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of the Special Programme**
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INFORMATION DOCUMENT

**TERMS OF REFERENCE
FOR**

THE ASSESSMENT OF CLOSED PROJECTS UNDER THE SPECIAL PROGRAMME

1. Since its creation in 2015, the Special Programme has approved 57 projects for funding. Since the first projects have recently completed implementation, it is a good time to take stock of what has worked well and identify areas for improvement. In this context, the Special Programme Secretariat is undertaking an assessment of the closed projects which will provide information in relation to the progress made under the Core Indicators launched with the Monitoring, Evaluation and Learning Strategy that was adopted by the Executive Board in October 2020. The annex to this information document comprises the Terms of Reference that have been developed by the Secretariat to guide this exercise.

ANNEX:

TERMS OF REFERENCE



ASSESSMENT OF CLOSED PROJECTS UNDER THE SPECIAL PROGRAMME

1. BACKGROUND

Chemicals are integral to almost all sectors of society, such as medicine and agriculture. However, if not managed properly, chemicals and waste can pose risks to our health and ecosystems— resulting in substantial costs to national economies and even human life. The Special Programme, also known as the Chemicals and Waste Management Programme, aims to support eligible countries in strengthening their institutions. This enables them to soundly manage their chemicals and waste, and to meet their international obligations— through the development and implementation of policies, legislation, and regulation at the national level.

The Special Programme supports country-driven institutional strengthening at the national level in the context of an integrated approach to financing the sound management of chemicals and waste and facilitates and enables the implementation of the Basel, Rotterdam and Stockholm Conventions, the Minamata Convention and the Strategic Approach to International Chemicals Management (SAICM) (known as the Instruments). It was established in 2015 pursuant to United Nations Environment Assembly resolution 1/5, on chemicals and waste, as one of the mutually supportive elements of the Integrated approach welcomed in UNEP/GC.27/12. The Integrated approach aims to address the long-term financing of the sound management of chemicals and wastes and is composed of three interlinked and mutually supportive components, which are: 1) mainstreaming; 2) industry involvement; and 3) dedicated external financing. The Special Programme is one of two key complementary elements of dedicated external financing under the integrated approach, with the Global Environment Facility (GEF) being the further element. The Terms of Reference¹ annexed to the resolution define the objective and scope of the Special Programme, the eligibility to apply for funding and the internal governance arrangements, such as the mandate and functions of the Executive Board and the conditions for making financial contributions.

The Terms of Reference define institutional Strengthening as “enhancing the sustainable institutional capacity of Governments to develop, adopt, monitor and enforce policy, legislation and regulation as well as to gain access to financial and other resources for effective frameworks for implementation of the Instruments for the sound management of chemicals and waste throughout their life cycle”. The Special Programme provides funds for countries through periodic calls for applications, to focus on:

- Policy, legislation and regulation: Developing and monitoring the implementation of national policies, strategies, programmes and legislation.

¹ Link to resolution: http://saicm.org/Portals/12/documents/meetings/IP1/UNEA_Res_1_5_on_Chemicals_and_Waste.pdf

- Stakeholder Engagement: Working in a multi-sectoral and transparent manner in the long-term, facilitating multi-sectoral and multi-stakeholder cooperation at the national level while promoting private sector responsibility, accountability and involvement.
- Organizational Structure: Promoting the effective implementation of the Basel, Rotterdam and Stockholm conventions, the Minamata Convention and SAICM, promoting cooperative and coordinated implementation of the Instruments at the national level.
- Monitoring and Enforcement: Promoting the adoption, monitoring and enforcement of legislation and regulatory frameworks for the sound management of chemicals and waste.
- Mainstreaming of the sound management of chemicals and waste into national development plans, budgets, policies, legislation and implementation frameworks across all levels. This also includes addressing gaps and avoiding duplication.

These can also be informed by the country's obligations towards the chemicals and waste related MEAs and the 2030 Sustainable Development Goals.

