : Ms Layla Rajab Zayed, Bahrain*

- 09.00-09.40 *Each working group reports to plenary on the current situation and problems encountered in countries belonging to its group (continued).*

#### **4. Establishing an Import/Export Licensing System**

- 09.40-10.20 *How to establish an import/export licensing system : Dr Janusz Kozakiewicz*
- 10.20-10.35 *Presentation of UNEP IE's Resource Module for national workshops on the establishment of an import/export licensing system: Ms Gladys Hernandez*
- 10.35-10.50 Coffee Break
- 10.50-11.00 *Logistics of working groups, objectives and proceedings of Second Working Session : Dr Janusz Kozakiewicz*
- 11.00-12.30 ***Second Working Session - Establishing an Import/Export Licensing System***  
  
Discussions on how the participating countries should now proceed nationally to introduce an import/export licensing system.  
Each country team is asked to draw the scheme of institutional framework

that may be (or actually is) used to operate import/export licensing system in each team's country.

Comments on the usefulness of the UNEP IE's Resource Module for the process to introduce an import/export licensing system

12.30-13.30 Lunch Break

### **DAY 2 cont.**

13.30-14.30 *Each working group reports to plenary on its conclusions and recommendations on the establishment of an import/export licensing system and on the usefulness of UNEP IE's Resource Module to assist countries in setting up such a system.*

### **5. Practical Use of Import/export Licensing System. Monitoring ODS Consumption Under Such System.**

14.30-15.10 *How to use import/export licensing system in practice: Dr Janusz Kozakiewicz*

15.10-15.25 Coffee Break

15.25-15.40 *Logistics of working groups, objectives and proceedings of Third Working Session: Dr Janusz Kozakiewicz*

15.40-17.30 ***Third Working Session - Training in practical use of an import/export licensing system.***

Participants are trained in operating an import/export licensing system.

Discussions on how the participating countries should proceed nationally to implement a reliable monitoring of ODS imports/exports under such system.

Comments on the usefulness of the Resource Module for this process

### DAY 3

*Chair : Ms Salwa Gamal El-Tayeb, Egypt*

*Rapporteur : Mr Hanna Bou Habib, Lebanon*

09.00-10.00 *Each working group reports to plenary on its conclusions and recommendations regarding the use of an import/export licensing system in practice and how this system may be operated to monitor ODS consumption and to ensure compliance. The report should also contain comments and recommendations with regard to UNEP draft Training Module.*

#### **6. Planning Follow-up Actions**

10.00-10.15 *Logistics of working groups, objectives and proceedings of Fourth (Final) Working Session*  
- Dr Janusz Kozakiewicz, Ozone Layer Protection Unit, ICRI, Poland

10.15-10.30 Coffee Break

10.30-12.00 ***Fourth (Final) Working Session*** - National Action Plans

The participants from each country should together develop plans for their immediate actions to initiate the establishment of systems to control and monitor ODS imports and exports in their own country.

12.00-14.00 Presentation of National Action Plans to plenary (10 minutes/country);

14.00-14.30 Preliminary evaluation of the workshop and suggestions for improvements.

14.30-14.45 Presentation of conclusions and recommendations of the workshop

14.45-15.00 Closure of the workshop

15.00-17.00 Farewell reception offered by the Government of Syria

## ANNEX 2

### LIST OF PARTICIPANTS

#### **Bahrain:**

Mr. Jameel Ali Ahmed Mohamed Eksail  
National Ozone Officer  
Environmental Affairs  
Ministry of Housing, Municipalities & Environment  
P.O. Box 26909  
Adliya, Bahrain  
Tel: (0973) 293694 Fax: (0973) 293694

Mr. Ahmed Jassim Mohamed  
Head, Customs Clearing Operation  
Customs & Port Affairs  
P.O. Box 15, Manama, Bahrain  
Tel: (0973) 727172 Fax: (0973) 725534

Ms. Layla Rajab Zayed  
Supervisor of Social & Environmental Statistics  
Central Statistics Organization  
P.O. Box 5835, Manama, Bahrain  
Tel: (0973) 725725 Fax: (0973) 725507

#### **Egypt:**

Ms. Salwa Gamal El-Tayeb  
Head of Technical Bureau EEAA & Ozone Coordinator  
30, Misr-Helwan El-Zayrae Road  
Maadi, Cairo  
Tel: (0202) 3510970 Fax: (0202) 3784285

Dr. A. Fahmy  
Ozone Unit Consultant  
30, Misr-Helwan El-Zayrae Road  
Maadi, Cairo  
Tel: (0202) 3756403 - 35/09  
Fax: (0202) 3784285

**Islamic Republic of Iran:**

Ms. Mahnaz Pour Rajabi Goleh Pordsery  
Associate Engineer  
Iran Ozone Layer Protection Office  
F11 Marjan Street, Neufle le Chateau Avenue,  
Tehran, Islamic Republic of Iran  
Tel: (09821) 649423 Fax: (09821) 649422

Mr. Mohsen Sameni  
Import & Export Regulation Office  
Ministry of Commerce  
Ministry of Commerce Building N° 2  
Tehran, Islamic Republic of Iran  
Tel: (09821) 894766/894497 Fax: (09821) 823295

**Iraq:**

Mr. Khidhir Elias Putres  
Acting Director -General  
Directorate of Environment Protection and Improvement  
N.F.P., Republic of Iraq  
P.O. Box 61294, Baghdad, Iraq  
Tel: (0964) 1 415 8411 Fax: (0964) 1 885 2431

