



MINAMATA
CONVENTION
ON MERCURY

ANNEX B
Templates for interim and final progress reports
and interim and final expenditure reports

2018/01/AP/IRN

Iran

I. Specific International Programme, Round 1, Final Progress Report

Project ID: 2018/01/AP/IRN

Country/Region: Iran / Asia and the Pacific

Project Title: Implementing of Minamata Convention on Mercury Management in Chlor-Alkali Plants in the Petrochemical Industry

Duration: 15 months

Organization/Institution delivering the project: Research Institute of Petroleum Industry of the Islamic Republic of Iran

Total Amount: USD 100,000

PCA starting date: 05/05/2020

Reporting period: from 04/01/2021 to 05/08/2021

Amount of last instalment received: USD 93,000

Amount of total instalments received: USD 93,000

Project Focal Point Name¹: Nahid Etemad,

Title/Position: Project Manager

Date: 05.08.2021

Signature: Nahid Etemad

¹ The Project Focal Point is the person who is responsible for the overall management of the implementation of the project as stated in the legal agreement.

1. Summary of Project Implementation Status

The project met the requirements of its workplan timetable by achieving its objectives. The outcome of the project was the guideline on decommissioning of selected plant (Abadan).

2. Performance with regard to Outputs, Activities, and Milestones

Capture here the activities implemented, per Output heading, as were planned to be undertaken during this reporting period according to milestone dates (Month x/Year y) in the agreed Logframe, Workplan, and Activity-based Budget as set forth in Annex A. For Final Report, include all previous output and activity reporting for a complete listing.

Specific International Programme of the Minamata Convention on Mercury – Second Round 2019

	<i>Name of activity planned for this reporting period</i>	<i>Planned timeframe for activity completion per project logframe</i>	<i>Status – Attained, Partially Attained, Not Attained?</i>	<i>If not attained, please describe why and what mitigation actions already taken or being taken. Continue text below chart as needed.</i>
Output 1 : Launching the project and conducting an inventory on mercury pollution in chlor-alkali plant				
Activity 1:	Set-up Project team, Project Steering Committee and recruit consultants	Month 3 /Year 1	Attained	
Activity 2:	Conduct Scoping, and Health Risk Assessment workshop	Month 3 /Year 1	Attained	
Activity 3:	Surveys designed and implemented to gather data from industry	Month 4 /Year 1	Attained	
Activity 4:	Collect and analyze data for mercury waste inventories	Month 6 /Year 1	Attained	
Output 2: Undertaking a health Risk Assessment				
Activity 1:	Collect and analyze data into a draft report	Month12/Year1	Attained	
Activity 2:	Undertake validation workshop to finalize report	Month12/Year1	Attained	
Output 3 : Develop a guidance for decontamination, demolition and disposal of mercury wastes, and contaminated sites				
Activity 1:	Draft Guideline produced	Month12/Year1	Attained	
Activity 2:	Guideline finalized	Month3/Year2	Attained	
Output 4 : Monitoring and Review				
Activity 1:	Conduct interim and final narrative and progress reporting	Month8/Yea1 Month3/Year2	Attained	
Activity 2:	Conduct Terminal Review	Month3/Year2	Attained	

3. Challenges, management actions and risk mitigation plans

Please provide information on any (i) challenges faced in implementing the workplan and delays if any, and (ii) management and mitigation actions taken.

- The implementation of the project required a lot of field-work and travelling to the project site which is located in the south-western city of Abadan. The outbreak of Covid-19 proved to be a major challenge as the ensuing issues had to be tackled to meet project deadlines. The project team showed a high level of commitment and worked proactively to the best of their ability to ensure project implementation and attaining its objectives and outcomes.

In the course of implementing the project, the team realized that:

- It is essential to establish an effective coordination mechanism including adequate management structures and operating systems
- Adequate funds and other resources including staff should be in place prior to implementation
- Knowledge management and information flows need to be relevant and shared within the related national and international consultants
- There has been a number of challenges (financial and technological) to be addressed during the process of the decommissioning of the mercury cell in Abadan chlor-alkali plant. These challenges shall be tackled through internal and international collaboration.
- This guideline aims at facilitating the environmentally sound management (ESM) of the mercury contamination and waste as well as protecting the health and safety of the workers and the local people living adjacent to the plant.

4. Resources and budget

Please provide (i) a narrative description of financial implementation during the reporting period, (ii) percentage of total funds spent during to date, and (iii) explanation of any delays in spending the funds, any other remarks on the overall project budget.

A total sum of 100000.00 USD has been spent in four categories.

5. Communication-related material

Please provide information on any project outcomes that could be used as a basis for the Minamata Secretariat to develop communication material and share widely (including on websites, newsletters etc.). Information on any practices and innovations used in the project that can be showed-cased or highlighted is welcome. Any human-interest story would also be welcome. Please also enclose links, pictures, videos, publications, etc. in the attachments section.

Throughout the project period, which lasted for over 15 month, project manager was meeting with the project team every week to identify and discuss top key lessons and discover opportunities for improvement. The team documented these lessons to underscore the strengths and weaknesses of the project at each stage. The best practices were recommended after each session.

Definitely holding on-line sessions, webinars and effective communication with the national and international experts facilitated the successful implementation of the project.

6. Looking forward

Please inform us of (i) any possible changes you foresee in the approved workplan/log frame in the upcoming reporting period, and (ii) any possible challenges that are already anticipated in implementation.

N/A.

List of Attachments, if any
Attachment 1-Guideline