2. ASSESSMENT OF PROJECTS

2.1. Purpose of the assessment

Since its creation in 2015, the Special Programme has approved 57 projects for funding. The projects funded do not exceed 250,00 USD and an initial project duration of 24-36 months. At this moment, the first projects have recently completed implementation and it is the best moment to take stock of “what has worked well” and “where are the areas of improvement”. The findings and recommendations of this assessment will feed into the Special Programme Secretariat's future work and into the way the projects will be implemented in different countries the future. In this context, the assessment's final report will target its findings and recommendations to three audiences:

1. Special Programme Secretariat
2. Special Programme Executive Board
3. Secretariats of the Instruments²
4. Governments that:
 - have completed projects under the Special Programme,
 - are implementing projects under the Special Programme, or
 - are seeking to submit applications for funding³

The assessment will strive at all times to employ development best practice with regard to promoting **gender equality** and a **human rights-based approach, including the rights of indigenous peoples and persons with persons with disabilities**.

² Secretariats of the Basel, Rotterdam and Stockholm Conventions, the Minamata Convention and the Strategic Approach to International Chemicals Management (SAICM)

³ At the time of writing, the Special Programme is slated to run its sixth and last round of applications in 2022. However, the Executive Board of the Special Programme has recommended the extension of duration of the Special Programme for an additional five years, and the matter is likely to be considered by member states at UNEA 5.2 in February 2022. If approved, the extension will allow for an additional five rounds of applications from 2023 to 2027.

This assessment will be facilitated by the Special Programme Secretariat.

2.2. Scope of the assessment

PROJECT COVERAGE

The assessment of closed projects under the Special Programme will encompass the projects funded by the Special Programme in the following countries:

1. Argentina,
2. Dominican Republic
3. Kyrgyz Republic
4. Tanzania
5. Belarus
6. Republic of Moldova
7. China
8. Serbia
9. Benin
10. Uganda
11. Iraq

The assessment will cover the entire project durations of the above-mentioned projects.

CRITERIA

The assessment will be forward-looking and will assess the projects according to three criteria: **effectiveness, factors affecting performance and sustainability**. In line with the overall objective of the Special Programme, the assessment will measure the extent to which the projects supported the respective governments to take affirmative action to implement the BRS and Minamata Convention and SAICM and the extent of support to the development and implementation of policies, legislation, and regulation at the national level that enables them to manage chemicals and waste in a soundly manner. In addition, further aspects affecting performance and sustainability in maintaining and financing established institutional capacity will be assessed. The assessment questions in the next section further specify how these criteria will be assessed.

2.3. Questions for Assessment

The expert(s) are encouraged to consider the questions below, and to adapt and elaborate as needed, in consultation with Special Programme Secretariat:

EFFECTIVENESS

1. To what extent did the projects support the respective governments to take affirmative action to implement the BRS and Minamata Convention and SAICM through one or more of the following parameters?
 - a) establishing or increasing public **institutional capacity** for the sound management of chemicals and waste by:
 - introducing national chemical and/or waste databases and having the appropriate staff making use of it,
 - developing chemical and/or waste management expertise within the Government, and/or
 - establishing or improving chemical and/or waste management unit or organization with appropriate staff and funding,
 - b) establishing a **multi-stakeholder approach** to chemical and waste at country level
 - c) **mainstreaming** sound management of chemicals and waste into **national strategies and plans** by developing, updating and or implementing policies, plans or strategies
 - d) establishing or improving and maintaining the **national legislative & regulatory framework** for chemicals and waste management including defining roles and responsibilities
 - e) submitting **reports to the MEAs** to which the countries are a party

FACTORS AFFECTING PERFORMANCE

2. To what degree **were gender and human rights** (including the rights of indigenous peoples and persons with disabilities) considered in the project design and implementation?
3. To what extent was the implementation of the project, the production of outputs and achievement of the project objective affected by:
 - Socio-political factors⁴
 - Financial factors⁵
 - Institutional factors⁶
 - Global COVID-pandemic

➔ What were the best examples of solutions to overcome negative factors?

