ANNEX 6 TRAINING NEEDS ASSESSMENT REPORT ON COMPONENT B

"TRAINING NEEDS ASSESSMENT REPORT" on Component B

Project title:	Technical Assistance to Support the Development of Green Economy in Belarus
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1 INTRODUCTION

In accordance with the ToR requirement the Contractor should perform at least one educational/training event per each sub-component. In this regard, the Project Team prepared a Training (Educational) Plan which were annexed to the Inception report and approved by the Client.

In the plan we engaged to determine scope of the participants and training programmes, time-schedule of the events related to Component B within a **Training Need Assessment Report** which should be prepared by the team and presented together with the First Interim Report.

The approach of assessing the needs and preparation of the report comprises:

- Identifying needs and building on existing capacities;
- Stating clear objectives;
- Evaluating the capacity of the Project to meet the objectives;
- Profile and number of the representatives which are considered to attend each event;
- Proposal on the main characteristic of the events – subject, time, working schedule etc.

The training needs assessment is done based on the findings of the Team experts during the meetings with local people, reviewing documents, and the conclusions of the analysis of the current situation.

This report is a proposal of the Project Team but finally the Beneficiary should give their vision on the programmes, participants etc. which will be taken into account in the final version.

The detailed training materials and practical exercises will be developed with the help of NKE working on the different topics and then the team could coordinate exact Programme of the events with Beneficiary.

2 B1. REVIEW OF THE CURRENT SITUATION IN BELARUS WITH REGARD TO THE MAIN POLLUTANTS COVERED BY THE GOTHENBURG PROTOCOL

2.1 ASSESSMENT OF THE NEEDS AND POSSIBILITIES

2.1.1 Identifying needs and building on existing capacities

Despite not signing the Gothenburg protocol, the Republic of Belarus has been reporting relevant information on CLRTAP, including the five pollutants related to Component B annually.

To prepare the annual inventory reports MNREP relies on the services of the expert team by the Institute for Nature Management of the National Academy of Sciences of Belarus. The inventory reports are based on data of national emission statistics. These statistics are supplemented for missing sources and pollutants by calculations using the EMEP methodology.

In case of signing the Gothenburg Protocol the competent authorities should arrange for adequate management, control and reporting. There are multiple quantitative and qualitative indicators to be checked and verified:

- Emission reduction commitments;
- Critical loads;
- Limit values for emissions: total amounts and of concentrations;
- Non quantitative rules like housekeeping and management.

As seen above the role of the authorities will be to control the process paying attention to multiple factors:

- quantitative obligations (ceilings) and
- limitations but also application of organisational/management measures.

Early understanding the roles and foreseeing the responsibilities will be important to ensure the smooth enforcement and reporting.

The project team has also obligation to discuss the the emission forecast with the policy makers and data providers: the initial scenarios, should be used to engage with policy makers and data providers and enhance the flow of information by illustrating the expected course of emissions.

2.1.2 Objectives. Capacity of the Project to meet the objectives

- Increasing the awareness and capacity of the stakeholders having role in the enforcement of Gothenburg Protocol provisions:
  - Improve the coordination between the different parties;
  - Assisting the consistent flow of information between the parties (emission sources, authorities, consultants);
  - if needed revise the reporting forms.
- The Project team in the respect of its obligations has the chance to aquaint in details to the flow and compilation of information. These problems were discussed with MNREP, other stakeholders, short-term local consultants and the vision is that the project staff have broad experience both in Belarus and EU countries and can contribute to meet the objectives.

2.1.3 Profile and number of the representatives which are cosidered to attend each event

The final decision of the each individual attendee should be taken by the Beneficiary who has the best view and contacts with the local intuitions – present or future stake holders.

The recommendation of TAT is:

Apparently, this forum should be attended by the representatives of all stakeholders dealing with the information and control of the process:

- MNREP as a key factor in the whole process;
- representatives of the industrial/commercial units as generators of emission and responsible for the initial reporting;
- affiliations and structures subordinated to MNREP which would participate in the information flow management and control of the enforcement;
- representatives of Statistical committee of Belarus.

2.2 PROPOSED CHARACTERISTICS OF THE EVENT

Subject: Workshop on CLRTAP and Gothenburg Protocol – targets, requirements, control and reporting.