Mrs. Fayza Abdul Hussain  
Department of Research and Studies  
C/. Directorate of Environment Protection and Improvement  
N.F.P., Republic of Iraq  
P.O. Box 61294, Baghdad, Iraq  
Tel: (0964) 1 415 8411 Fax: (0964) 1 885 2431

Dr. Arseen K. Hanna  
Head, Environment Protection Department  
Ministry of Industry and Minerals  
C/. Directorate of Environment Protection and Improvement  
UNEP IE, OzonAction Programme

N.F.P., Republic of Iraq  
P.O. Box 61294, Baghdad, Iraq  
Tel: (0964) 1 415 8411 Fax: (0964) 1 885 2431

**Jordan:**

Eng. Mr. Hussein A.M. Shahin  
Chief, Air Protection Division & Assistant Director  
Ozone Unit  
General Corporation for Environment Protection  
P.O. Box 1408, Amman 11941, Jordan  
Tel: (0962) 6 835936 Fax: (0962) 6 835936

Eng. Mr. Ahmad I. A. Al-Khatib  
Ozone Unit  
General Corporation for Environment Protection  
P.O. Box 1408, Zip 11941  
Amman, Jordan  
Tel: (0962) 6 835936 Fax: (0962) 6 835936

Eng. Mr. Mohammad Abu Hammour  
Department of Customs  
P.O. Box 90  
Amman, Jordan  
Tel: (0962) 6 623186 Ext. 2113 Fax: (0962) 6 612026

**Kuwait:**

Dr. Saud A. Al Rasheed  
Director of Air Monitoring Dept.  
Al Shuwaik  
P.O. BOx 13104, Kuwait  
Tel: (0965) 4821285/399 Fax: (0965) 4820599

Ms. Zainub S.M. Saleh  
Ozone Unit - Chemical Eng.  
Al-Shuwaik, P.O. Box 24395  
Safat - Kuwait  
Tel: (0965) 4821285/516/518 Fax: (0965) 4820599

Mr. Salman Al-Nessef  
Asst. Eng.  
General Customs Administration  
UNEP IE, OzonAction Programme

Ramda  
P.O. Box 3172  
Safat - Kuwait  
Tel: (0965) 4838903 Fax: (0965) 4838904

**Lebanon:**

Dr. Hanna Bou Habib  
Ministry of Environment  
P.O. Box 70-1091 - Antelias  
Republic of Lebanon  
Tel: (0961) 01 522222 Fax (0961) 01 525444  
Email: h.habib@moe.gov.lb

Ms. Nanee Chahinian  
Geographer/GIS Remote Sensing Adviser  
Central Administration & Statistics  
Kantari Street, Finance & Commerce Building  
5th Floor, Beirut, Lebanon  
Tel: (0961) 1 340761/766 Fax: (0961) 1 340470

Mr. Salim Dib Nassif  
Chef de bureau RILO  
Administration of Lebanese Customs  
Rue des Banques, 7th Floor, Arab Bank  
Beirut, Lebanon  
Tel: (0961) 1 980271 Fax (0961) 1 943826

**Sultanate of Oman:**

Mr. Ibrahim Ahmed Ali Al-Ajami  
Head of Air and Noise Pollution  
Ministry of Regional Municipalities & Environment  
P.O. Box 323, Sultanate of Oman  
Te: (0968) 696444 Ext. 337 339 Fax: (0968) 696460

**Palestinian Environmental Authority:**

Mr. Mahmoud Abu-Shanab  
Licensing Officer  
Palestinian Environmental Authority (PEnA)  
P.O. Box 296, Hebron  
West Bank,  
UNEP IE, OzonAction Programme

Tel: (0972) 2 992 9269      Fax: (0972) 2 992 9279  
e-mail: Piales@baraka.org

**Qatar:**

Mr. Waleed Mohad H.A. Al-Emadi  
ODS Coordinator  
Department of Environment  
P.O. Box 7634  
Doha, Qatar  
Tel: (0974) 357863      Fax (0974) 415246

**Saudia Arabia:**

Mr. Mohammed S.Al-Sahafi  
Air Quality Group Leader and NOU Coordinator  
Meteorology & Environmental Protection Administration  
P.O. Box 1358, Jaddah 21431, Saudia Arabia  
Tel: (0966) 2 651 2312 Ext. 2600      Fax: (0966) 2 651 7832

Mr. Mohammed A. AL-Mahmood  
Customs Department  
P.O. Box 3483, Riyadh 11197  
Saudia Arabia  
Tel: (0966) 1 406 8953 Ext. 4435      Fax: (0966) 1 401 4115

**Syria:**

Mr. M. Khaled Kalaly  
NOU Coordinator  
Ministry of Environment  
Tolyani Street, P.O. Box 3773  
Damascus, Syria  
Tel: (0963) 11 331 0381      Fax: (0963) 11 331 4393

Mr. M. Sohaib Kilany  
Director, Statistics & Planning Section  
The General Department of Customs  
Damascus, Syria  
Tel: (0963) 11 212 2269      Fax: (0963) 11 331 4393



Eng. Mr. Ihsan Sandouk  
Director, Ministry of Industry/Directorate  
of Scientific & Technical Affairs  
P.O. Box 12835  
Tel: (0963) 11 221 6942 Fax: (0963) 11 222 3196