SUSTAINABILITY

For the questions under this criterion, sustainability will be understood as the extent to which the effects of the intervention will endure beyond the 'life' of the project.

4. To what extent did the projects adopt **exit strategies** aimed at ensuring sustainability?

⁴ Such as social movements, elections and political changes in the Government, etc.

⁵ Such as the overall budgetary situation of the country and the different agencies and ministries within the Government

⁶ Such as level of coordination between Ministries, Agencies and different levels of Government.

5. What is the likelihood of the project results being sustained considering the **associated domestic measures**, including financing, put in place by the respective Governments?

3. METHODOLOGY

While this is not a formal evaluation, it is expected that the methodology for this assessment will employ a sufficiently rigorous approach to produce impartial, accurate, evidence-based and forward-looking findings and recommendations. Multiple data sources will be consulted, and a variety of types of data collected and cross checked. All efforts at mitigating bias and ensuring the veracity of findings are expected. **The expert(s) will also ensure that all aspects of the assessment are gender and human rights sensitive (including a special focus on the rights of indigenous peoples and persons with disabilities).**

The following data collection tools are foreseen:

a) Desk research

The assessment will include a comprehensive literature review of documentation provided by Special Programme Secretariat. The following documents are to be included among others (the expert(s) may choose to include additional data sources): a) **Documentation related to the Special Programme:** Revised Special Programme Project Document and ToC, ToRs of Special Programme, Mid-Term Evaluation of the Special Programme and ROM Review; b) **Documentation related to the projects:** Project Cooperation Agreements, Project Documents, Project Budgets, Interim and Final Progress Reports with all related supporting materials, Interim and Final Expenditure Reports with all related supporting materials, Final Project Reports and Financial Audits and other project specific relevant documentation.

b) Interviews or focus groups:

The expert(s) will be required for each project to interview the Project Focal Point and the main persons responsible for the implementation of each project. It is estimated that per project 4-6 interviews will be held, in addition to those with current and former staff of the Special Programme Secretariat.

c) Survey:

The expert(s) will conduct an online survey to obtain additional responses to the assessment questions

When developing the methodology, the expert(s) will use the Core Indicators contained under the Monitoring, Evaluation and Learning Toolkit⁷ endorsed by the Executive Board of the Special Programme in 2020. To capture the progress in results and to respond to question 1 under the criterion of effectiveness, the expert(s) will adapt to the specificities of each project and use the rubrics provided in the scoring sheets of the Core Indicators (see annex III). Given that the beginning of the projects to be assessed preceded the adoption of the Core Indicators, the expert(s) will have to assess the projects from the perspective of the Core Indicators knowing that at the time of the implementation of the project these parameters did not exist – it will be therefore a post facto reconstruction and analysis. This effort will be instrumental to align the assessment with

⁷ <https://wedocs.unep.org/bitstream/handle/20.500.11822/35799/SPMELT.pdf?sequence=1&isAllowed=y>

the Core Indicators which are the current monitoring tool for all the projects and the Special Programme as a whole. In practical terms, the expert(s) will be required to conduct a post facto analysis using the Core Indicators to:

- a) establish the initial baseline under the parameters for each project, and
- b) determine the progress under the parameters for each project.

This data will be then aggregated to obtain an overall assessment of the progress made by the Special Programme in terms of its support provided to governments to take affirmative action to implement the BRS and Minamata Convention and SAICM implementation plans.

The expert(s) will further refine the proposed tools in close consultation with the Special Programme Secretariat and propose a final methodology in the Inception Report. The methodology will have robust means of verification to be able to ascertain through a critical approach the level of progress reached by each of the projects. The methodology will include a visual representation of progress across the different parameters for the individual projects and of the Special Programme as a whole.

All assessment tools are to be approved by the Special Programme Secretariat and will be piloted and revised as per best practice.

NB: The proposed methodology will be used in further occasions by the Special Programme Secretariat to conduct assessments of projects that will be closing in the future.

