

This guide introduces and summarises the many important issues about the Montreal Protocol on Substances that Deplete the Ozone Layer that National Ozone Officers (NOOs) need to know to perform their job effectively. Presented in an easy to understand format, the guide is designed to provide new NOOs and their assistants with the critical knowledge needed to quickly understand the Montreal Protocol system and the country's obligations under the Montreal Protocol.

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Multilateral Fund
for the Implementation of the Montreal Protocol

GUIDE FOR NATIONAL OZONE OFFICERS

UNITED NATIONS ENVIRONMENT PROGRAMME



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3

GUIDE

for National Ozone Officers

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F O R E W O R D

A key factor contributing to the remarkable success of the Montreal Protocol on Substances that Deplete the Ozone Layer so far is the "country-driven approach" promoted by the Executive Committee of the Protocol's Multilateral Fund. This approach places National Ozone Units at the centre of the action to protect the ozone layer.

Whether you realise it or not, the National Ozone Unit led by you, the National Ozone Officer (NOO), is the single most important element in your national strategy to comply with the Montreal Protocol. How well you and your team do your work--developing projects, managing strategies, reporting data, working with national and international institutions--directly or indirectly affects the status of your country's compliance with its obligations under this treaty.

We at the United Nations Environment Programme's Division of Technology, Industry and Economics (UNEP DTIE) and all of the other members of the Multilateral Fund community want you to succeed in your mission. My message to you is that you are not alone. Other NOOs have confronted and overcome the same challenges that you are facing. Their experiences are valuable references that can help you optimise the performance of your Ozone Unit.

The country-driven approach requires skilled and committed focal points in a country who can effectively manage the implementation of their Country Programmes, Refrigerant Management Plans, National CFC Phaseout Strategies and associated investment and non-investment projects. Your government has committed itself to reduce in stages, and eventually phase out, the production and consumption of ozone depleting substances by fixed dates. It is your responsibility to ensure compliance with these commitments.

Since 1991, UNEP DTIE's OzonAction Programme has promoted the concept of NOU. We recognise that the size and efficiency of the National Ozone Units varies in many countries. In some, National Ozone Units are fully institutionalised in the government's programmes. In other cases, the nature of the responsibilities results in frequent staff turnovers that may cause gaps in project implementation if the staff transition is not properly managed. A new NOO will need guidance, information and advice to understand the issues and work efficiently and quickly to meet Montreal Protocol targets.

In support of the Fund's country-driven approach, the OzonAction through the Regional Office for Asia and the Pacific Compliance Assistance Programme (ROAP CAP) is assisting National Ozone Units by developing this Guide. It has been developed using a participatory approach that draws on the experience of numerous NOOs inside and outside of the region, international agencies and individual experts. It is a form of the collective wisdom of the wider community of NOOs who are leading National Ozone Units.

This quick reference tool provides new and current Ozone Officers such as yourself with comprehensive working knowledge about the key subjects you need to know to perform your job. It helps you understand the workings of the Montreal Protocol system in all its dimensions. For areas that are beyond its scope, the guide directs you to the appropriate source of information.

I am confident that this document will be useful not only to you but also to anyone who wants to learn how National Ozone Units work with Implementing and Bilateral Agencies, the Ozone and Multilateral Fund Secretariats, and other entities at the national level to achieve and sustain their compliance to the Montreal Protocol. This Guide should also be of interest to the communities of other multilateral environmental agreements which are looking to the Montreal Protocol for inspiration and ideas for capacity building of government focal points to ensure effective national implementation and compliance of their treaties.

Monique Barbut
Director of UNEP DTIE



C O N T E N T S



1 CHECKLIST	11
Introduction and Action Plan for NOOs	
2 SETTING THE SCENE	17
What is the Ozone Layer? Danger to the Ozone Layer, Action by UNEP, Vienna Convention, Montreal Protocol, Important Articles, Control measures	
3 DEVELOP YOUR PEOPLE NETWORK	25
Meetings of the Parties, OEWG, Bureau, Executive Committee, Multilateral Fund, Implementation Committee, Ozone Secretariat, Fund Secretariat, Implementing Agencies, OzonAction, Assessment Panels	
4 COLLECT DATA FOR GOOD MANAGEMENT	31
Where is ODS used? Reporting to the Ozone Secretariat, Reporting to the Fund Secretariat, Methods of collecting the data	
5 FOCUS ON IMPORTANT IMPLEMENTATION ACTIONS	39
Challenge of Implementation, Role of the government, Role of the NOU, Time Schedules for Article 5 Parties, Alternatives to the ODS, Methyl Bromide, Refrigeration servicing	
6 SEEK ASSISTANCE WHEN NECESSARY	47
Institutional Strengthening, Country Programmes, Refrigerant Management Plans, Strategic Planning, Terminal Phase out Management Plan, LVCs, National Phaseout Plans, Coordination with GEF	
7 JUST DOING IT	57
Awareness, National Committee, Licensing System, Policies, Legislation and Regulation, Training, Green Customs, Strengthening Customs, Curbing Illegal Trade, Preventing dumping of Used ODS equipment, Destruction of ODS, Synergy with other MEAs	
8 REMEMBER COMPLIANCE IS THE GOAL	67
Non compliance Procedure, Questions on Compliance, Consequences of non-compliance, Action by MOPs on non-compliance, More questions, What to do if your country is non-compliant	
9 RESOURCES	77

预览已结束，完整报告链

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