### **Republic of Yemen**

Dr. Hussein Al-Juneed  
Secretary General of EPC  
Environment Protection Council (EPC)  
P.O. Box 19719  
Sana'a, Republic of Yemen  
Tel: (0967-1) 264072/264112 Fax: (0967-1) 264062

Mr. Abdullah M. Rageh  
Director  
Yemen Customs Authority  
P.O. Box 2466  
Sana'a, Republic of Yemen  
Tel: (0967-1) 203430 Fax: (0967-1) 203221

Mr. Adbullah Al Robaydi  
Manager  
Sana'a Chamber of Commerce & Industry  
P.O. Box 195  
Airport Road, Sana'a, Republic of Yemen  
Tel: (0967-1) 232361/2 Fax: (0967-1) 232412

## ANNEX 3

### LIST OF TRAINERS/SPEAKERS

#### Speakers

H.E. Minister of the Environment, Mr. Abdel Hamid Al Mounadid  
Syria

Dr. Janusz Kozakiewicz  
Associate Professor  
Director's Plenipotentiary for Ozone Layer Protection Affairs  
Head of Ozone Layer Protection Unit  
ul. Rydygiera 8  
01-793 Warszawa, Poland  
Tel/Fax: (48-22) 633 92 91  
E-mail address: kozak@aquila.ichp.waw.pl

Mr. Denis Langlois  
Manager  
Stratospheric Ozone  
Global Air Issues Branch  
Environmental Protection Service  
11th Floor, Place Vincent Massey  
351 St. Joseph Blvd., Hull, Quebec K1A 0H3  
Canada  
Tel: (1-819) 953 1676 Fax: (1-819) 994-0549  
Email: denis.langlois@ecgc.ca

## **UNEP**

Ms. Gladys Hernandez  
Programme Officer  
OzonAction Programme  
UNEP IE  
39-43 Quai André Citroën  
75739 Paris - Cedex 15 France  
Tel: (0331) 44371454 Fax (0331) 44371474  
Email: ghernandez@unep.fr

Dr. Abdul-Elah Al-Wadaee  
Regional Network Coordinator  
UNEP - ROWA  
P.O. Box 10880  
Manama, Bahrain  
Tel: (0973) 276072 Fax: (0973) 276075

Mr. Gilbert M. Bankobeza  
Legal Officer  
Ozone Secretariat  
United Nations Environment Programme (UNEP)  
P.O. Box 30552  
Nairobi - Kenya  
Tel: (02542) 623854 Fax (02542) 623913  
Email: bankobeg@unep.org

## ANNEX 4

### LIST OF PRESENTATIONS AND WORKING SESSIONS

#### PRESENTATIONS :

1. Phaseout schedule of controlled substances under the Montreal Protocol, reporting requirements and actions to be taken by the Parties to implement decisions IX/8 (Licensing systems) and IX/9 (Control of export of products and equipment using ODS)

Mr Gilbert Bankobeza, Ozone Secretariat, UNEP, Nairobi

2. Current and/or planned control and monitoring systems in some developed and developing countries

2.1. Canada - Mr Denis Langlois, Environment Canada

2.2. Syria - Mr Khalid Kalaly, National Ozone Unit, Syria

2.3. Jordan - Mr Hussein Shahin, General Corporation for environment Protection,  
Jordan

3. Presentation of UNEP IE's Resource Module for national workshops on establishment of an import/export licensing system

Ms Gladys Hernandez, UNEP IE, Paris

4. How to establish an import/export licensing system

Dr Janusz Kozakiewicz, OLPU, ICRI, Poland

5. How to use import/export licensing system in practice

Dr Janusz Kozakiewicz, OLPU, ICRI, Poland

#### WORKING SESSIONS:

1. Systems currently in place in participating countries

2. Establishing an Import/Export Licensing System

3. Training in practical use of an import/export licensing system

4. National Action Plans

## ANNEX 5

### LIST OF TRAINING AND BACKGROUND MATERIAL

#### Training Material :

1. Appendices to the presentations made by J. Kozakiewicz
  - Appendix 1 : Structure of computer database useful for monitoring and controlling consumption and use of ODS with assistance of import/export licensing system
  - Appendix 2 : Various types of licensing systems
  - Appendix 3 : Recommendations for complementary national code on ODS
2. Brief Introductions to Working Sessions 1, 2, 3 and 4 (by Dr J. Kozakiewicz)
3. Questionnaires for Working Sessions 1, 2, 3 and 4
4. Reporting Formats for Working Sessions 1, 2, 3 and 4
5. Special training aids for Working Session 3
  - Example of a design of an Application Form that may be used by importers/exporters to apply for a permit to import/export ODS
  - Case Exercises

#### Background Material :

1. Handbook of the International Treaties for the Protection of the Ozone Layer
  - The Vienna Convention (1985)
  - The Montreal Protocol (1987), Fourth Edition (1996), Ozone Secretariat, UNEP (Nairobi)
2. Report of VIIIth Meeting of the Parties to the Montreal Protocol, San Jose (Costa Rica), 1996 (UNEP/OzL.Pro.8/12), UNEP (Nairobi)
3. Report of IXth Meeting of the Parties to the Montreal Protocol, Montreal (Canada), 1997 (UNEP/OZL.Pro9./12), UNEP (Nairobi)

4. Monitoring Imports of ODS : A Guidebook, UNEP and SEI joint publication
5. Elements for Establishing Policies, Strategies and Institutional Framework for Ozone Layer Protection, UNEP IE and Multilateral Fund joint publication
6. UNEP IE Resource Module on establishment of ODS import/export licensing system
7. Phase-out schedule of controlled substances applicable to Parties operating under Article 5.