4. DELIVERABLES AND TIMEFRAME

Inception Report (see Annex 1): The expert(s) will submit a draft Inception Report in English totalling not more than 15 pages, in addition to associated annexes. The Inception Report will summarize the desk review of documentation provided by the Project Team, and propose the methodology to be used in the assessment, along with a detailed workplan, draft questions matrix, list of persons to be interviewed, and quality assurance mechanism. Any revisions to the Inception Report will be made no later than one week following receipt of comments. The Inception Report will be gender and human rights sensitive (and include a focus on the rights of indigenous peoples and persons with disabilities).

Final Assessment Report (see Annex 2): Following the data collection and analysis of findings, the expert(s) will submit a draft Assessment Report in English. The draft Assessment Report will be user-friendly, well-structured and evidence-based, totalling not more than 30 pages, in addition to a 2-page Executive Summary and associated annexes. The draft Assessment Report will summarize the agreed-upon methodology listed in the Inception Report, describe the assessment's data collection and analytical approach, and present findings with clear action-oriented recommendations. The draft Assessment Report will be reviewed by Special Programme Secretariat, discussed with the expert and a revised Final Assessment Report is expected 30 September 2022. The Assessment Report will be gender and human rights sensitive (and include a focus on the rights indigenous peoples and persons with disabilities).

Communication material: In addition to the Final Assessment Report, the expert(s) will prepare two communication materials to ensure proper take up of the exercise:

- Power point presentation in English summarizing the methodology, key findings and recommendations. The findings and recommendations should be tailored to the respective audiences as defined in section 2.1.
- Factsheet in English highlighting the methodology, key findings and recommendations

Upon request of the Special Programme Secretariat, the expert(s) will present the findings to the target audience.

Proposed timeline

Given the circumstances caused by COVID-2019, the following timeline will be proposed as tentative. Flexibility of the expert(s) is expected regarding the time to adapt to the evolving circumstances of the global pandemic.

The assessment will be held from 15 September to 15 November 2022

Dates to be agreed with Lead Consultant	Desk review and preparation of Inception Report
"	Submit draft Inception Report to Special Programme Secretariat
"	Review of draft Inception Report by Special Programme Secretariat
"	Submit revised Inception Report to Special Programme Secretariat
"	Conduct virtual data collection
"	Analyse findings and draft of Final Assessment Report
"	Submit draft Assessment Report to Special Programme Secretariat
"	Review of draft Assessment Report by Special Programme Secretariat
"	Revise and finalize the Final Assessment Report based on comments received
15 November 2022	Submit Final Assessment Report as well as power point presentation and fact sheet

5. ASSESSMENT TEAM

The Assessment will be conducted by:

- Lead Expert
- Team Member 1
- Team Member 2

6. EVALUATION ETHICS

The assessment will be conducted in accordance with the principles outlined in the UNEG 'Ethical Guidelines for Evaluation'; and all rights and confidentiality of information providers will be prioritized and safeguarded as per UNEG 'Ethical Guidelines for Evaluation':

<http://www.unevaluation.org/document/detail/2866>

Annex I

Guiding questions for inception report

Expert(s) are required to submit an Inception Report to Special Programme Secretariat. Before experts can proceed with the field work, a formal approval of the Inception Report is needed. The approval is granted once the final version of the Inception Report is cleared by Special Programme Secretariat. Please answer the following questions in the Inception Report

1. Which documents were reviewed?

Provide annex with a bibliography containing the full name of each document reviewed organized by category.

2. What is the proposed methodology?

- a. What will be the sampling strategy?
 - How will the sample be selected?
 - How many respondents will the sample include?
 - How many male and female respondents will there be in the sample?