Forecasted date: October 2015

Associated with event: Could be held **w**ithin the high level conference on Green Economy (planned October/November2015)

Target audience: People responsible for implementing measures within the protocol and representatives of Statistic Committee and emission generators.

Number of Participants: 15-20

Tentative Programme:

10.00-11.15 Presentations of the CLRTAP and Gothenburg Protocol - requirements, and possible consequences. Inventory process - Information that should be needed for preparing the reports to EMEP.

11.15-12.00 Questions and discussion

12.00-13.00 Lunch break

13.00-15.00 Interactive session on the information which to be submitted from the industrial/commercial units and how it should be compiled to facilitate the reporting process. Possible changes in the content of Statistical Forms. New Reporting forms needed. Discussion dedicated specifically to coordination between responsible authorities and individuals .

15.00-16.00 Conclusions and decisions.

3 B2. CONDUCTION OF COST-BENEFIT ANALYSIS

3.1.1 Identifying needs and building on existing capacities

The implementation of the Gothenburg Protocol should lead to more cost-effective solutions to reduce levels of air pollution. Economic evaluation enables explicit and quantitative comparisons of the efficiency of different interventions using a simple-to-interpret summary efficiency indicator – cost per impact achieved.

Cost–benefit analysis values all the outcomes of interventions in monetary terms. This gives a benefit–cost ratio, which indicates the monetary or welfare benefit per currency unit spent and provides a decision-making tool with a broad societal perspective. Ultimately CBA is used to analyse and evaluate alternative approaches to projects or decisions.

In order to adequately interpret the results the decision makers have to be acquainted with the principles of the CBA, informative value of the results and risks that come out in case of wrong performance or interpretation.

The other important moment is that MNREP would need external experts to assist them with CBA and update of Action Plan for implementation of measures in future. Therefore, at least 2 teams of local experts should be aware and capable to fulfill this role.

3.1.2 Objectives. Capacity of the Project to meet the objectives

- Increasing the awareness and capacity of the environmental authorities to interpret the results the CBA studies and use them in their decision making role on Air Quality Management;
- Training experts in order to perform in future CBA and properly communicate the results to authorities as well as advising them in the decision making process.

The Project team within the scope of its obligations will perform such activities during the project implementation and will get enough practical experience at local ground.

Goals are to give additional knowledge to the participants, but also use their knowledge in order to improve the results of the task – well justified proposals would be reflected in the documents (including

the Programme of actions under B3). Interactive work would also contribute to the ability of the participants to motivate positions and influence the decisions.

3.1.3 Profile and number of the representatives which are considered to attend each event

The final decision of the each individual attendee should be taken by the Beneficiary who has the best view and contacts with the local entities.

The recommendation of TAT is that the forum should be attended by the decision makers from the authorities as well as prospective experts to be involved in future CBA studies (they could be representative of the affiliations and structures subordinated to MNREP or academic/scientific institutions or independent consulting groups).

3.2 PROPOSED CHARACTERISTICS OF THE EVENT

Subject: Workshop on Cost-benefit analysis – a tool for a better decision making.

Forecasted date: May-June 2016

Associated with event: So far it is planned as a separate event but in case it can be held together with other forum of the project the team will discuss with the Beneficiary the need and possibilities to associate both events.

Target audience:

People responsible for decision making in the Air Pollution Management at National and Regional level.

Prospective consultants that could be contracted by the authorities to prepare CBA.

Number of Participants: app. 30

Tentative Programme:

10.00-11.00 Principles of Cost Benefit Analysis – giving knowledge on the method to evaluating costs, benefits and their balance. Software products (models) used to calculate the reduction of main pollutants emissions and perform cost-benefit analysis.

11.00-11.30. Presentation of the initial results and conclusions achieved by the Project Team within the implementation of the task B2.

11.30-12.00 Questions and discussion

12.00-13.00 Lunch break

13.00-15.30. Interactive session: Discussion of the preliminary results of the CBA. As well as proposed rationale and justification for the need of the Republic of Belarus' to sign the Gothenburg Protocol.

15.30-16.00 Conclusions and decisions.