## **ANNEX 6**

### **FINAL ACTION PLANS**

- 1. Bahrain**
- 2. Egypt**
- 3. Iraq**
- 4. Iran**
- 5. Jordan**
- 6. Kuwait**
- 7. Lebanon**
- 8. Oman**
- 9. Palestine**
- 10. Qatar**
- 11. Saudia Arabia**
- 12. Syria**
- 13. Yemen**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: BAHRAIN**

**1) Persons in the Ministries that need to be approached immediately**

Director General and Minister of Environmental Affairs

**2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

The experience of Canada and Poland and other countries in this field. Information about HS

**Individual responsibilities:-** Ministry of Commerce (General License)

- Industry, Health
- Statistics (Records)
- Customs (Monitoring and control)

**3) Other Ministries and authorities that need to be approached**

Same as above (Ministers)

**4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

Environmental Affairs (Ozone Officer)

**5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Minister of Housing, Municipalities of Environment

**Estimate date:** 3rd quarter 1998



**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

Minister

**Estimate date and first activity:** Its depends on item 5 after finishing the first step

**7)Person who will take the lead in drafting recommendations on**

--ODS import applications forms: Environmental Affairs (E.A.) Ozone Office  
--ODS reporting forms:..... E.A. Ozone Office + Statistics  
--Custom declaration forms:..... E.A. Ozone Office + Customs

**Estimated date and first activity:** After finishing item 5 and 6  
Sequence: (1, 3 and 2)

**8)Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

Customs Officials (Ozone Office with the help of UN) Customs after item 6 is in place

**9)Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

Environmental Affairs (Ozone Office)

**10)Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

One year

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLANS**

#### **COUNTRY: EGYPT**

##### **1) Persons in the Ministries that need to be approached immediately**

The National Ozone Panel (NOP)

##### **2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

The existing regulations in Egypt. Recommendations of this workshop

##### **Individual responsibilities:**

\* Ozone Unit & Customs and Foreign Trade Planning Department

##### **3) Other Ministries and authorities that need to be approached**

The NOP as mentioned in (1)

##### **4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

NOP Legal Adviser

##### **5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Directorate of Foreign Trade Planning

**Estimate date:** Already started July 1997

##### **6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs**

**officials at local entry ports**

NOP

**Estimate date and first activity:** *(To be completed)*

**7) Person who will take the lead in drafting recommendations on**

- ODS import applications forms: NOP Customs member
- ODS reporting forms:..... Ozone Unit
- Custom declaration forms:..... NOP Customs member

**Estimated date and first activity:** Already started July 1997

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

NOP

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

Ozone Unit

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

1 year (approximately) before the end of 1998

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

- a) N.O.P.
- b) Amendment to the existing system

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: IRAK**

**1) Persons in the Ministries that need to be approached immediately**

Ozone Committee

**2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

1. The Convention
2. The Protocol and its amendments
3. Experience of other countries, especially those of our region

**Individual responsibilities:** *(To be completed)*

**3) Other Ministries and authorities that need to be approached**

Customs, Ministry of Trade / Director General of Environmental Protection and Import

**4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

Director General of Environmental Protection and Import

**5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Director General of Environmental Protection and Import

**Estimate date:** N/A

**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

General Directorate of Environmental Protection and Import

**Estimate date and first activity:** N/A

**7)Person who will take the lead in drafting recommendations on**

- ODS import applications forms: Ozone Committee & Customs
- ODS reporting forms:..... Ozone Committee & Customs
- Custom declaration forms:..... Ozone Committee & Customs

**Estimated date and first activity:** N/A

**8)Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc..)**

General Directorate of Environmental Protection and Import

**9)Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

General Directorate of Environmental Protection and Import

**10)Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

N/A

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: IRAN**

#### **1) Persons in the Ministries that need to be approached immediately**

Ozone Office Manager and Legal Import/Export Regulation Office in Ministry of Commerce

#### **2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

- a) Classification for tariff numbers on HS
- b) Trade and chemical names of ODS - Identify information about pure chemicals and mixtures and how can we determine licensing requirements for mixtures

**Individual responsibilities:** Ozone Office and Customs

#### **3) Other Ministries and authorities that need to be approached**

Ministry of Industry:

- a) Chemical General Director
- b) Machinery and Metal General Director

#### **4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

Ozone Office DOE (legal section) and Ministry of Commerce

#### **5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Ozone Office DOE (legal section) and Ministry of Commerce

**Estimate date:** May 1998

**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

Ozone Office

**Estimate date and first activity:** August 1998

**7) Person who will take the lead in drafting recommendations on**

--	ODS import applications forms:	Ozone Office
--	ODS reporting forms:.....	Ozone Office
--	Custom declaration forms:.....	Customs

**Estimated date and first activity:** June 1998

ODS  
import/export application forms

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

Ozone Office and DOE

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

Ozone Office and DOE

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

August 1998

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: JORDAN**

**1) Persons in the Ministries that need to be approached immediately**

Director of Environment/Ministry of Environment. Director of Customs, Director of Legal Affairs / National Ozone Committee