Example of table

Stakeholder	Number of interviewees (M/F)	Role
Argentina	5 (3F/2M)	Implementing Government
Belarus	4 (1F/3M)	Implementing Government
Ukraine	4(2F/2M)	Implementing Government
UNDP Office	2 (1F/1M)	Implementing partner
SP Secretariat	5 (3F/2M)	SP Programme
Total: 20 (10F/10M)		

- b. How will data be collected (desk review, focus groups, interviews, etc.)?
- c. How will data be analyzed and triangulated?
- d. How will a gender lens be integrated?
- e. How will a rights-based approach with a specific focus on indigenous peoples and persons with disability be applied?
- f. What are the limitations of the proposed methodology and how will they be mitigated?

3. What is the proposed timeframe?

Example of table

	May	June	July	August	September
Desk Review					
Inception Report					
Field Work					
Draft Final Report					
Final Report					
Deliverable	Submission Date				
Inception Report	5 June				
Field Work	5 June to 15 August				
Draft Final Report	15 September				
Final Report	30 September				

4. How will the quality of the Final Assessment Report be assured?

- Describe the quality assurance mechanism (either an internal or external system), which will provide quality checks throughout the assessment process.

5. What questions will be asked to each category of stakeholders?

- Attach questions matrix (highlight in red any changes to original ToR questions)

Example of Questions Matrix

Assessment Criteria	ToR Questions	Questions to Government Project Team	Questions to implementing partner	Questions to SP Secretariat
Effectiveness	1.a 1.b			
Factors affecting performance	2. 3.			
Sustainability				

Annex II

Outline for Assessment Report

This outline lays out the Assessment Report format to be submitted to the Special Programme Secretariat. The experts will be required to follow this format in order to assure compliance with the quality standards established by United Nations Evaluation Group norms and standards.

Title and opening pages

Provide the following basic information:

- Name of the assessment
- Timeframe of the assessment, and date of the report
- Location (country, region, etc.) of the assessment
- Names and/or organizations of experts
- Name of the organization commissioning the assessment
- Table of contents listing tables, graphs, figures and annexes, with page references
- List of acronyms and abbreviations

Executive Summary

Include in a stand-alone section (max 2 pages):

- Overview of the assessment
- Methodology
- Conclusions
- Recommendations

Introduction

- Describe the **background of the project or programme**, including:
 - the implementing structure (including partners, phases of intervention, etc.)
 - the resources
 - the timeline and countries covered
 - the beneficiaries
 - the logical framework/strategic framework (use annexes if needed)
- Explain the **objectives and scope of the assessment**:
 - describe the purpose of the assessment and its audience
 - describe the scope of the assessment, including:
 - the timeframe of the projects covered by assessment
 - outputs and outcomes being evaluated
 - adoption of a **gender and rights based** approach, including the right of indigenous peoples and persons with disabilities
 - the criteria and questions used (use annexes if needed)

Methodology

- Describe the sample:
 - explain the selection criteria used
 - describe how gender considerations were taken into account
- Explain the data collection:
 - describe each data collection tool
 - explain that data was collected by disaggregating by sex
- Explain the data analysis
 - describe how data was analysed to answer the questions (triangulation)

- explain the various steps of analysis to confirm the accuracy of results
 - explain that data was analysed by disaggregating by sex
- If methodology used differs from the proposed one in Inception Report, explain
- Summarize the rationale for selection of methodology
- Identify limitations of the methodology and describe how they were minimized
- Explain the quality assurance mechanism utilized

Findings

Organize findings in sections according to criteria (effectiveness, etc.)

- Structure findings around the assessment questions (readers should make a direct connection between what was asked and what was found)
- Highlight in each section the key findings by inserting them in a separate box
- Present findings as clear statements of fact that are based on analysis of the data
- Substantiate findings through qualitative and/or quantitative data (preferably both)
 - use direct anonymous quotes from the fieldwork and identify them with the category of respondents (i.e. Government project implementation team member, implementing partner, member of Special Programme Secretariat)
 - reference the quantitative data used (whether produced by the intervention being assessed or from external sources)
 - Use rubrics or scoresheets as referenced in the ToRs
- Explain variances between planned and actual results and factors affecting the achievement of intended results, if any
- Describe the differences between male and female respondents

Conclusions

The conclusions should focus on the most significant issues and be logically linked to the key findings.