4 B3. ELABORATION OF THE DRAFT PROGRAMME OF ACTIONS TO REDUCE MAIN POLLUTANTS

4.1.1 Identifying needs and building on existing capacities

Elaboration of Programme of Actions to reduce pollutants emission should account for the following groups:

- Control techniques;
- Economic instruments;
- Regulatory instruments.

The choice of control measures and technologies for any particular case will depend on a number of factors, including current legislation and regulatory provisions and, in particular, control technology requirements, primary energy patterns, industrial infrastructure, economic circumstances and specific in-plant conditions.

Implementation of such a complex Programme should lead not only to pollution reduction but also create enough capacity in the local authorities to control and report the results as well as to update the action plan or in future elaborate other programmes.

To assess the actions in the Programme the team should adapt a software product to calculate the reduction of main pollutants emissions with cost-benefit analysis of each pollutant individually and all the main pollutants together, which allows, inter alia, carry out reporting on the pollutants emissions in the format, provided for by the program EMEP.

Very important factor for successful implementation of the software will be the possibility of the local authorities to: feed the software with quality data, validating the results, perform long-term maintenance, commit further development/upgrade.

4.1.2 Objectives. Capacity of the Project to meet the objectives

- Introduce to the decision makers the main principles of programme elaboration, assessment of the goals achievement and undertaking corrective actions during the programme period.
- Use of software to calculate the reduction of main pollutants emissions with cost-benefit analysis and report on the pollutants emissions in the format.

The Project team within the scope of its obligations will perform such activities during the project implementation and will get enough practical experience.

As it is not realistic to expect that the trainees will become advanced user and future maintainers of the software within the short workshop, we propose to coordinate with MNREP the involvement of NKEs within the task development. These NKEs would be prospective consultants to MNREP in the further applications and development of the software.

Practical exercises with the developed software will simultaneously give training to participants as well as show the developers possible malfunctions that could be improved in the final version.

4.1.3 Profile and number of the representatives which are considered to attend each event

The final decision of the each individual attendee should be taken by the Beneficiary who has the best view and contacts with the local entities.

The recommendation of TAT is that the forum should be attended by the decision makers from the authorities as well as prospective experts to be involved in future software use, maintenance and upgrade (they could be representative of the affiliations and structures subordinated to MNREP or academic/scientific institutions or independent consulting groups).

The Programme elaboration is a very complex process involving many experts from different ministries, academic institutions or consulting groups. Anyway, this workshop could not address all the details of different possible actions it would be recommended to invite rather decision makers working generally on Air Management than the experts working for a single aspect of the Programme (e.g. only for control techniques or economic instruments).

Some of the participants might be particularly interested only in Programming or only in Software it is possible to participate in one of the two-days' workshop.

4.2 PROPOSED CHARACTERISTICS OF THE EVENT

Subject: Workshop on Programming and use of Software products.

Forecasted date: February-March 2017

Associated with event: So far it is planned as a separate event but in case it can be held together with other forum of the project the team will discuss with the Beneficiary the need and possibilities to associate both events.

Target audience: People responsible for decision making in the Air Pollution Management. Prospective consultants that could be contracted by the authorities to assist software use for emission estimation, CBA and reporting.

Number of Participants: 8-10

Tentative Programme:

Day 1.

10.00-11.00 The main principles of programme elaboration, assessment of the goals achievement and undertaking corrective actions during the programme period.

11.00-12.00. Presentation of the initial results and conclusions achieved by the Project Team within the implementation of the task B3.

12.00-12.30 Questions and discussion

12.30-13.30 Lunch break

13.30-15.00. Interactive session: Discussion of the preliminary results of the CBA. As well as proposed rationale and justification for the need of the Republic of Belarus' to sign the Gothenburg Protocol.

15.00-15.30. Coffee Break

15.30-17.00

Day 2.

09.30-11.00 Presentation of the adapted software product

11.00-12.00 Questions and answers

12.00-13.00 Lunch break

13.00-15.00. Practical exercise. Acquainting to the software product. Input data, processing and obtaining results on the emissions, costs and benefits.

15.00-15.30. Coffee Break

15.30-16.30 Practical exercise. Generating documents with reporting purposes.

16.30-17.00 Conclusions and decisions.