**2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

Decision of MP, Training module of UNEP, recommendations of this workshop and experiences of other countries

**Individual responsibilities:** *(To be completed)*

**3) Other Ministries and authorities that need to be approached**

Ministry of Finance/Customs. Ministry of Industry and Trade and Chamber of Commerce and Industry

**4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

National Ozone Committee

**5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Ozone Unit

**Estimate date:** July 1998

**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs**



**officials at local entry ports**

Common Committee from Ozone Unit and Customs

**Estimate date and first activity:** March 1998

**7) Person who will take the lead in drafting recommendations on**

- ODS import applications forms: Ozone Unit
- ODS reporting forms:..... Importers - Customs - Statistics
- Custom declaration forms:..... Department of Customs

**Estimated date and first activity:** 7 months

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

Ozone Unit NOC (Customs)

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

Ozone Unit

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

8 months

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN** (As already implemented)

**COUNTRY: KUWAIT**

#### **1) Persons in the Ministries that need to be approached immediately**

Director General of Kuwait Public Environmental Authority (EPA)

#### **2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

Latest decisions and amendments adjacent taken place on 9th meeting of the Parties (Montreal, Canada) plus recommendations from this workshop. Each country should take administrative and legal measures to establish and operate licensing system especially for 1999 freeze

#### **Individual responsibilities:**

National Ozone Unit (NOU/EPA), Customs Department, Authority of Industry and Ministry of Health, Ministry of Finance Department, plus NGO, plus Industrial Union and others

#### **3) Other Ministries and authorities that need to be approached**

Oil companies (Ministry of oil), Chamber of Commerce, Ministry of Planning, Ministry of Public Work, Ministry of Housing, Ministry of Electricity and Water, KISR

#### **4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

The focal point/EPA/Ministry of Planning (Legal Department)

#### **5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

EPA, Ministry of Trade (Commerce), Customs and Industrial Public Authority (IPA)

**Estimate date:** The system now is in operation

**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

EPA

**Estimate date and first activity:** -

**7) Person who will take the lead in drafting recommendations on**

--	ODS import applications forms:	EPA and Customs
--	ODS reporting forms:.....	EPA
--	Custom declaration forms:.....	EPA and Customs

**Estimated date and first activity:** Already on operation

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

EPA (Ozone Unit, Chemical Register Department in EPA) and Customs (Workshop for HS carried out in 1995 for customs officers)

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

EPA, Customs and Chamber of commerce

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

New ministerial decree concerns recycling and halon bank management, establishment and products containing ODSs solvents will be issued after 6 months from January 1998

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: LEBANON**

#### **1) Persons in the Ministries that need to be approached immediately**

Minister, Administration Head of Ozone Office, Director General Customs: D.G. & High Council of Customs

#### **2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

Ministry of Environment: Listing of ODS and characteristics (depleting power). Customs: Product specification, commercial denomination. Chemical formulas

#### **Individual responsibilities:**

Ministry of Environment: Technical information supplied by the chemist of the Ozone Unit;

Administration: Information is supplied by the Administration Head of the Ozone Unit

#### **3) Other Ministries and authorities that need to be approached**

Ministry of Industry (M.I.); Administration of Customs; Ministry of Interior (M.In.) will be approached by Ministry of Environment

#### **4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

Ministry of Environment

#### **5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Ministry of Environment and Customs simultaneously

**Estimate date:** Already working on it

**6)Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

Ministry of Environment/Customs Committee

**Estimate date and first activity:** Immediately because the Ministry of Environment is already working on this issue

**7)Person who will take the lead in drafting recommendations on**

--	ODS import applications forms:	Ministry of Environment
--	ODS reporting forms:.....	Ministry of Environment
--	Custom declaration forms:.....	Customs

**Estimated date and first activity:** Immediately

**8)Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

Ministry of Environment (Ozone Office)

**9)Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

Ministry of Environment (Ozone Office)

**10)Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

Unknown

**11)Existing schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

- a) National level
- b)As shown in the working session 2

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

#### **COUNTRY: OMAN**

##### **1) Persons in the Ministries that need to be approached immediately**

Director General of Environment in coordination with Legal and Customs Departments and Industries. There is an existing system for control of import and export, but it needs to be made specific for ODS.

##### **2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

Decisions of Meeting of the Parties, workshop recommendations, experiences from other countries such as Poland, Canada and others

**Individual responsibilities:** *To be completed*

##### **3) Other Ministries and authorities that need to be approached**

The concerned Ministries and private sectors such as Director General of Customs, Chamber of Commerce, Director General of Finance and Director General of Legal Affairs

##### **4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

Director General of Environment (Ozone Unit)

##### **5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Director General of Environment (Ozone Unit) with the coordination from the concerned Ministries as above

**Estimate date:** 6 months

**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

The Ozone Unit of the National Ozone Committee (Minister of Environment)

**Estimate date and first activity:** In 1999

**7) Person who will take the lead in drafting recommendations on**

- ODS import applications forms: Director General of Environment (Ozone Unit)
- ODS reporting forms:..... Director General of Environment (Ozone Unit and Customs)
- Custom declaration forms:..... Director General of Environment (Ozone Unit and Customs)

**Estimated date and first activity:** 9 months

- 1) ODS application forms
- 2) Customs declaration
- 3) ODS reporting forms

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

Director General of Environment (Ozone Unit)