- Assess overall the strengths, weaknesses, challenges or solutions for each of the criteria used.
- Assess whether a gender, disability and rights-based approach was integrated (indigenous peoples and disability)

Recommendations

Based on the findings and conclusions, provide **no more than five main recommendations**. These can have sub-recommendations, if needed.

The recommendations should be:

- Concise and action-oriented, following the structure: “who should do what and how”
- Numbered and organized by sections according to the intended addressees specified in the assessment ToRs
- Supported by the evidence provided in the report
- Address gender and human rights

Report annexes

Annexes should include the following to provide the report user with supplemental background and methodological details that enhance the credibility of the report:

- TORs
- List of persons interviewed and sites visited, by date
- List of documents referenced
- Questions matrix
- Additional information on methodology, etc., as necessary

Annex III

Core Indicators Scoring Sheets

INDICATOR 1 Extent of strengthened government capacity and coordination mechanism to support development and implementation of National Strategies for Chemicals and Waste Management as a result of funding from the Special Programme.					
Criterion 1.1: Are there National chemical and/or waste databases? <i>Fill the box just below with a shading color for the one of the six statements that is correct</i>					
0	1	2	3	4	5
No chemical/ waste database exists	Chemical and/or waste inventory or databases exist for one MEA	Chemical and/or waste inventory or databases exist for 2 MEAs	Chemical and/or waste inventory or databases exist for 3 MEAs	Chemical and/or waste inventory or databases exist for 4 MEAs	Chemical and/or waste inventory or databases exist for all 4 MEAs plus SAICM
<i>Baseline:</i> <i>Target:</i> <i>Attach any documentation as proof:</i>					
Criterion 1.2: Is the necessary Chemical and/or Waste Management expertise available? <i>Fill the box just below with a shading color for the one of the six statements that is correct</i>					
0	1	2	3	4	5
The requisite chemical and/or Waste Management expertise is not available	Expertise available to Ministries, Departments and Agencies and a limited number of personnel in at least one priority Ministry have basic training in chemical and/or waste management	Expertise available to Ministries, Departments and Agencies and a reasonable number of personnel have <u>basic training</u> in Chemical and/or waste management	Expertise available to Ministries, Department and Agencies and a reasonable number of personnel from 1 or 2 MDAs have been trained in chemical and /or waste management and have the ability to facilitate the integration of chemical management in country planning.	Expertise available to Ministries, Departments and Agencies and a reasonable number of personnel in 3 or 4 agencies trained in chemical and /or waste management and are transferring their knowledge to their colleagues and stakeholders with	Expertise in chemical and /or waste management available to Ministries, Departments and Agencies; and a cadre of personnel trained to interpret and integrate chemical management into the development planning process in the country

				emphasis on applications in the field.	
<i>Baseline:</i> <i>Target:</i> <i>Attach any documentation as proof:</i>					
Criterion 1.3: Has a department been established for Chemical and/or Waste Management and provided with the necessary resources? <i>Fill the box just below with a shading color for the one of the six statements that is correct</i>					
0 There is no dedicated department /unit for chemical/waste management	1 Government mandate in place for establishment of a dedicated chemical and /or waste management department/unit.	2 Framework document for establishment and operation of the Chemical/ Waste Management Department/Unit developed	3 Chemical and /or waste Management department/unit established and Executive Director in place	4 Standard Operating Procedures for the Chemical and /or waste management Department/Unit developed and staff hiring is in process.	5 Chemical/ Waste Management Department/Unit has the required human, physical, and financial resources and is operational.
<i>Baseline:</i> <i>Target:</i> <i>Attach any documentation as proof:</i>					
Criterion 1.4: Does the government participate in a Multi-stakeholder Coordination Mechanism for Chemical & Waste Management? <i>Fill the box just below with a shading color for the one of the six statements that is correct</i>					
0 No Multi-Stakeholder Coordination Mechanism for Chemical & Waste Management exists	1 Multi-Stakeholder Coordination Mechanism for chemical and /or waste management is in early stage of initiation with limited (ad hoc) participation from	2 Multi-Stakeholder Coordination Mechanism exists for chemical and /or waste Management activities with more regular/structured participation from governmental and non-	3 Multi-Stakeholder Coordination Mechanism exists for chemical and /or waste management activities with a greater level of adequate participation from governmental and non-governmental	4 Multi-Stakeholder Coordination Mechanism exists for chemicals and waste management activities with a high level of active participation from governmental and non-governmental	5 A fully functional Multi-Stakeholder Coordination Mechanism exists for chemical and/or Waste Management with full participation from required governmental and non-governmental

	government and non-government bodies.	governmental bodies and with consideration to gender, indigenous people and vulnerable groups	bodies and with consideration to gender, indigenous people and vulnerable groups	bodies with some degree of <u>information sharing and coordinated planning</u> through an <u>information or knowledge exchange portal</u> , with consideration to gender, indigenous people and vulnerable groups.	bodies sharing information and coordinating on an ongoing basis through an established community of practice and with consideration to gender, indigenous people and vulnerable groups
<i>Baseline:</i> <i>Target:</i> <i>Attach any documentation as proof:</i>					

INDICATOR 2

Degree of integration of chemical and waste management into national and sector planning - formally proposed, adopted, or being implemented including required reporting to the relevant Conventions and voluntary reporting to SAICM.

Criterion 2.1: Are Chemical and /or waste Management Policy, Plan, Strategy developed or updated and being implemented?

Fill the box just below with a shading color for the one of the six statements that is correct

0	1	2	3
No Chemical/Waste Management Policy, Plan, or Strategy exists	A relevant government official, agency, organization or non-governmental entity with decision making authority in its respective legal, regulatory, policy or non-governmental system has proposed development of a national plan, policy or strategy for chemical and /or waste management	A relevant government official, agency, organization or non-governmental entity with decision making authority in its respective legal, regulatory, policy or non-governmental system has adopted a national plan, policy or strategy for chemical and /or waste management	A relevant government official, agency, organization or non-governmental entity with decision making authority in its respective legal, regulatory, policy or non-governmental system is implementing a national plan, policy or strategy for chemical and / or waste management that is in force

Baseline:

Target:

Attach any documentation as proof:

Criterion 2.2: Is the necessary chemical and /or waste management legal framework in place? It refers to the laws/conventions which the country has ratified.

Fill the box just below with a shading color for the one of the statements that is correct

0	1	2	3
No legal framework in place	Legal Framework proposed		Legal framework to support policy, plan or strategy is in place

		A legal framework to support the policy/plan or strategy has been adopted.	
<i>Baseline:</i> <i>Target:</i> <i>Attach any documentation as proof:</i>			
Criterion 2.3: Is the chemical and / or waste management regulatory framework in place? It refers to the specific regulatory steps the country has taken to ensure the laws /conventions are implemented on the ground. <i>Fill the box just below with a shading color for the one of the statements that is correct</i>			
0 No Chemical and /or waste management regulatory framework	1 Regulatory Framework Proposed	2 A regulatory framework to support the policy, plan, or strategy has been adopted but enforcement not yet operational	3 A regulatory framework to support the policy, plan, or strategy is in place and enforcement operational
<i>Baseline:</i> <i>Target:</i> <i>Attach any documentation as proof:</i>			
Criterion 2.4: Are reports to the MEAs to which the country is a party to being submitted? <i>Fill the box just below with a shading color for the one of the statements that is correct</i>			
0 No reporting to relevant MEAs is being done	1 Preparations for reporting to relevant MEAs have begun - A TOR for the report is being drafted	2 A report to the relevant MEA is being drafted	3 Report to the relevant MEA is nearing completion/dispatched.
<i>Baseline:</i> <i>Target:</i> <i>Attach any documentation as proof:</i>			