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

Director General of Environment (Ozone Unit)  
Director General of Public Awareness (Public Awareness Department)

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

6 months

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

#### **PALESTINE**

##### **1) Persons in the Ministries that need to be approached immediately**

President of Palestinian Environmental Authority (PEnA)

##### **2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

1. Montreal Protocol and its amendments as well as implementation guidelines.
2. Customs Code of Practice

**Individual responsibilities:** 1. Ozone Officer

2.  
Customs officer and Licensing officer  
in the Ministry of Commerce (MOC)

##### **3) Other Ministries and authorities that need to be approached**

- a) Legislative Council
- b) Licensing officer in MOC
- c) Customs officer in MOC
- d) Statistics Department

##### **4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

PEnA/Ozone Officer

##### **5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

Ozone officer

**Estimate date:** The 1st quarter of the next year (1998)



**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

PEnA/Ozone officer

**Estimate date and first activity:** Beginning of 1998

**7) Person who will take the lead in drafting recommendations on**

- ODS import applications forms: Ozone Officer in cooperation with concerned persons in MOC
- ODS reporting forms:..... Ozone Officer in cooperation with Customs Officers and Statistics Department
- Custom declaration forms:..... Customs Officer in cooperation with Ozone Officer

**Estimated date and first activity:** During the 1st half of 1998  
Same as above

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

Ozone Office in PEnA in cooperation with licensing and customs officers

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

PEnA/Ozone Officer in cooperation with MOC

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

No answer can be given now

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

Concerning b, please refer to the framework suggested in the 2nd working session/group 3

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: QATAR**

**1) Persons in the Ministries that need to be approached immediately**

General Director of Department - Head of Chemical Section. Ministry of Municipal and Agricultural Affairs

**2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

The Montreal Protocol - The experience of other countries

**Individual responsibilities:**

Ozone Unit

**3) Other Ministries and authorities that need to be approached**

Ministry of Public Health - Ministry of Interior - Custom Department - Ministry of Industry - University of Qatar - Ministry of Municipal (E.D.) - Chamber of Commerce - Ministry of Planning

**4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

Ministry of Municipal Affairs (E.D.) the Ozone Focal Point

**5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

(E.D.) and Chamber of Commerce and Customs Department Industrial

**Estimate date:** Take about one year

**6)**

**Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

Ministry of Municipal and Customs Department

**Estimate date and first activity:** *(To be completed)*

**7) Person who will take the lead in drafting recommendations on**

- ODS import applications forms: E.D.
- ODS reporting forms:..... E.D.
- Custom declaration forms:..... E.D. and Customs Department

**Estimated date and first activity:** About one year and a half

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

E.D. and Customs Department

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

E.D. and Custom Department and Chamber of Commerce

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

About one year

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: SAUDI ARABIA**

#### **1) Persons in the Ministries that need to be approached immediately**

Environmental Protection General Director for approval of the action plan, which should be finalized with cooperation between scientists, lawyers, and financial officers

#### **2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

- 1) Existing regulations, legislations, royal decrees, Ministerial decrees
- 2) Existing system for collecting and recording data regarding ODS
- 3) Proposal for clarifying national commitments to Montreal Protocol regarding monitoring and control of ODS

#### **Individual responsibilities:**

- \* NOU:
  - Formulate the ODS monitoring and control strategy
  - Formulate Licensing/permit of import of ODS
- \* Customs:- Record and compile data on ODS consumption, forward to NOU

\* Concerned Department in Commerce, Health, Interior: *(to be completed)*

#### **3) Other Ministries and authorities that need to be approached**

Health, Interior, Finance, Commerce and Industry

#### **4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

NOU with N.C.

#### **5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

NOU, Finance, Customs, Commerce, Industry and Health

**Estimate date:** March 1998

**6)Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

NOU

**Estimate date and first activity:** March 1998

**7)Person who will take the lead in drafting recommendations on**

--	ODS import applications forms:	NOU and commerce
--	ODS reporting forms:.....	NOU and customs
--	Custom declaration forms:.....	Customs

**Estimated date and first activity:** 1999

**8)Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

NOU, customs and commerce

**9)Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

NOU, NC and Council of chambers

**10)Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

2 years

**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**

## **REGIONAL WORKSHOP ON CONTROL AND MONITORING OF ODS CONSUMPTION**

**Damascus, 13-15 December 1997**

### **FINAL ACTION PLAN**

**COUNTRY: YEMEN**

**1) Persons in the Ministries that need to be approached immediately**

Chairman of the EPC, EPC members and Ministry of Legal Affairs

**2) Background material that needs to be gathered and compiled in order to have a preliminary discussion with superiors on the content and structure of a suitable import and export licensing system**

- Montreal Protocol and its amendments
- Implementation Guidelines

**Individual responsibilities:** \_Environment Protection Council, Ministries concerned, Customs Department and Chamber of Commerce

**3) Other Ministries and authorities that need to be approached**

- Prime Minister Office - Ministry of Legal Affairs
- Customs Department and Ministry of Industry

**4) Person who will start up discussions with legal experts on the possibility of using existing legislation**

EPC and its members

**5) Person who will take the lead in starting drafting recommendations with regard to the structure and regulations on an import system**

EPC and Legal affairs

**Estimate date:** Next year 1998

**6) Person who will take the lead in drafting recommendations on the procedures for cooperation between the authority in charge of ozone issues and the customs officials at local entry ports**

EPC (ODS Unit)

**Estimate date and first activity:** Next year 1998

**7) Person who will take the lead in drafting recommendations on**

- ODS import applications forms: EPC + Customs Department
- ODS reporting forms:..... EPC + Customs Department
- Custom declaration forms:..... Customs Department + Chamber of Commerce

**Estimated date and first activity:** July 1998 and after the approval of the Country Programme (ODS project)

**8) Person who will take the lead in drafting recommendations on collaboration between the authority in charge of ozone issues and the customs authorities in general (training customs officials, tracking illegal imports, etc...)**

National Ozone Committee

**9) Persons who will take the lead in organizing a national workshop on the introduction of an import licensing system and cooperation between the authority in charge of ozone issues and customs authorities (as relevant)**

EPC + Chamber of Commerce, Industry, Customs and UNEP

**10) Estimated time before a final decision can be taken on regulations requiring a permit for ODS imports and exports by the legally appropriate level**

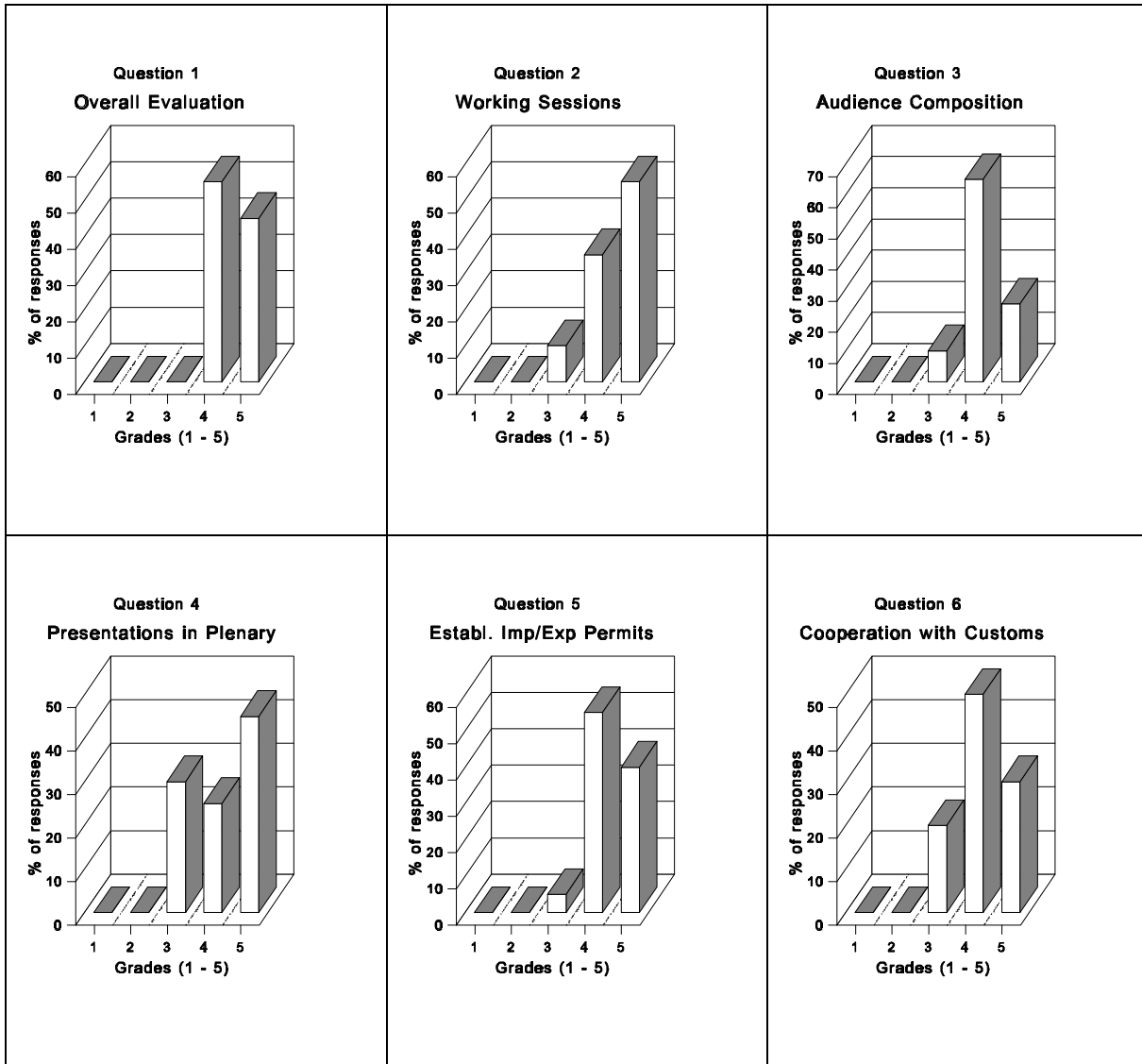
September 1998

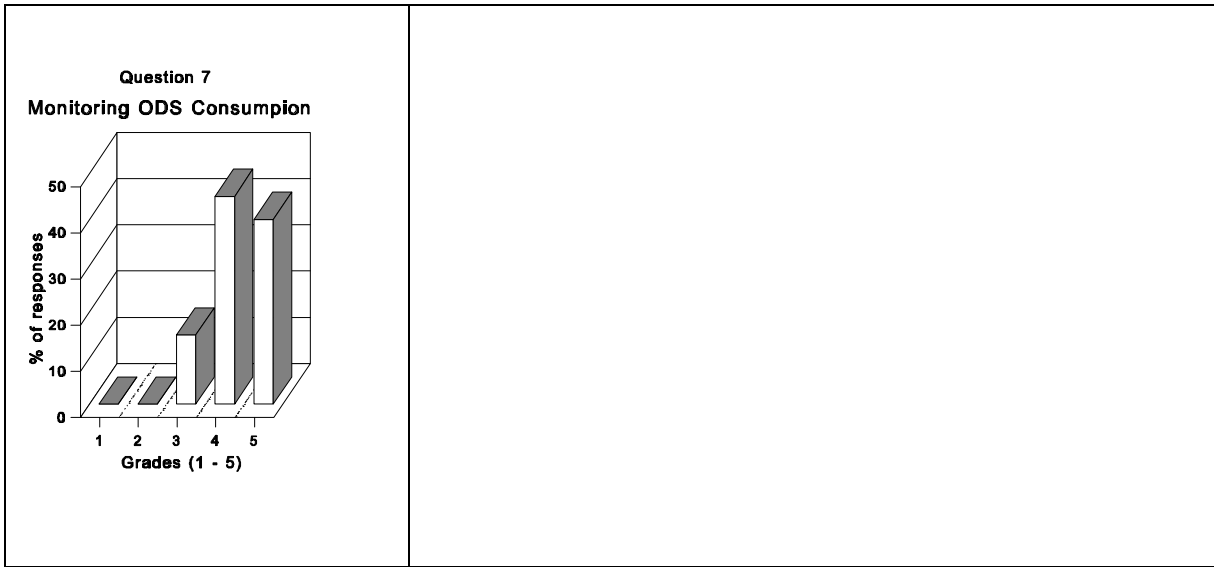
**11) Suggested schemes of institutional framework to deal with implementation of the Montreal Protocol and import/export licensing system**



**ANNEX 7.**

**EVALUATION OF THE WORKSHOP - GRAPHICAL REPRESENTATION**





## EVALUATION OF THE TRAINING PROGRAMME

Please answer these questions by giving them the following scale factor: **1 (not at all useful/ not good/ not at all) 5 (extremely useful/ very good/ absolutely)**:

1. What is your overall evaluation of the workshop?

1      2      3      4      5

2. How useful did you find the working sessions?

1      2      3      4      5

3. Was the composition of the audience adequate?

1      2      3      4      5

4. How did you find the presentations in plenary?

1      2      3      4      5

5. In which degree has the workshop assisted you in initiating the establishment of an import permit systems for ODSs?

1      2      3      4      5

6. In which degree do you think the workshop has assisted you in initiating a suitable procedure to implement an import permit system and establish a cooperation with your customs authorities?

1      2      3      4      5

7. In which degree do you think the workshop will assist you in better collecting the necessary information to monitor your ODS consumption?

1      2      3      4      5

8. In which degree do you think the training module will assist you in the establishment of an import permit system for ODSs?

1      2      3      4      5

9. How useful, in your opinion, are this type of regional workshops in assisting you to control the ODS consumption in your countries?

-----  
-----  
-----

10. Further suggestions and comments (which will help to improve the quality of future courses)

-----  
-----  
-----

## **Annex 8:**

### **RECOMMENDATIONS AND COMMENTS BASED ON THE WORK OF THE PARTICIPANTS**

On the occasion of their Regional Workshop on Control and Monitoring of ODS Consumption for West Asia held in Damascus, Syria, 13-15 December 1997, the participants of the West Asian countries have agreed to make the following recommendations and comments as a result of their three day workshop.

1. The introduction of an import/export licensing system is necessary for those countries in the region that don't have such system already in place in order to ensure monitoring and control of ODS and reporting ODS consumption to the Ozone Secretariat.
2. Countries in the region that already have such system are encouraged to continue to share their experience with other countries in the region.
3. Countries in the region that already have such system may consider improving it based on the experience they gained from the Workshop or other fora.
4. Countries in the region that are not Parties to the Vienna Convention, the Montreal Protocol and its Amendments, including the latest Montreal Amendment, are strongly encouraged to ratify these treaties.
5. All countries in the region are encouraged to adopt or improve the international harmonized customs coding system (HS) to facilitate the monitoring and control of trade in ODS.
6. Countries in the region should consider the following elements in the establishment of an import/export licensing system:

Import permits should be used by the countries in the region to monitor and to control ODS according to the phase-out schedule of the Montreal Protocol.

The institutional framework established to deal with import/export licensing system should be as simple as possible without lengthy bureaucratic procedures and should be part of existing framework, as much as possible.

Importers/exporters should be selected based on their market share, leaving some margin

for new importers.

7. Countries in the region should discuss further at their network meetings and others, the most common problems identified during this workshop in the operation of existing import/export licensing systems. These problems are namely as follows:
  - long time required to approve legislation;
  - insufficient information of trade names for the commonly used ODS and of the most common chemical names;
  - difficulty in monitoring ODS mixtures;
  - delivery of necessary information to importers;
  - difficulty in identifying new users;
  - lack of communication between concerned authorities;
  - untrained customs officers;
  - availability of testing equipment and detection devices.
  
8. The Parties to the Montreal Protocol may consider the benefit of adopting a system of prior notification to be supplied by the exporting country to the importing country of the ODS.